

From

The Additional Chief Secretary to Government Haryana,  
Finance Department.

To

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

Memo No. 28/14/2011-1B&C (T&A)

Dated: 28<sup>th</sup> May, 2021.

**Subject: - Mapping/Updation of Parivar Pehchan Patra (PPP) details in HRMS family details.**

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I am directed to invite your attention on the subject cited above and to inform that PPP is a flagship project of Government of Haryana (GOH). It aims to issue a unique 8 digit PPP ID to each family of the State and attach core and socio-economic attributes to the family ID which are relevant and useful in providing Govt. Schemes, service and benefits delivered.

2. Further, it is conveyed that PPP ID of maximum regular employee have already been generated. Now such PPP ID and corresponding family details available in HRMS are required to be verified by concerned DDOs of your Department so that final family data may be utilized in schemes like Ayushman Bharat, etc.

3. For verifying such family details, a Standard Operating Procedure (SOP) has been devised by NIC wherein an employee can send his data related to family ID from Intra Haryana Portal to HRMS for verification by concerned DDO, which is as follows:-

**A. Steps for Mapping Family details using Intra Haryana portal:**

- (i) Employee Logs on Intra Haryana portal (<http://intra.hry.gov.in/>).
- (ii) Click on 'Map Family Details with PPP Family Id' menu item and fill Family Id of employee in text box.
- (iii) **An OTP will be sent on Employee's registered mobile number on PPP Website.**
- (iv) List of family details of employee will be shown after successful OTP verification.
- (v) Check and map the family member data with Parivar Pehchan Patra by clicking on Map Family Member button.

4. Above mentioned steps can be performed by employee on Intra Haryana Portal himself/herself. For any reason, if employee is unable to perform mapping, he/she can get his/her family id mapped using HRMS portal through below mentioned steps:

**B. Steps for Mapping Family details using HRMS Portal:**

- (i) Checker of concerned employee logs on HRMS portal (<http://hrmshry.nic.in/Login.aspx>) and select an employee from a list.
- (ii) Checker fills Family Id of employee in text box provided.
- (iii) **An OTP will be sent on Employee's registered mobile number on PPP Website. Employee can get his/her family Id mapped with PPP only after he/she shares OTP with checker.**
- (iv) List of family details of employee will be shown after successful OTP verification.
- (v) Checker maps the family member data from HRMS to that of Parivar Pehchan Patra by selecting and individual family member. Mapping of family member details is done on the basis of family member date of birth and gender.
- (vi) Checker can update the dependency status of a family member, if required.

P.T.O

5. Once the family members are mapped by either of the above mentioned steps, the selected list of mapped dependent family members will be reflected to checker on HRMS portal for verification and final submission. This process is to be carried out through proper authentication by means of OTP verification by checker. Details user manual to perform these steps is also uploaded on <http://hrmshry.nic.in> and <http://intrahry.gov.in/>. In case of any query Nodal Officer of Departments may contact HRMS technical team at Haryana Civil Secretariat, 9<sup>th</sup> Floor, Sector-1, Chandigarh.

6. These instructions may kindly be brought to the notice of all concerned in your Department for strict compliance. These instructions can be downloaded from the Finance Department website [www.finhry.gov.in](http://www.finhry.gov.in) as well as Treasuries & Accounts website [www.hrtreasuries.gov.in](http://www.hrtreasuries.gov.in).

*Asimply*  
Under Secretary Finance (Budget)  
for Additional Chief Secretary to Government Haryana  
Finance Department

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

*Asimply*  
Under Secretary Finance (Budget)  
for Additional Chief Secretary to Government Haryana  
Finance Department

To

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

U.O. No. 28/14/2011-1B&C (T&A)  
Endst No. 28/14/2011-1B&C (T&A)

Dated: 23<sup>th</sup> May, 2021  
Dated: 23<sup>th</sup> May, 2021

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

*Asimply*  
Under Secretary Finance (Budget)  
for Additional Chief Secretary to Government Haryana  
Finance Department

Endst No. 28/14/2011-1B&C (T&A)

Dated: 28<sup>th</sup> May, 2021

A copy is forwarded to all the Superintendents of Finance Department (Expenditure Control Branches only) for information and necessary action.

*Asimply*  
Under Secretary Finance (Budget)  
for Additional Chief Secretary to Government Haryana  
Finance Department

Endst No. 28/14/2011-1B&C (T&A)

Dated: 28<sup>th</sup> May, 2021

A copy is forwarded to all the Treasury Officers/Assistant Treasury Officers for information and necessary action.

*Asimply*  
Under Secretary Finance (Budget)  
for Additional Chief Secretary to Government Haryana  
Finance Department

Endst No. 28/14/2011-1B&C (T&A)

Dated: 28<sup>th</sup> May, 2021

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

*Asimply*  
Under Secretary Finance (Budget)  
for Additional Chief Secretary to Government Haryana  
Finance Department