



INSTITUTE OF HUMAN RESOURCE DEVELOPMENT

TC 86/1949(2), NH Bypass Junction, Pettah.P.O., Chackai,
THIRUVANANTHAPURAM - 24

CIRCULAR

No: Fin A₁/8791/2019/IHRD

Dated: 23..03..2021

Sub : IHRD - Plan Fund 2020-2021 - Purchase of Machinery & Equipment, Computer & Accessories, Furniture & Fixtures and Library Books - instructions - Reg.

Ref: This office proceedings of even No dated 23..09..2020, 19..01..2021 & 10..03..2021

All head of Institutions who have received Plan Fund for purchase vide the reference cited above, shall utilize the same immediately and furnish utilization certificate by 31st March 2021. The institutions which have not utilised the funds and do not require the same, shall remit it back to **PSTSB A/C No.799012700000030** of IHRD Head Quarters on or before 26..03..2021 and to intimate this office immediately so that it can be re-distributed among those institutions that are in need of additional funds.

**Sd/-
Dr.P.Suresh Kumar
DIRECTOR**

To,

- 1. All heads of institutions under IHRD**
- 2. Finance Officer**
- 3. Purchase Section**
- 4. IT Section for uploading in the IHRD site**
- 5. Stock File 2021**
- 6. Office Copy**

Approved for issue

Finance Officer