

**GOVERNMENT OF TELANGANA
FINANCE (HRM-VI) DEPARTMENT**

Circular Memo No.02/A1/HRM-VI/2017-A, Dated:31-01-2017

Sub:- Finance Department – Human Resources Management – Employee Data sheet information - Online Collection of Employees data through Web-based application – Instructions to furnish the Data – Further Instructions - Regarding.

Ref:- Circular Memo No.02/A1/HRM-VI/2017, dt.19-01-2017.

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In further continuation of the instructions issued in the reference cited, all the Drawing and Disbursing Officers (DDO) in the state are requested to download relevant Employee Data sheet form which is available in the website “<https://finance.telangana.gov.in>”, instead of the website mentioned in the instructions issued in the reference cited.

2. The hard copy of the relevant form is enclosed herewith for taking further necessary action for further submission to the concerned Treasury Officer /PAO, duly signed by the concerned employee and attested by the Drawing Officer along with the pay bills for the month of February 2017.

**N.SIVA SANKAR
SECRETARY TO GOVERNMENT (FIN)**

To
All Departments of Secretariat.
All Heads of Departments including Collectors, Superintendents of Police and District Judges.
The Principal Secretary to Governor of Telangana, Hyderabad.
The Registrar, High Court of Judicature at Hyderabad for the State of Telangana and the state of Andhra Pradesh.
The Director of Treasuries & Accounts, Telangana, Hyderabad
The Director of State Audit, Telangana, Hyderabad
The Pay & Accounts Officer, Telangana, Hyderabad.
The Director of Works Accounts, Telangana, Hyderabad
The Secretary, TSPSC, Hyderabad.
All the Joint Directors of Works Projects.
All the District Treasury Officers.
All the District Educational Officers.
S.F./S.Cs.

//FORWARDED :: BY ORDER//



SECTION OFFICER

