## OFFICE OF DIRECTOR HIGHER EDUCATION, HARYANA, PANCHKULA ORDER

No. KW 12/01-2019 Ad (3)

Dated, Panchkula, the 14/12/04

A letter No. 28/12/2012-1B&C dated 05-12-2022 has been received from Under Secretary (B&C), Additional Chief Secretary to Government Haryana, Finance Department regarding completing of Service Book validation of all the employees in Human Resource Management System Application (HRMS) is forwarded to the following for strict compliance:-

- 1. All the Principals of Government Colleges in the State.
- 2. All the Commanding Officers, NCC Units in the State.
- 3. Registrar, Kurukshetra University, Kurukshetra/Maharishi Dayanand University, Rohtak/ Chaudhary Devi Lal University, Sirsa/Bhagat Phool Singh Mahila Vishwavidyalaya, Khanpur Kalan (Sonepat)/Indira Gandhi University, Meerpur (Rewari)/Chaudhary Ranbir Singh University, Jind/Chaudhary Bansi Lal University, Bhiwani/ Gurugram University, Gurugram/ B.R. Ambedkar National Law University, Rai (Sonepat)/Balmiki Sanskrit University, Mundri, Kaithal
- 4. All the Librarians of District Libraries/Sub Divisional Libraries in the State of Haryana/Librarian.

Superintendent Administration for Director Higher Education, Haryana, Panchkula.

Endst. No. Even

Dated, Panchkula the 14/12/2012 A copy is forwarded to the following for information and necessary action:-

1. PS/DHE, PA/JDA.

2. Registrar Education.

3. Superintendents/Deputy Superintendent of HQ.

4. Incharge IT Cell please upload on web portal.

Superintendent Administ for Director Higher Education, Haryana, Panchkula.

No. 28/12/2012-1B&C Haryana Government Finance Department

Dated Chandigarh, the 05th December 2022

1 All the Administrative Secretaries to Government Haryana

2 All the Heads of Departments

Regarding completing of Service Book Validation of all the employees in Human Resource Management System Application (HRMS).

JOA, (in Meeting) This is in continuation of instructions issued vide letter of even number dated 01.12.2022 A.O. Abbewherein salary was stopped of 19259 employees, who have not validated their Service Book on the

It has been learnt that large number of employees have now validated their Service Books in HRMS portal since 1.12.2022. Hence, it has been decided that DDOs concerned after verification thereof, may release salary of those employees/checkers twice in a week who have validated completed their service Books on HRMS. Further, before preparing the salary bills for payment of salary of the month of December, 2022 to be paid in month of January, 2023, DDOs concerned must ensure updation/validation of Service Books on HRMS system by all Employees/Checkers concerned under his/her control, otherwise salary bills of employees/ checkers who have not validated their Service Books on HRMS Portal will not be prepared.

Yours faithfully,

Formalile Under Secretary (B&C)

for Additional Chief Secretary to Government Haryana.

Finance Department 4

Endst. No. 28/12/2012-1B&C

Dated Chandigarh, the 5<sup>th</sup> December, 2022.

A copy is forwarded to SIO NIC Haryana, DGTA, Joint Director (DMC), all Treasury Officers and Assistant Treasury Officers in the State for information and necessary action.

Drealil Under Secretary (B&C) for Additional Chief Secretary to Government Haryana. Finance Department.

Endst. No. 28/12/2012-1B&C

Dated Chandigarh, the 5<sup>th</sup> December, 2022.