



GOVERNMENT OF KERALA  
FINANCE (House Building Advance) DEPARTMENT

Circular

No.105/2018/Fin

Thiruvananthapuram Dated :17/11/2018

Sub:-House Building Advance-Updating KYC details at SPARK and Submission of KYC details to Punjab National Bank and Federal Bank Ltd by employees who have availed House Building Advance from Government.

Ref.: 1) Circular No.82/2018/Fin dated 04/09/2018.  
2) G.O.(P)No.150/2018/Fin dated 25/09/2018.

As per reference 1<sup>st</sup> cited above, Government have instructed employees holding House Building Advance account and DDOs to provide KYC details to Federal bank Ltd/Punjab National Bank. As per Governemnt Order referred 2<sup>nd</sup> above, Government have transferred Principal portion of housing loan (sanctioned to State Government Employees from 2009 onwards) portfolio to Federal Bank Ltd and Punjab National Bank. For opening mirror accounts of these employees in this banks, KYC details such as AADHAAR, Election ID, PAN number are required.

Some of the DDOs/employees have not provided their KYC details to banks. It would be the responsibility of each employee holding HBA account with Government of Kerala from 2009 onwards, to update their KYC details like AADHAAR, Election ID, PAN, Passport etc at SPARK and provide copy of these to either one of the two banks. All the DDOs are hence directed to update above details in SPARK and provide the same to the banks urgently and complete the exercise within 30/11/2018.

Manoj Joshi IAS  
Principal Secretary (Finance)

To :-

The Principal Accountant General (A&E /G&SSA) Kerala, Thiruvananthapuram.

The Accountant General (E&RSA)Kerala, Thiruvananthapuram.

All Heads of Departments and Offices.

All Departments ( All sections) of the Secretariat.

All Additional Chief Secretaries, Principal Secretaries, Secretaries, Special Secretaries, Additional Secretaries, Joint Secretaries, Deputy Secretaries and Under Secretaries to Government.

The Secretary to Governor, Raj Bhavan, Thiruvananthapuram.

The Private Secretaries to the Chief Minister/Ministers/Government Chief Whip/ Leader of Opposition.

The Private Secretaries to the Speaker and Deputy Speaker.

The Additional Secretary to the Chief Secretary.

The Secretary, Kerala Legislature Secretariat Thiruvananthapuram.  
The Chief Information Commissioner, Kerala, Thiruvananthapuram.  
The Chief Election Commissioner, Kerala, Thiruvananthapuram.  
The Secretary, Kerala State Human Rights Commission, Thiruvananthapuram.  
The Secretary, Kerala Public Service Commission, Thiruvananthapuram.  
The Registrar, High Court of Kerala, Ernakulam  
The Advocate General Ernakulam/Thiruvananthapuram.  
The Registrar, Kerala Administrative Tribunal, Thiruvananthapuram.  
The Registrar Kerala Lok Ayuktha, Thiruvananthapuram.  
The Registrar, Ombudsman, Local Self Government Institutions, Thiruvananthapuram.  
The Chief Project Manager SPARK PMU.  
The Circle Head, Punjab National Bank Circle Office Ernakulam.  
The Vice President. Government Business, Federal Bank Ltd, Zonal Office, Thiruvananthapuram  
The Director of Information & Public Relations, Thiruvananthapuram.  
The Director of Treasuries, Kerala, Thiruvananthapuram  
The District Treasury/Sub Treasury officers  
The Information Officer, web & new media, Public relation department.  
The Nodal officer, Finance ([www.finance.kerala.gov.in](http://www.finance.kerala.gov.in))  
Stock file/Office copy.

Forwarded/ By Order



Section Officer



GOVERNMENT OF KERALA

Very Urgent

No.947047/HBA2/213/2018/Fin

Finance(HBA)Department  
Government Secretariat  
Thiruvananthapuram,  
0471-2518898, 2322732  
Date:19/11/2018

Principal Secretary  
Finance Department

The State Police Chief,  
Police Head Quarters,  
Thiruvananthapuram

Sir,

Sub:- Finance (HBA) Department – Updating KYC details at SPARK and Submission of KYC details to Punjab National Bank and Federal Bank Limited by employees who have availed House Building Advance from Government.

Ref:- Circular No. 105/2018/Fin dated 17/11/2018.

I am to forward herewith a copy of the circular cited above for your information and circulation to all DDOs under your Department.

Yours Faithfully,  
A.Madhusoodhanan Nair

Joint Secretary  
For Principal Secretary (Finance)

Approved for Issue

  
Section Officer

**POLICE**



**DEPARTMENT**

**KERALA**

**Endt No N4-172371/2018/PHQ Dated. 29-11-2018**

Copy of Govt Letter No 947047/HBA2/213/2018/Fin Dated 19/11/2018 and Govt Circular No 105/2018/Fin Dated 17/11/2018 is communicated to 'all Officers in List B' for information and **Urgent necessary action.**

Gopalakrishnan V  
Accounts Officer  
For State Police Chief  
Police Headquarters, Thiruvananthapuram  
phq.pol@kerala.gov.in  
04712721547



N4-172371/2018/PHQ



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പോലീസ്



വകുപ്പ്

**No. B1-18790/2017/ID**

ജില്ലാ പോലീസ് ഓഫീസ്,  
ഇടുക്കി  
spidk.pol@kerala.gov.in  
04862232354  
തീയതി. 30-11-2018

പ്രേഷകൻ

ജില്ലാ പോലീസ് മേധാവി,  
ഇടുക്കി.

സ്വീകർത്താവ്

എല്ലാ ആഫീസ്സർമാർക്കും.

സർ,

വിഷയം : HBA- ഉപഭോക്താക്കളുടെ KYC വിശദാംശങ്ങൾ ബാങ്കിന് കൈമാറുന്നത് സംബന്ധിച്ച്

സൂചന : 1.പോലീസ് ആസ്ഥാനത്ത് നിന്നും ഉള്ള 29.11.2018 തീയതിയിലെ  
N4/172371/2018/പിഎച്ച്കു നംബർ മേലേഴുത്ത്.

മേൽ സൂചന ശ്രദ്ധിച്ചാലും.

2009 വർഷം മുതൽ സർക്കാരിൽ നിന്നും ഭവന വായ്പ അനുവദിച്ചു, നിലവിൽ വായ്പ ഉള്ള മുഴുവൻ ഉദ്യോഗസ്ഥരും അവരവരുടെ KYC വിശദാംശങ്ങൾ പഞ്ചാബ് നാഷണൽ /ഫെഡറൽ ബാങ്കിനെ എത്രയും വേഗം അറിയിക്കുന്നതിനായി സർക്കാരിൻ നിന്നും ഇറക്കിയ നിർദ്ദേശം അടങ്ങിയ സൂചന പ്രകാരമുള്ള മേലേഴുത്ത് അടിയന്തിര നടപടി സ്വീകരിക്കുന്നതിനായി ഇതോടൊപ്പം അറിയിക്കുന്നു.ബന്ധപ്പെട്ട SHO മാർ എല്ലാ ഉദ്യോഗസ്ഥർക്കും നിർദ്ദേശം നല്കേണ്ടതാണ്.

വിശ്വസ്തയോടെ

ശാരദമ്മ കെ

എക്കോൺസ് ഓഫീസർ

For District Police Chief



B1-18790/2017/ID



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