

# INSTITUTE OF HUMAN RESOURCES DEVELOPMENT

(Established by the Government of Kerala)

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*Reminder- I*

*Dated, 06.02.2016*

*No.EA2/3266/2011/HRD (1)*

**From**

The Director

**To**

The Head of the institutions

- |                        |                                   |
|------------------------|-----------------------------------|
| 1. CE, Adoor           | 18. CAS, Manjeswaram              |
| 2. CE, Kottarakara     | 19. CAS, Mananthavady             |
| 3. MPT, Kalliasery     | 20. CAS, Malampuzha               |
| 4. MPT, Kuzhalmannan   | 21. CAS, Marayoor                 |
| 5. CAS, Mavelikkara    | 22. CAS, Perissery                |
| 6. CAS, Pattuvom       | 23. CAS, Attapadi                 |
| 7. CAS, Cheemeni       | 24. CAS, Nileswaram               |
| 8. CAS, Peerumedu      | 25. CAS, Kodungallur              |
| 9. CAS, Malapuram      | 26. CAS, Haripad                  |
| 10. CAS, Koothuparamba | 27. MTHSS, Kaloor                 |
| 11. CAS, Kaduthuruthy  | 28. THSS, Vattamkulam             |
| 12. CAS, Kattappana    | 29. THSS, Thodupuzha              |
| 13. CAS, Nattika       | 30. THSS, Muttada                 |
| 14. CAS, Nadapuram     | 31. RC, Thiruvananthapuram        |
| 15. CAS, Vattamkulam   | 32. All Extension Centres         |
| 16. CAS, Payyannur     | 33. All Study Centres             |
| 17. CAS, Kundara       | 34. Technical Management Corridor |

*Sir,*

*Sub: - IHRD-sanctioning of special allowance to eligible employees in IHRD-  
Non receipt -of details- reg*

*Ref: - This office letter of even No. dated 10/12/2015*

I am to invite your attention to the reference cited and to inform you that the details regarding the disbursement of special allowance to eligible employees in your institution have not been received in the format prescribed.

Hence, you are directed to furnish the required details urgently in order to submit a consolidated report to Government at once.

*Yours faithfully*

*Sd/-*

*Dr.K. Vijayakumar*

*DIRECTOR (i/c)*

*Approved for issue*

  
*Office Superintendent*