

No. 68/2/2001-3Pension (FD)

From

Additional Chief Secretary to Government, Haryana,  
Finance Department.

To

1. All Heads of Departments in Haryana.
2. Commissioners, Ambala, Hisar, Rohtak & Gurgaon Divisions.
3. All Deputy Commissioners, Haryana.
4. Registrar General, Punjab & Haryana High Court, Chandigarh.

Dated Chandigarh, the 3<sup>rd</sup> July, 2014.

**Subject:- Computerization of Pension Functions----System  
Automation Initiative (SAI) Project.**

Sir/Madam,

I am directed to invite your attention to the instructions issued by this department vide No. 5/60/2005-3Pension dated 16-1-2006 and No. 68/2/2001/FD-Pension/SAP dated 19-12-2007 vide which detailed guidelines were issued for functioning of computerization of pension.

Now after consideration it has been decided that in future the Departmental Data Sheet (Annexure-A) will be filled up online and print out of that sheet will be sent to Principal Accountant General Haryana. The module for filling up the requisite proforma of Departmental Data Sheet (Annexure-A) has been made available on website of Finance Department under e-Billing Haryana System.

It is therefore requested to direct the all Pension Sanctioning Authorities to ensure filing Departmental Data sheet (Annexure-A) in r/o retirees online under e-Billing Haryana System "Head-Create Pension Proforma for A.G. Office". This information will also become available to PAG office in digital form.

The copy of these instructions is also available on Finance Department website and can be downloaded from the site [www.finhry.gov.in](http://www.finhry.gov.in).

The receipt of these instructions may be acknowledged.

Yours faithfully,

*Suman Malhotra*  
**Under Secretary Finance (Pension)**  
for Addl. Chief Secretary to Government, Haryana,  
Finance Department.

U.O. No. 68/2/2001-3Pension (FD)

Dated, Chandigarh the 3.7.2014.

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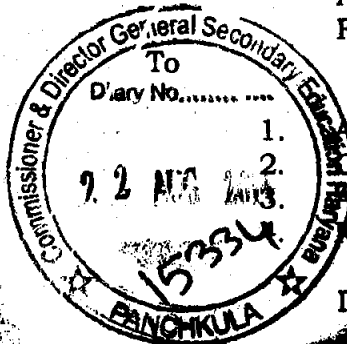
26/8/14

**Reminder  
Most Urgent**

No. 68/2/2001-3Pension (FD)

From

Additional Chief Secretary to Government, Haryana,  
Finance Department.



- To
1. All Heads of Departments in Haryana.
  2. Commissioners, Ambala, Hisar, Rohtak & Gurgaon Divisions.
  3. All Deputy Commissioners, Haryana.
- Registrar General, Punjab & Haryana High Court, Chandigarh.

Dated Chandigarh, the 14<sup>th</sup> August, 2014.

**Subject:- Computerization of Pension Functions-----System Automation Initiative (SAI) Project.**

20.08.14  
25.8.14  
CAO  
Sir/Madam,

I am directed to refer to this department instructions issued vide No. 68/2/2001-3Pension (FD) dated **03-07-2014** vide which it was decided that in future the Departmental Data Sheet (Annexure-A) will be filled up online and print out of that sheet will be sent to Principal Accountant General Haryana. The module for filling up the requisite proforma of Departmental Data Sheet (Annexure-A) has been made available on website of Finance Department under **e-Billing Haryana System**.

However it has been observed that some departments are still not following the instructions issued by Finance Department vide No. 68/2/2001-3Pension(FD), dated 03.07.2014.

So it is again requested to direct the all Pension Sanctioning Authorities for strict compliance of above instructions for filing Departmental Data Sheet (Annexure-A) in r/o retirees online under **e-Billing Haryana System "Head-Create Pension Proforma For A.G. Office"** and report compliance.

**The receipt of these instructions may be acknowledged.**

Yours faithfully,

**Under Secretary Finance (Pension)**  
for Addl. Chief Secretary to Government, Haryana,  
Finance Department.

U.O. No. 68/2/2001-3Pension (FD)

Dated, Chandigarh the **14.08.2014**.

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

1. Chief Secretary to Government Haryana.
2. All the Additional Chief Secretaries/Principal Secretaries/ Administrative Secretaries to Government Haryana.

*R. K. Gaur*

**Under Secretary Finance (Pension)**  
for Addl. Chief Secretary to Government, Haryana,  
Finance Department.

To

1. Chief Secretary to Government Haryana.
2. All the Additional Chief Secretaries/Principal Secretaries/ Administrative Secretaries to Government Haryana.

Endst No. 68/2/2001-3Pension (FD)

Dated, Chandigarh the **14.08.2014**.

A copy is forwarded to following for information and necessary action.

1. Principal Accountant General (A&E)/(Audit) Haryana w.r.t this department letter No. 68/2/2001-3Pension(FD), dated **03.07.2014 with the request that they should ensure that data sheet sent alongwith pension document is generated through online system. Non compliance by any State Government department can be reported to the Finance Department, on monthly basis. A format of data sheet generated through system is enclosed for ready reference.**
2. Director Treasuries and Accounts Deptt Haryana for information.

*R. K. Gaur*

**Under Secretary Finance (Pension)**  
for Addl. Chief Secretary to Government, Haryana,  
Finance Department.

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

1. Chief Secretary to Government Haryana.
2. All the Additional Chief Secretaries/Principal Secretaries/  
Administrative Secretaries to Government Haryana.

*Suman Mahajan*  
**Under Secretary Finance (Pension)**  
for Addl. Chief Secretary to Government, Haryana,  
Finance Department. *SM*

To:-

1. Chief Secretary to Government Haryana.
2. All the Additional Chief Secretaries/Principal Secretaries/  
Administrative Secretaries to Government Haryana.

Endst No. 68/2/2001-3Pension (FD) Dated, Chandigarh the 3.7.2014.

A copy is forwarded to following for information and necessary action.

1. Principal Accountant General (A&E)/Audit. Haryana along with 10  
spare copies.
2. Director Treasuries and Accounts Department Haryana
3. In-charge, Computer Cell, Finance Department for placing it on the  
official website of Finance Department.

*Suman Mahajan*  
**Under Secretary Finance (Pension)**  
for Addl. Chief Secretary to Government, Haryana,  
Finance Department. *SM*