

Institute of Human Resources Development

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No. EA4/6204/2012

December 12, 2012

From

The Director

To

All the Head of Institutions

Sir/Madam,

Sub: Automation of Accounts using Tally.ERP9 Solution – Implementation - Reg.

Ref: This office letter even no. dated 15-11-2012.

IHRD has decided to Implement Tally.ERP9 solution for the automation of accounts in 84 IHRD Institutions. As per the reference cited above, All Head of Institutions were requested to ensure that,

- i) The infrastructure for using Tally.ERP9 in your Institution is setup at the earliest.
- ii) The entries from 01-04-2012 to 30-06-2012 is entered in Tally.ERP9 before 30-11-2012 and its backup is forwarded to ihrd.acc@gmail.com on 01-12-2012.

But only following **seven** Institution has completed the work as per schedule and forwarded data backup to the headquarters as directed.

1. CAS, Kanjirappally
2. CAS, Mavelikkara
3. CAS, Puthenvelikkara
4. Model College, Meenangadi
5. CAS, Vazhakkad.
6. CAS, Kodungallur
7. CAS, Malappuram.

I congratulate the Accounting staff & the Head of Institution of the above seven Institutions for the effort taken to comply with the direction given as per the letter cited above within the time limit.

So above 7 institutions has proved that the work requested to complete within the time schedule is not difficult to achieve. Unfortunately other Institutions, for which Tally software licenses are purchased, has not shown adequate care in the implementation of above instruction. In this circumstance, the head of remaining Institutions for which Tally licenses are allotted, are directed to report within 7 days the reason for not completing the work of back data entry from April 1, 2012 to June 30, 2012 in Tally.ERP9, within the time limit.

As per the above letter under reference, It was also directed to setup the infrastructure to install Tally in these Institutions at the earliest. The Tally.ERP9 licenses were distributed from 05-11-2012 to the Institutions which had completed the Installation process and requested for the license. But few institutions have not even setup the Tally Installation as on 01-12-2012. The head of these Institutions shall also report the reason for the undue delay in setting up Tally Installation in their Institutions within 15/12/2012.

Yours sincerely

Director