

From

The Additional Chief Secretary to Government Haryana  
Finance Department.

To

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

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

Dated, Chandigarh the 20<sup>th</sup> February, 2018.

**Subject: - Implementation of Human Resource Management System – Processing of Assured Career Progression Cases (ACP).**

Please refer to the Finance Department's instruction No.28/14/2016-5B&C dated 06.12.2017 on the subject cited above vide which it was decided to enter the personal information of each employee like Service Book, ACRs, promotion, leave, transfer details etc in (HRMS). This information has been entered in HRMS by all the Departments.

Vide instruction No.28/14/2016-5B&C dated 06.12.2017, it was decided to implement Transfer Cases also through this system.

Now it has been decided to implement **all Assured Career Progression (ACP) Cases** through the Human Resource Management System (HRMS) w.e.f. 01-03-2018. Accordingly, it is requested to ensure that all ACP Cases of your Department, in future, may be processed only through the HRMS. The complete detailed procedure can be seen on "ACP user Manual" on the <http://hrmshry.nic.in>, under user manual link.

Sh. Sunil Bahal, Programmer, O/o Treasuries & Accounts and Sh. Yashpal and Sh. Mayank O/o NIC have been designated as the State Nodal Officers for implementation of HRMS. Hence, in case any Head office faces difficulty, they can contact them on email at [treasuris@hry.nic.in](mailto:treasuris@hry.nic.in), [Yashpal@nic.in](mailto:Yashpal@nic.in), [nic.mayank22@gmail.com](mailto:nic.mayank22@gmail.com), Field offices may contact their respective Departmental Nodal Officer.



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

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



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

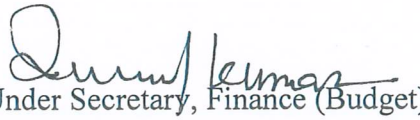
To

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

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

Dated, Chandigarh, the 20<sup>th</sup> February, 2018.  
Dated, Chandigarh, the 20<sup>th</sup> February, 2018.

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



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