

From

Director Higher Education, Haryana
Panchkula

To

1. All the Principal of Govt. Colleges
2. The Libraries of Haryana
3. The Commandant of NCC Battalion
4. Registrar Education (H.Q.)

Memo No. 3/2-2016 Accounts (Cashier)
Dated, Panchkula, the

Subject: Regarding HRMS (Human Resources and Management System)


Please refer to the letter of Director T & A letter memo No. 28/14/2016-5BSC dated 28.06.2016 and letter No. TA-HR (DMC)/2016/7130 dated 08.07.2016 on the subject cited above (the same reference letters are available on the website i.e. www.hrtreasuries.gov.in).

Director Treasury & Accounts has prepared standard operating procedure (SOP). In this Standard Operating Procedure (SOP) the role of Finance Department, T&A, Haryana, State Information Technology Department, HOD and DDO and employees is defined. Addition to this a time schedule of implementation and responsibilities is also defined.

You are therefore directed to depute your office concerned having knowledge of Computer alongwith dealing Assistant with having authority letter to receive User ID and password & Training as per timing(list attached) in the office of Director Higher Education, Haryana, Panchkula.

Further this office has designated Sh. Dinesh Kaushik, Clerk (9780968207) in for implementation of HRMS in face of any difficulty.

Any lapse in this regard will be reviewed seriously. You will be held responsible for any delay.


Technical Nodal Office (HRMS)
O/o Director Higher Education
Haryana, Panchkula

Training Schedule of of Govt Colleges, District Libraries and NCC Battalion

Sr No.	Post	Name of DDO	Station	Date	Time
1	Registrar Education	Director Higher Education	Haryana, Panchkula	24.10.2016	10.30 AM
2	Principal	Govt. College,	Sampla (Rohtak)	24.10.2016	10.30 AM
3	Principal	Govt. College for Women	Murthal	24.10.2016	10.30 AM
4	Principal	S.D.S. Govt. College	Kharkhoda	24.10.2016	10.30 AM
5	Principal	Govt. National College	Sirsa	24.10.2016	10.30 AM
6	Principal	Ch. M.R.J. Govt. College	Ellenabad	24.10.2016	10.30 AM
7	Principal	Dr. B.R.A. Govt. College	Dabwali	24.10.2016	10.30 AM
8	Principal	Govt. College for Women.	Sirsa	24.10.2016	10.30 AM
9	Principal	Govt. College	Chhachhrauli	24.10.2016	10.30 AM
10	Principal	Govt. College	Gohana	24.10.2016	10.30 AM
11	Commanding Officer	1 Har. Air Sqn NCC	Hisar	24.10.2016	10.30 AM
12	Commanding Officer	1 Har Girls Bn.	Ambala Cantt.	24.10.2016	10.30 AM
13	Commanding Officer	11 Har Bn NCC	Bhiwani	24.10.2016	10.30 AM
14	Commanding Officer	12 Har Bn NCC	Sonepat	24.10.2016	10.30 AM
15	Commanding Officer	14 Har Bn Ncc	Jagadhari	24.10.2016	10.30 AM
16	Commanding Officer	15 Har Bn NCC	Jind	24.10.2016	10.30 AM
17	Commanding Officer	16 Har Bn. NCC	Narnaul	24.10.2016	10.30 AM
18	Commanding Officer	Sainik School,	Kunjpura	24.10.2016	10.30 AM



