

GOVERNMENT OF KERALA  
**Finance P.R.C.(A) Department**  
CIRCULAR

No.31/83/(507)/Fin

Dated, Trivandrum, 9<sup>th</sup> June 1983

Sub: IV Kerala Pay Commission – Prompt supply of factual information  
and other details called for by the Commission by the Departments  
and Officers – Instructions issued.

As the Secretaries to Government, Heads of Departments, etc., are aware, the IV Kerala Pay Commission has already started functioning in full swing, with its office at Vrindavanam Housing Colony, Pattom, Trivandrum. In the course of its work, the Commission may have to call for factual information and data from all Government Departments including the Secretariat. It is obvious that the progress of the Commission's work would, to a considerable extent, depend upon the promptness with which the information required by it is supplied. Government would therefore like to impress upon all the Department and Officers, the paramount need for furnishing timely replies on all the points referred to them by the Commission. They are requested to follow the instructions outlined below scrupulously:-

- (i) All the departments of the Secretariat and other Government Department should furnish promptly to the Commission factual information and other documents or files (except those which are strictly confidential in nature and cannot be made available to outside bodies) sought by the Commission from time to time.
- (ii) Commissioners/Special Secretaries/Secretaries/Additional Secretaries to Government as well as Heads of Department if and when called upon, may give evidence before the Commission orally or in writing on matters coming within their sphere of work. While doing so, they can express the personal views formulated in the light of their knowledge and experience
- (iii) All the Government Departments and Officers should extend their whole hearted co-operation, so as to enable the Commission to carry out its work smoothly and finalise its report within allotted time.

R.GOPALASWAMI  
Chief Secretary

To,

The Account General, Trivandrum  
The Commissioners/Special Secretaries /Secretaries/Additional Secretaries to  
Government  
All Heads of Departments and Officers  
The Secretary, Kerala Public Service Commission (with C.L)  
The Registrars, Universities of Kerala/Cohin/Calicut (with C.L)  
The Registrars, Kerala Agricultural University, Trichur (with C.L)  
The General Manager, Kerala State Road Transport Corporation Trivandrum  
(with C.L)  
The Secretary, Kerala State Electricity Board, Trivandrum (with C.L)  
The Registrar of High Court, Ernakulam (with C.L)  
The Secretary to Governor  
The Private Secretaries to the Chief Minister and other Ministers  
The Private Secretary to the Leader of Opposition, Room No. 28, Legislators  
Hostel (old block), Trivnadrum  
The Under Secretary to the Chief Secretary

Submitted

May be closed in FDIS

GPT.4/2262/MC