

**KERALA STATE ELECTRICITY BOARD Ltd**

(Incorporated under the Companies Act, 1956)

Registered Office: Vidyuthi Bhavanam, Pattom, Thiruvananthapuram – 695 004

CIN: U40100KL2011SGC027424 Web: www.kseb.in

Phone :0471 251 4456, 251 4575, 251 4501

Email :secretary@kseb.in

ABSTRACT

Cancelling Daily Cash Declaration Register/Personal Cash Declaration Register - Sanctioned - Orders issued.

CORPORATE OFFICE (ADMINISTRATION)

B.O. (FTD) No.715/2025 (KSEBL/SEC/ESTT/404/2024-S5)

Dated:23-10-2025

Thiruvananthapuram.

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- Read:
1. Circular No.CDN2/24/2024 PAD dated 30.04.2024 of Public Administration Department of Government of Kerala.
 2. Circular No.SEC/ESSt.V/E32846/Daily cash Declaration Register/2024/ KSEBL dated 07.07.2024.
 3. Circular No.CDN2/24/2024 PAD dated 14.05.2025 of Public Administration Department of Government of Kerala.
 4. Note No.KSEBL/SEC/ESTT/404/2024-S5 dated 10.07.2025 submitted to the Full Time Directors in Agenda No.05/63/09/25.
 5. Minutes of the meeting of Full Time Directors held on 25.09.2025 as per Resolution No.FTD 05/09/25/63.

ORDER

Government as per circular read as 1st above has instructed to keep Daily Cash Declaration Register/ Personal Cash Declaration Register for entering details regarding the cash and other valuable properties under the custody of the Government employees while they report for duty in office. The instructions contained in the above circular was accepted in KSEBL and circular dated 07.07.2024 read as 2nd above was issued.

But as per circular dated 14.05.2025 read as 3rd above Government have cancelled the circular dated 30.04.2024 citing lack of clarity in the circular.

The matter has been placed before the Full Time Directors for implementing the circular dated 14.05.2025 in KSEBL.

The meeting of Full Time Directors held on 25.09.2025 examined the matter in detail and resolved to implement the Government circular dated 14.05.2025 in KSEBL, cancelling the Government Circular dated 30.04.2024 regarding keeping of Daily Cash Declaration Register/ Personal Cash Declaration Register in Government Offices.

Orders are issued accordingly.

By Order of the Full Time Directors

Signed by

Lekha G

Date: 23-10-2025 16:40:30

COMPANY SECRETARY

To:
All Chief Engineers / All ARU Heads

Copy to:
The Company Secretary / Chief Engineer(IT,CR&CAPS) for publishing in the website/
Financial Advisor / Chief Engineer (Commercial & Tariff) / LA&DEO /
Chief Internal Auditor / Chief Vigilance Officer
The Chief Personnel Officer / Public Relations Officer
The TA to the Chairman & Managing Director
The TA to the Director (HRM, Sports, Welfare, Safety & Quality Assurance)
The TA to the Director (Generation-Electrical, REES & SOURA)
The TA to the Director (Transmission & System Operation)
The TA to the Director (Distribution & SCM)
The TA to the Director (Generation-Civil)
The PA to the Director (Finance)
The Sr.CA to the Secretary (Administration)
The RCAO/ RAO
Stock File.

Forwarded / By Order


Senior Superintendent