



INSTITUTE OF HUMAN RESOURCES DEVELOPMENT
(ESTABLISHED BY GOVERNMENT OF KERALA)
PRAJEO' TOWERS, VAZHUTHACAUD, THYCAUD PO, THIRUVANANTHAPURAM – 695 014.

No. FIN A1/8839/2017/IHRD

Date: 12.03.2018

CIRCULAR

All heads of institutions are directed to forward requests for 3rd instalment of plan fund 2017 – 18 in the following format on or before 14.03.2018, 2 P.M without fail. It may be noted that Government had released only Rs.70 Lakh towards 3rd instalment as against Rs.200 Lakh expected. As IHRD has to utilize the plan fund before 31.03.2018 all heads of institutions should ensure that the amount requested is the bare minimum and can utilize it before 31.03.2018. This may be treated as most urgent.

Those institutions which are not in need of 3rd instalment should report the matter accordingly.

Sd/-
DIRECTOR

To the institution concerned

Details of Plan Fund utilization

(Request for releasing 3rd installment)

Plan fund received			Expenditure already incurred	Balance Plan fund available			Fund required for effecting pending payments (B)	Balance required for effecting payments before 31.03.2018 (A-B) (Rs.)
1 st Instalment	2 nd Instalment	Total (Rs.)		TSB (Rs.)	Institution A/c If any (Rs.)	Total (A)		

DIRECTOR