

**Institute of Human Resources Development
Prajo'e Towers, Vazhuthacaud,
Thiruvananthapuram-14.**

Cir.No.19/2010/EB2/IHRD

Dated, 12th October 2010.

CIRCULAR

Sub:- IHRD -Guidelines regarding participation of IHRD employees in private tenders.

Ref:- Orders in file No. EB2/3488/2010/IHRD dtd 04.10.10

It has come to the notice of the undersigned that certain employees under IHRD are participating in tenders. According to Kerala Government Servant's Conduct Rules 1960, Rules 89, the employment of a government servant including Last Grade Servants in making purchases or in any private matter in which the receipt or expenditure of money is concerned is most strictly prohibited. All Head of Institutions shall strictly adhere with the above rules while issuing tender notification in future. Violation of the rule by IHRD employees will entail disciplinary action.

(By Order of the DIRECTOR)

Sd/-

K, Viswanath

Administrative Officer

To

All Heads of Associate institutions (the receipt of the circular shall be acknowledge thro' e-mail)

Copy:-

- 1) Joint Director*
- 2) Administrative Officer*
- 3) Finance Officer*
- 4) AEXE*
- 5) All section Heads of IHRD Head Office*
- 6) CAI*
- 7) EB2 section*
- 8) SF*
- 9) OC*

Approved for Issue

Sd/-

Junior Superintendent

M.13.10.10