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Sr No.	Post	Name of DDO	Station	Date	Time
19	Commanding Officer	1 Har R & V Sqn. NCC	Hisar	24.10.2016	10.30 AM
20	Group Commander	G.P. HQ	Ambala Cantt.	24.10.2016	10.30 AM
21	Commanding Officer	3rd Girls Battalion NCC	Hisar	24.10.2016	03.00 PM
22	Senior Librarian	District Library,	Kurukshetra	24.10.2016	03.00 PM
23	Commanding Officer	2 Har Girls Bn. NCC	Rohtak	24.10.2016	03.00 PM
24	Commanding Officer	2 Har Air Sq. NCC	Karnal	24.10.2016	03.00 PM
25	Commanding Officer	2 Har Bn. NCC,	Ambala Cantt.	24.10.2016	03.00 PM
26	Commanding Officer	3 Har Bn. NCC	Hisar	24.10.2016	03.00 PM
27	Commanding Officer	5 Har Bn. NCC	Gurgaon	24.10.2016	03.00 PM
28	Commanding Officer	7 Har Bn NCC	Karnal	24.10.2016	03.00 PM
29	Commanding Officer	8 Har Bn NCC	Rewari	24.10.2016	03.00 PM
30	Commanding Officer	10 Har Bn NCC	Kurukshetra	24.10.2016	03.00 PM
31	Senior Librarian	State Central Library,	Ambala Cantt.	24.10.2016	03.00 PM
32	Senior Librarian	District Library,	Rohtak	24.10.2016	03.00 PM
33	Senior Librarian	District Library,	Hisar	24.10.2016	03.00 PM
34	Senior Librarian	District Library,	Jind	24.10.2016	03.00 PM
35	Senior Librarian	District Library,	Fatehabad	24.10.2016	03.00 PM
36	Senior Librarian	District Library,	Jhajjar	24.10.2016	03.00 PM



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Sr No.	Post	Name of DDO	Station	Date	Time
37	Senior Librarian	Sub Divisional Library,	Hansi	24.10.2016	03.00 PM
38	Senior Librarian	Sub Divisional Library,	Old Tehsil, Charkhi Dadri	24.10.2016	03.00 PM
39	Senior Librarian	Sub Divisional Library,	Gohana	24.10.2016	03.00 PM
40	Senior Librarian	Sub Divisional Library,	Mandi Dabwali	24.10.2016	03.00 PM
41	Senior Librarian	Govt. College	Jassia	25.10.2016	10.30 AM
42	Senior Librarian	Govt. College	Mokhra	25.10.2016	10.30 AM
43	Senior Librarian	District Library,	Narnaul	25.10.2016	10.30 AM
44	Senior Librarian	District Library,	Sonepat	25.10.2016	10.30 AM
45	Senior Librarian	District Library,	Karnal	25.10.2016	10.30 AM
46	Senior Librarian	District Library,	Bhiwani	25.10.2016	10.30 AM
47	Senior Librarian	District Library,	Sirsa	25.10.2016	10.30 AM
48	Senior Librarian	District Library,	Nuh (Mewat)	25.10.2016	10.30 AM
49	Senior Librarian	Sub Divisional Library,	Bahadurgarh	25.10.2016	10.30 AM
50	Group Commander	GP, HQ,	Rohtak	25.10.2016	10.30 AM
51	Commanding Officer	1 Har. Bn,	Rohtak	25.10.2016	10.30 AM
52	Commanding Officer	1 Har Bn. Naval Unit,	Faridabad	25.10.2016	10.30 AM
53	Senior Librarian	District Library,	Faridabad	25.10.2016	10.30 AM
54	Senior Librarian	District Library,	Yamuna Nagar	25.10.2016	10.30 AM

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Sr No.	Post	Name of DDO	Station	Date	Time
55	Senior Librarian	District Library,	Kaithal	25.10.2016	10.30 AM
56	Senior Librarian	District Library,	Panipat	25.10.2016	10.30 AM
57	Senior Librarian	District Library,	Panchkula	25.10.2016	10.30 AM
58	Senior Librarian	District Library,	Rewari	25.10.2016	10.30 AM
59	Senior Librarian	Sub Divisional Library,	Adampur	25.10.2016	10.30 AM
60	Senior Librarian	Sub Divisional Library,	Ratia	25.10.2016	10.30 AM
61	Principal	Govt. College	Bhiwani	25.10.2016	03.00 PM
62	Principal	Govt. College Edu.	Bhiwani	25.10.2016	03.00 PM
63	Principal	R.G. Govt. College for Women,	Bhiwani	25.10.2016	03.00 PM
64	Principal	Govt. College	Loharu	25.10.2016	03.00 PM
65	Principal	K.T. Govt. College	Ratia	25.10.2016	03.00 PM
66	Principal	Govt. College	Barwala (Panchkula)	25.10.2016	03.00 PM
67	Principal	Ch. Deerpal Govt. College	Badli	25.10.2016	03.00 PM
68	Principal	Ch. H.L.G. G.C	Chhara	25.10.2016	03.00 PM
69	Principal	Govt. College	Dujana	25.10.2016	03.00 PM
70	Principal	District Library,	Gurgaon	25.10.2016	03.00 PM
71	Principal	Ch. S.J. G.Govt. College	Bahadurgarh	25.10.2016	03.00 PM
72	Principal	Govt. College for Women.	Ratia	25.10.2016	03.00 PM



