



GOVERNMENT OF KERALA
Finance (Streamlining) Department
CIRCULAR

No. 68/2019/Fin.

Dated, Thiruvananthapuram, 20.07.2019

Sub:- Finance Department – State wide roll out of ETSB System – Further instructions – Reg.

- Ref:-**
1. GO(P) No.67/2019/Fin. Dated 13/06/2019.
 2. Circular No. 63/2019/fin dated 27.06.2019.
 3. GO(P)No.78/2019/Fin dated 06.07.2019.
 4. Circular No. 67/2019/fin dated 12.07.2019.

As per the Government Order read first paper above, a new system of ETSB was introduced for the disbursement of pay and allowances of State Govt Employees. Then as per the Circular read as second paper above, detailed instructions to DDOs, Treasury Officers and Employees were issued for the smooth implementation of the new system. Further, vide GO read third paper above, orders were issued to permit higher interest rate of 6% per year for the minimum balance retained in the ETSB account and introduced net banking facility for ETSB accounts. In the Circular read as fourth paper above, decision was taken to accept the employees' personal details and mobile phone numbers available in SPARK database as e-KYC and internet banking facility could be provided to all, through an online registration with an OTP validation send to the mobile number of employees in SPARK.

Now the Director of Treasuries has informed that, requests are being received from DDOs of various part of the State, that there is not enough time for the DDO to set the percentage for each employee in BIMS as stipulated in the orders cited above. Considering this fact, it is requested to revisit the decision to set zero percentage in BIMS by DDOs for operating the accounts of employees in all Departments.

In the above circumstances, Government having examined the matter in detail are pleased to issue following modified further instructions in this regard:

1. In the case of departments which are already under ETSB system in June 2019 (see Annexure), the DDOs can set the percentage (zero to 100) of amount to be transferred from ETSB to bank/treasury account of the employee, based on the willingness submitted to the DDO.
2. In the case of employees in these Departments (see Annexure), the desired percentage of pay and allowances credited would be retained in the ETSB.
3. The DDO/employees can manage further withdrawals/transfer from ETSB after crediting the pay and allowances to ETSB (based on the standing instruction), by following any one of the following options.
 - a) Employees have to submit KYC form to Treasury or DDO (who in turn will submit it to treasury) and to avail cheque book from the treasury for making withdrawals or by availing net banking using the online registration form available with TSB online site (<https://tsbonline.kerala.gov.in>) without KYC, but with the OTP validation sent to the mobile number of employee registered with SPARK.

b) Using withdrawal slip with an id proof and KYC form, employee can walk into the treasury and encash funds from ETSB.

c) Based on the request from the employee (**format appended**), DDO can transfer funds from the ETSB of an employee to the mapped bank/treasury account of the employee (This is possible only in the case of those whose standing instruction is not as 100% to bank). This facility would be available in BIMS.

4. In the case of remaining departments (not enlisted in the Annexure), the percentage of transfer from ETSB to bank/treasury account of the employees would be 100% by default. In that case, the pay allowances credited in ETSB of an employee would be automatically passed over to their existing beneficiary accounts previously updated in SPARK immediately. But employees of such departments can also avail the provisions mentioned (a) and (b) above.

5. There will not any provision under net banking in ETSB system for adding or removing of any other beneficiary accounts than that updated from SPARK, for three months (upto 10/2019) or till further orders, whichever is earlier.

6. Bank account correction or change of mobile numbers in TSB system would not be possible for the DDOs and for that KYC procedure with treasury is to be completed.

7. The directions already issued on ETSB implementation are modified to the above extend.

MANOJ JOSHI,
Additional Chief Secretary (Finance)

To

The Account General (A&E/G&SSA/E&RSA), Kerala, Thiruvananthapuram.
All Heads of Departments/Secretaries in GAD (Through AD in e-office notice board).
The Director of Treasuries, Thiruvananthapuram.
All District/Sub Treasury Officer (through Director of Treasuries).
The Director, Information & Public Relations Department.
The Nodal Officer, www.finance.kerala.gov.in
Stock file /Office Copy.

Forwarded/By Order

Magi.Ca
Section Officer

Format for fund transfer request from ETSB

I,(name), PEN-....., Designation, Office.....hereby request my DDO to transfer an amount of Rs. on. from my ETSB a/c No..... to my bank account updated with SPARK.

Date:

Name and Signature.

Annexure-I

Sl.No	Name Department	Employees' Count
1	Medical Education	12153
2	Administration of Justice-Judiciary	12975
3	Administrative Reforms Commission	25
4	Advocate General	625
5	Agriculture	8939
6	Animal Husbandry	8026
7	Archaeology	182
8	Archives	130
9	Ayurveda Medical Education	1190
10	Backward Communities Development	22
11	Chemical Examiners Laboratory	190
12	Civil Supplies	1857
13	Co-Operation	3715
14	Coir Development	330
15	Commissioner for Entrance Examination	33
16	Culture	22
17	Dairy Development	984
18	Drugs Control Department	361
19	Economics & Statistics	1675
20	Education - Technical	8380
21	Education (Collegiate)	13949
22	Education (Law Colleges)	174
23	Revenue- Land Board	92
24	Rural Development	4663
25	Sainik Welfare	149
26	Scheduled Caste Development	1761
27	Scheduled Tribes Development	1178
28	Secretariat	28
29	Social Justice Department	486
30	Soil Survey and Soil Conservation	1130
31	Sports & Youth Affairs	33
32	State Goods and Services Tax Department Kerala	4400
33	State Insurance	312
34	State Planning Board	384
35	State Water Transport	946
36	Stationery Department	229
37	Survey and Land Records	3060

38	Tourism	640
39	Town Planning	476
40	University Appellate Tribunal	12
41	Vigilance	1109
42	Vigilance Tribunal	37
43	Women and Child Development Department	2971
44	Womens Commission	44
45	Fire Force	4616
46	Secretariat Finance	822
47	Secretariat GAD	4006
48	Treasury	3685
	Total Number	113206