

ഭരണഭാഷ - മാതൃഭാഷ

സാങ്കേതിക വിദ്യാഭ്യാസ ഡയറക്ടറേറ്റ്  
തിരുവനന്തപുരം

നമ്പർ.DTETVM/4411/2026-FINA1 (FINA)

തീയതി: 10-06-2026

**പരിപത്രം**

വിഷയം:- സ്ഥാപനങ്ങളിലെ വിവിധ ബാങ്ക് അക്കൗണ്ടുകളിൽ നിന്നും Depositor Education and Awareness (DEA) Fund ലേക്ക് ട്രാൻസ്ഫർ ചെയ്തിട്ടുള്ള തുക തിരികെ ലഭിക്കുന്നതിനുള്ള നടപടികൾ സ്വീകരിക്കേണ്ടത്- സംബന്ധിച്ച്

സൂചന :- ചീഫ് സെക്രട്ടറിയും, വകുപ്പ് സെക്രട്ടറിമാരുമായുള്ള 2026 ഏപ്രിൽ മാസത്തെ പ്രതിമാസ യോഗ നടപടികുറിപ്പ്.

ചീഫ് സെക്രട്ടറിയും മറ്റ് വകുപ്പ് സെക്രട്ടറിമാരുമായി 29.04.2026 ൽ കൂടിയ പ്രതിമാസ യോഗത്തിന്റെ നടപടികുറിപ്പ് ഇതോടൊപ്പം ഉള്ളടക്കം ചെയ്യുന്നു . ആയതിലെ അജണ്ട നമ്പർ .5 പരിശോധിച്ച് സ്ഥാപനങ്ങളിലെ വിവിധ ബാങ്ക് അക്കൗണ്ടുകളിൽ നിന്നും Depositor Education and Awareness (DEA) Fund ലേക്ക് സർക്കാർ ഫണ്ടുകൾ വലുതും ട്രാൻസ്ഫർ ചെയ്ത് പോയിട്ടുണ്ടോയെന്ന് ഉറപ്പ് വരുത്തി ഉണ്ടെങ്കിൽ തുക തിരികെ ലഭ്യമാക്കി ആയത് സർക്കാർ വെബ്സൈറ്റ്/ട്രഷറി ലേക്ക് അടയ്ക്കുന്നതിനുള്ള നടപടികൾ സ്വീകരിച്ച് ആയതിന്റെ റിപ്പോർട്ട് ഈ കാര്യാലയത്തിൽ ലഭ്യമാക്കുവാൻ ഈ വകുപ്പിൻ കീഴിലെ സ്ഥാപനങ്ങൾക്ക് നിർദ്ദേശം നൽകുന്നു

SHEFEEK AHAMMAD C M  
SENIOR FINANCE OFFICER

സ്വീകർത്താവ്,

- 1. ഈ വകുപ്പിന് കീഴിലുള്ള എല്ലാ സ്ഥാപനമേധാവികൾക്കും ബന്ധപ്പെട്ട ജീവനക്കാർക്കും ([www.dtekerala.gov.in](http://www.dtekerala.gov.in) എന്ന വെബ്സൈറ്റ് മുഖാന്തിരം).
- 2. സൂപ്രണ്ട്
- 3. സ്റ്റോക്ക് ഫയൽ / ഓഫീസ് കോപ്പി

**Minutes of the Monthly Meeting of the Chief Secretary with Secretaries.  
April 29, 2026 at Chief Secretary's Committee Room**

Dr. A. Jayathilak IAS, Chief Secretary to the Government, welcomed all Secretaries present in the meeting.

**Agenda No. 1: Presentation by Sub Collector, Thiruvalla**

The Sub Collector, Thiruvalla made a presentation on the proposal to treat the family as the basic unit for scheme rationalisation, planning, development interventions and Government-to-citizen interactions. It was explained that a family-based approach, supported by better inter-departmental data sharing, could help departments avoid duplication, improve targeting of benefits and provide a more integrated interface to citizens. The proposal was appreciated during the discussion, and it was observed that the matter may be examined in consultation with the Electronics & Information Technology Department.

A second presentation was made on reigniting community life at the sub-divisional and local levels. The presentation emphasised the need to encourage social interaction, cross-generational exchange of ideas, community-level discussions and digital detox initiatives. During the discussion, the Chief Secretary sought clarity on the appropriate unit of implementation, and it was suggested that the ward/Gram Panchayat level may be the suitable operational unit for taking forward such initiatives.

