

No.F.2(16)/2011/T-1/Pr.AO/ 1068-1192
PRINCIPAL ACCOUNTS OFFICE
GOVERNMENT OF NCT OF DELHI

A-BLOCK, VIKAS BHAWAN, I.P.ESTATE, NEW DELHI-110002

प्रमुख अधिकारी
 शाखा सं. 6288

दिनांक 26/10/20
 एस्ट/GA

Dated: 21/10/2020

CIRCULAR

Subject: Regarding providing complete and accurate personal details of Employee in Integrated Financial Management System (IFMS)

This office is in the process of release of salary through Government e-Payment Gateway (GePG) in place of Electronic Clearance System (ECS) in respect of all regular / contractual employees of GNCT of Delhi. During the review/test-run of the Integrated Financial Management System (IFMS), it was observed that the various fields of the Employee details was incomplete / inaccurate.

2. It is stressed that all the personal details of employees (**employee's date of birth/father's name/spouse name/category/Address/Aadhaar number/IFSC code/Mobile no./e-mail ID etc**) in IFMS needs to be filled completely and accurately and **in similarity with the particulars available in Service Book/Records**. It would not be out of place to mention that presently the monthly salary slip / GPF statement is being routed to the e-mail ID of the employee and in case the e-mail ID is not available/inaccurate in IFMS, the salary slip/GPF statement will not be received by the employee.

3. In view of above, all the Head of Departments are requested to direct their Head of Offices to provide complete and accurate personal details of all the employees to the Drawing & Disbursing Officer for updation in the IFMS. **A certificate** to this effect may be submitted by the HOO/DDO concerned to the Pay & Accounts Office concerned **alongwith the pay-bill of November 2020**.

(Signature)
 21/10/2020

(L.D. Joshi)
Controller of Accounts

To

1. All Head of the Departments of Government of NCT of Delhi.
2. All Pay & Accounts Officers of Government of NCT of Delhi- to pursue the matter on priority with the DDO's attached.
3. PPS to the Secretary, (Finance), GNCTD - for the kind information of Secretary(Finance)

*प्रमुख अधिकारी
 शाखा सं. 6288*

दिनांक 28/10/20

सं. ए. ए. 4/1/27 (अंश) 3164

प्रधान सचिव, वित्त (अंश) सं. 4/1/27 (अंश) 3164

प्रमुख अधिकारी, वित्त (अंश) सं. 4/1/27 (अंश) 3164

(Signature)
 प्रमुख अधिकारी, वित्त