



URGENT

**Institute of Human Resources Development
Chackai, Thiruvananthapuram-24**

No.EA3/11649/2013/IHRD(2)

Dated, 03.01.2022

CIRCULAR

- Sub:-** *IHRD – Fixation of pay of 137 nos. of faculty members working under AICTE/UGC Scheme in Engineering Colleges – details – called for – reg:-*
- Ref:-** 1 *Resolution of the 104th meeting of the Executive Committee of IHRD held on 30.11.2021.*
- 2 *Government letter No.J1/145/2016/HEDN dated 26.11.2021*

Government in the letter dated 26.11.2021 directed this office to fix the pay of 137 nos. of faculty members under AICTE/UGC working in the Engineering Colleges as per the instructions therein (copy of the letter is attached for reference). The instructions of Government was placed before the Executive Committee held on 30.11.2021 for further advice and necessary action. The Executive Committee examined the instructions of Government in detail and resolved to constitute a Higher level Committee to verify the Service Books of entire employees under the purview of AICTE/UGC including Director, Additional Director, Principal(Engineering Colleges), Professors, Associate Professors, Assistant Professors etc...

In the circumstances, all Principals of Engineering Colleges are directed to forward the service details of all employees within the purview of AICTE/UGC (including those who have retired/ relieved/terminated from IHRD service and deputed to other institutions) in the prescribed format and forward to this office along with their Service Books in a very safe method on or before 16.01.2022 without fail.

The Head of Institution shall ensure that, the details shall be furnished with utmost care after due verification or else it shall be the personal liability of Principal concerned.

Receipt of the Circular should be acknowledged by return though e-mail.

Sd/-
DIRECTOR

To,

- 1. All Principals of Engineering Colleges under IHRD*
- 2. Additional Director*
- 3. Administrative Officer*
- 4. Finance Officer*
- 5. EA1 and EA2 Section for necessary action*
- 6. S.F.*
- 7. OC*

Forwarded/ by order



Senior Superintendent