**Decision:**

- The proposal for adopting the family as a unit for scheme rationalisation, planning and G2C interactions shall be examined further in consultation with the Electronics & Information Technology Department, with emphasis on data-sharing protocols, privacy safeguards and possible pilot implementation. **(Decision 1A: P&ARD / Electronics & Information Technology Department / Concerned Departments)**
- The proposal for community-level social engagement and digital-detox initiatives shall be further worked out at ward/Gram Panchayat level, in consultation with LSGD and District Collectors, and a feasible pilot framework shall be placed for consideration. **(Decision 1B: Sub Collector, Thiruvalla / LSGD / District Collectors)**

**Agenda No. 2: Action taken Report on the minutes of the monthly meeting held on 31.03.2026 (P&ARD)**

The Chief Secretary took note of the Action Taken Report on the decisions of the monthly meeting held on 31.03.2026.

### Agenda No. 3: Review on the progress of File Adalath and Universal tagging of files (P&ARD, E&IT Department)

The progress of File Adalath and universal tagging of files in e-Office was reviewed. Special Secretary E&IT informed that universal tagging has been enabled for important categories, including Cabinet, establishment, petition and court-case related files, and that a hierarchical pendency dashboard is available for monitoring.

It was also informed that migration to the upgraded e-Office environment in the Secretariat could not be proceeded with during the Model Code of Conduct period and that the rollout will be taken forward immediately thereafter. Departments were advised to make active use of the dashboard and ensure that file movement and pendency are reviewed regularly.

#### Decision:

- All departments shall ensure universal tagging of files at the stage of file creation and shall use the e-Office dashboard for regular monitoring of pendency. **(Decision 3A: All Secretaries)**
- The upgraded e-Office migration shall be taken forward immediately after the Model Code of Conduct period. **(Decision 3B: Special Secretary, Electronics & Information Technology Department)**

### Agenda No. 4: LPG War room and fuel supply monitoring (F&CS)

The Director, Programme Implementation, Evaluation and Monitoring Department and Nodal officer of LPG war room updated the status of the LPG war room and fuel supply situation. It was reported that the State had about 6.2 days of domestic LPG coverage, about 6 days of commercial LPG coverage, about 4 days of diesel coverage and about 3.7 days of petrol coverage. Domestic LPG availability was stated to be at the pre-disruption level, while commercial LPG and bulk LPG supplies continued to be lower, at around 66-70% of the earlier level. It was informed that State- and District-level war rooms are functioning and that SOS delivery requests approved by District Collectors are being acted upon by the Oil Marketing Companies.

It was further reported that 26,526 SOS deliveries had been made, 40,293 SOS applications had been approved by District Collectors, and about 65.8% of the approved requests had been supplied. About 9,837 inspections had been conducted, including inspections in hotels, catering establishments and gas agencies. Irregularities in the use of domestic and commercial cylinders were detected and enforcement action was initiated. It was also reported that PNG connections had increased by about 9,781 in the last month, though PNG is still not operational in five districts and rural/hilly areas continue to face practical constraints.

During the discussion, it was observed that the situation should not be viewed only as a domestic cooking-gas issue. The possible impact on MSMEs, hotels, hostels, educational institutions, public-sector undertakings, manufacturing units, supply of raw materials, packaging materials and active pharmaceutical ingredients was highlighted. The need for district-wise hydrocarbon profiles, mapping of MSME and industrial fuel

requirements, promotion of PNG and alternative cooking technologies, and timely escalation of raw-material constraints to the Government of India was emphasised.

**Decision:**

- The State- and District-level LPG/fuel war rooms shall continue close monitoring of domestic LPG, commercial LPG, petroleum products, PNG and related grievances, and pending SOS requests shall be cleared on priority. *(Decision 4A: Secretary, F&CS Department / District Collectors / Oil Marketing Companies)*
- District-wise hydrocarbon profiles and sector-wise fuel requirement mapping shall be prepared, especially for MSMEs, hotels, public institutions and industrial units dependent on LPG/PNG/kerosene. *(Decision 4B: Secretary, F&CS Department / ACS, Industries Department / District Collectors)*
- Industries Department shall assess the impact of the fuel and raw-material situation on MSMEs and industrial units, including packaging and pharma-related supply chains, and place suitable proposals, including escalation to Government of India wherever required. *(Decision 4C: ACS, Industries Department / ACS, Health Department / Secretary, F&CS Department)*
- Awareness and facilitation for PNG adoption and alternative cooking technologies, including induction-based solutions, may be strengthened, taking into account power availability and local feasibility. *(Decision 4D: Secretary, F&CS Department / ACS, Industries Department / ACS, Power Department)*

**Agenda No. 5: Initiating immediate claims for funds held in the Depositor Education and Awareness (DEA) Fund and to remit to the State Exchequer. Audit paras and other items of Finance Department (FD)**

The Secretary, Finance (Resources) Finance Department informed that the Reserve Bank of India has indicated the existence of amounts lying unutilised in bank accounts maintained by various Government departments and institutions, without proper identification as Government accounts. It was observed that, when officers change or new bank accounts are opened, old accounts may remain unreconciled, resulting in funds remaining idle and ultimately being transferred to the Depositor Education and Awareness (DEA) Fund. Departments were requested to identify all such bank accounts, reconcile balances, initiate claims wherever funds have moved to the DEA Fund and remit recovered amounts to the State Exchequer/Treasury.

