

From

Additional Chief Secretary to Government Haryana,  
Finance Department, Haryana

To

1. All the Head of Departments in Haryana.
2. Registrar General, Punjab & Haryana High Court.
3. Divisional Commissioners of Ambala, Hisar, Rohtak, Karnal, Faridabad and Gurugram.
4. All the Deputy Commissioners and Sub Divisional Officers (Civil) in Haryana.

Memo No:28/33/2022-5B&C (T&A)  
Dated, Chandigarh, the May 01, 2026

**Subject: - Implementation of the Digital Signature Certificate (DSC) for all Implementing Agencies under SNA SPARSH Module.**

Please refer to the State Government Instruction No. 28/33/2022-5 B&C (T&A) dated 21.08.2024 regarding implementation of SNA SPARSH.

2 State Government has successfully implemented SNA SPARSH module in the State for Centrally Sponsored Schemes (CSS) funds through an integrated frame work of PFMS, State IFMS and e-Kuber platform of Reserve Bank of India. As on date, almost all CSS Schemes has been onboarded on the SNA SPARSH by various departments of the State. As per the workflow under SNA SPARSH, Implementing Agencies mapped under various CSS and SLS use to prepare bills by using Checker-Maker concept and send it to central DDO, who after signing the bill digitally as well physically, send it to the State Cyber Treasury for further processing. However, during these course of action, Implementing Agencies are not signing bills in digital form due to which responsibility of the correctness of the bill and sub vouchers lies only with the Central DDO and the same is not being shared with the Implementing Agencies.

3 Now, Government has decided to make use of Digital Signature mandatory for all Implementing Agency under SNA SPARSH module **with effect from 15.05.2026** to fix the responsibility and accountability of concerned officials/officers, while processing the bills for making payment.

4 As per Rate Contract issued by this office vide memo No. TA-HR(DMC)/DEO-II/2026/2828-2838 dated 21.04.2026 (copy enclosed), all Implementing agencies under your jurisdictions may be directed to procure Digital Signature (dongle/e-Token) from M/s Gujarat Narmada Valley Fertilizers & Chemicals Limited (GNFC) (n-Code) as per the prescribed procedure. **State Cyber Treasury Officer shall not accept any bill without the digital signature of Implementing Agency with effect from 15.05.2026.**

5 These instructions may please be brought to the notice of all the concerned for strict compliance. These instructions can also be downloaded from the Finance Department website **www.finhry.gov.in** as well as website of Treasuries & Accounts Department i.e. **www.hrtreasuries.gov.in.**

*Chaitanya*  
Deputy Secretary Finance  
for Additional Chief Secretary to Government Haryana  
Finance Department

A copy is forwarded to all the Administrative Secretaries to Government of Haryana for information and necessary action.

*Chijeta Kan 1/5/26*  
Deputy Secretary Finance  
for Additional Chief Secretary to Government Haryana  
Finance Department

To

All the Administrative Secretaries to Government of Haryana,

U.O. No. 28/33/2022-5B&C (T&A)  
Endst No. 28/33/2022-5B&C (T&A)

Dated:01.05.2026  
Dated:01.05.2026

A copy is forwarded to the Principal Accountant General (A&E/Audit), Haryana, Chandigarh for information and necessary action.

*Chijeta Kan 1/5/26*  
Deputy Secretary Finance  
for Additional Chief Secretary to Government Haryana  
Finance Department

Endst No. 28/33/2022-5B&C (T&A)

Dated:01.05.2026

A copy is forwarded to the Assistant General Manager, Reserve Bank of India, Chandigarh for information and necessary action.

*Chijeta Kan 1/5/26*  
Deputy Secretary Finance  
for Additional Chief Secretary to Government Haryana  
Finance Department

Endst No.28/33/2026-5B&C (T&A)

Dated:01.05.2026

A copy is forwarded to State Cyber Treasury, Panchkula and all the Treasury Officers/ Assistant Treasury Officers of the State for information and necessary action.

*Chijeta Kan 1/5/26*  
Deputy Secretary Finance  
for Additional Chief Secretary to Government Haryana  
Finance Department

Endst No. 28/33/2026-5B&C(T&A)

Dated:01.05.2026

A copy is forwarded to State Informatics Officer (SIO) Haryana, for information and necessary action and enabling the SNA SPARSH system accordingly.

