

From

Secretary Finance –cum- Adviser  
to Government Haryana, Finance Department,  
Chandigarh

To

... All Heads of Deptt  
... (List attached) ...

Memo No. TA-HR(DMC)2017/7552

Dated: 11.05.2017

Subject: **Implementation of Human Resources Management System (HRMS).**

Kindly refer to the Finance Department's instructions No. 28/14/2016-5B&C dated 28.6.2016 on the subject noted above.

2. Haryana Government has decided to implement Human Resources Management System (HRMS), under which the personal information of each employee like Service Book, ACR, promotion details, leave details, transfer etc are to be maintained. In this regard Standard Operating Procedure (SOP) was sent to all Departments vide this office letter No. TA-HR(DMC)/2016/7130 dated 8.7.2016 indicating interalia, time schedule of implementation. The HRMS system is to be implemented in four phases, vis, Phase I Creation of Master Data, Phase II Updated from e-salary, Phase III Finalised Record of employees and Phase IV Enter Historical Data of employees. All these phases were to be completed by 30.10.2016.

3. Digital Cell in CM Office is monitoring the implementation of HRMS and it has set the following time lines for it:

(a) Phase II for all Departments to be completed by 14.5.2017.

(b) Phase III & IV for all Departments to be completed by 30.6.2017.

4. Unfortunately your Department has completed only Phase-I despite best efforts of the Finance Department in this regard.

5. You are, therefore, requested to adhere to the timelines indicated by Digital Cell of CM Office to complete the implementation of HRMS, otherwise Finance Department is forced to stop all payments of your Department through Treasuries

after 14.05.2017. It is further informed that Hon'ble Chief Minister Haryana will review the implementation of HRMS shortly.

6. This letter is also available on the official website of Finance Department ([www.finhry.gov.in](http://www.finhry.gov.in)) and Treasuries and Accounts Department ([www.hrtreasuries.gov.in](http://www.hrtreasuries.gov.in)).

  
Sunil Saran  
Secretary Finance-cum-Advisor

Endst No. TA-HR(DMC)2017/7553

Dated: 11.05.2017

A copy each is forwarded to Additional Chief Secretaries/Principal Secretaries/Commissioners & Secretaries concerned to Government Haryana for information and necessary action:

  
Sunil Saran  
Secretary Finance-cum-Advisor

Endst No. TA-HR(DMC)2017/7554

Dated: 11.05.2017

A copy is forwarded to CM Digital Haryana Cell for information and necessary action:

  
Sunil Saran  
Secretary Finance-cum-Advisor

	To be done	Not done by department	
Phase II	Updated from e-salary	31	Animal Husbandry
			Commissioner Hissar
			Education(Secondary)
			Haryana Staff Service Commisn.
			Institutional Finance & Credit
			Supplies and Disposals
			Industries
			State Transport Controller
			Land Records
			Welfare of S.Cs,S.Ts and Other B.Cs
			Panchayats
			High Court
			Public Relations
			Food And Drugs Administration
			Consolidation
			Rural Development
			Social Justice & Empowerment
			Advocate General
			Haryana Vidhan Sabha
			Environment
			Sports & Youth Welfare
			Irrigation
			Urban Estates
			Forests
			Health
			Food & Supplies
			State Vigilance Bureau
			Agriculture
			Chief Secretariat Establishmt.
			Rajya Sainik Board
			Fisheries