

No. 4918/Fin A3/2011/HRD

Dated: 22.12.2015

From

The Director

To

The Head of all institutions under IHRD

Sir/Madam,

Sub: - Budget- Meeting for the finalization of Budget 2016-17 - reg:-

Head of all institutions under IHRD are requested to attend a meeting which is to be held at IHRD Head Quarters with all supporting documents in the following dates for the finalization of budget 2016-17. You are also directed to bring the details of items purchased from the very beginning under plan fund.

Schedule of Meeting

| Sl No | Name of Institutions | Date |
|-------|----------------------|-----------|
| 1 | CE, Adoor | 11/1/2016 |
| 2 | CE, Attingal | ” |
| 3 | CE, Chengannur | ” |
| 4 | CE, Kalliooppa | ” |
| 5 | CE, Karunagappally | ” |
| 6 | CE, Kottarakkara | ” |
| 7 | CE, Poonjar | ” |
| 8 | MEC, Ernakulam | ” |
| 9 | CE, Cherthala | ” |
| 10 | MPT, Painavu | 12/1/2016 |
| 11 | MPT, Mattakkara | ” |
| 12 | MPT, Poonjar | ” |
| 13 | MPT, Karunagappally | ” |
| 14 | MPT, Mala | ” |
| 15 | MPT, Kalliassery | ” |

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|----|----------------------|-----------|
| 16 | MPT, Vadakara | ” |
| 17 | MRPC, Kuzhalmannam | ” |
| 18 | THSS, Adoor | 13/1/2016 |
| 19 | THSS, Cherthala | ” |
| 20 | THSS, Kaloor | ” |
| 21 | THSS, Kaprassery | ” |
| 22 | THSS, Mallappally | ” |
| 23 | THSS, Muttada | ” |
| 24 | THSS, Thodupuzha | ” |
| 25 | THSS, Perinthalmanna | ” |
| 26 | THSS, Peerumedu | ” |
| 27 | THSS, Puthuppally | ” |
| 28 | THSS, Thiruthiyad | ” |
| 29 | THSS, Varadium | ” |
| 30 | THSS, Vattamkulam | ” |
| 31 | THSS, Aluva | ” |
| 32 | THSS, Vazhakkad | ” |
| 33 | CAS, Adoor | 14/1/2016 |
| 34 | CAS, Dhanuvachapuram | ” |
| 35 | CAS, Harippad | ” |
| 36 | CAS, Kundara | ” |
| 37 | CAS, Mavelikkara | ” |
| 38 | CAS, Kaduthuruthy | ” |
| 39 | CAS, Kanjirappally | ” |
| 40 | CAS, Konni | ” |
| 41 | CAS, Mallappally | ” |
| 42 | CAS, Kalanjoor | ” |
| 43 | CAS, Perissery | ” |
| 44 | CAS, Marayoor | 15/1/2016 |
| 45 | CAS, Nedumkandam | ” |
| 46 | CAS, Payyappady | ” |
| 47 | CAS, Peerumedu | ” |
| 48 | CAS, Puthenvelikkara | ” |
| 49 | CAS, Thodupuzha | ” |
| 50 | CAS, Attappadi | ” |
| 51 | CAS, Ayalur | ” |
| 52 | CAS, Chelakkara | ” |
| 53 | CAS, Kodungallur | ” |
| 54 | CAS, Kozhikode | 16/1/2016 |
| 55 | CAS, Kuzhalmannam | ” |
| 56 | CAS, Malampuzha | ” |
| 57 | CAS, Malappuram | ” |
| 58 | MC, Meenangadi | ” |
| 59 | CAS, Nadapuram | ” |

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|----|------------------------|-----------|
| 60 | CAS, Nattika | ” |
| 61 | CAS, Thamarassery | ” |
| 62 | CAS, Vadakkencherry | ” |
| 63 | CAS, Kattappana | ” |
| 64 | CAS, Vattamkulam | 18/1/2016 |
| 65 | CAS, Vazhakkad | ” |
| 66 | CAS, Thiruvambady | ” |
| 67 | MC, Muthuvallur | ” |
| 68 | CAS, Cheemeni | ” |
| 69 | CAS, Koothuparamba | ” |
| 70 | CAS, Mananthavady | ” |
| 71 | CAS, Pattuvam | ” |
| 72 | CAS, Payyannur | ” |
| 73 | CAS, Pinarayi | ” |
| 74 | CAS, Manjeswaram | ” |
| 75 | CAS, Iritty | ” |
| 76 | MC, Neeleswaram | ” |
| 77 | RC, Trivandrum | 19/1/2016 |
| 78 | RC, Edappally | ” |
| 79 | EC, Tirur | ” |
| 81 | EC, Cherpu | ” |
| 82 | EC, Dhanuvachapuram | ” |
| 83 | EC, Valancherry | ” |
| 84 | Study Centre, Rajakkad | ” |
| 85 | TMC, Neyyattinkara | ” |

Yours faithfully,

Sd/-

DIRECTOR

Copy to

1. Administrative Officer (You are requested to attend the meeting)
2. Deputy Director (You are requested to attend the meeting)
3. Assistant Executive Engineer (You are requested to attend the meeting)
4. CA to Director

Approved for Issue

Finance Officer