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Sr No.	Post	Name of DDO	Station	Date	Time
73	Principal	Govt. College	Bhuna	25.10.2016	03.00 PM
74	Principal	Dronacharya Govt. College	Gurgaon	25.10.2016	03.00 PM
75	Principal	Govt. CollegeG. Sec-14	Gurgaon	25.10.2016	03.00 PM
76	Principal	Govt. College Sec-9	Gurgaon	25.10.2016	03.00 PM
77	Principal	Govt. College	Jatauli Haily Mandi	25.10.2016	03.00 PM
78	Principal	Govt. College	Sidhrawali	25.10.2016	03.00 PM
79	Principal	Govt. College	Hisar	25.10.2016	03.00 PM
80	Principal	Govt. College for Women	Hisar	25.10.2016	03.00 PM
81	Principal	F.G.M. Govt. College	Adampur	27.10.2016	10.30 AM
82	Principal	Govt. College	Hansi	27.10.2016	10.30 AM
83	Principal	Govt. College	Nalwa	27.10.2016	10.30 AM
84	Principal	Govt. College	Barwala (Hisar)	27.10.2016	10.30 AM
85	Principal	Govt. College	Narnaund	27.10.2016	10.30 AM
86	Principal	Govt. Nehru College	Jhajjar	27.10.2016	10.30 AM
87	Principal	Govt. College	Bahadurgarh	27.10.2016	10.30 AM
88	Principal	Govt. College	Ambala Cantt.	27.10.2016	10.30 AM
89	Principal	Govt. College	Naraingarh	27.10.2016	10.30 AM
90	Principal	R.G. Govt. College	Saha	27.10.2016	10.30 AM



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Sr No.	Post	Name of DDO	Station	Date	Time
91	Principal	Govt. College for Women	Ambala City	27.10.2016	10.30 AM
92	Principal	Govt. College	Bound Kalan	27.10.2016	10.30 AM
93	Principal	S.M.R.J. Govt. College	Siwani	27.10.2016	10.30 AM
94	Principal	Govt. College for Women	Tosham	27.10.2016	10.30 AM
95	Principal	Govt. College for Women	Bawani Khara	27.10.2016	10.30 AM
96	Principal	Govt. College for Women	Behal	27.10.2016	10.30 AM
97	Principal	Govt. College for Women	Badhra	27.10.2016	10.30 AM
98	Principal	Pt. J.N. Govt. College	Faridabad	27.10.2016	10.30 AM
99	Principal	Govt. College for Women	Faridabad	27.10.2016	10.30 AM
100	Principal	Govt. College	Tigaon	27.10.2016	10.30 AM
101	Principal	Govt. College	Kheri Gujran	27.10.2016	03.30 PM
102	Principal	Govt. College	Bhattu Kalan	27.10.2016	03.30 PM
103	Principal	I.G. Govt. College	Tohana	27.10.2016	03.30 PM
104	Principal	Ch. MRG Govt. College for Women	Bhodia Khara	27.10.2016	03.30 PM
105	Principal	Govt. College	Dubaldhan	27.10.2016	03.30 PM
106	Principal	Govt. College	Birohar	27.10.2016	03.30 PM
107	Principal	Govt. College	Bahu	27.10.2016	03.30 PM
108	Principal	Govt. College for Women	Jassaur Khari	27.10.2016	03.30 PM

