



GOVERNMENT OF KERALA

FINANCE (IT-SF) DEPARTMENT

No.23/2015/Fin

Thiruvananthapuram, Dated, 26.02.2015

CIRCULAR

- Sub:- SPARK – Updation of SPARK data of employees– Directions-Issued
Ref:-
1. Circular No. 78001/IT-SF2/2012/Fin dated 19.09.2012
 2. Circular No. 62/2012/Fin dated 16.10.2012
 3. Circular No. 15/2013/Fin dated 02.02.2013
 4. Circular No. 78/2013/Fin dated 17.10.2013
 5. Circular No. 25/2014/Fin dated 17.03.2014
 6. Circular No.78/2014/Fin dated 27.8.2014

Several instructions regarding the updation of employees' data in SPARK had been issued vide the Circulars read above. Now it has been come to the notice of the Government that many of the Drawing & Disbursing Officers (DDOs) have not updated the details as yet. Hence, all DDOs and Head of Departments are informed, they should ensure that the data updation of all relevant fields in SPARK data of the employees under their control and the updation is to be completed before 31.03.2015 positively. No further extension of time will be allowed anyhow.

If the updation process is not completed within this time limit, the salary of the DDOs concerned will be withheld from April 2015 till the updation is completed and necessary locking of these fields by the Treasury SPARK data verification team will be done against the request by the DDOs on completion of the work only. The SPARK application will be tuned such a way that the data of any of the employees is left incomplete, the salary bills of their DDOs will not be processed. The salary will be approved for release of salary only on reporting the completion of the work.

In the case of Self Drawing Officers (SDOs) also, these directions will be strictly followed.

It is also informed that, the SPARK data verification work entrusted with Treasury Department as per the circular sixth paper above will be continued.

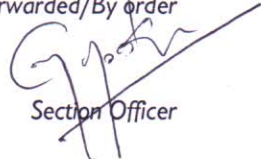
DR.K.M.ABRAHAM

Additional Chief Secretary to Government

To

The Principal Accountant General (G&SSA), Kerala, Thiruvananthapuram
The Principal Accountant General (A & E), Kerala, Thiruvananthapuram
All Departments / Sections in Government Secretariat
All Heads of Departments
All Additional Chief Secretaries, Principal Secretaries, Secretaries
The Director, Treasuries Department
The Director, Local Fund Audit Department
The Director, State Insurance Department
The Director, National Savings Department
The Chief Project Manager, SPARK PMU, Thiruvananthapuram (for urgent action)
The State Informatics Officer, NIC, Thiruvananthapuram (for modification in the SPARK application)
The PS to Additional Chief Secretary (Finance)
The PS to Secretary, Finance (Expenditure) Department
The PS to Secretary, Finance (Resources) Department
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Section Officer