



ABSTRACT

Tamil Nadu Treasury Code, Volume-I - Implementation of Integrated Financial and Human Resources Management System (IF&HRMS) - Bill Forms – Format changes on Bill Forms – Annexure Formats - Orders – Issued.

FINANCE (T&A-III) DEPARTMENT

G.O.Ms.No.20

Dated:10.01.2019.

விளம்பி, மார்ச்சு – 26.

திருவள்ளூர் ஆண்டு – 2049.

Read:

1. G.O.Ms.No.400, Finance (T&A-III) Department, Dated: 10.10.2013.
2. G.O.Ms.No.106, Finance (T&A-III) Department, Dated: 31.03.2016.
3. From the Principal Secretary/ Commissioner of Treasuries and Accounts, R.C.No. 048220/ IFMS/ 2016-26, Dated: 20.12.2018.

ORDER:

In the Government Order first and second read above, the Government have issued orders for the implementation of the Integrated Financial and Human Resource Management System (IF&HRMS) Project, which envisages integration of both Financial and Human Resource Management. As the System contemplates end to end solution for all financial activities, various rules, procedure for drawing payments from Treasuries are being inbuilt in the system. The objective of this Project is to remove various systemic deficiencies in the manual legacy system of operation and optimizing efficiency through comprehensive business process re-engineering.

2) According to Subsidiary Rule 2 (a) Under Treasury Rules 16, a Bill or other voucher presented at the Treasury as a claim in the payment of any amount by the Government shall contain particulars of

- i. the nature of the claim
- ii. the amount claimed
- iii. the period to which the claim relates
- iv. the orders sanctioning the charge, if it was incurred under special orders
- v. the authority for any deduction made in the bill.

3) According to Subsidiary Rule 2 (b) under Treasury Rule 16, every bill or other voucher shall be prepared in the form prescribed under those Rules or in the departmental manual or code concerned in bills or vouchers in question. As per Note 3, under Subsidiary Rule 2 (b) Treasury Rule 16 the Commissioner of Treasuries and Accounts has been empowered to permit the Pay and Accounts Offices/ Treasuries to

[P.T.O.]

admit computerized pay bills presented by the Drawing and Disbursing Offices provided all the information as required in the printed prescribed forms are available. The Government have prescribed 2 bill forms one for salary and another for non-salary duly incorporating the required particulars for each bill type in the Annexure.

4) In this connection, now, consequent on the introduction of Integrated Financial and Human Resources Management System, the bill types to be presented on line through Integrated Financial and Human Resources Management System Portal have been grouped under 11 headings as follows:

- I) Salary
- II) Non-Salary (employee related)
- III) Advance (Employees)
- IV) Retirement Benefits
- V) Payment Advice (Deposits)
- VI) Grants
- VII) Advances – i. Temporary Advances
ii. Fuel Advances
- VIII) Contingencies
- IX) Miscellaneous
- X) Others
- XI) Part-II – Contingency Fund.

5) Among the above mentioned groups, as nearly 135 Annexures have been formulated to suit the need of all the expenditure items involved in Government Departments. The annexures covers both the salary and non-salary items. It is pointed out that no change is involved in the 2 bill forms prescribed by the Government and only the annexures have been modified to suit the need of Integrated Financial and Human Resources Management System. These 135 Bill annexures have been inbuilt in the Integrated Financial and Human Resources Management System software.

6) The Principal Secretary/ Commissioner of Treasuries and Accounts has requested 135 Bill annexures grouped under 11 headings mentioned in para-4 above approved and suitable instructions issued to all Head of Departments to make use of the 2 bill form only (Salary/ Non-salary) duly attaching the appropriate bill annexure (instead of using the existing bill forms) for presenting bills at Pay and Account Offices/ Treasuries, online through Integrated Financial and Human Resources Management System Portal.

7) The Government after careful examination accept the proposal of the Principal Secretary/ Commissioner of Treasuries and Accounts. All Secretaries to Government/ all Head of Departments to give suitable instructions to the Drawing and Disbursing Officers to make use of the 2 bill form only (Salary/ Non-salary) duly attaching the appropriate bill annexure (instead of using the existing bill forms) for presenting bills at Pay and Accounts Office/ Treasuries, online through Integrated Financial and Human Resources Management System (IF&HRMS) Portal.

(BY ORDER OF THE GOVERNOR)

**K.SHANMUGAM,
ADDITIONAL CHIEF SECRETARY TO GOVERNMENT.**

To

The Principal Secretary/ Commissioner of Treasuries and Accounts, Chennai-35.
All Secretaries to Government, Secretariat, Chennai-9.

The Secretary, Legislative Assembly, Secretariat, Chennai-9.
 The Secretary to Governor, Chennai-32.
 The Governor's Secretariat, Raj Bhavan, Chennai-32.
 All Departments of Secretariat, Chennai-9.
 The Accountant General (Accounts & Entitlements), Chennai-18.
 The Principal Accountant General (Audit-I) Chennai-18.
 The Accountant General (Audit-II) Chennai-18.
 The Registrar General, High Court, Chennai-104.
 The Chairman, Tamil Nadu Public Service Commission, Chennai-3.
 The Registrar of all Universities in Tamil Nadu.
 The Director of Pension, Chennai-35.
 The Pension Pay Officer, Chennai-35.
 The Pay and Accounts Officer, Secretariat, Chennai-9.
 The Pay and Accounts Officer, (North/ South/ East), Chennai-1/35/5.
 The Pay and Accounts Officer, Madurai-625 001.
 All District Treasury Officers/ Sub-Treasury Officers.
 The Pay and Accounts Officer, High Court, Chennai.
 The Sub-Pay and Accounts Officer, High Court Bench, Madurai.
 The Sub-Pay and Accounts Officer, Corporation of Chennai, Chennai.
 The Sub-Pay and Accounts Officer, New Delhi.
 Accenture Services Private Limited, Chennai.
 M/s. Wipro Private Limited, Chennai.
 Pricewaterhousecoopers, Chennai.

Copy to:

The Secretary to the Hon'ble Chief Minister, Chennai-9.
 The Chief Minister's Office, Chennai-9.
 The Special Personal Assistant to the Hon'ble Deputy Chief Minister, Chennai-9.
 The Senior Private Secretary to the Chief Secretary to Government, Chennai-9.
 The Senior Principal Private Secretary to Additional Chief Secretary to Government, Finance Department, Chennai-9.
 The Senior Principal Private Secretary to Principal Secretary to Government (Expenditure), Finance Department, Chennai-9.
 Stock file/ Spare copy.

//FORWARDED: BY ORDER//

b. h. eni
 10/01/19
SECTION OFFICER.
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 10/01/19