

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

No: Fin B2/4140/2017/IHRD

Dated: 01.02.2018

**CIRCULAR**

*Sub:- IHRD-Disbursement of salary from the non plan fund sanctioned by the Government*

*Ref:- This office order of even no dated 01.02.2018*

*As per proceedings no Fin B2/4140/2017/IHRD dtd 01.02.2018 (Copy enclosed), the non plan fund received from the Government to the tune of Rs.7,33,0000/- has been distributed to the 60 institutions under IHRD through ISB account for meeting salary expenses. The Heads of institutions are directed to disburse salary of the employees for the month of Jan 2018 through their concerned bank account. The contribution related to gratuity and provident fund requested by the above institutions has not been included in the amount sanctioned to each institution. The institutions other than those included in the above proceedings may meet the salary expenses of January 2018 from their institutional revenue. All Heads of Institutions are directed to approach the respective Government treasuries with request in the specimen format attached for getting the amount of salary transferred to the accounts of each of the employees.*

*Sd/-*  
**Dr.P.SURESH KUMAR**  
**DIRECTOR**

To

- 1) The Head of associate institutions under IHRD
- 2) Stock File
- 3) Office Copy



Specimen Copy

FORMAT II

NAME	MOBILE	CREDIT TO	IFS CODE	ACCONT NO.	AMOUNT
JAYADAS	9946937477	Bank Account	SBIN0070117	67342983073	34900
UTHAMAN	9744035220	Bank Account	SIBL0000705	0705053000002028	34425
MOHANAN	9526371348	Bank Account	FDRL01MEUCB	8370122000001161	27350
SURESH K P	7025432026	Bank Account	SIBL0000146	0146053000022473	33475
SHIBU JOSEPH	9539805336	Bank Account	SIBL0000107	0107053000012086	33475
ANTONY P J	9496938772	Bank Account	SIBL0000107	0107053000010610	33475
MEDICAL OFFICER	9497828639	Bank Account	UBIN0577201	772002010000092	37924

**FORMAT III**

**FORMAT OF THE PROCEEDINGS TO BE ISSUED BY THE PRINCIPAL**

**PROCEEDINGS**

Payment of salary for the month of January 2018 to the staff of (name of institution) - Sanctioned - Orders issued

-----  
**No.**

**Dated:**  
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**ORDER**

The salary for the month of January 2018 payable to the staff of (name of institution) is worked as below based on the attendance.

Sl. No.	Name of the employee	Gross Salary	Arrears	Deductions (Rs.)	Net Amt sanctioned (Rs.)
1					
2					
3					
	<b>Total</b>				

Sanction is therefore accorded to draw and disburse a gross amount of **Rs. -----/-** (Rupees ----- only) to the staff of IHRD ----- towards the disbursement of salary of January 2018. An amount of **Rs. -----/-** (Rupees ----- Only) is recovered from the gross amount and the net amount of **Rs. -----/-** (Rupees ----- only) should be disbursed through the bank accounts of the employees concerned.

The expenditure will be debited from the "Non-plan Salary account of IHRD for 2017- 18."

*Principal*

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

**Proceedings**

IHRD – Allotment of fund to the associate institutions under IHRD for January 2018 from the non plan fund account - Sanction accorded - Orders issued.

**No: Fin B2/4140/2017/HRD**

**Date: 01.02.2018**

- Read: 1) This office Circular of even no. dated 11/04/2017  
2) This office Circular No. Fin B2 /7242/2016/HRD dated 11.4.2016  
3) G O (Rt) No.171/2018/HRD dtd 23.01.2018  
4) T.O.P of even no dated 25.01.2018*

**ORDER**

The Heads of associate institutions under IHRD have forwarded requests for fund for meeting salary expenses for January 2018 in the prescribed Proforma based on the circular 1<sup>st</sup> cited. As per Government order 3<sup>rd</sup> cited an amount of Rs.7.33 Crore (Rupees Seven Crore Thirty Three Lakh only) has been released to IHRD as first instalment of additional non plan assistance for payment of salary to its employees from December 2017 onwards. The amount now received from Government is not sufficient enough to meet the requirement of payment of salary of all the institutions. Hence it is decided to distribute the amount to the following institutions considering their requests and urgent requirement as detailed below.

