

MIT4/24976/TC/06

Transport Commissionerate
Kerala, Thiruvananthapuram
e-mail: tcoffice@keralamvd.gov.in
Dated: 16-07-2008

Circular No.17/2008

Sub: - Motor Vehicles Department – Issue of **SPARK** Identity Card to employees
–Authentication of ID card – Nodal Officer – Appointed - Reg.

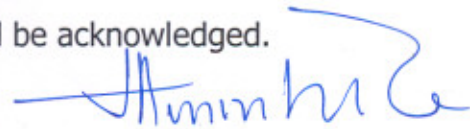
Ref: - G.O. (MS) no. 32/07/ITD dated 10-12-2007

Attention is invited to the reference cited. As per the above order Government have decided to implement **SPARK** (Service & Payroll Administrative Repository for Kerala) in a full fledged pilot project in Motor Vehicles Department. Implementation has been started in offices where KSWAN / Broadband connectivity is established.

SPARK has been introduced by the Government to reduce the extra workload of the staff handling, establishment and related matters in Government offices, and processing salary bills. Offices should use SPARK for their personnel and payroll related activities including generation of bills and update personnel details into the application and also for giving monthly pay slip.

Now a new feature has been incorporated in this web application to issue **Identity Cards** which shows **PEN** (Permanent Employee Number), Name of the department, Office Address etc. Hence Assistant Transport Commissioner, Transport Commissionerate is appointed as the Nodal Officer for authenticating the Identity Cards after receiving the request in the prescribed form appended. All the details including photo and signature of the applicant should be uploaded to the SPARK web application by the establishment clerk concerned of the respective office before requesting for Identity Card.

The receipt of the circular should be acknowledged.



Addl. Transport Commissioner

To

All DTCs, All RTOs, All JRTOs

Copy to: 1. CA to TC, CA to Addl. TC, CA to Secretary STA, Sr. A.O, Sr. F.O, L.O,
S.O, Accounts Officer, ATC, Asst. Secy STA, Section Superintendents,
Smart Support Group (TC Office)

