

IMMEDIATE
DATE BOUND

No. 1/Misc./2020-3SIV

From

The Chief Secretary to Government, Haryana.

To

The IAS/HCS Officers in the State of Haryana.
and on deputation in Government of India & other States.

Dated Chandigarh, the 7th **December, 2020**

Subject:- Verification of their personal details/ service particulars by all the IAS/HCS Officers which is uploaded in the Human Resources Management System(HRMS).

Sir/Madam,

I am directed to refer to this office letter No. 1/Misc./2020-3SIV dated 15.07.2020, 19.08.2020, 17.09.2020 and 23.10.2020 on the subject noted above vide which you were requested to check your Employee Basic Information Updation(Personal details) / Service particulars entered in the Human Resources Management System(HRMS) and if they notice any missing entry/error in the service particulars entered in the above mentioned modules in the HRMS, they shall be required to make objection by entering remarks in the text box shown at the end of screen and then submit it by 15.11.2020. It was also informed that thereafter HRMS shall be freezed by this department.

2- Most of the IAS/HCS officers have not verified their data or raised any objection in this regard. Therefore, you are again requested to check your Employee Basic Information Updation (Personal details)/ Service particulars entered in the Human Resources Management System (HRMS) and verify particulars by 31.12.2020. Thereafter, the portal shall be freezed by this Department

3- For the purpose of viewing their Employee Basis Information Updation (Personal details)/service particulars entered in the Human Resources Management System, they may visit the website- Intraharyana.gov.in and follow the instructions annexed herewith to check and verify the details uploaded in the Human Resources Management System (HRMS). After submission of verification of their personal details/service particulars by them, it will be presumed that their information as declared is correct.

4- These instructions can also be downloaded from website: "csharyana.gov.in"

Rashmi
Joint Secretary Services-III
for Chief Secretary to Government, Haryana