

Work Distribution amongst the officers of Finance Department as on 24.11.2025

S N	SF/SSF/JSF S./Shri/Smt./Ms.	DSF/USF/DD/CAO/SAO S./Shri/Smt./Ms.	Supdt. S./Shri/Smt./Ms.	Branch	Department
1.	<p>Mohammed Shayin, IAS 81461-11222 2711658 311-staff</p> <p>Link Officer: Sunil Saran, Senior Economic Advisor 98713-66120 Rax No. 7741</p>	<p>Deepali Malik, USF 8699452773 Rax No. 8856</p> <p>Link Officer: Charanjeet Kaur, DSF 9317725958 Rax No. 8861</p>	<p>Pawan, Supdt. 8054464797 Rax No. 7744</p> <p>Link Officer: Des Raj, Supdt, 98880-12033 Rax No. 7736</p>	Budget & Committee	<p>1. Compilation and Printing of Revenue & Capital Budget and Supplementary Estimates 2. Presentation of Budget and Supplementary Estimates to Haryana Vidhan Sabha 3. Advance from Contingency Fund 4. Presentation of Audit Reports/Finance Accounts/Appropriation Accounts/ Public Accounts Committee (PAC)/ Committee on Public Undertakings (COPU)/ Estimates Committees Reports, Meetings of PAC/COPU/Estimates Committee/ Quarterly progress report of PAC/COPU/Estimates Committee 5. Regularization of excess over voted grants/Coordination work of FD, Distribution of work amongst the Officers 7. Assurance Committee, Training of officers 8. Issuance of Instructions to all Administrative Secretaries regarding Budget and others. 9. Economy in expenditure 10. Audit Objections, nomination of officers to various courses, Reforms in structure of Budget Amendments in the list of Major & Minor Heads of Accounts 11. Honorarium to the officers/officials of FD for Budget work</p>
		<p>Sumer Singh Yadav Deputy Secretary 94176-58719 Rax No. 8843</p> <p>Link Officer:- Tilak Mehta, JSF 79733-30266 Rax No. 5546</p>	<p>Manjit Kaur Saini, Supdt. 9888264065 Rax No. 8864</p> <p>Link Officer: - Usha, Supdt. 9876611928 Rax No. 8863</p>	Finance General FG-II	<p>1. Food, Civil Supplies and Consumer Affairs 2. Sainik & Ardh Sainik Welfare 3. Social Justice & Empowerment 4. Welfare of SC's/ BC's 5. Women & Child Development 6. Civil Aviation Department 7. Transport Commissioner/State Transport 8. Supplies & Disposals 9. Housing 10. ESA/Planning 11. Local Audit and Haryana State Audit 12. Revenue & Disaster Management Department 13. Small Savings & Lotteries, 14. Treasuries & Accounts.</p>
		<p>Tilak Mehta, JSF 79733-30266 Rax No. 5546</p> <p>Link Officer: - Sumer Singh Yadav Deputy Secretary 94176-58719 Rax No. 8843</p>	<p>Archana, Supdt. 9646812200 Rax No. 8866</p> <p>Link Officer: - 94171-35952 Manoj Kumar Rax No. 8865</p>	Finance Development FD-II (Health)	<p>1. Ayush Department 2. Food Drug & Administration 3. Health Services Department 4. Medical Education & Research 5. Societies of Health Department</p>

		Kiran Lekha Walia, CFA 2740093 9814141110 Rax No. 7739/7745 (staff)		Haryana Bureau of Public Enterprises (HBPE)	1. Cases relating to FDs nominees on Board of Director 2. Framing of policy regarding Economy in Expenditure 3. Grant of permission to engage person on contract basis, purchase of vehicles, pensioner benefit to employees of various Boards/ Corporations 4. court cases of, grant of bonus/Ex-Gratia to employees of Boards/Corporation for Public Enterprises (PEs), 5. Guidelines regarding appointments of SAS personnel on PEs, Clarification in services matters like ACP scheme, pay scales, add.increment, change of option etc. 6. permission for hiring of Buildings, journey beyond 10 days, constitution of HBPE 7.case of appointment of chairman/members, 8. Share investment. 9. Appointment of arbitrator in disputed cases of PEs, creation of posts and revision of pay scales of employees of Boards/Corporation through HBPE
					Member Secretary, HBPE
					Director General, IFCC
		Prabhat Bisht			Computer Cell

