



GOVERNMENT OF KERALA

Abstract

General Administration (MGPM) Department -Implementation of Service & Payroll Administrative Repository for Kerala -Entrusting the ownership and co-ownership of the project to Information Technology Department/Kerala IT Mission and Finance Departments respectively -Sanction accorded -Orders Issued.

GENERAL ADMINISTRATION (MGPM) DEPARTMENT

G.O (MS) No.392/05/GAD

Dated, Thiruvananthapuram: 05/11/2005

Read: 1. G.O (MS) No.345/03/GAD dated 26/11/2003
2. G.O (MS) No. 192/04/GAD dated 29/07/2004
3. G.O (MS) No.268/04/GAD dated 22;/09/2004
4. G.O (Rt) No.6887/04/GAD dated 24/09/2004
5. Minutes of the MGPSEC meeting held on 26/10/2005

ORDER

1. In the Government Order read as paper 1st above Government have accorded sanction for implementing an Integrated Personnel and Payroll Management System for all Government Departments. In the Government Order read above in principle approval was accorded for acceptance of the Proposal of National Informatics Centre, a Government of India institution, to design, develop and implement Service and Payroll Administrative Repository for Kerala (SPARK) and sanction has also been accorded for implementation of the pilot phase of the project in Government Secretariat and Commercial Taxes Department.
2. In the G.O read as 2nd paper above, sanction has been accorded for the acceptance of System Requirement Specification (with the change that the server in the pilot phase will be only for Secretariat and Commercial Taxes Department), Project Management Plan, Data Porting Plan and Scaled down Network Architecture for Pilot Implementation SPARK in Government Secretariat and Commercial Taxes Department. In the Government Order read as 4th paper above the NIC was entrusted with the development of the application programme for the above purpose. Sanction was also accorded for a training plan and procurement of hardware for the pilot project. Accordingly the pilot version of the SPARK has been developed and implemented in the Finance Department in February 2005. Subsequently General Administration Department was also brought under the System. Data entry for Commercial Taxes commenced and for Law Department will commence soon.
3. The MGP Steering cum Empowered Committee meeting held on 26/10/2005 reviewed the implementation of Integrated Personnel and Payroll Management System using SPARK software and has decided to redistribute the ownership and responsibility of continued implementation of the project to the Information Technology Department to be carried out through Kerala IT Mission and co-

ownership to Finance Department for speedy implementation of the project in all the Departments under the Sate Government.

2. Government have examined the matter in detail and are pleased to order the following:

- (i). The ownership with responsibility to implement the SPARK System in all Government Departments shall be with the IT Department to be implemented by Kerala IT Mission.
- (ii). The co-ownership of the implementation shall be with Finance Department for ensuring the promptness of salary disbursement procedures, service matters, connectivity to Treasuries and AG's Office, Income Tax matters (online filing of returns etc) and incorporating innovative methods of salary disbursement and personnel management utilizing the facilitates of modern technologies.
- (iii). IT Department shall constitute a Co-ordination Committee with Finance Department, MGP and NIC to chart-out an implementation schedule for the project.
- (iv). As a preliminary step towards extending connectivity to all departments, IT Department shall constitute a Technical Committee Comprising Networking Experts, Hardware Experts and the Team Leader of SPARK from NIC for proposing a detailed plan for enabling efficient remote connectivity to the SPARK system utilizing State Information Infrastructure and take prompt action on the recommendation of such Committee.
- (v). The IT Department shall take necessary steps to bring departments under the project, provide equipments, network connectivity, and facilitate data entry and training to the user departments.
- (vi). The IT Department together with IT Mission and in consultation with Finance Department and NIC, shall take necessary steps for the regular review of the existing modules as well as the development of advanced modules of SPARK System based on user needs.
- (vii). IT Department shall take immediate steps to shift the SPARK Servers installed in Government Secretariat to Government Data Centre and establish connectivity to the Server from Secretariat and Commercial Taxes Commissionarate at Public Office Building, which are the current user Departments.
- (viii). Individual user departments shall have the responsibility of updating their employee records in the system, prompt and effective use of SPARK and related matters.
- (xi). IT Department shall hold periodic Secretary level meetings to review the progress of implementation of SPARK in the departments.

3. The IT Department/IT Mission and Finance Department shall take necessary steps for creation and maintenance of a suitable permanent setup for effective and timely implementation of the SPARK System in all Government Departments and for further development of the system by adding advanced modules and for maintenance of existing modules. Permanent arrangements for data security, hardware maintenance, software maintenance, staff training etc. shall also be put in place.

4. Expenditure in this regard shall be debited to the head of account "2052-00-090-87-(05) Integrated Personnel and Payroll Management System under MGP (Plan) during the current Financial Year IT. Department shall forward duly endorsed requests for allotment of funds from the above head of account. For the next Financial Year the above head of account will be placed under the disposal of IT Department. However, IT Department shall move for continued funding under the head for further propagation of the Payroll Management System once funding from Modernising Government Programme is discontinued.

(By order of the Governor)

S.M VIJAYANAND
Secretary (LSG (R) and MGP)

To

1. The Principal Secretary (Finance)
2. The Secretary (IT)
3. Finance (Admn A/B and Accounts A/B) Dept.
4. The IT (B) Department
5. The Director, Kerala State IT Mission, Vellayambalam, Thiruvananthapuram.
6. The State Informatics Officer, NIC, ER&DC Building, Thiruvananthapuram
7. The Team Leader, SPARK Development Team
8. All Principal Secretaries/ Secretaries to Government
9. The Principal Accountant General (Audit), Kerala, Thiruvananthapuram
10. The Accountant General (A&E), Kerala, Thiruvananthapuram
11. The General Administration (Accounts) Department
12. The Law Department
13. The Commissioner of Commercial Taxes
14. General Administration (Accounts Computer Cell) Dept.
15. Law (Admn. I & II) Dept.
16. Stock File/Office Copy