

## **GOVERNMENT OF KERALA**

## Finance (IT Systems) Department

## **CIRCULAR**

No.62/2016/Fin

Dated, Thiruvananthapuram 21/07/2016

Sub:- Finance (IT- Systems)Department- Implementation of e-Office in Finance Department - reg:-

- Ref:- 1. G O (Ms) No. 146/2014/Fin dated 22/04/2014
  - 2. Circular No. 62/2015/Fin dated, 30/06/2015
  - 3. Circular No. 23/2016/Fin dated, 17/03/2016

As per the GO and circulars reffered above, detailed instructions were issued to all sections of Finance Department for processing files in e-Office platform. Eventhough it is observed that some sections are still entertaining physical files and this parallel movement of physical files will defeat the purpose of e-office transition.

In the circumstances, all the Sections of Finance Department are directed to process files only through e-Office platform other than L A Questions. The CRU of Finance Department is also directed not to accept physical files from other departments of Secretariat except LA Questions.

Sanu.M.B

Joint Secretary (Finance)

To

All Sections of Finance Department Nodal Officer, WWW.finance.kerala.gov.in Stock file/office copy File No.IS-2/2/2016-FIN

Forwarded/ By Order

Section Officer