

From

The Principal Secretary to Government Haryana,
Finance Department.

To

All the Head of Departments in Haryana.
Registrar General, Punjab & Haryana High Court.
Commissioner - Ambala, Hisar, Rohtak, Karnal, Faridabad and Gurugram Divisions.
All the Deputy Commissioners and Sub Divisional Officers (Civil) in Haryana.

Memo No: 28/22/2017-5B&C

Dated, Chandigarh, the 26th June, 2018.

Subject: - Regarding Digitization of Vouchers.

Kindly refer to the Finance Department letter No. 28/22/2017-5B&C dated 19.04.2017 & 19.09.2017 on the subject cited above.

2. The State Government has implemented Digitization of Vouchers (e-Voucher) for all the Drawing & Disbursing Officers (DDOs) of the State of Haryana. Accordingly, e-Voucher has been made mandatory in the entire State.

3. As of defined process, all kinds of sub vouchers related/attached to a bill are required to be digitally signed by a DDO. It has been observed that bills like medical reimbursement, travelling allowance and contingencies (OE) have numbers of vouchers (pages) attached which result in creation of voluminous data for signing (after scanning) sometime of more than 50 MB. This lead to unnecessary pressure on IFMS server resulting into non responding of applications like e-Billing/e-GRAS particularly during last week of a month when salary of employees and pensioners are generated.

4. The issue was discussed in "Entry Conference" organized by Principal Accountant General, (A&E) Haryana, wherein it was conveyed by PAG, Haryana that there is no need to digitally sign all sub-vouchers.

5. In the light of the aforementioned facts, Government has decided that all sub-vouchers attached with bills like medical reimbursement, travelling allowance and contingencies (OE) need not to be digitally signed after scanning. However such sub-voucher(s) will be required to be defaced as "cancelled & paid".

6. Further, Medical Reimbursement bill and Travelling Allowance bills, except advance will not be allowed to be generated in e-billing module from 25th day to last day of a month till further order.

7. These instructions may kindly be brought to the notice of all concerned in your Department for strict compliance. These instructions can be downloaded from the Finance Department website – www.finhry.gov.in. For further any query please contact Shri Mithilesh Gupta, Joint Director, DMC (Mobile No.9417724110)

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

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



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

To

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

U.O. No.28/22/2017-5B&C

Dated, Chandigarh, the 26th June, 2018.

Endst. No.28/22/2017-5B&C

Dated, Chandigarh, the 26th June, 2018.

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

1. All Treasury Officers/Assistant Treasury officers in the State of Haryana.
2. SIO,NIC Haryana Civil Secretariat 9th Floor for making necessary modification in the application.



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