DIRECTORATE OF LOCAL FUND AUDIT, ODISHA

TREASURY AND ACCCOUNTS BHAWAN, UNIT -III,

KHARABEL NAGAR, BHUBANESWAR

Ph. (0674) 2391704, e-mail ID-dirlfaodisha@gmail.com

Memo No. 4335 /DLFA Date 08.08.24

DLFA-OE-MISE-0122-2022

Copy along with copy of the Finance Department Memo No.16220/F dated 05.06.2024 along with its enclosures forwarded to all Officers/employees of this office with request to take necessary steps towards updation of profile information in HRMS application for information and necessary action.

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Memo No. 4336. /DLFA

Date 08:05:24

Copy along with copy of the Finance Department Memo No.16220/F dated 05.06.2024 along with its enclosures forwarded to all DAOs & AO, LFA, BBSR for information and necessary action.

They are requested to take immediate steps towards intimating the same to all employees under your control to update their profile information in HRMS application.

Assistant Directo



Dy No-4957 7.6.24 Downer Mo-3988 10-06-24

GOVERNMENT OF ODISHA FINANCE DEPARTMENT ******

16220 _/F., Dated_05 - 06 - 2024 FIN-OE2-ESTT-0013-2022

Copy of GA & PG Department letter No.12430/AR dated 23rd April 2024 forwarded to the Commissioner of CT&GST, Odisha, Cuttack/ Director of Treasuries & Inspection, Odisha, Bhubaneswar/ Controller of Accounts, Odisha, Bhubaneswar/ Director MDRAFM, Bhubaneswar/ Director, LFA / Director, Small Savings/ Registrar, Sales Tax Tribunal, Cuttack/ all officers / all Branches of Finance Department for information and necessary action.

Joint Secretary to Government

5. C. Sempallo (B)

- 14587 Finel 2024

Government of Odisha General Administration and Public Grievance Department

No.: GAD-AR-MISC-0002-2022/ 1243 O/AR. Bhubaneswar. dated the 23td April, 2024

From

Shri Surendra Kumar, IAS Additional Chief Secretary to Government

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Additional Chief Secretaries / Principal Secretaries / Commissioner-cum-Secretaries / Secretaries to Government of Odisha / All Heads of Departments / All Commissions of the State

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7 3 APR 2026

Sub: Updation of HRMS complete profile data & e-Service Book data of State Government employees – regarding.

Ref.: GA & PG Department Letter No. 3216/AR-01.02.2024 & 6081/AR-21.02.2024

Madam/ Sir,

With reference to captioned subject & letters cited above. I am to say that instructions were issued for updation of complete profile data & e-Service Book data in HRMS application by all State Government employees and its subsequent validation by their respective Establishment Officer/DDO/Authorized Officer.

Since the present updation exercise is aimed at auto generation of pension papers for online processing and keeping the situation of engagement of State Govt Officials & employees in the General Election 2024 process, it has been decided to extend this updation campaign of profile & E-service Book modules in HRMS application further for a period of four months to achieve the completeness.

In view of the above, the facility for updation/validation of profile data & e-service book in HRMS will open till 16.08.2024.

Therefore, it is once again requested to sensitize all concerned i.e. the individual employees as well as the validating authorities under your control to update their profile information in HRMS application and complete the task of validation respectively within the extended dateline.

Yours faithfully.

Additional Chief Secretary to Government

Memo No. 12431 / AR dated . 23/04/2024

Copy forwarded to Sr. PS to Chief Advisor to the Hon'ble Chief Minister. Odisha / Sr. PS to Chief Secretary, Odisha / Sr. PS to Development Commissioner-cum-ACS for kind information of Chief Advisor to the Hon'ble Chief Minister. Odisha/ Chief Secretary, Odisha / Development Commissioner- cum- ACS respectively.

Additional Secretary to Government

Memo No. 12432 / AR dated . 23/04/2024

Copy forwarded to the Advocate General, Cuttack/ Registrar General, Orissa High Court/ Secretary. Lokayukta/ Secretary. Board of Revenue/ Secretary. Odisha Public Service Commission / Secretary. Odisha Staff Selection Commission/ Secretary, Odisha Sub-ordinate Staff Selection Commission /All Revenue Divisional Commissioners / All Collectors/ Controller of Accounts, Odisha, Bhubaneswar for kind information and necessary action.

Additional Secretary to Government

Memo No. 12433 / AR dated . 23/04/ 2024

Copy forwarded to the Executive Director, CMGI, Toshali Bhawan, A2, First Floor, Satya Nagar, Bhubaneswar for information and necessary action.

Additional Secretary to Government

Memo No. 12434 / AR dated .23/04/20

Copy forwarded to the Director of Treasuries & Inspection, Odisha, Bhubaneswar for information and necessary action.

Additional Secretary to Government

Memo No. 19435 / AR dated . 23/04/2024

Copy forwarded to all Branches of GA & PG Department for information and necessary action.

Additional Secretary to Government

Memo No. 19436 / AR dated .23/04/9024

Copy forwarded to the Public Relation Officer. GA & PG Department, with a request to release a press note on the said subject in leading Newspapers, electronic media for information of the Government Employees.

Additional Secretary to Government