

<b>BRANCH &amp; NAME OF THE SUPERINTENDENTS./AO/SAO S/SH/SMT/MR/MRS</b>	<b>SUBJECT MATTER</b>	<b>USF/DSF/JSF/JOINT DIRECTOR S/SH/SMT/MR/MRS</b>	<b>JSF/SSF/SFA/SF/ASF S/SH/SMT/MR/MRS</b>
<b>BUDGET &amp; COMMITTEE</b> Deepali Malik, Superintendent Ext. 7744	Compilation of Revenue & Capital Budget, Supplementary Estimates, Advance from Contingency Fund, Presentation of Audit Reports/Finance Accounts/Appropriation Accounts/PAC/CPU/Estimates Committees Reports, Meetings of PAC/CPU/Estimates Committee, Regularization of excess over voted grants, Coordination work of FD, Distribution of work amongst the Officers, Economy in exp., Audit Objections, nomination of officers to various courses, monthly/quarterly reports to Government of India, Officers Committee, Reforms in structure of Budget Amendments in the list of Major & Minor Heads of Accounts, Performance Budgeting, Zero Base Budgeting and Computerization of Budget/Providing assistance to NIC, Haryana State Unit, Chandigarh. Right to information Act, 2005.	Anup Singh, Under Secretary Finance	Sunil Saran, Advisor-cum-Secretary
<b>WAYS &amp; MEANS</b> Satya Narain, Superintendent Ext. 7735	Wheat Loans, interest payment and receipts, fixation of rate of interest on loans, RBI Market loans, Waiving of interest, Public Accounts Section (Provident Fund, Small Savings, Group Insurance, Reserve Funds Suspense, remittance etc.) Guarantees, Securities, LG & SD supply information and W&M position.	Raj Kumar, Deputy Director	Sunil Saran, Advisor-cum-Secretary
<b>FINANCE GENERAL-I (FG-I)</b> Charanjeet Kaur, Superintendent Extn. 8863	Budget control of the office of Governor, High Court, Vidhan Sabha, Advocate General, A.G.O.T., Council of Ministers, L.R., Sectt., Public Service Commission, SSS Commission, P&S (except Test Books), Fire Department, Vigilance, Hospitality, Public Relations, Planning, Rehabilitation, Prosecution, Cultural Affairs Departments.	Manjit Kaur, Deputy Secretary Finance	Amna Tasneem, Additional Secretary Finance

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<b>FINANCE GENERAL-I-A (FG-I-A)</b> Charanjeet Kaur, Superintendent Extn. 8863	Revenue & Disaster Management, Small Savings & Lotteries, Treasuries & Accounts, Excise & Taxation, Local Audit, Institution of Finance & Credit Control (IFCC), ESA (Planning), Election and Miscellaneous work	Manjeet Kaur, Deputy Secretary Finance	Smt. G.Komal Kishore, Secretary Finance
<b>FINANCE IRRIGATION &amp; CIVIL WORKS (FICW)</b> Darshan, Superintendent Ext. 7736	Budget Control of the Deptt. of Irrigation, PWD (B&R), Public Health Engineering, Science & Technology, Chief Electrical Inspector, Power Corporation, architecture & LOC.	Sumer Yadav, Under Secretary Finance	Sunil Saran, Advisor-cum-Secretary
<b>FINANCE DEVELOPMENT (FD-I)</b> Urmila Kumari, Superintendent Ext.8865	Budget Control of the Deptt. of Cooperation, Agriculture, Soil & Conservation, Area Dev., Animal Husbandry, Diary Dev., Panchayats & Dev., Fisheries, Crop Husbandry Deptt. and Haryana Agri. University.	Ajay Kumar, Under Secretary Finance	Jagdeep Singh, Secretary Finance
<b>COMPUTER CELL,</b> Virender Trivedi, In-charge Extn. 7734	Computerization of Annual State Budget which include entry and printing of all documents Revenue, Capital, Receipt, Development Schemes Memo, FS Memo, Budget-at-a-Glance, Supplementary Estimates, Excess over voted grants and generation of all supporting statements, importing of Actual from AG office, Preparation of Budget CDs for distribution in HVS, Hosting of Budget, Daily entry of Ways & Means position received from RBI Nagpur and generation of reports, Computerization of Forecast, Running of Central Diary system in the Finance Department, Preparing presentations for planning commission and routine meetings, Hosting of FD instructions and forms on website, Technical support to all the Branches of Finance Department.		Sunil Saran, Advisor-cum-Secretary

