

**Office of the Director of Technical Education  
Kerala State  
Thiruvananthapuram – 695 023**

No. L2/10960/2009

16<sup>th</sup> October, 2009

From

The Director

To

The Pincipal / Superintendent,  
TKM College of Engineering, Kollam  
NSS Polytechnic College, Pandalam  
Ragiv Gandhi Institute of Technology, Kottayam  
Govt. Polytechnic College, Kaduthuruthy  
MA College og Engineering, Kothamangalam  
Govt. Polytechnic College, Permbavor  
Govt. THS, Mulamthuruthy  
Govt. Commercial Institute, Ernakulam  
Thiagaragar Polytechnic College, Alagappanagar  
College of Fine Arts, Thrissur  
Govt. THS, Chittur  
NSS College of Engineering, Palakkad  
SSM Polytechnic College, Tirur  
Govt. Commercial Institute, Manjeri  
Govt. Commercial Institute, Kunnapuram  
Govt. Commercial Institute, Thaliparambu

Sir,

Sub: SPARK – Data entry – Reg.

It is understood that Akshaya Centres and Kudumbasree Units are not doing Spark data entry due to lack of data entry software and trained hands. As per Government Order No. G.O.(Rt) No. 167/2009/ITD dated 6.8.2008, salary of offices under Technical Education Department have to be processed from November 2009. From the data available with our office, it is leant that your office has not carried out data entry for Spark till date. For getting data uploaded in the next month, the data entry has to be completed and the CD with verification certificate has to be handed over to IT Mission before 10<sup>th</sup> November 2009 (IT Mission normally upload date once in one month - in the second week of each month). Under these circumstances, you are requested to approach Keltron, Karakulam, Thiruvananthapuram for data entry of Service Books for SPARK and to make arrangements to get it complete before 10<sup>th</sup> November, 2009. Your personal intervention is requested in this matter and all head of offices would be responsible for complying with these revised deadlines.

Contact details of Keltron, Karakulam, Thiruvananthapuram are

The Deputy General Manager (DEIT)  
Data Entry Centre,  
Keltron Equipment Complex  
Thiruvananthapuram - 695564

Phone : 0472 2888999, 2888094  
Smt. Zeenath : 9495623299  
Sri. Ramesh : 9447525134

Yours faithfully,

Director of Technical Education

**Office of the Director of Technical Education  
Kerala State  
Thiruvananthapuram – 695 023**

No. L2/10960/2009

25<sup>th</sup> September 2009

From

The Director

To

The Principal  
Government Polytechnic College  
Meppadi

Sir,

Sub: SPARK – Data entry – Reg.

Ref: That Office letter No. E/805/2009 dt 24/09/09

You are requested to approach Keltron, Karakulam, Thiruvananthapuram for data entry of Service Books for SPARK and to make arrangements to get it complete before 15<sup>th</sup> of October, 2009.

Contact details of Keltron, Karakulam, Thiruvananthapuram is

The Deputy General Manager (DEIT)

Data Entry Centre,

Keltron Equipment Complex

Thiruvananthapuram - 695564

Smt. Zeenath : 9495623299

Sri. Ramesh : 9447525134

Yours faithfully,

Director of Technical Education

