

From

Director Secondary Education
Haryana, Panchkula

To

1. All District Education Officers,
2. All District Elementary Education Officers
3. All DDOs (Drawing & Disbursing Officers) of School Education Department

Memo No.12/69-2016-Admn.(2)
Dated, Panchkula, the 04.10.2017

Subject: - Regarding implementation of HRMS portal in School Education Department.

Refer to the various instructions issued through orders, training sessions, emails on the subject cited above.

In this regards, it is intimated that despite the various directions issued through orders/training session under reference but the information of employees has yet to be completed on HRMS portal whereas the Govt. has clearly instructed that the salary for the month of September, will not be released till the non-completion of data of employee on the portal. In this directions, the departments has tried its level best to issue instructions from time to time and also organized training sessions even though the similar queries are raised time & again from the field offices. It has also been noticed that the DEOs/DDEOs are not following the directions of department in letter & spirit to organize the training programme at their level & they have also not share the detail of Technical Nodal Officers appointed in their offices. Furthermore, the salary of employees whose data is completed on HRMS portal is not released by the concerned DDOs yet.

On the above context, the following instructions are given: -

- a) All DEOs/DDEOs may share the details of their Technical Nodal Officers appointed by them with concerned DDOs and Directorate immediately.
- b) One more training-cum-interaction session is organized through EDUSAT on 06.10.2017 at 10.30 AM and all DEOs/DDEOs may ensure the presence of all concerned at the nearest locations where EDUSAT site is working. The absentees will be responsible to complete the data of regular employees working under their control in date bound manner. The responsibility for non-releasing of salary of any employee will be of the concerned DDOs.
- c) All concerned are also instructed to release the salary of each employee immediately as and when the data of such employee is completed on HRMS portal.

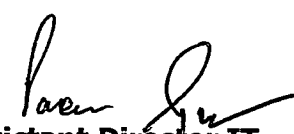

Assistant Director IT
For Director Secondary Education
Haryana, Panchkula

Dated, Panchkula, the 04.10.2017

Endst No. Even

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

1. Deputy Director/ General Manager, UTKARSH Society, Sector-2, Panchkula. It is requested to make it convenient to make necessary arrangements for training and also inform all concerned accordingly.
2. Director, Treasury & Accounts Department, Haryana, Chandigarh for kind information.
3. SIO, NIC, Haryana with a request to depute any official, if possible, to attend the said training-cum-interaction session.


Assistant Director IT
For Director Secondary Education
Haryana, Panchkula