

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

No. Fin B4/16944/2016/HRD

Dated: 18.01.2017

CIRCULAR

Sub: - IHRD Institution Information System– Collecting Online financial data of institutions under IHRD.

All the heads of the institutions of IHRD are strictly instructed to upload the online daily closing balance details of each day without fail. In order to ascertain the present financial position and to assess the actual fund requirements for February 2017, the details of closing balance of **20.01.2017** & **21.01.2017** are required before 10 am of succeeding days without fail. All the heads of institutions are therefore requested to enter the closing balance of those days within the specified time. Any lapse in this regard will be viewed seriously.

Sd/-
DIRECTOR

Copy to

1. All the heads of institutions.
2. Office copy

Approved for issue



Junior Superintendent

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