

The Additional Chief Secretary to Govt. Haryana,
Finance Department. (Institutional Finance & Credit Control),
Haryana Civil Secretariat,
Chandigarh

To

1. All the Administrative Secretaries to Government of Haryana.
2. All the Head of Department & all Deputy Commissioners in Haryana.
3. All Managing Director/Chief Administrator/Chief Executive Officer of State Govt. Corporations /Companies /Boards /Cooperative Institution /Autonomous Bodies in Haryana.
4. The Registrar, all the Universities in Haryana
5. Commissioners of Ambala Division, Hisar Division, Rohtak Division and Gurgaon Division.
6. Public, Private & Small Finance Banks operating in Haryana.

Dated Chandigarh, the 18th February, 2026

Subject:- Revised Guidelines/Instructions for dealing with Banks.

In continuation of this office letter No. /IF&CC/2024(FD)/7024 dated 13th March, 2018 & all other earlier instructions issued by Finance Department (IF&CC) from time to time regarding dealing with the banks by various organization (i.e. Government Departments/Public Sector Enterprises/Board/ Corporation/Autonomous bodies or such other institution or societies received funds from State Government in any form) has been revised as under:-

1. Opening of Bank Accounts

- I. Administrative Secretaries are hereby authorized to approve opening of bank accounts for schemes/projects/programmes under their respective Administrative Departments where such accounts are proposed to be opened in Nationalized Banks operating in Haryana as per Finance Department instructions vide letter No. 40/13/Empnl/ARO/IFCC/2017/178-183 dated 13th March, 2018 & letter No. /IF&CC/2024(FD)/7024 dated 12th July, 2024.
- II. In cases where a Department/Organization proposes to open a bank account in any Corporate/Private Sector Bank, prior approval of the Finance Department (Institutional Finance & Credit Control) shall be mandatory. Such proposals shall be submitted to the Finance Department along with:
 - detailed justification,
 - specific reasons for not opening the account in a Nationalized Bank, and
 - full particulars of the proposed account/scheme.
- III. Any bank account opened without following the above procedure shall be treated as irregular and liable for immediate closure.
- IV. Administrative Secretaries, Heads of Departments, and Chief Executives of Boards/Corporations/Societies/PSUs shall be responsible for ensuring strict compliance with these instructions. Non-compliance shall attract appropriate administrative and financial action as per applicable Government rules.

2. IDFC First Bank and AU Small Finance Bank are hereby de-empanelled for Government business in the State of Haryana with immediate effect till further orders. No Government funds shall henceforth be parked, deposited, invested, or transacted through these banks. All concerned Departments/Organizations shall take immediate action for transfer of balances and closure of accounts maintained with the above banks.

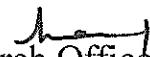
3. Further, it has come to the notice of the Finance Department that certain banks are not adhering to the conditions under which fixed deposits are being made by the Departments and Corporations. In several cases, it has been observed that despite clear instructions to place funds in flexible deposits or other fixed deposit instruments offering higher rates of interest, banks are retaining the funds in savings accounts, resulting in lower returns and consequent financial loss to the Government. Many Departments and Corporations are not regularly reconciling their fixed deposit and bank accounts with the concerned banks, leading to non-detection of such irregularities in a timely manner. In view of the above, all Departments, Corporations, Boards, and PSUs are hereby directed to:

- I. Ensure that fixed deposits are placed strictly in accordance with the approved terms and conditions.
- II. Regularly verify and confirm that banks are complying with the prescribed deposit instructions.
- III. Undertake reconciliation of all fixed deposit and related bank accounts on a monthly basis.
- IV. Immediately take up discrepancies with the concerned banks and report serious deviations to the Finance Department.

4. It is hereby further directed that all Departments, Boards, and Corporations shall reconcile their respective bank accounts strictly in accordance with the guidelines issued by the Finance Department and complete the process in all respects by 31st March, 2026.

A compliance report, duly certified by the competent authority, shall be submitted to the Finance Department by 4th April, 2026.

5. You are therefore requested to adhere to these instructions in letter and spirit.


Research Officer/IF&CC
for Additional Chief Secretary to Govt. Haryana
Finance Department

Endst.No. IF&CC/2026(FD)/4131

Dated: 18.02.2026

A copy is forwarded to the following for information please:-

1. The Secretary to Additional Chief Secretary to Govt. Haryana, Finance & Planning Department, Haryana
2. The Secretary to Director General, Finance Department (IF&CC)
3. Director, Development & Panchayats Department, Haryana with reference to your report.
4. Secretary Zonal Head, IDFC First Bank & AU Small Finance Bank.
5. Computer Cell, Incharge with a request to upload the same on FD official website.