



GOVERNMENT OF KERALA
Finance (Streamlining) Department

CIRCULAR

No.13/2016/Fin.

Dated, Thiruvananthapuram, 15/2/2016.

Sub: -SPARK – Direction to use SPARK application for the pay fixation of Non Gazetted Officers – Instructions – Issued.

Ref: - G.O. (P) No. 7/2016/Fin dated 20/01/2016.

As per the Government Order read above, the pay and allowances of the State Government employees have been revised with effect from 01.07.2014. In order to have uniformity in pay fixation, NIC has developed a module in SPARK for fixation of pay in the revised scale. All Drawing & Disbursing Officers (DDOs) are therefore instructed to make use of this module for pay revision fixation in respect of NGOs under their control. The detailed tutorial on how to fix the salary in the revised scale is available in the websites www.info.spark.gov.in, spark.gov.in/webspark and finance.kerala.gov.in.

The DDOs shall ensure that income tax deduction if any, on account of revised pay shall be recovered from the salary of employees during the salary of February 2016 itself, if the revised pay is drawn in the current financial year. It is also instructed that separate bills shall be prepared for claiming salary of employees in revised and pre-revised scale and duly authenticated pay fixation statement shall be attached with the salary bills, at the time of claiming revised pay.

All the Heads of Department are directed to convey the content of this circular to all officers under their control, immediately.

Dr. K.M. ABRAHAM
Additional Chief Secretary (Finance)

To

The Principal Accountant General (A&E/ G&SSA) Kerala, Thiruvananthapuram
The Accountant General (E&RSA) Kerala, Thiruvananthapuram
All Heads of Departments.
All Departments of the Secretariat
The Director of Treasuries, Thiruvananthapuram.

The State Informatics Officer, NIC, Thiruvananthapuram
The Chief Project Manager, SPARK, Uppalam Road, Thiruvananthapuram
The Director, I&PRD (for press release)
The Nodal Officer, www.finance.kerala.gov.in
Stock File /Office Copy

Forwarded/By Order,



Section Officer

CIRCULAR

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Additional Chief Secretary

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