He also drew attention to the pendency of audit paras, particularly for the period 2020 to 2023, and requested all departments to accord priority to furnishing replies and completing pending compliance in consultation with Finance Department wherever necessary.

**Decision:**

- All departments shall immediately identify and reconcile bank accounts maintained by them and by institutions under their administrative control, initiate claims in respect of funds transferred to the DEA Fund, and ensure remittance of

recovered Government funds to the State Exchequer/Treasury. (*Decision 5A: All Secretaries*)

- Finance Department shall issue necessary instructions/reminders and monitor department-wise compliance on reconciliation of bank accounts and DEA Fund claims. (*Decision 5B: ACS, Finance Department*)
- Departments shall give priority to disposal of pending audit paras, particularly those relating to the period 2020-2023, and furnish replies/compliance without delay. (*Decision 5C: All Secretaries / ACS, Finance Department*)

#### **Agenda No. 6: Implementation of K-MEET Platform, AI Initiatives and Nammude Keralam App (E&IT Department)**

Special Secretary, Electronics & Information Technology Department updated the status on the progress of Kerala AI initiatives. It was informed that 12 departments have started participation, 21 Proofs of Concept are active and four have been finalised. MoU finalisation and start-up identification are under way for taking forward approved AI initiatives. Use cases referred to included AI-based support for appraisal, scrutiny and monitoring of applications, legal drafting support, environmental data analysis, predictive modelling and decision support systems for departments.

Training of officials is progressing, with about 1,600 officials already trained, about 2,000 webinar participants covered and in-house training continuing.

Regarding the Nammude Keralam App, it was noted that the app has received encouraging citizen response even with limited promotion, and that the "Meet the Official" facility is being used across districts. It was observed that promotion and wider onboarding may be intensified after the Model Code of Conduct period. Departments were also encouraged to make fuller use of the K-MEET platform for structured official coordination.

#### **Decision:**

- E&IT Department shall complete MoU finalisation/start-up identification for approved AI initiatives and proceed with rollout/work award in respect of finalised Proofs of Concept. (*Decision 6A: Special Secretary, Electronics & Information Technology Department / Concerned Departments*)
- All departments shall actively use the K-MEET platform and provide feedback for further improvement. (*Decision 6C: All Secretaries / Special Secretary, Electronics & Information Technology Department*)
- Promotion of the Nammude Keralam App and the "Meet the Official" facility shall be intensified after the Model Code of Conduct period, with continued integration of citizen-facing features. (*Decision 6D: Special Secretary, Electronics & Information Technology Department / District Collectors / Concerned Departments*)

setbacks, structural safety, fire access and planning parameters may create long-term urban-management problems. It was informed that LSGD, in association with the Centre of Excellence/NIT Calicut, is working on a framework suitable for Kerala's context and that a full report, after wider consultation, is expected around August 2026.

**Decision:**

- LSGD shall prepare a detailed report/framework for rationalising FAR/FSI and building norms in Kerala, taking into account zoning, road width, plot size, infrastructure capacity, setbacks, structural safety, fire safety and contextual planning parameters after consultation with NIT Calicut/Centre of Excellence and other stakeholders, for further consideration. (*Decision 8A: Principal Secretary, LSGD*)

**Other Item 1: Power demand and supply situation**

The power demand and supply situation in the State was also reviewed. ACS, Power and CMD, KSEB informed that Kerala, along with several other States, is facing a difficult summer power situation due to severe heat, increase in peak demand, delay in summer showers, forced outages in certain generating stations and reduced availability from some long-term/central sources. It was noted that the peak demand had risen sharply and that the main shortage is during the evening peak hours, particularly between 7 p.m. and 11 p.m. At the same time, daytime solar availability is leading to surrender of power in some slots, making demand-side management and shifting of consumption to daytime important. It was informed that efforts are being made to procure additional power up to about 250 MW, subject to availability in the market and regulatory approvals. It was noted that there is no proposal for cyclic load shedding, though local/manual demand management may be required in limited situations for maintaining grid stability. The need for public communication, behavioural change and demand-side management was emphasised, including advisories on switching off unnecessary lights, fans and ACs, rational AC use and charging electric vehicles during daytime/before 6 p.m. as far as possible.