Sr No	SF/SSF/JSF S./Shri/Smt./Ms.	DSF/USF/DD/CAO/SAO S./Shri/Smt./Ms.	Supdt./AO S./Shri/Smt./Ms.	Branch	Department
2.	<p>Ashima Brar, IAS 94780-08777 2702250</p> <p>Link Officer: C.G. Rajini Kaanthan, IAS 99920-15551 Rax No. 6623/2740653 6624 (staff)</p>	<p>Manoj Khatri, HCS, JSF 7341132444 2740825 Rax No. 9939,</p>	<p>Rajesh, AO 98157-30479 Rax No. 7750</p> <p>Link Officer: -</p>	<p>Pay Revision</p>	<ol style="list-style-type: none"> 1. Verification and fixation of pay of the employees of HCS (E-II br.) including verification of interest on a/c of court orders only (A/cs br.) 2. Cases received from various deptts. Individual/union/etc. Demanding for further up-gradation of their pay scales/level. 3. Pay Anomalies commissions/committee 4. General Pay revision (framing of RP/ACP rules as per gen. Provision) and amendment/modification of rules. 5. Verification and fixation of pay of employees of HCS (E-I br.) including IAS/HCS and verification of interest on a/c of court orders only (IAS/HCS). 6. Comments on cases preferred by all budget controlling br. of FD.
		<p>Charanjeet Kaur, DSF 9317725958 Rax No. 8861</p> <p>Link Officer: -</p> <p>Deepali Malik, USF 8699452773 Rax No. 8856</p>	<p>Kamlesh Rax No. 7735</p> <p>Link Officer: -</p>	<p>Ways & Means</p>	<ol style="list-style-type: none"> 1. Budget matter (Demand No. 07) Public Debt, 2049- Interest payments, MH-50 Divident & Profits, 049-Interest receipt and Public A/cs, overdue/Interest subvention etc. Payment to PNB, Matters related to PAG, Haryana. 2. Loans of MLAs, Ministers HBA/CAR etc. RTI matter, NDC/Data correction etc. Related to Loan employees. Petitions Committee.
		<p>Rajesh Yadav, USF 9417019479 Rax No. 8859</p> <p>Link officer: - Alka Sharma, USF 94648-94706 Rax No.8875</p>	<p>Des Raj, Supdt, 98880-12033 Rax No. 7736</p> <p>Link officer: - Pawan Supdt., 8054464797 Rax No. 7744</p>	<p>Finance Irrigation Civil Works (FICW)</p>	<ol style="list-style-type: none"> 1. PWD (B&R) Works & Establishment 2. Architect 3. Power 4. New & Renewable Energy 5. Science & Technology 6. Chief Electrical Inspector 7. Irrigation & Water Resources 8. Public Health Engineering Department
					Nodal Officer of Public Accounts Committee,

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3.	C.G.Rajini Kaanthan, IAS 99920-15551 Rax No. 6623/2740653 6624 (staff) Link Officer: - Ashima Brar, IAS	Raj Kumar, Joint Director 9915794190 Rax No. 7730		State Budget & Fiscal Manage ment (ERAMU)	1. Assessment of receipts and expenditure for the State Budget and preparation of data about daily liquidity, Preparation of State Budget Documents, matter related to FRBM Act, Budget at a glance, Budget Speech, Budgetary Transfer to local Bodies 2. Diversion of funds during the year, Implementation and monitoring of the recommendation of central finance Commission 3. Monitoring of NABARD and NCRPB funded projects meeting of standing finance Committees 4. Review of Fiscal parameters such as revenue deficit, fiscal deficit primary deficit effective revenue deficit and deficit debts to GSDP etc. Debt management of State including short term and long term and contingent liabilities 5. Communication with RBI regarding borrowing and other related issues
		Alka Sharma, USF 94648-94706 Rax No.8875 Link Officer: - Rajesh Kumar, USF 94170-19479 Rax No. 8859	Usha, Supdt. 9876611928 Rax No. 8863 Link Officer: - Manjit Kaur Saini, Sudt. 9888264065 Rax No. 8864	Finance General (FG-I)	1. Administrative Reforms Department 2. Art and Culture 3. Heritage & Tourism (Tourism, Archaeology & Museums) 4. Chief Secretary Establishment 5. Commissions (Claim Commissioner, HPSC, HSSC, Gurdwara Election, Gurdwara Judicial commission) 6. General Administration (Human resources deptt.) 7. Information, Public Relations & Language. 8. Law and Legislative 9. Haryana State Administrative Tribunal 10. Parliamentary Affairs Department 11. Personnel Department 12. Printing & Stationary 13. Raj Bhawan. 14. Excise & Taxation Department 15. Administration of Justice 16. Home Department 17. Jail 18. Election
					Managing Director, Haryana State Financial Services Limited
					Director General, Treasuries & Accounts

4.	Jainder Singh Chhilar, IAS, SSF 90508-03199 Rax No. 7731/2740917 7732 (staff) Link Officer:- Manoj Khatri, HCS, JSF 7341132444 2740825 Rax No. 9939	Sumer Singh,DSF 76960-28889 Rax No. 8853 Link Officer: - Tilak Mehta,JSF 79733-30266 Rax No. 5546	Umed Singh, Supdt. 94637-97689 Rax No.8866 Link Officer: -	Finance Develop ment (FD-II)	1. Elementary Education, Haryana School Shiksha Pariyojna Parishad 2. Higher Education 3.Secondary Education 4.Science & Technology 5. Technical Education 6. Sports Department 7. Archives
					Director, Small Savings & Lotteries
					Department High Powered Purchase Committee
					Special Secretary, Economic & Statistical Affair

