



INSTITUTE OF HUMAN RESOURCES DEVELOPMENT
TC 86/1949(2), NH BY PASS JUNCTION, CHAKKAI
THIRUVANANTHAPURAM- 24

No. FinC3/4507/2021/HRD

Dated: 25 /09/2021

CIRCULAR

Sub: - IHRD – Annual Administration Report 2020-21 - Reg.

All Heads of institutions are directed to submit details in the format except attached herewith for the preparation of Annual Administration Report of IHRD for the year 2020 - 21.

The details for the year 2020-21 shall be prepared in “WORD” format and mailed to ihrd.acc@gmail.com on or before **20.10.2021**. Duly authenticated hardcopies of the details shall also be forward to the head office.

sd/-
DIRECTOR

Copy to:

1. All heads of institution.
2. Administrative Officer
3. Establishment Section
4. Office copy

Forwarded/By Order
sd/-
Financial Consultant