<b>Sl No.</b>	<b>Name of Institutions</b>	<b>Total Amount Sanctioned (In Rs.)</b>
1	CAS, Kanjirappally	361604
2	MPTC, Painavu	662704
3	MPTC, Mala	1395674
4	MPTC, Vadakara	1016831
5	CAS, Kaduthuruthy	596659
6	CAS, Kodungallur	454570
7	CAS, Muthuvallur	273061
8	CAS, Kattappana	567307
9	CAS, Mallappally	707154
10	THSS, Muttada	616425
11	MEC, Ernakulam	9596908
12	THSS, Varadium	259812
13	CE, Poonjar	3387810



14	MPTC, Mattakkara	1244233
15	MPTC, Karunagappally	1445048
16	CE, Cherthala	4118107
17	CAS, Thodupuzha	1218719
18	THSS, Mallappally	623427
19	CE, Kottarakkara	2198751
20	MPTC, Poonjar	436299
21	CAS, Malampuzha	526561
22	CAS, Kuzhalmannam	505362
23	CE, Karunagappally	5129412
24	THSS, Thiruthiyad	383670
25	THSS, Aluva	532451
26	THSS, Vattamkulam	503797
27	CE, Attingal	3474452
28	IHRD Headquarters	2220827
29	CE Kallooppa	4103071
30	CAS Puthenvelikkara	658208
31	THSS Vazhakkad	616258
32	THSS Puthuppally	828475
33	CAS Dhanuvachapuram	966997
34	CAS Kozhikode	1719742
35	CAS Mavelikkara	1195209
36	CAS Kundara	892723
37	CAS Pattuvam	583427
38	CAS Cheemeni	443681
39	CAS Iritty	418313
40	CAS Attappadi	483063
41	CAS Manathavady	513197
42	CAS Vattamkulam	647120
43	MPTC Kuzhalmannam	337155
44	CAS Thiruvambadi	191530
45	MTHSS Kaprasserry	349340
46	THSS Thodupuzha	428349
47	CE Chengannur	5508327
48	CAS Nattika	284110
49	CAS Vazhakkad	294739
50	CAS Kuthuparamba	363900

51	CAS Marayoor	113126
52	CAS Nadapuram	398212
53	CAS Nedumkandam	169786
54	THSS Adoor	129992
55	CE Adoor	4204708
56	MC Meenangadi	153240
57	THSS Cherthala	96097
58	MPTC Kalliassery	486041
59	CAS Puthuppally	918789
60	CAS Konni	252923
	Total	73207483

In the circumstances stated above, sanction is hereby accorded to draw and transfer an amount of **Rs. 7,32,07483** /- (**Rupees Seven Crore Thirty Two Lakh Seven Thousand Four Hundred and Eighty Three only**) to the above institutions towards salary expenses for January 2018. The above institutions should enter the details of receipt of the non plan fund and its expenditure in the register maintained for the purpose under proper attestation by the Heads of Institutions. The above fund should be utilized only for the purpose for which it is allotted. The utilization certificates together with the statement of receipt and expenditure in this regard duly attested by the respective Heads of Institutions should be forwarded to this office at the earliest.

The expenditure will be met from the non plan fund account of IHRD. The proceedings issued earlier in this regard cited 4<sup>th</sup> above stands cancelled.

*Dr.P.SURESH KUMAR*  
DIRECTOR

- Copy to:-
- 1) The District Treasury Officer, Tvpm
  - 2) The Head of the institutions
  - 3) Fin A1 section
  - 4) Stock File/ Office Copy