

INSTITUTE OF HUMAN RESOURCES DEVELOPMENT
TC 86/1949 (2), NH Bypass Junction, Chakkai, Pettah P.O,
Thiruvananthapuram, PIN. 695024

No. FinB3/16706/2018/HRD

Dated, 22.12.2021

Circular

Sub: Statement of pending CPF – Subscription/ Contribution – reg.

It is observed that, due to financial crunch, certain institutions could not remit CPF Contributions in time to the account concerned. For issuance of Annual account statement (Credit Card) for the financial year 2020-21, the pendency up to 30.03.2021 has to be cleared. Hence all Head of Institutions are hereby directed to update the pendency statement in the format attached and forward to foihrd@gmail.com along with the monthly PF statements of pending months (ie before 24.12.2021). The Head of Institution should also assure that the figures furnished in both the statements are accurate.

Sd/-
DIRECTOR

To,

1. All the Head of Institutions under IHRD
2. CA to Director
3. FinA Section
4. O/C
5. S/F

Approved for Issue


Finance Officer

I. Statement of pending CPF Subscription

Name of Institution :

Sl.No.	Month	Prior to 2019 (Specify the amount related to each month. If already remitted, furnish 'NIL')	2019-2020 (Specify the amount related to each month. If already remitted, furnish 'NIL')	2020-2021 (Specify the amount related to each month. If already remitted, furnish 'NIL')	Remarks
1.	March				
2.	April				
3.	May				
4.	June				
5.	July				
6.	August				
7.	September				
8.	October				
9.	November				
10.	December				
11.	January				
12.	February				

TOTAL =

Head of Institution

II. Statement of pending CPF Contribution

Name of Institution :

Sl.No.	Month	Prior to 2019 (Specify the amount related to each month. If already remitted, furnish 'NIL')	2019-2020 (Specify the amount related to each month. If already remitted, furnish 'NIL')	2020-2021 (Specify the amount related to each month. If already remitted, furnish 'NIL')	Remarks
1.	March				
2.	April				
3.	May				
4.	June				
5.	July				
6.	August				
7.	September				
8.	October				
9.	November				
10.	December				
11.	January				
12.	February				

TOTAL =

Head of Institution