

From

Additional Chief Secretary to Govt. of Haryana,
Finance Department, Haryana Chandigarh

To

1. All Head of Departments in Haryana
2. Registrar General, Punjab & Haryana High Court Chandigarh.
3. All the Commissioners Ambala, Hisar, Gurugram, Karnal, Faridabad & Rohtak Division.
4. All Deputy Commissioners and Sub Divisional Officers (Civil) in Haryana State.

Memo No. 28/7/2019-5B&C

Dated: 01.05.2019

Subject: - Regarding Capturing details of State Government's employees for creating Family ID.

Please refer to subject cited above, it is informed that the State Government has decided to capture details of family members of employees of State Government for creating family ID.

NIC Haryana has developed a module for this purpose available on website <http://intrahry.gov.in> where a link has been given to upload or update his/her Family details.

The procedure mentioned below may be followed for upload or updating the family details:-

- (i) Employee can login with his/her unique code and password and a link **'Update your Family details'** will be visible.
- (ii) Employee will be redirected to Family ID portal at which if details are already updated an alert message will be shown with details.
- (iii) Employee can cross check details of his Family members.
- (iv) In case details are not present in Family ID database he/she needs to click on **Add New Family Button** and add his/her Family details along with Aadhar Number, Mobile Number of all Family members.

These instructions may kindly be brought to the notice of all employees in your Department and direct them to upload or update the family details online **by 10.05.2019.**

These instructions can be downloaded from the Finance Department website www.finhry.gov.in.

Damodar
Superintendent (Budget)

for Additional Chief Secretary to Government of Haryana,

A Copy is forwarded to all the Additional Chief Secretaries/Principal Secretaries to Government Haryana for information and necessary action.

Darsh Kumar
Superintendent (Budget)
for Additional Chief Secretary to Government of Haryana,
Finance Department.

To

All the Additional Chief Secretaries/
Principal Secretaries to Govt. Haryana.

U.O. No. 28/7/2019-5B&C
Endst No. 28/7/2019-5B&C

Dated, Chandigarh, the 1st May, 2019
Dated, Chandigarh, the 1st May, 2019

A copy is forwarded to State Informatics Officer (SIO) Haryana for information & necessary action and enabling the system accordingly.

Darsh Kumar
Superintendent (Budget)
for Additional Chief Secretary to Government of Haryana,
Finance Department.

Endst No. 28/7/2019-5B&C

Dated, Chandigarh, the 1st May, 2019

A copy is forwarded to all the Treasury Officer/Assistant Treasury Officers for information and necessary action.

Darsh Kumar
Superintendent (Budget)
for Additional Chief Secretary to Government of Haryana,
Finance Department.

Endst No. 28/7/2019-5B&C

Dated, Chandigarh, the 1st May, 2019

A copy is forwarded to the Principal Accountant General (A&E/Audit) Haryana Chandigarh for information and necessary action.

Darsh Kumar
Superintendent (Budget)
for Additional Chief Secretary to Government of Haryana,
Finance Department.