



**INSTITUTE OF HUMAN RESOURCES DEVELOPMENT
PRAJEO TOWERS, VAZHUTHACAUD, THIRUVANANTHAPURAM-14**

No. FinC2/11264/2017/HRD

Dated: 25.09.2017

CIRCULAR

Sub: - IHRD- Details of receipt and expenditure till 30.09.2017-reg.

All heads of institution are requested to furnish the month wise details of Receipts and Expenditure for the period **from 01.04.2017 to 30.09.2017** in the format attached (excel format) on or before **06.10.2017** through e-mail to ihrd.acc@gmail.com .

Sd/-
DIRECTOR

Copy to

1. All the heads of institution.
2. Office copy
3. Stock file

Approved for issue
Sd/-
Junior Superintendent