*Chijeta Kan 1/5/26*  
Deputy Secretary Finance  
for Additional Chief Secretary to Government Haryana  
Finance Department

**DEPARTMENT, HARYANA**  
**(DATA MANAGEMENT CELL/DMC)**  
 1<sup>st</sup> Floor, 30-Days Building, Sector-17C, Chandigarh-160017 (U.T.).  
 Phone Number-0172-2991025.  
 e-mail-treasuries@hry.nic.in, website-hrtreasuries.gov.in

To

1. All Head of the Departments in Haryana.
2. Registrar General, Punjab & Haryana High Court, Chandigarh.
3. All the Commissioners in Haryana State.
4. All the Deputy Commissioners and Sub Divisional Office (Civil) in Haryana State.

Memo No.: TA-HR(DMC)/DEO-II/2026/2828-31

Dated: 21/04/2025

**Subject: -** Regarding the Selection of Vendor/Company as System Provider (SP) for procurement/ services related to Digital Signature Certificates (DSCs), including integration of PKI components and DSC registration modules with existing web applications, bearing RFP No. e-Tender/HARTRON/CO(ICT)/RFP-DSC/2025-26/03.

Your kind attention is invited toward this office memo No. TA-HR(DMC)/DEO-II/2023/4467-75 dated 24.05.2023 on the subject noted above.

2 Vide above letter, it was conveyed that this Department has procured Rate Contract and Annual Maintenance Contract through HARTRON for Digital Signature (e-Token) on behalf of all Departments of the State, the validity of which was upto 27.04.2024. This AMC & Rate Contract was renewed from time to time and was valid upto 28.02.2026.

3 Now, HARTRON after inviting fresh tender has finalized new Rate Contract & AMC Charges for purchase of new Digital Signature (e-Token) and certificates in favour of M/s Gujarat Narmada Valley Fertilizers & Chemicals Limited (GNFC) (n-Code) for two years i.e. from 10.03.2026 to 09.03.2028 as per following terms & conditions:-

#	Cost components	Unit Rate
1	Digital Signature Certificate with USB tokens (Class 3 signing and encryption) with 2 years validity.	731.6/-
2	Digital Signature Certificate without USB tokens (Class 3 signing and encryption) with 2 years validity.	123.9/-

**Validity and e-Token warranty:-**

- i. The validity of the Digital Signature Certificate will be two years from the date of generation thereof.
- ii. An auto generated alert via email will be sent to the user before 30 days of expiry of their Digital Signature Certificate.
- iii. M/s Gujarat Narmada Valley Fertilizers & Chemicals Limited (GNFC) (n-Code) will provide a dedicated support and helpdesk services through phone, email and SMS alerts by qualified and competent support team for assisting users of the concerned Department/office.
- iv. If any of the USB Token is found defective/ non-functional/ non-responsive within the warranty time period, M/s Gujarat Narmada Valley Fertilizers & Chemicals Limited (GNFC) (n-Code) will replace that USB Token. The concerned Department/office shall provide a fresh application for reissuance of CLASS-3 DSC, if required.

4 It is further intimated that existing users (DDOs) having DSC/Tokens of Bit4id have to perform few steps for seamless operation of DSC on client software of GNFC (n-Code). The steps to be taken before use of existing DSC/Tokens is described at Annexure-'A' attached with this letter.

5 In case of any difficulty in the above services, Departments may contact on following helpline numbers of M/s Gujarat Narmada Valley Fertilizers & Chemicals Limited (GNFC) (n-Code):-

Address :	Lower Ground Floor, SCO- 262, Sector-14, Panchkula, Haryana-134109.		
Phone No.:	0172 455 2597		
Contact Persons:	Name : Mr. Bunt Kumar	Mr. Aman	Name : Mr. Shivanish Jarnwal
	M: 90417- 89899	M: 92174- 68899	0172 455 2597
	Email ID : dscharyana@ncode.in		
For Technical support :	Toll Free No.:- 6356 - 894 - 444	Landline Nos.	079 - 66743289 / 311
	Emails : dscesupport@ncode.in ; tokensupport@ncode.in; support@ncodesolutions.com		
Contact details for escalations:	Name : Mr. Gaurav Arora	M- 94661-08999	email : gsarora@ncode.in

These instructions may kindly be brought into to the notice of all concerned in your Department. This instruction can also be downloaded from the website of Treasuries & Accounts Department i.e. [www.hrtreasuries.gov.in](http://www.hrtreasuries.gov.in) & <https://esalaryhry.nic.in/>.

