

URGENT

**INSTITUTE OF HUMAN RESOURCES DEVELOPEMT
TC 86/1949 (2), NH Bypass Junction, Chackai
Pettah P O, Thiruvananthapuram -24**

No. Fin C1/5731/20/HRD

Dated 18..11..2021

CIRCULAR

Subject :- Implementation of GSpark in IHRD and associate institutions –reg

Ref:- Proceedings No. FinC1/5731/2020/HRD dated 13/09/2021

As per the letter from the GSpark , individual employee creation facilities (PEN Generation) has been added in the Central Spark Server of IHRD . Service details of each employee is to be uploaded in the Spark online software.

It has been decided to assign the heads of institutions under IHRD as the admin user (DDO Accounts officer) for the implementation of GSpark in IHRD Institutions. Vide order No. FinC1/5731/2020/HRD dated 13.9.2021 Sri N G Sreekumar is assigned with the duties of the Nodal Officer for implementing GSpark in IHRD.

The head of institutions are directed to identify and assign a technical person in your institution for assisting the DDO in this regard. He/She will be considered as the “Point of Contact” to the Nodal Officer and their Name, Designation, Mobile No. & Email id shall be shared.

IHRD HQ, RC Thiruvananthapuram, THSS Muttada, RC Thiruvananthapuram, MFS Thiruvananthapuram, CE Attingal, CAS Kozhikode and MPT mala are directed to do a pilot launch on the above mentioned system.

If further clarification is required in this regard Sri.N.G.Sreekumar, Computer Engineer (Nodal Officer, GSpark) may be consulted.

Sd/-

**Dr.P.Suresh Kumar
DIRECTOR**

To

- 1. All Heads of Institutions under IHRD**
- 2. Additional Director**

3. *PA to Director*
4. *Deputy Director*
5. *Administrative Officer*
6. *Finance Officer*
7. *Executive Engineer*
8. *Nodal Officer, GSpark*
9. *FIN A, B, C ,IT Division, Purchase, Academic, Establishment Section Heads in the IHRD Head Office*
10. *Stock file / Office Copy*

Approved for Issue

Financial Consultant/ Advisor

M)
19/4/21