



GOVERNMENT OF KERALA

No.65/2012/Fin

Finance (IT-SF) Department
Thiruvananthapuram,
Dated, 01.11.2012

CIRCULAR

Sub:- Finance Department-SPARK-Implementation of SPARK in Cheque Drawing Departments-Instructions-issued

- Read:-1. G.O.(Rt) No.171/2011/ITD dated, 23.9.2011
2. Circular No.75948/AccB1/2011/Fin, dated, 28.9.2011
3. D.O. No.19663/GW2/2012/WRD dated, 18.9.2012 from the
Principal Secretary (WRD) addressed to Principal Secretary (Finance)
4. Circular No.78001/IT-SF/2012/Fin dated, 19.9.2012
5. Circular No.62/2012/Fin dated, 16.10.2012

Government have issued detailed guidelines for the implementation of Service and Payroll Administrative Repository for Kerala (SPARK), a web based application, for all Government employees for the mandatory use of this application in the salary processing exercise of Government employees. But it has been noticed that these instructions are not being followed fully in the offices of the Cheque drawing departments, viz. Public Works Department, Irrigation Department, Forest Department and Harbour Engineering Department, where the treasury functions such as scrutiny and passing of salary bills are being performed by the Divisional Officers/Drawing and Disbursing officers of the respective departments and the bills are not transmitted to the treasuries for payment. Hence it could not be ensured that the service and salary details of employees of such departments are being invariably updated in the SPARK database.

2. In the circumstances, all the Divisional Officers/Drawing & Disbursing Officer/Cheque issuing Officers of all cheque drawing departments are directed to ensure that the salary bills generated through SPARK application alone are considered for authorization of salaries to employees in such departments. A certificate quoting the SPARK code (20 digit code printed at the bottom of the each bill generated through SPARK) of the bill should

invariably be submitted to the Treasury along with the cheques, presented for drawal of salaries.

3. The Director of Treasuries is also directed to give necessary instructions to all treasury officers not to honour the cheques issued from the above departments for drawal of salaries, produced without the above mentioned certificate, from December 2012 onwards.

4. Any lapse in adhering to these instructions will be viewed very seriously.

RAJESHKUMAR SINHA
Secretary (Finance Expenditure)

To

The Director of Treasuries, Thiruvananthapuram
The Chief Engineers of PWD, Irrigation & Harbour Engineering Departments
The Principal Secretary, Water Resources (GW) Department
The Principal Chief Conservator of Forests, Thiruvananthapuram
Public Works/Water Resources/Forest & Wild Life Departments, Govt. Secretariat
Information Technology Department, Secretariat
All sections/Officers in Finance Department
The Director, KSITM, Vellayambalam, Thiruvananthapuram
The Chief Project Manager, SPARK, Upplam Treasury Building, Thiruvananthapuram
www.finance.kerala.gov.in
The State Informatics Officer, NIC, Vellayambalam, Thiruvananthapuram
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Forwarded /By Order



Section Officer