

From

The Additional Chief Secretary to Government Haryana  
Finance Department.

To

1. Excise & Taxation Commissioner, Haryana, Panchkula
2. Engineer-In-Chief, Karnal and Rohtak Division
3. Director General, Treasures & Accounts Department, Haryana.

Memo No.- 28/14/2016-5B&C

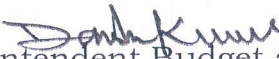
Dated:- 14<sup>th</sup> May, 2019

**Subject: Implementation of Human Resource Management system (HRMS)- Annual Confidential Reporting Reporting System (ACRs).**


Please refer to the Finance Department's instruction No. 28/14/2016-5B&C dated 28.06.2016, 06.12.2017& 20.02.2018 on the subject cited above vide which it was decided to enter the data of personal information of each employee like Service Book, ACRs, promotion, leave, transfer details etc in HRMS. These data's have been entered in HRMS by all Departments. Now, Government has decided to include ACR System HRMS module.

Now, it has been decided to implement Annual Confidential Reporting System through HRMS w.e.f 01.04.2019 on pilot basis in your department. ACR system is a work flow based system having facilities for the custodians, self appraisal, reporting, reviewing and accepting authority to submit ACR. Accordingly, it is requested to ensure that all ACR cases of your Department, in future, may be processed through HRMS. The detailed procedure can be seen on ACR user manual <http://hrmshry.nic.in>, in under new updation link.

Sh. Vishal Nagar, Programmer O/o NIC and Sh. Sunil Bahal, Programmer O/o Treasuries & Accounts have been designated and the contact persons for implementation of ACR system. Hence, in case of difficulty, the Department may contact them on email at [yashpal@nic.in](mailto:yashpal@nic.in), & [treasuries@hry.nic.in](mailto:treasuries@hry.nic.in). Field offices may contact through their respective Department Nodal Officer or helpdesk.

  
Superintendent Budget and Committee  
for Additional Chief Secretary to Govt. Haryana,  
Finance Department

A copy each is forwarded to all the Additional Chief Secretaries/Principal Secretaries to Government Haryana for information and necessary action.

  
Superintendent Budget and Committee  
for Additional Chief Secretary to Govt. Haryana,  
Finance Department

To

All the Additional Chief Secretaries/Principal Secretaries to Government Haryana.


U.O.No. 28/14/2016-5B&C

Dated, Chandigarh, the 14<sup>th</sup> May, 2019

EndstNo. 28/14/2016-5B&C

Dated, Chandigarh, the 14<sup>th</sup> May, 2019

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

  
Superintendent Budget and Committee  
for Additional Chief Secretary to Govt. Haryana,  
Finance Department