



GOVERNMENT OF KERALA

Finance (IT-SF) Department

No.78/2014/Fin

Dated, 27.08.2014  
Thiruvananthapuram,

CIRCULAR

- Sub:- Finance Department-Special team from Treasury for the verification of SPARK data with details in Service Book – instructions issued
- Ref:- 1.Circular No. 62/2012/Fin dated 16.10.2012  
2.Circular No.15/2013/Fin dated 02.02.2013  
3.Circular No.25/2014/Fin dated 17.03.2014  
4. Government Letter No.23742/IT-SF/2014/Fin dated, 23.08.2014

Government had issued several instructions for the verification of SPARK data with service book of the employees and to lock data vide the circulars referred above. The last date for the completion of this work was fixed as 15.04.2014.

Even after these repeated instructions, it is observed the data verification and locking is not complete in many offices. Hence Government have now directed the Treasury Department, vide reference 4 cited, to complete this task by constituting a special team under each treasury and to verify the spark data of all employees in the Government offices attached to them with their service books/documents. The team will visit all Government offices attached to them and complete this work within three months.

The Director of Treasuries is further directed that prior notice of such visit will be issued to the offices concerned so that the offices will be ready with the service documents of the employees to facilitate this verification work. A tentative schedule of such visits is to be prepared and intimated to Government and the same shall be made available in the websites of Treasury department, Finance Department and SPARK.

All the Heads of Departments are hence directed to give necessary instructions to the offices under their control to extend their co-operation with the special team of Treasury officials, in completing this task within the scheduled time limit.

JAI MARY JOHN  
Additional Secretary (Finance)

To

The Principal Accountant General (G&SSA), Kerala, Thiruvananthapuram  
The Principal Accountant General (A&E), Kerala, Thiruvananthapuram  
All Heads of Departments  
All Additional Chief Secretaries, Principal Secretaries, Secretaries  
All sections and officers in Finance Department  
Information Technology Department  
The Director of Treasuries, Thiruvananthapuram (to furnish the tentative schedule immediately)  
The Chief Project Manager, SPARK, Thiruvananthapuram  
The Director, I&PRD  
The Nodal Officer, [www.finance.kerala.gov.in](http://www.finance.kerala.gov.in)  
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Manager (IT-SF)