5.	Manoj Khatri, HCS, JSF 7341132444 2740825 Rax No. 9939 Link Officer: - Jainder Singh Chhilar, IAS, SSF 90508-03199 Rax No. 7731/2740917 7732 (staff)	Deepali Malik, USF 8699452773 Rax No. 8856 Link Officer: - Charanjeet Kaur, DSF 9317725958 Rax No. 8861	Parveen Lata, 9876722238 Rax No. 8868 Link Officer: - Sunil, Supdt. 8837514861 Rax No. 7733	Finance Accounts (FA)	1.Establishment of Section Officers, SAS Syllabus and SAS Personnel 2. Establishment matters relating to Class-III employees of Treasuries DG, T&A. 3.All matters relating to SOs except SAS syllabus and demands of SAS personnel 4.Establishment of Accounts Officers 5.Establishment of TOs/ATOs 6.Establishment of Director, Local Audit
		Charanjeet Kaur, DSF 9317725958 Rax No. 8861 Link Officer: - Deepali Malik, USF 8699452773 Rax No. 8856	Kamlesh, Supdt. 81683-54204 Rax No. 8803 Link Officer: - Rax No. 8865	Finance Develop ment (FD-III)	1. Environment 2. Electronics & Information Technology 3. Forest & Wild life 4. Industries and Commerce 5. Mines & Geology 6. Fire Service and Safety Housing 7. Urban Local Bodies 8. Town and Country Planning 9. Skill Development & Industrial Training 10. Labour Department 11. Employment 12. ESI Healthcare
			Rajesh, AO 98157-30479 Rax No. 7750 Link Officer: -	Pay Revision	1. Verification and fixation of pay of the employees of HCS (E-II br.) including verification of interest on a/c of court orders only (A/cs br.) 2. Cases received from various deptts. Individual/union/etc. Demanding for further up-gradation of their pay scales/level. 3. Pay Anomalies commissions/committee 4. General Pay revision (framing of RP/ACP rules as per gen. Provision) and amendment/modification of rules. 5. Verification and fixation of pay of employees of HCS (E-I br.) including IAS/HCS and verification of interest on a/c of court orders only (IAS/HCS). 6. Comments on cases preferred by all budget controlling br. of FD.
		High Powered Purchase Committee			

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6.	Sunil Saran, Senior Economic Advisor 98713-66120 Rax No. 7741 Link officer:- Mohammed Shayin, IAS	Rajesh Yadav, USF 9417019479 Rax No. 8859 Link officer:-	Manoj Kumar 94171-35952 Rax No. 8865 Link Officer:-	Finance Develop ment (FD-I)	1. Animal Husbandry & Dairy 2. Agriculture & Farmer Welfare 3. Co-operation 4. Development and Panchayats 5. Fisheries 6. Rural Development 7. Panchayati Raj 8. Horticulture
		Alka Sharma, USF 94648-94706 Rax No. 8875	Archana, Supdt. 9646812200		
		Rajesh Miglani, CAO 9855070215 Rax No. 7743 Link officer:-		Pension	1. Policy cases relating to expeditious disposal of pension Cases 2. Co-ordination/Monitoring the progress of pension cases with all Heads of Departments. / A.Ds. 3. Policy regarding grant of Pension, CSR Vol.II (all matters including amendments/interpretation/ relaxation) 4. Pay fixation of re-employed Civil/Military pensioners, Ad hoc Relief and other relief to pensioners, Gratuity.
		Jai Kumar, DA 98966-04141 Rax No. 8821	Balraj, DDA 98780-17168	Legal Branch	All court cases of Finance Department
		Nain Singh, CAO 88476-03798 Rax No. 7746 Link Officer: - Rajesh Miglani, 98550-70215 Rax No. 7743	Sunil, Supdt 8837514861 Rax No. 7733 Link Officer: - Parveen Lata, Supdt. 9876722238 Rax No. 8866	Finance Regulatio ns (FR)	1. All Advance increment, Amendment in CSR, PFR, Deputation, GPF/CPF including amendment/Interpretation of Rules/ Instructions, Compulsory waiting period. 2. Dual Charges, Honorarium, LTC. FA Rules (all matters including Maternity leave disability leave, study leave, earned leave, extra-ordinary leave, half pay leave), 3. Dearness Allowance, DA to Pensioners. 4. Foreign Training, Journey beyond Jurisdiction, Compulsory Deposit Scheme. 5. All allowances (including CCA, Hill Areas, Sweeping allowance, HRA etc) Foreign Travel (all matters), 6. Leave-encashment (all matters), Bonus, Time Barred Claim, TA/DA to retired Government employees, 7. All matters relating to STR.
					Nodal Officer, Estimates Committee

