



GOVERNMENT OF KERALA
Finance (IT-SF) Department

No.34 /2018/Fin

Dated, Thiruvananthapuram, 23.4.2018

CIRCULAR

Sub:- Finance Department—Pay Revision arrears—Third installment—Directions to process the same in SPARK—Issued.

- Ref:- 1) G.O.(P) No.7/2016/Fin dated 20/01/2016
2) Circular No.46/2016/Fin dated 19/05/2016
3) Circular No.82/2017/Fin dated, 21/11/2017
4) G.O.(P) No. 50/2018/Fin dated, 26/03/2018
5) Computer No: 816706 File No: SPK-A2/84/2018-Fin

As per the Government Order referred fourth paper above, directions for payment of third installment of Pay Revision arrears were issued. Based on the same, the following instructions are issued for compliance, while processing the third installment of PR arrears (including terminal surrender arrears) in SPARK.

The third installment can be drawn from the office from where the first and second installment had drawn. The employees will be listed in SPARK accordingly. The employees, whose first and second installments are encashed, alone will be listed in SPARK for third installment processing.

If irregular of drawal of first or second installment (either excess drawal or short drawal) is already made, then such cases are to be reported by the DDO concerned to Finance Department through proper channel with PEN, bill copy and drawn particulars, reason for non observance of para-1 in the circular second cited etc, immediately. In such cases, the processing of third installment in SPARK is to be avoided, till further directions to encash the same are issued.

The facility for generating third installment bill will be available in SPARK with effect from 23-04-2018.

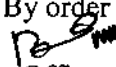
The procedure to be followed in SPARK for generating third installment (including terminal surrender arrears) bills will be issued by SPARK PMU and the same will be uploaded in www.spark.gov.in/webspark and www.info.spark.gov.in

All Head of Departments & DDOs are directed to observe these instructions without fail.

MINI V.R
Joint Secretary (Finance)

To

The Principal Accountant General (A & E/G&SSA) Kerala, Thiruvananthapuram
The Accountant General (E&RSA), Kerala, Thiruvananthapuram.
The Director of Treasuries, Thiruvananthapuram
Heads of Departments.
The Nodal Officer, Finance Department.
The Chief Project Manager (SPARK), Thiruvananthapuram.
The Stock file/Office copy. •

Forwarded/ By order

Section Officer