DA/as above

Endst No.: TA-HR(DMC)/DEO-II/2026/2832-35

Dated: 21/04/2026

A copy of the above is forwarded to the following for information and necessary action:-

1. Managing Director, HARTRON, Panchkula.
2. State Informatics Officer (SIO), NIC Haryana.
3. Sh. Suraj Arora, Senior Director (IT), NIC Haryana.
4. M/s Gujarat Narmada Valley Fertilizers & Chemicals Limited (GNFC) (n-Code), 14<sup>th</sup> Floor, Tower One, Road 5C, Zone 5, Gujarat International Finance Tech City (GIFT City), Gandhinagar - 382355, Gujarat.



Joint Director (DMC)

for: Director General, Treasuries & Accounts  
Department, Haryana, Chandigarh

Endst No.: TA-HR(DMC)/DEO-II/2026/2836

Dated: 21/04/2026

A copy of the above is forwarded to Sh. Jagdish Mehendiratta, Director (IT), NIC Haryana with the request to flash the above instruction on e-Billing & OTIS web portals and provide required links as per Annexure-'A'.



Joint Director (DMC)

for: Director General, Treasuries & Accounts  
Department, Haryana, Chandigarh

Endst No.: TA-HR(DMC)/DEO-II/2026/2837

Dated: 21/04/2026

A copy of the above is forwarded to Sh. Sunil Bahal, Programmer with the request to upload this instruction on the Department's website.



Joint Director (DMC)

for: Director General, Treasuries & Accounts  
Department, Haryana, Chandigarh

Endst No.: TA-HR(DMC)/DEO-II/2026/2838

Dated: 21/04/2026

A copy is forwarded to All Treasury Officers/Assistant Treasury Officers in the State of Haryana with the request to register the Digital Signing Dongle for DDOs under your jurisdictions as per the steps prescribed at Annexure-'A' of this letter.



Joint Director (DMC)

for: Director General, Treasuries & Accounts  
Department, Haryana, Chandigarh

**Steps for installation of Client software of nCode Solutions, GNFC Ltd.**

**1. Download the software from following links:**

- **PKI Component Download Link:**  
[http://103.20.104.57:8080/Download/JAVA/HARTRON\\_14-04-2026\\_09-03-2028.zip](http://103.20.104.57:8080/Download/JAVA/HARTRON_14-04-2026_09-03-2028.zip)
- **Dongle/Token Driver download link:**  
[https://www.ncodesolutions.com/drivers/InnaITDSC\\_Setup\\_New.zip](https://www.ncodesolutions.com/drivers/InnaITDSC_Setup_New.zip)

**2. Installation of the software:**

- Extract the PKI Component zip files to a local folder with password ncode@123.
- Install the PKI component (32 bit or 64 bit depending on the computer).
- Do not run the setup using “Run as administrator”
- Install the **Dongle/Token Driver**
- Allow/enable Java or security prompts if required.
- Connect the DSC dongle and proceed with bill signing in e-Billing.

**3. Installation of Additional Certificates for Existing Bit4id Dongle**

- For users with an existing Bit4id dongle, additional certificates must be installed on the DDO’s local machine to ensure proper functioning of the DSC.

**Certificates and Download Links:**

1. **Certificate Name:** CCAIndia2022  
**Download Link:** <https://www.signxca.com/repository/aia/CCAIndia2022.cer>
2. **Certificate Name:** SignX CA 2022  
**Download Link:** <https://www.signxca.com/repository/aia/SignX%20CA%202022.cer>
3. **Certificate Name:** SignX Sub-CA for Class 3 Organization 2022  
**Download Link:** <https://www.signxca.com/repository/aia/SignX%20sub-CA%20for%20Class%203%20Organization%202022.cer>

**Steps to Install Certificates**

1. Download the required certificate files from the links provided above.
2. Double-click on each downloaded certificate file (.cer).
3. Click on “Install Certificate”.
4. Select “Local Machine” (if prompted) and click Next.
5. Choose “Place all certificates in the following store”.
6. Click on “Browse” and select:  
**Trusted Root Certification Authorities**
7. Click OK, then Next, and finally Finish.
8. A confirmation message will appear stating that the certificate has been successfully installed.

**Note:**

- Repeat the above steps for all the certificates. Ensure all the above certificates are installed in the Trusted Root Certification.

**4. Dongle Registration in treasury**

**Steps for DDO DSC Registration in OTIS by DTO:**

The District Treasury Office (DTO) will register the Digital Signing Dongle for DDOs.

1. Insert the dongle in USB port.
2. DTO logs in to the OTIS portal using a valid User ID (dtotaa..) and Password.
3. Navigate to the following menu:  
**Other Tasks → Register Digital Signing Dongle for DDOs**
4. Select the respective DDO and complete the dongle registration process.