# GOVERNMENT OF KERALA

<u>Abstract</u>

Local Self Government Department - prescribing the mandatory use of application Softwares *Saankhya* and *Sulekha* in all Local Self Government Institutions- orders issued.

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## LOCAL SELF GOVERNMENT ( AA ) DEPARTMENT

G.O.(MS)NO. 308/ 2010/ LSGD                    Thiruvananthapuram dated   23/12/2010

Read: 1. G.O.(MS)No. 8/07/LSGD dt 06/01/2007
      2. G.O.(MS)No. 128/2007/LSGD dt 14/05/2007
      3. G.O.(Rt) No. 4240/08/LSGD dt 05/12/2008
      4. G.O.(Rt) No. 1694/2009/LSGD dt 09/07/2009
      5. G.O.(MS)No. 23/10/LSGD dt 04/02/2010

## ORDER
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      Government issued detailed guidelines for the preparation of annual Plan 2007-2008 and XI [th] Five Year Plan by Local Government as per 2nd paper above. Government prescribed in Para 4.14 the guidelines appended to the GO that the Prescribed Expenditure Statement for the Five Year Plan 2002-2007, the Eleventh Five Year Plan (2007-12) Document and Five other documents should also be given in electronic form using software to be developed developed and supported by IKM. From the year 2007-08, the Annual Plan Documents are being submitted to the DPC by all the Local Governments in the State using the application software Sulekha, developed by Information Kerala Mission (IKM). The District Planning Committees (DPC) has been issuing their proceedings, granting approval for the Annual Plans of Local Governments using Sulekha Application from the year 2007-2008.

      2.Government as per the G.O.(MS)No.8/07/Local Self Government Department dt 06.01.2007, launched a pilot project to introduce Double Entry, Accrual based system of Accounting in all the five Municipal Corporations and in the Muncipalities, Alappuzha and Thalassery with effect from I[st] April 2007. Government ordered the implementation of the Software developed by the Information Kerala Mission in compliance with the Kerala Municipal Accounts Manual in Kozhikkode Corporation and Kannur Municipality with effect from I[st] April 2009 as per the G.O.(Rt)No.4240/08/Local Self Government Department dt 05/12/2008. Government also ordered the implementation of the revenue module developed by the Information Kerala Mission in other six Urban Local Governmnents viz. Trivandrum, Kollam,Kochi, Thrissur, Alppuzha and Thalassery <u>and handling of all receipts through this module.</u> Government ordered in the G.O.(MS) No.23/10/Local Self Government Department dt 04/02/2010 that Information Kerala Mission shall take all necessary steps to install the Saankhya software, integrated with Sanchaya (Revenue Module), Sthapana (Establishment Module) and Sulekha (Plan <u>Formulation and</u> Monitoring Module) in all the remaining Urban Local Bodies in the State excluding six pilot Urban Local Bodies, immediately, so that the accounting process from I[st] April 2010 shall be in Saankhya

Software in all those Urban Local Bodies in the State. After successful implementation of the software in those Urban Local Bodies the same shall be extended to the pilot Urban Local Bodies also. From the beginning of the year 2010-11 all the above mentioned Urban Local Bodies have been conducting their, accounting process using Saankhya Software.

3. In the G.O.(Rt)No.1694/2009/Local Self Government Department dt 09.07.2009 Government, with a view to introducing accrual based accounting system in the Panchayats, ordered the constitution of a Guidance Team and a writing Team for drafting the Kerala Panchayat Raj (Accounts) Rules and the Kerala Panchayat Raj (Accounts) Manual. The Draft Rules and Draft Manuals have been received by Government and the Draft Rules are under going scrutiny by the Law Department. Government intends to introduce accrual based double entry accounting system in all the Three Tier Panchayats in the State from $1^{st}$ April 2011.
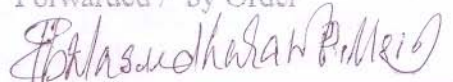
4. Government, having examined in detail all aspects relating to the need for total computerization of the Accounting System and Plan Monitoring system of the Local Self Government Institutions in the State. hereby reiterates that all the Local Self Government Institutions in the state shall maintain their accounting system and Plan Monitoring System using Saankhya and Sulekha software respectively, developed by the Information Kerala Mission. The Saankhya double entry based accounting shall be made mandatory in three tier Panchayats from $1^{st}$ April 2011. All registers, documents and reports shall be computer generated utilizing *Saankhya* and *Sulekha* software. Wherever, computerized reports are produced in Saankhya and Sulekha, the use of Manual Reports shall be avoided. ,

By Order of the Governor
RAJESH KUMAR SINGH
Secretary to Government

TO

    The Accountant Geneeral, (A &E)/Audit Kerala, Trivandrum
    The Director of Panchayat, Trivandrum
    The Commissioner of Rural Development , Trivandrum
    The Director of Urban Affairs, Trivandrum
    The Director of Local Fund Audit, Trivandrum
    The Ex. Director of Information Kerala Mission, Trivandrum
    The Project Director, KSUDP , Trivandrum
    The Secretaries of all Dist. Panchyats, Block Panchayats, Grama Panchayats
    The Finance Department
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Section Officer