



INSTITUTE OF HUMAN RESOURCES DEVELOPMENT

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

No. IHRD/335/2023-Fin C2

Dated: 03.04.2023

CIRCULAR

Sub: - IHRD - Tally.ERP9 2022-23 – Submission of Tally data -reg.

Ref: -

All Heads of Institutions are directed to complete data entries in Tally.ERP9 up to 31.03.2023 and forward the data to mail-id "ihrd.acc@gmail.com" on or before **12/04/2023**. Tally entries for 2023-24 shall be started only after getting permission from the headquarters and after making corrections, if any, for the data of 2022-23. If necessary, you may contact Head office Fin C section (extension no. 106) for necessary guidance.

Sd/-

DIRECTOR, IHRD

Copy to:

1. All Heads of Institutions
2. Sri. Basil Gomez, System Analyst, Tally Administrator
3. Fin B1 Section

Approved for issue

Financial Consultant/ Advisor

CS/