

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 Office (Civil) in Haryana State.

Memo No. 28/12/2014-1B&C (T&A)

Dated: 06.04.2021

Subject: - Regarding updating data in e-Posting.

Please refer to the subject cited above.

2. Your kind attention is invited toward Government instruction No. 28/12/2014-1B&C dated 23.05.2014 and 28/12/2014-1B&C dated 25.01.2014 related to implementation of e-Post system.

3. As per prescribed procedure in the above referred instructions, Finance Department had frozen the sanctioned strength including diminishing cadre of all the Departments on the basis of data furnished by concerned Head of Department.

4. During recent review of sanctioned posts in e-Posting by higher authorities, it has been found that many departments have entered incorrect data, particularly related to posting diminishing cadre, resulting in misleading information regarding total sanctioned strength of a Department including field offices. Further, it is difficult to implement orders for new posting or transfer of employees, on account of incorrect information in e-Posting.

5. In the light of these facts, it has now been decided to defreeze the e-Post data of all departments of the State to carry out correction by all Head of Departments. This facility will be available at HOD level (ECA) only. User ID/password was already shared during the implementation of e-Post. All HOD (ECA) are required to check and enter correct data related to sanctioned strength including diminishing cadre posts of their respective Department including field offices. If any alteration in the existing data/strength of any Post/Cadre is required, then concerned HOD will submit supporting documents to concerned Expenditure Controlling Branch of Finance Department, which will examine the proposal and finalize the data as per prescribed procedure issued by Government vide instruction No. 28/12/2014-1B&C dated 23.05.2014.

6. All HODs (ECA) are requested to complete this exercise by 30.04.2021. Thereafter Finance Department will freeze the e-Post data. For any query, Department may contact Shri Sunil Bahal, Programmer O/o Treasuries & Accounts Department and Shri Mayank Jain, Team leader O/o NIC Haryana.

7. 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.

Asingh
Under Secretary Finance (Budget)
for Additional Chief Secretary to Government Haryana
Finance Department
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A copy is forwarded to all the Additional Chief Secretaries/ Principal Secretaries to the Government of Haryana for information and necessary action.

Asindh
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. 28/12/2014-1B&C

Date Chandigarh, the 6th April, 2021

Endst No. 28/12/2014-1B&C

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

Date Chandigarh,

Asindh
Under Secretary Finance (Budget)
for Additional Chief Secretary to Government Haryana
Finance Department
Date Chandigarh, the 6th April, 2021

Endst No. 28/12/2014-1B&C

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

Asindh
Under Secretary Finance (Budget)
for Additional Chief Secretary to Government Haryana
Finance Department
Date Chandigarh, the 6th April, 2021

Endst No. 28/12/2014-1B&C

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

Asindh
Under Secretary Finance (Budget)
for Additional Chief Secretary to Government Haryana
Finance Department
Date Chandigarh, the 6th April, 2021

Endst No. 28/12/2014-1B&C

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

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