

No. 23/12/2012-1B&C  
Haryana Government  
Finance Department

Dated Chandigarh, the 05<sup>th</sup> December 2022

To

- 1 All the Administrative Secretaries to Government Haryana
- 2 All the Heads of Departments

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

This is in continuation of instructions issued vide letter of even number dated 01.12.2022 wherein salary was stopped of 19259 employees, who have not validated their Service Book on the HRMS by 30.11.2022.

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 the 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,



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.



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 Secretary, HR Department (CS Office) for information and necessary action.

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

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

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

A copy is forwarded to In-charge, Computer Cell (FD) to upload the said instructions on the website of Finance Department i.e. [www.finhry.gov.in](http://www.finhry.gov.in).

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