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<b>STATE BUDGET &amp; FISCAL MANAGEMENT (SBFM),</b> Prabhu Dayal, Research Officer Extn. 7729	Formulation of resources, Plan financing, assessment of receipts and expenditure-all matter relating to Plg. Commission and NDC including monitoring of central assistance, works relating to resources and Economy committee etc. work relating to Finance Commission and other allied matters in connection with center state financial relation. Monitoring of Externally Aided Projects and formulation of project proposals for posing the sponsoring agencies & Monthly and Quarterly review of EAPs at state level and also at Central Govt. Level.	Raj Kumar, Deputy Director	Sunil Saran, Advisor-cum-Secretary
<b>FINANCE GENERAL II (FG-II)</b> Satya Narain, Superintendent Extn. 8864	Budget control of the Deptts. Of Social Welfare, Welfare of SCs & BCs, Food & Supplies, Rajya Sainik Board, Housing, , Group Insurance Scheme, Ex-gratia grant, Pension and Retirement, Women & Child Departments.	Manjit Kaur, Deputy Secretary Finance	Sofia Dahiya, ICAS, Secretary Finance-cum-Advisor
<b>FINANCE DEVELOPMENT III (FD-III),</b> Anil Kumar, Superintendent Extn.8867	Budget Control of the Deptt. Of Town & Country Planning, HUDA, Local Bodies, Indl. Trg, Preservation, Non Conventional Sources of Energy.	Ramit Yadav, ACS, Deputy Secretary Finance	
<b>FINANCE DEVELOPMENT-III-A (FD-III-A)</b> Anil Kumar, Superintendent Extn.8867	Environment, Forest & Wild Life, Industries & Commerce, Supplies & Disposals, Electronics & Information Technology, Mines & Geology and Miscellaneous Work	Ramit Yadav, ACS, Deputy Secretary Finance	
<b>FINANCE DEVELOPMENT II (FD-II)</b> Education Sector Suresh Kumar Extn.8866	Higher Education, Secondary Education, Elementary Education, Haryana School shiksha Pariyojna Parishad, Skill Development & Industrial Training, Technical Education and Miscellaneous work	Narinder Ahuja, Joint Secretary Finance	Sushil Sarwan, Additional Secretary Finance
<b>FINANCE DEVELOPMENT-II-A (FD-II-A) HEALTH SECTOR</b> Suresh Kumar Extn. 8866	Budget control of the Deptt. of Health Education, Family Welfare, P&S (Text Books), Ayurveda, Sports, ESI and cases of Re-imburement of Medical Expenses.	Narinder Ahuja, Joint Secretary Finance	Jagdeep Singh, Secretary Finance
<b>SERVICE SECTOR,</b> Darshan Kumar, Superintendent, Extn. 7735	Home, Tourism, Transport, Civil Aviation, Employment, Labour, Employment	Raj Kumari, Under Secretary Finance	Sofia Dahiya, Secretary Finance-cum-Advisor

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<b>PAY REVISION</b> Pawan Goyal, Chief Accounts Officer Extn.7742	Verification of pay (Sectt. Employees), Revision of books & Manuals of the Finance Department, pay fixation General advice, Fixation of Pay of employees of all departments, Change of the options of the employee, Benefit of adhoc service, Revision of UGC scale, Special pay, Selection Grade and cases relating to pay revision/anomalies of all categories.	Manoj Khatri, Deputy Secretary Finance	
<b>PENSION</b> Rajesh Miglani, Senior Accounts Officer Extn. 7743	Policy cases relating to expeditious disposal of pension cases, Co-ordination/Monitoring the progress of pension cases with all Heads of Deptts./A.Ds. Policy regarding grant of Pension, CSR Vol. II (all matters including amendments/ interpretation/relaxation), pay fixation of re-employed Civil/Military pensioners, Adhoc Relief and other relief to pensioners, Gratuity.	Rajbir, Chief Accounts Officer	Manoj Khatri, Deputy Secretary Finance
<b>FINANCE REGULATION (FR)</b> Nain Singh, Senior Accounts Officer	Advance increment, Amendment in CSR, PFR, Deputation, GPF/CPF including amendment/ Interpretation of Rules/ Instructions, Compulsory waiting period. Dual Charges, Honorarium. FA Rules (all matters including Maternity leave disability leave, study leave, earned leave, extra-ordinary leave, half pay leave), Dearness Allowance, DA to Pensioners. Foreign Training, Journey beyond jurisdiction, Compulsory Deposit Scheme. All Allowances (including CCA, Hill Areas, Sweeping Allowances etc), Foreign Travel (all matters), Leave encashment (all matters), Bonus, Time Barred claim, TA/DA to retired Government employees, all matters relating to STR.	Rajbir, Chief Accounts Officer	
<b>FINANCE ACCOUNTS (FA)</b> Kuldeep Singh	A.D. of the T&A, Local Audit, Lotteries & Small Savings Departments.	Sumer Yadav, Under Secretary	Manoj Khatri, Deputy Secretary Finance

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<b>HARYANA BUREAU OF PUBLIC ENTERPRISES (HBPE)</b> Mukesh Sharma, R.O Extn. 8862	Cases of Apptts. Of FDs nominees on Board of Director of PEs, Framing of policy regarding Economy in expenditure for PEs. Grant of permission to engage person n contact basis PEs purchase of vehicles, Pensioner benefit to employees of various Boards/Corporations, court case of PEs, grant of Bonus/Ex-gratia to employees of Boards/Corporations, Guidelines regarding appt, of SAS personnel on PEs, Clarification in services matters like ACP scheme, Pay Scales, Add. Increment, Change of option etc. permission of hiring of Buildings, journey beyond 10 days, constitution of HBPE and case of appointment of chairman/ members, share investment. Appointment of arbitrator in disputed cases of PEs, creation of posts and revision of pay scales of employees of Boards/ Corporation through HBPE.	Kiran Lekha Walia, Financial Advisor	Dr. Shaleen, Additional Secretary Finance
<b>LEGAL CELL</b> Balraj Singh, ADA Mandeep, ADA Dharmesh Kumar, ADA Extn. 8860	Preparation and Vetting of replies of court cases and also briefing the case to concerned law officers at the time of hearing in the court.	District Attorney (FD) Amarjeet Singh	

