

From

The Additional Chief Secretary to Government Haryana  
Finance Department.

To

1. All Head of Departments in Haryana.
2. Registrar General, Punjab & Haryana High Court, Chandigarh
3. All the Commissioners, Ambala, Hisar, Gurgaon and Rohtak Division
4. All the Deputy Commissioners and Sub Divisional Officers (Civil) in Haryana State.

Memo No. 28/14/2016-5B3C

dated 28.6.2016

**Subject:- Implementation of Human Resource Management System.**

Kindly refer to the subject cited above.

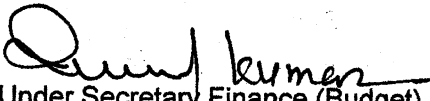
It is brought under your notice that Haryana Government has decided to implement Human Resource Management System (HRMS). Under this system the personal information of each employee i.e Service Book, ACR, Promotion details, leave details, Transfer etc are to be entered for timely disposal of cases. Seven departments i.e Public Health Engineering Department, Treasuries & Accounts Department, Department of Economic & Statistical Analysis, Haryana, Local Audit Department, Small Saving & Lotteries Department, Sports & Youth Welfare, Forest Department have already started implementing the system.

Now it has been decided to implement HRMS in remaining departments and decided to hold training -cum- workshop on 04-07-2016, 05-07-2016 and 07-07-2016. The details of the venue and time slot for Workshop are available on the website [treasuries@hry.nic.in](mailto:treasuries@hry.nic.in) under the option "Treasury Related Instruction" at Sr No 163 with the subject "Workshop for Human Resource Management System".

It is further intimated that Treasuries & Accounts Department has constituted a committee, to resolve the issues raised by departments in implementation of HRMS which will look into the improvement in functionality of existing module of HRMS and introduction of new module, process, workflow etc. It is requested to send the issues if any in implementation of HRMS to this committee through e-mail id [treasuries@hry.nic.in](mailto:treasuries@hry.nic.in).

Further Treasuries & Accounts Department has designated Sh Sunil Bahal, Programmer as a Nodal Officer for implementation of HRMS. So in case any Head Office faces difficulty, they can contact to the Nodal Officer on 0172-2711101, 09467555388 and e-mail at [treasuries@hry.nic.in](mailto:treasuries@hry.nic.in).

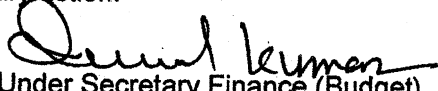
You are therefore requested to direct one establishment officer and one technical officer (not below the rank of class-II) of your department to attend the compulsory training/workshop as referred above.

  
Under Secretary Finance (Budget)  
for Additional Chief Secretary to Government Haryana  
Finance Department

Endst No. 28/14/2011-5 B&C

Dated, Chandigarh, the 28<sup>th</sup> June, 2016


A copy is forwarded to all the Additional Chief Secretaries/Principal Secretaries to the Government of Haryana for information and necessary action.

  
Under Secretary Finance (Budget)  
for Additional Chief Secretary to Government Haryana  
Finance Department

Endst No. 28/14/2011-5 B&C

Dated, Chandigarh, the 28<sup>th</sup> June, 2016


A copy is forwarded to Sh Deepak Bansal, ASIO, NIC Haryana Civil Secretariat Chandigarh for information and necessary action. He is requested to depute technical expert for the training as per schedule given on the website referred to above.

  
Under Secretary Finance (Budget)  
for Additional Chief Secretary to Government Haryana  
Finance Department

Endst No. 28/14/2011-5 B&C

Dated, Chandigarh, the 28<sup>th</sup> June, 2016


A copy is forwarded to the Principal Accountant General (A&E/Audit), Haryana Chandigarh for information and necessary action.

  
Under Secretary Finance (Budget)  
for Additional Chief Secretary to Government Haryana  
Finance Department

Endst No. 28/14/2011-5 B&C

Dated, Chandigarh, the 28<sup>th</sup> June, 2016

A copy is forwarded to In-charge, Computer Cell of Finance Department for information and necessary action. He is also requested to upload the instructions on the website of Finance Department, Haryana.

  
Under Secretary Finance (Budget)  
for Additional Chief Secretary to Government Haryana  
Finance Department