



**Institute of Human Resources Development
Pettah P.O, Thiruvananthapuram-24**

No.EA1/7862/2021/IHRD

Dated, 27.03.2024

CIRCULAR

Sub:- IHRD- Educational Institutions – Summer vacation for 2024-reg

The summer vacation for all educational institutions under IHRD other than Engineering Colleges, Regional Centres, Extension Centres, Model Finishing Schools and Study Centres under IHRD shall be from 01.04.2024 to 31.05.2024 (both days inclusive). For the Colleges of Applied Science under IHRD affiliated to Kerala University, MG University, Kannur University and Calicut University etc... the summer vacation will be as decided by the Universities concerned. If no separate decision is taken by University concerned, vacation will be during April and May and the employees will not be allowed to enjoy summer vacation for more than two months under any circumstances.

The summer vacation for Engineering Colleges and Model Polytechnic Colleges under IHRD shall be as per the decision of KTU /DTE / Government.

However, the academic activities shall continue during the vacation period and the head of institution concerned shall take steps to ensure that minimum number of faculty members is posted for duty to engage classes during vacation as per the directions from the University concerned / Directorate of Technical Education to complete the remaining portions. The

Principal shall ensure that the special time table will have to be prepared well in advance so as to engage the faculty members to the maximum for theory as well as practical classes.

The temporary/adhoc/consolidated pay staff etc might be retained during vacation only if required to the bare minimum. The details of such staff retained during vacation may be intimated to this office.

The Heads of Institutions are authorized to issue orders preventing any staff member from enjoying the vacation on public interest. In such order, the reason for vacation duty and duration excluding public holidays should be clearly specified. No staff member shall disregard the order of the Head of Institution preventing them from enjoying the vacation.

There shall be no summer vacation for the Regional Centres, Extension Centres, Model Finishing Schools and Study Centres under IHRD.

The above orders will be subject to further instructions issued by Government/ University/KTU concerned regarding summer vacation.


Dr. V. A. Arun Kumar
DIRECTOR

To:-

All Heads of associate institutions under IHRD

Copy to:-

1. *Administrative Officer*
2. *Finance Officer /Financial Consultant*
3. *Personal Assistant to Director*
4. *All Section Heads in the Headquarters*
5. *ITD (for publishing in the website)*
6. *SF*
7. *OC*