



# Institute of Human Resources Development

TC 86/1949(2), NH Bypass Junction, Chakkai, Thiruvananthapuram- 24

No. FinC2/9046/2018/HRD

Dt: 17/08/2021

## **CIRCULAR**

**Sub: - IHRD – Creation of new Tally Ledger Head for IHRD Institutions for receiving fund from HO– Guidelines issued – reg.**

**Ref: - G.O. (Rt) No. 5434/2021/Fin dt. 12/08/2021**

As per the reference, the fund received from government is under the loans head of account "6202-02-105-98(P)". Hence, for posting the transactions of receipts from the loan head in Tally data, the following new Ledger head is to be added to the existing Tally template. This new ledger may be created by the Principal, using Principal's login account and by using:

*Accounts Info → Ledgers → Single Ledger → Create option.*

<b>Ledger Name</b>	<b>Acc. Group</b>
Loan from Govt	Loans (liability)

**Sd/-  
Director**

**To**

1. All Heads of Institutions
2. Tally Administrator
3. Stock file

**Forwarded/By Order  
Sd/-  
Financial Consultant**