

Minutes of the monthly meeting of the Chief Secretary with Secretaries held on 25th February 2022 at 10.00 a.m., at Symphony Hall in Hotel Mascot.

The meeting commenced at 10.00 a.m. at Symphony Hall in Hotel Mascot with the Chief Secretary in the Chair. Chief Secretary welcomed all Secretaries to the meeting and the meeting proceeded with discussion on the following agenda points.

Agenda 1. Review of Plan Expenditure with focus on pending Administrative Sanctions, Capital Expenditure and PFMS issues

- Compared to last Fiscal, Expenditure of Aggregate Plan higher by 2.15% & LSG Plan higher by 12.24% are on the higher side but State Plan lesser by 0.43% & CSS lesser by 0.03% are on the lower side.
- 37 Departments reported their Plan expenditure less than the current State Average of 69.34%, out of which 18 Departments are less than 50%.
- 36 Departments are yet to issue 100% of AS.
- At present, 131 State Linked Scheme corresponding to Centrally Sponsored Scheme have been successfully switched over to SNA mode in PFMS.
- Modified instructions for remittance of interest earned from the funds of CSS to respective Consolidated Funds are issued vide circular No. 12/2022/Fin dated 21.02.2022. Administrative Departments/Single Nodal Agencies shall comply with the instructions in the circular.
- An online discussion with central PFMS authorities to be convened to sort out various issues (viz ;head of account issues at Cochin Smart City ,Treasury & PFMS figures unmatching ,technical issues in PFMS etc)
- .Expenditure figures of Departments and Treasury to be reconciled.
- In Administrative Departments, Single Nodal Agencies shall transfer funds of CSS directly to Single Nodal Account concerned, for incurring expenditure via PFMS without routing through TSB Account.It shall be

ensured that,all unspent balance **including** those exist in the TSB Account is transferred to Single Nodal Account without fail.

(Action: CS & ACS FD)

Agenda 2. Making Kerala a digitally governed State by August 2022.

Chief Secretary reviewed the **activities** towards making Kerala a digitally governed State by August 2022.

- ILGMS has been made **functional** in all Panchayats. Action should be taken to extend ILGMS to **Municipalities & Corporations** also.
- Departments shall use Supply **keralam** App to deliver goods. Electronic payment system should be **encouraged**. Strict instructions should be issued to use GeM only for purchasing and e-auction for selling/disposing items.
- For the large scale use of e-Sevanam, it must be converted into m-Sevanam.
- Action should be taken for the **effective** utilization of e-governance in all Secretariat departments and the **line** departments with the assistance of those who have possess **diploma** in e-governance .
- All departments should create “**dashboards**” and Secretaries should review the same for **timely completion of works** and time bound service delivery and it should be made a **public document** .
- Priority should be given to online petitions to dispose of them speedily.
- Online delivery of services to the public should be promoted.

(Action : Secretaries Concerned)

Agenda 3. Ease of doing Business Reforms.

Principal Secretary, Industries pointed out that 275 reforms are approved and 320 is under review.

- Evidence Evaluation by DPIIT GoI has completed on 31st Jan 2022. In the 4th Phase, User Feedback Survey & Ranking by DPIIT is in Progress and will be announced by 31st March 2022.

- CS directed all Secretaries should **take** necessary action for Institutional reforms by creating posts that **are** useful to public in the present scenario viz ,technical hands in **Depts** against Last grade posts by way of converting this Last grade posts **in to** supernumerary posts progressively. In order to find out the **supernumerary** posts, a meeting of all HODs should be convened urgently.

(Action: ACS FD)

Agenda 4. Reduction of Compliance Burden.

- Principal Secretary, Industries mentioned that 893 Burdensome Compliances were entered and 573 Burdensome Compliance were reduced in Regulatory Compliance Portal.
- Total number of Burdensome Compliance in Labour Department is 257 out of which 245 Burdensome Compliance are under review and 12 reduced.
- Staff who return after leave /deputation should intimate the department concerned with specific advance period prior to joining. Otherwise their period of waiting for posting will be treated as eligible leave and not as duty. A circular /GO to be issued effecting this (Action Secy, GAD)
- Immediate action should be taken by the department, which have high compliance burden to reduce it, especially in Labour, LSGD, Excise, Industries, Transport and Revenue Department.

(Action: Secretaries Concerned)

Agenda 5. Formation of Special Rules

Chief Secretary directed all Secretaries should take urgent steps for the preparation of guidelines for the creation of special rules in various Departments / Board/ Corporation/ PSU's

Clear procedures /rules /guidelines for all appointments in institutions /boards /agencies etc needs to be formulated and issued in all departments.

(Action: Addl. Chief Secretary, P&ARD, Secretaries concerned)

Agenda 6. Online system of transfer and posting of Government Employees

Implementation of online system for transfer and posting of Government Employees was reviewed.

(Action -Secretaries concerned)

Agenda 7. Reduction in Certificates

Chief Secretary directed all departments should take urgent action for reducing the number of certificates sought from the public for various purposes through the implementation of GO(P)1/2021/PIE&MD dated 07.10.2021 urgently.

A discussion with PSC shall be convened at CS level for a way out on reduction of certificates urgently .

(Action: CS & Secretaries Concerned)

Agenda 8. Pending issues in e-Samiksha Portal &e PMG Portal

- A total of 70 issues were pending in 28 departments.
- All Nodal officers must check e-Samiksha & e PMG Portal regularly and give reply /update the status specifically in the portal.All secretaries should monitor the Nodal officers on this regularly.

(Action: Secretaries Concerned)

Miscellaneous

- Chief Secretary reviewed the status of Court cases/judgements and directed all Secretaries to file appeal if necessary within the time frame of judgement and also monitor cases properly to reduce the number of court cases and also cases of contempt.
- GAD to take necessary action to post one Assistant /Section officer preferably those who are well versed in e-governance, at Secretaries' offices to assist them.

Action -secretary's concerned

After the meeting, Secretaries gave a farewell to Shri. Teeka Ram Meena

IAS, Additional Chief Secretary, Planning and Economic Affairs Department, Shri Alexander IAS, District Collector, Alappuzha, Shri. C.V Sajan IAS, Deputy Secretary, Revenue Department and Smt Girija R. IAS, Director, Fisheries Department .

The meeting came to an end at 2:30 p.m.

DR V P JOY
CHIEF SECRETARY