



**Institute of Human Resources Development  
Prajo'e Towers, Vazhuthacaud,  
Thiruvananthapuram-14**

No. EA2/ 2946/20120/IHRD

Dated, 29.04.2020

**CIRCULAR**

**Sub:-** IHRD- Disbursement of 9<sup>th</sup> pay revision arrears to retired employees of IHRD -  
Details called for- reg:-

**Ref:-** This officer order No. 1298/2016/IHRD(2) dated 31.12.2019

As per this office order cited, sanction was accorded for the disbursement of 9<sup>th</sup> pay revision arrears to the retired employees of IHRD in 4 annual equal instalments subject to availability of fund from the financial year 2020-2021 onwards. There is acute shortage of funds even for the disbursement of monthly salary to the employees. In order to assess the financial commitment towards the disbursement of arrears all heads of institutions are requested to forward the details of amount (towards 9<sup>th</sup> pay revision arrears for the period from 01.07.2009 to 31.12.2014) due to the retired employees on or before 20.05.2020 in the following format.

Sl.No.	Name of employee	Date of retirement	Details of amount due (consolidated statement to be attached for verification)	Remarks

If there is no employees retired from the institution during the period a NIL report may be forwarded to this office without fail. Receipt of the circular may be acknowledged in return through e-mail.

*Sd/-*  
**Dr. P.Sureshkumar**  
**DIRECTOR**

To

1. All Heads of Associate Institutions for strict compliance
2. Additional Director
3. Deputy Director
4. Financial Consultant/advisor
5. Administrative Officer/Finance Officer /Assistant Executive Engineer
6. All Section Heads
7. Fin B section for necessary action
8. SF 9. OC

*Approved for issue*

  
**Administrative officer**