



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

No. FinC2/16944/2016/HRD

Dated: 08.08.2017

CIRCULAR

Sub: - *iiis*- Submission of Online Daily balance of institutions under IHRD.

Read: - This office circular no. Fin B4/16944/2016/HRD dt 08.11. 16.

As per circular read above, it was instructed to submit the daily closing balance of all institutions on online platform available at <http://ihrd.kerala.gov.in/iiis>. Even after repeated Circulars, some institutions are not uploading the data daily. In the above circumstances you are once again directed to upload the daily closing balance data on the day itself or on the next day (only during unavoidable circumstance). Non- submission of data will be treated very seriously and may result in disciplinary actions.

**Sd/-
DIRECTOR**

Copy to:

1. All the heads of institutions under IHRD
2. Fin B1 Section
3. IT Division
4. Stock file
5. Office copy

Approved for issue

FINANCIAL CONSULTANT

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