

No. 11/7/2025-5FR/14661
HARYANA GOVERNMENT
Finance Department
(Finance Regulation Branch)

Dated : 18th August, 2025

To

1. The Chief Secretary to Government Haryana.
2. All the Administrative Secretaries to Government Haryana,
3. The Registrar General, Punjab & Haryana High Court Chandigarh.
4. All Head of Department in Haryana,
5. All the Commissioners of Divisions, Ambala, Karnal, Faridabad, Gurugram, Hisar and Rohtak.
6. All Deputy Commissioner and Sub Divisional Officers (Civil) in Haryana.

Subject : Irregular Sanction of GPF Advances during the last six months of service and incomplete submission of PF-09/PF-10 Forms.

Sir/Madam,

I am directed to refer to the subject captioned above and to inform you that it is observed by Principal Accountant General (A&E), Haryana that DDOs/Administrative Departments continue to sanction recoverable or non-recoverable advances even after the GPF Final Payment cases have been submitted by them to PAG office. Additionally, it has come to notice that several DDOs fail to fill in the mandatory details regarding advances/withdrawal in the prescribed PF-09/PF-10 Forms while forwarding GPF Final payment cases. These details – particularly those pertaining to the 12 months preceding the date of retirement – are required to be duly filed in and certified by Administrative Department.

2. The office of Principal Accountant General (A&E), Haryana entertains "Online Submission of GPF Final Payment Cases" through existing Online Diary Management System (ODMS) only i.e. <http://odms.aghry.gov.in/gpf/> being used by the employees, Head of Offices/DDOs and Pr. AG Office. Whereas the cases related to advance and withdrawal are being carried out on the e-billing portal of the Government (T&A)/NIC. The irregularities in question are being committed due to non-integration of data between ODMS under control of Pr. AG (A&E) and e-Billing portal under control of T&A/NIC and instructions disregarded by some DDOs.

3. Keeping in view of the above, omission of such information increases the risk of overpayment and may result in financial loss to the State exchequer. Therefore, Government has decided to direct the Treasury Officer(s) and Drawing and Disbursing Officers (DDOs) strictly adhere to the following directions in letter and spirit :-

- i) Adhere to the Haryana Civil Services (GPF) Rules, 2016, in letter and spirit while recommending GPF Final Payment cases to PAG office.
- ii) Refrain from sanctioning any GPF advance during the last six months of an employee's service.
- iii) Ensure that all columns of PF-09/PF-10 forms, including details of advances/withdrawals sanction and recovered during the 12 months preceding retirement, are duly filled and certified before forwarding the case.

iv) In exceptional or unavoidable circumstances, if an advance is sanctioned after submission of the GPF Final Payment case to PAG office, the same must be immediately communicated through official email or other formal channels to PAG office so that the amount may be appropriately adjusted before authorization.

4. Copy of this order is available on the official website of the Finance Department i.e. finhry.gov.in.


Chief Accounts Officer (FR)

for Additional Chief Secretary to Government Haryana,
Finance Department.

Endst.No. 11/7/2025-5FR/14661

Dated: 18th August, 2025

A copy is forwarded to the Principal Accountant General (A&E), Haryana for information and necessary action w.r.t. letter No.Fund1/GPF/2025-26/1077 dated 24.06.2025. It is further requested to provide updated details of overdrawn of amount from "Major Head: 8009-GPF" and recovery thereof under "0049-interest Receipt of State Government-008-other Receipts" in terms of Rules 31 of Haryana Civil Services (GPF) Rules, 2016 with reference to details provided in the Annexure 'A' of letter under reference.


Chief Accounts Officer (FR)

for Additional Chief Secretary to Government Haryana,
Finance Department.

DA : As above.

Endst.No. 11/7/2025-5FR/14661

Dated: 18th August, 2025

A copy alongwith photocopy of letter No.Fund1/GPF/2025-26/1077 dated 24.06.2025 received from the Principal Accountant General (A&E), Haryana alongwith Annexure-"A" is forwarded to the following for information and necessary with the advice to initiate necessary action to recover the over payment made to employees (as per names mentioned in Annexure-"A") and also initiate disciplinary action against these 8 delinquent employees and DDOs concerned responsible for incurring losses to the State Exchequer:-

1. Additional Chief Secretary to Government Haryana, Home Department.
2. Additional Chief Secretary to Government Haryana, School Education Department.
3. Additional Chief Secretary to Government Haryana, Public Works(B&R) Department.
4. Commissioner & Secretary to Government Haryana, Excise & Taxation Department.


Chief Accounts Officer (FR)

for Additional Chief Secretary to Government Haryana,
Finance Department.

DA : As above.

Endst.No. 11/7/2025-5FR/14661

Dated: 18th August, 2025

A copy alongwith photocopy of letter No.Fund1/GPF/2025-26/1077 dated 24.06.2025 received from the Principal Accountant General (A&E), Haryana alongwith Annexure-"A" is forwarded to the following for information and necessary:-

1. The Additional Chief Secretary to Govt. Haryana, Finance Department (FA Branch).
2. The Director General, Treasuries & Accounts Department, Haryana, Chandigarh with the advice to integrate the e-billing portal with ODMS portal or vice-versa within next 15-20 days with the consultation of the Principal Accountant General (A&E), Haryana under intimation to the Finance Department to avoid future concurrence of these irregularities.
3. The Director Technical (NIC), Haryana Civil Secretariat, Sector-1, Chandigarh (related to e-billing).


Chief Accounts Officer (FR)

for Additional Chief Secretary to Government Haryana,
Finance Department.

DA : As above.

4. To computer cell (to)
to upload these instructions
on FO's website.


(Nain Singh)
CAO/ED (FR)