**Decision:**

- Power Department/KSEB shall continue close monitoring of the power demand-supply position and pursue additional power procurement, including the proposed 250 MW, to the extent feasible. (*Decision 01A: ACS, Power Department / CMD, KSEB*)
- Public advisories containing Do's and Don'ts for demand-side management shall be issued, with emphasis on avoiding wastage and shifting EV charging to daytime/before 6 p.m. wherever possible. (*Decision 01B: ACS, Power Department / CMD, KSEB / Secretary, Information & Public Relations Department*)
- Manual/local demand management, if unavoidable for grid stability, shall be kept limited and carefully monitored, and clear public communication shall be ensured

## **Agenda No. 7: Compliance Reduction and De-regulation as per the Government of India Task Force (Industries Department)**

ACS, Industries Department updated the progress of compliance reduction and deregulation measures being reviewed by the Government of India Task Force. It was informed that, out of 28 priority areas, action plans in respect of 19 areas have been submitted by the departments and accepted/processed, while action plans in respect of the remaining areas are under follow-up. It was noted that certain pending items relate to Higher Education, Health & Family Welfare, Law, Labour, Legal Metrology and Revenue Departments, among others, and that the status would have to be updated before the review by the Cabinet Secretary scheduled on 05.05.2026.

The status of Business Reforms Action Plan, District Business Reforms Action Plan, single-window reforms and the reform implementation tracker was also discussed. It was observed that the implementation tracker should be used for regular review meetings and that departments should minimise avoidable delay in submitting action plans and completing agreed reform measures.

### **Decision:**

- Departments concerned shall upload/submit pending action plans and status updates on the remaining priority areas before the review of the Cabinet Secretary scheduled on 05.05.2026. *(Decision 7A: Concerned Departments)*
- Industries Department shall continue department-wise monitoring of compliance reduction, BRAP, District Business Reforms Action Plan and single-window reforms through the reform implementation tracker. *(Decision 7B: ACS, Industries Department)*
- All departments shall minimize delays in implementation of accepted reforms and shall furnish timely responses to Industries Department for consolidation and reporting to Government of India. *(Decision 7C: All Secretaries / ACS, Industries Department)*

## **Agenda No. 8: Haryana and Bengaluru Models on FAR/Building Norms (LSGD)**

Principal Secretary, LSGD made a comparative presentation on FAR/FSI norms in Kerala, Bengaluru and Haryana. It was noted that Kerala's base FSI is comparatively high in several categories and that the actual utilisation of permissible FSI is generally below the base level. It was also informed that the use of premium/chargeable FSI is limited, with very few buildings availing such provisions in the sample examined. In comparison, Bengaluru links FSI more closely to plot size, road width and planning/ring-area considerations, while Haryana follows core and non-core area classifications and regulates development through factors such as setbacks, height-related controls, access and fire-safety requirements, rather than merely permitting higher purchasable FSI.

The discussion emphasised that Kerala's present framework requires a more scientific and contextual approach. It was observed that further increase in permissible FSI without adequate regard to road width, zoning, plot size, infrastructure carrying capacity,

so as to avoid panic or misinformation. (*Decision 01C: ACS, Power Department / CMD, KSEB*)

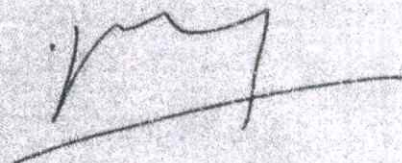
### **Other Item 2: Department notes and Presentations.**

The Chief Secretary observed that, once the new Government assumes office, departments would be required to make detailed presentations before the respective Ministers. Secretaries were requested to prepare in advance so that the departments are ready for early presentation.

#### **Decision:**

- All departments shall prepare detailed notes and departmental roadmap for presentation before the respective Ministers when the new Government assumes office. (*Decision 02: All Secretaries*)

The meeting ended with a word of thanks from the Chief Secretary to all.



### **Participants**

1. Shri Bishwanath Sinha IAS, Additional Chief Secretary, Home and Vigilance, Water Resources, Coastal Shipping and Inland Navigation.
2. Shri Puneet Kumar IAS, Additional Chief Secretary, Power and Resident Commissioner, Kerala House, New Delhi.
3. Dr. Rajan N. Khobragade IAS, Additional Chief Secretary, Health and Family Welfare, AYUSH, Cultural Affairs, and Personnel & Administrative Reforms Department.
4. Shri Minhaj Alam IAS, Additional Chief Secretary, Forest, Animal Husbandry, Dairy Development, Zoo, Sainik Welfare Department. CMD, KSEB.
5. Shri A.P.M. Mohammed Hanish IAS, Additional Chief Secretary, Industries, Revenue (Wakf).
6. Smt. Tinku Biswal IAS, Principal Secretary, Local Self Government Department, Agriculture Production Commissioner and Principal Secretary, Agriculture and Farmer Welfare Department.
7. Smt. Anupama T.V. IAS, Secretary, Local Self Government Department.