

Government of West Bengal  
Finance Department  
Audit Branch

No. 351-F(Y)

Dated, 21<sup>st</sup> January, 2016

**Memorandum**

Sub:- Implementation of Pay Roll Processing Sub-module of HRMS-IFMS

Pay Roll Processing Sub-module of Human Resource Management System (HRMS) under the Integrated Financial Management System (IFMS) Project was introduced vide Finance Department's memo no. 8531-F(Y) dated 18/12/2015 for preparation and submission of Pay Bill through the system with effect from Salary Bill related to January, 2016 onwards.

Now, various departments approached this department expressing the hardships faced by DDOs to prepare and submit Pay Bills for the month of January, 2016 through HRMS-IFMS mainly due to their failure to complete employee database in the system.

Therefore in consideration of the difficulty, preparation and submission of Pay Bill through HRMS-IFMS is being relaxed for the month of January, 2016 only. However, Pay Bills of all Government employees for the month of February, 2016 onwards shall be submitted by the DDOs to PAO/ Treasury through Pay Roll Processing Sub-module of HRMS-IFMS.

  
(H.K. Dwivedi)

Principal Secretary to the  
Government of West Bengal

No. 351/1(500)–F(Y).

Dated, Howrah the 21<sup>st</sup> January, 2016.

Copy forwarded for information and necessary action to :—

- 1) The Principal Accountant General (A & E), West Bengal,  
Treasury Buildings, 2, Government Place (West), Kolkata–700 001.
- 2) The Principal Accountant General (Audit), West Bengal,  
Treasury Buildings, 2, Government Place (West), Kolkata–700 001.
- 3) The Accountant General (Receipt, Works and Local Bodies Audit), West Bengal,  
C.G.O. Complex, 'C' East Wing, 5th Floor, Sector–I, Salt Lake, Kolkata–700 064.
- 4) The Chief Secretary to the Government of West Bengal.
- 5) The Resident Commissioner, Government of West Bengal, A/2, State Emporia Buildings,  
Baba Kharak Singh Marg, New Delhi–110 001.
- 6) The Additional Chief Secretary / Principal Secretary / Secretary, \_\_\_\_\_  
\_\_\_\_\_ Department, Government of West Bengal .
- 7) The Secretary, Finance (Audit) Department, Government of West Bengal.
- 8) The Commissioner, \_\_\_\_\_ Division,  
\_\_\_\_\_
- 9) The Special Secretary / Additional Secretary / Joint Secretary / Deputy Secretary, Finance  
Department, Government of West Bengal.
- 10) The O.S.D. & Ex–Officio Joint Secretary, Finance (Budget) Department.  
— He is requested to upload this order in the Finance Department's website.
- 11) The \_\_\_\_\_ Department / Directorate  
\_\_\_\_\_
- 12) The Director of Treasuries and Accounts, West Bengal,  
New India Assurance Buildings (2<sup>nd</sup> and 3<sup>rd</sup> Floor), 4, Lyons Range, Kolkata–700 001.
- 13) The Director, \_\_\_\_\_
- 14) The District Magistrate / District Judge, Superintendent of Police,  
\_\_\_\_\_
- 15) The Sub–Divisional Officer, \_\_\_\_\_
- 16) The Pay and Accounts Officer, Kolkata Pay and Accounts Office–I,  
81/2/2, Phears Lane, Kolkata–700 012.
- 17) The Pay and Accounts Officer, Kolkata Pay and Accounts Office–II,  
P–1, Hyde Lane, Jawahar Building, Kolkata–700 073.
- 18) The Pay and Accounts Officer, Kolkata Pay and Accounts Office–III,  
I.B. Market, First Floor, Sector–III, Salt Lake, Kolkata–700 106.
- 19) The Treasury Officer, \_\_\_\_\_
- 20) The Group \_\_\_\_\_ / \_\_\_\_\_ Branch, Finance Department.

  
Joint Secretary to the  
Government of West Bengal.