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Sr No.	Post	Name of DDO	Station	Date	Time
109	Principal	Govt. College	Matan Hail	27.10.2016	03.30 PM
110	Principal	Govt. College	Jind	27.10.2016	03.30 PM
111	Principal	P.I.G. Govt. College for Women	Jind	27.10.2016	03.30 PM
112	Principal	K.M. Govt. College	Narwana	27.10.2016	03.30 PM
113	Principal	Govt. College	Panchkula	27.10.2016	03.30 PM
114	Principal	Govt. College for Women	Panchkula	27.10.2016	03.30 PM
115	Principal	Smt. A.A.A. Govt. College	Kalka	27.10.2016	03.30 PM
116	Principal	Govt. College	Hodal	27.10.2016	03.30 PM
117	Principal	Govt. College	Nahar	27.10.2016	03.30 PM
118	Principal	Govt. College	Kharkhara	27.10.2016	03.30 PM
119	Principal	Govt. College	Kosli	27.10.2016	03.30 PM
120	Principal	Govt. College for Women	Pali	27.10.2016	03.30 PM
121	Principal	Govt. College for Women	Rohtak	28.10.2016	10.30 AM
122	Principal	Pt. NRS Govt. College	Rohtak	28.10.2016	10.30 AM
123	Principal	Govt. College	Jullana	28.10.2016	10.30 AM
124	Principal	Govt. College	Safidon	28.10.2016	10.30 AM
125	Principal	S.M. G. Govt. College	Safidon	28.10.2016	10.30 AM
126	Principal	Govt. College	Kaithal	28.10.2016	10.30 AM

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Sr No.	Post	Name of DDO	Station	Date	Time
127	Principal	Pt. C.L.S. Govt. College	Karnal	28.10.2016	10.30 AM
128	Principal	Govt. College for Women	Karnal	28.10.2016	10.30 AM
129	Principal	Govt. College	Gharaunda	28.10.2016	10.30 AM
130	Principal	S.U.S. Govt. College	Matak Majri	28.10.2016	10.30 AM
131	Principal	Govt. College	Assandh	28.10.2016	10.30 AM
132	Principal	Govt. College	Bherian (Pehowa)	28.10.2016	10.30 AM
133	Principal	H.L.G. Govt. College	Tauru	28.10.2016	10.30 AM
134	Principal	Govt. College	Nagina	28.10.2016	10.30 AM
135	Principal	Govt. College for Women	Salaheri (Nuh)	28.10.2016	10.30 AM
136	Principal	Govt. College for Women	Punhana	28.10.2016	10.30 AM
137	Principal	Govt. College	Mahendergarh	28.10.2016	10.30 AM
138	Principal	Govt. College for Women	Mahendergarh	28.10.2016	10.30 AM
139	Principal	Govt. College	Narnaul	28.10.2016	10.30 AM
140	Principal	Govt. College for Women	Narnaul	28.10.2016	10.30 AM
141	Principal	Govt. College Edu.	Narnaul	28.10.2016	03.00 PM
142	Principal	Govt. College	Ateli	28.10.2016	03.00 PM
143	Principal	Govt. College	Krishan Nagar	28.10.2016	03.00 PM
144	Principal	Govt. College	Nangal Chaudhary	28.10.2016	03.00 PM

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Sr No.	Post	Name of DDO	Station	Date	Time
145	Principal	Govt. College	Satnali	28.10.2016	03.00 PM
146	Principal	B.C. Govt. College for Women	Nangal Chaudhary	28.10.2016	03.00 PM
147	Principal	Govt. College	Kanina	28.10.2016	03.00 PM
148	Principal	Govt. College for Women	Ateli	28.10.2016	03.00 PM
149	Principal	Govt. College	Bapauli	28.10.2016	03.00 PM
150	Principal	Govt. College	Israna	28.10.2016	03.00 PM
151	Principal	D.B. Govt. College	Panipat	28.10.2016	03.00 PM
152	Principal	Govt. College for Women	Madlauda	28.10.2016	03.00 PM
153	Principal	Govt. College	Palwal	28.10.2016	03.00 PM
154	Principal	F.L.T.M.S.B.P. G.G.C	Rewari	28.10.2016	03.00 PM
155	Principal	Govt. College	Bawal	28.10.2016	03.00 PM
156	Principal	S.K. Govt. College	Kanwali	28.10.2016	03.00 PM
157	Principal	Govt. College for Women	Gurawara	28.10.2016	03.00 PM
158	Principal	Govt. College	Meham	28.10.2016	03.00 PM
159	Principal	Govt. College for Women	Sampla	28.10.2016	03.00 PM
160	Principal	Govt. College for Women	Lakhan Majra	28.10.2016	03.00 PM


Technical Nodal Officer (HRMS)
O/o Director Higher Education,
Haryana, Panchkula