



GOVERNMENT OF KERALA
Finance (IT-Software) Department

CIRCULAR

No.57/2014/Fin

Dated, Thiruvananthapuram, 06/06/2014

Sub :- Implementation of e-Office – Instructions regarding submission of draft remarks - reg.

Ref :- Minutes of the review meeting held on 26th May 2014.

All Sections/Officers are instructed to prepare and put up draft remarks also while e-submitting Administrative Department files received for advice of Finance Department. After approval at the appropriate level, the remarks should be sent to the e-mail id of the Secretary of concerned Administrative Department, at the level of Under Secretary.

JAI MARY JOHN
ADDITIONAL SECRETARY (FINANCE)

To

All Sections/Officers of Finance Department
Nodal Officer, www.finance.kerala.gov.in
Joint Secretary in the O/o Additional Chief Secretary (Fin)
Stock file / Office copy

Forwarded / By Order

Assistant Section Officer

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