

**Immediate**

From

The Principal Secretary to, Government Haryana,  
Finance Department.

To

- DE (C) T  
M, P, A  
29-1-13
- DOB COM  
B.M. Bhat  
Cantley
- i) All the Addl Chief Secretaries/ Principal Secretaries/Administrative Secretaries to Government Haryana.
  - ii) All the Heads of Departments in Haryana.
  - iii) The Registrar (General), Punjab & Haryana High Court Chandigarh.
  - iv) All the Divisional Commissioners Ambala, Hisar, Rohtak & Gurgaon.
  - v) All the Deputy Commissioners and Sub Divisional Officers (Civil) in Haryana.

Memo No 14/91/2011-5FA

Dated: Chandigarh, the 21-01-2013

**Subject: Implementation of e-Bill System- regarding.**

Kindly refer to letter no 14/91/5FA-2011 dated 16-08-2011 and even number dated 16-01-2012 and 03-12-2012 on the subject as above.



For improving the efficiency of treasury operations, to reduce the burden of preparing salary bills on monthly basis by DDOs and moving towards e-governance, the State Government introduced the concept of e-salary in all Government Departments w.e.f. 1 April 2012. The system was further extended to cover payments for contractual services, professional services, and part time workers etc. w.e.f. 30 November 2012. Now in order to fully computerise the bill preparation work by DDOs as well as to replace the prevalent cheque system, which is presently used for personal Ledger Accounts (PLAs), for works payment made by various works departments and Forest Department, for procurement payments by Food and Supplies department etc. it has been decided by the State Government to introduce e-Bill system in the State.

The e-Bill system is presently being used by all the DDOs of Treasuries and Accounts department in the entire State. As a next step, it has been decided to implement the e-Bill, system for all DDOs attached with Chandigarh Treasury. So w.e.f. 1 February 2013, DDOs of all the Departments who are attached with the Chandigarh treasury will only use e-Bill system for submission of the bills or cheques relating to PLAs/Works payment/other payments. A user manual for e-Bill system is being made available on the e-Salary website as well as on the website [www.hrtreasuries.gov.in](http://www.hrtreasuries.gov.in) under the heading e-Bill instructions. Training session for all

Contd.-2

DDOs attached with Chandigarh treasury will be conducted and completed by 23 January 2013. The details of the training session will also be available on the website [www.hrtreasuries.gov.in](http://www.hrtreasuries.gov.in) under the heading e-Bill instructions. All DDOs may be advised to go through the e-Bill manual and also attend the training session along with 1 or 2 supporting staff. All of their queries relating to e-billing will be addressed during these training sessions. The DDOs can also contact Joint Director (DMC) o/o Director Treasuries and accounts for on hand training of their staff or self if so desired, irrespective of the training schedule. For purposes of such training DDO, should bring their user id and password as is being used for e-Salary system. The contact details of Joint Director (DMC) are 0172-2711101 and 09463955621.


Necessary direction to all DDOs may be issued and they may be advised to ensure that the e-Bill system is implemented w.e.f. 1 February 2013.

  
Deputy Secretary Finance  
for Principal Secretary to Government Haryana,  
Finance Department 

Endst. No. No 14/91/2011-5 FA

Dated, Chandigarh the 21-01-2013


✓ A copy each is forwarded to Director, Treasuries and Accounts Department, Haryana, Chandigarh with the direction to inform all Treasuries/ Sub Treasuries and also to conduct training sessions for DDOs

  
Deputy Secretary Finance  
for Principal Secretary to Government Haryana,  
Finance Department

Endst. No. No 14/91/2011-5 FA

Dated, Chandigarh the 21-01-2013


A copy each is forwarded to In-charge Computer Cell, Finance Department, Haryana, Chandigarh for information and necessary action.

  
Deputy Secretary Finance  
for Principal Secretary to Government Haryana,  
Finance Department

Endst. No. No 14/91/2011-5 FA

Dated, Chandigarh the 21-01-2013

A copy is forwarded to Sh. Deepak Bansal, Technical Director, NIC 9<sup>th</sup> floor, Haryana Unit, Chandigarh for information and necessary action.

  
Deputy Secretary Finance  
for Principal Secretary to Government Haryana,  
Finance Department