



GOVERNMENT OF JAMMU AND KASHMIR
FINANCE DEPARTMENT.

(TIME BOUND)

Subject:- Implementation of Computerized Personal Information System-
Creation of employees Database.

C I R C U L A R

A meeting of the officers falling under Administrative control of J&K Finance Department was held today on 10.02.2011 in the office chambers of Commissioner / Secretary , Finance to access implementation of Computerized Personal Information System (CPIS) , in the first phase , in the Finance Department. It was decided that the National Informatics Centre shall utilise the services of its District Informatics officers in speedy collection and feeding of the formats approved by the Finance Department in respect of individual government employees working in various wings of the J&K Finance Department and complete the full exercise by 07.03.2011 positively.

All Drawing and Disbursing officers working in various wings of Finance Department viz. Excise and Taxation Department, Commercial Taxes Department, Accounts & Treasuries Organisation, Directorate of Audit & Inspections & J&K Funds Organisation shall, therefore, supply the requisite information in the devised format (copy enclosed) of each employee drawing salaries from their respective offices and handover the same duly stamped and signed by them to the representatives of the NIC visiting their offices. The devised format as well the instant circular shall also be available on the website of Finance Department i.e jkfin.nic.in. The information urgently required for implementation of the Project in a time bound manner be supplied within seven days invariably.

The Treasury officers shall in no case allow salary bills for the month of February, 2011 to any DDO of the aforementioned Departments/ Organisations/ offices who fail to provide the requisite information in time. For this purpose Director NIC shall furnish the list of defaulting DDOs to Director General, Accounts & Treasuries for withholding the disbursement of salaries to the concerned DDOs.

Sd/-
(Wali Mohd. Batt)
Director General
Accounts & Treasuries
Finance Department.

NO: DGAT/PS/DR/112

Dated : 10 .02.2011.

Copy to the :-

1. Commissioner /Secretary to Government, Finance Department/ General Administration Department/ ARI & Trainings Department.
2. Secretary , Information Technology Department.
3. Commissioner , Commercial Taxes, J&K Jammu.
4. Excise Commissioner, J&K, Jammu.
5. Director General, Budget.
6. Director, Audit & Inspections, J&K.
7. Director, J&K Funds Organisation, Jammu.

8. Director, Codes, Finance Department.
9. State Informatics officer / Director, National Informatics Centre J&K Jammu.
10. Joint Director, Accounts & Treasuries Kashmir /Jammu.
11. Principal Northern Zonal Accountancy Training Institute Jammu/ Accountancy Training School Srinagar.
12. Special Assistant to Hon'ble Minister for Finance and Ladakh Affairs for information of the Hon'ble Minister.
13. FA&CAO, Finance Department.
14. All District Treasury officers/ Treasury officers/Fund officers..