

TREASURIES AND ACCOUNTS DEPARTMENT

From

Thiru.S.Nagarajan, IAS.,
Commissioner of Treasuries and Accounts(FAC),
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To

All Pay and Accounts Officers,
All Treasury Officers,
All Sub Pay and Accounts
Officers

Rc.No.CTA/292/IFHRMS/2023, Dated 05-12-2024

Sir/Madam,

Sub: KALANJIYAM-Recent updates and re-orientation points in Kalanjiyam-
Advisory No.15/2024 - communicated-Regarding.

Ref: e-Mail dated 11.11.2024 received from System Integrator M/s Wipro Ltd.

This is to inform that the following advisory is issued to ensure error free, efficient and user friendly transactions in Kalanjiyam (IFHRMS 2.0).

1. New Updates:

Sl.No.	Module and Sub Module		Details
1.	HR Module-e-SR view option to HODs	<u>Issue:</u>	HoDs cannot view the e-SR of the employees in their Home (HR) page which causes difficulties in verifying the entries.
		<u>Update:</u>	Now, a provision has been enabled to HRMS users of HODs office <ul style="list-style-type: none">To view the e-SR of the employees under their control irrespective of the status i.e. Active Stop payment, Deputation to Foreign Service etc. by culling out DDO wise and Employee wise parameters tagged under them.To issue of Transfer and Posting, Leave Sanction etc., at HOD level,
		<u>Path:</u>	Login->eServices (HR & Fin)->Home (HR)->eSR view for HOD users
2.	E-Challan - Remittance of GPF/CPS amount	<u>Issue:</u>	The foreign employers are remitting the GPF and CPS subscriptions of the deputed employees monthly through

	by Employer.	Foreign	E-challan. While remitting the amount, a separate challan was created for each employee to remit the GPF and CPS recoveries, by creating many challans.
		<u>Update</u>	<ul style="list-style-type: none"> Now a provision has been enabled in the system by adding multiple employees in one challan for remitting the GPF and CPS recovery of the Government Employees on deputation in Foreign Service. While creating challan, upon entering the employee code, the system will automatically fetch the details of the concerned employees such as GPF subscription amount, refund of withdrawal, and total amount (for GPF employees) and employee contribution, employer Contribution (for CPS employees). This will facilitate the remittance of GPF and CPS for multiple employees in one challan and avoid missing credit since the details auto-populated from the system. <p>Further, it is also informed that</p> <ul style="list-style-type: none"> the amount remitted will be automatically recorded in the database and employees can view their latest balance in the 'Kalanjiyam Mobile app' too.
		<u>Path:</u>	-----

2. Re-orientation Points:

Sl.No.	Module and Sub Module		Details
1.	Data Cleansing- Employee, Pensioner and DDO Master Data	<u>Issue:</u>	<p>It is found that the (a)Employee/ (b)Pensioner/DDO Master are having errors such as</p> <ul style="list-style-type: none"> - duplicate/blank Aadhar Number, -duplicate/blank Bank Account Number, - duplicate/blank PAN,

			<p>- duplicate/blank TAN (in DDO master) This has unnecessarily bulged the database and led to erroneous reports.</p>
		What to do:	<ol style="list-style-type: none"> 1. The line list of error records has been shared with Treasury Officers (as well as major 14 HODs) already. 2. The error records to be end-dated, errors to be rectified and the blank field are to be updated if required.
		Path:	<p>Login->eServices (HR & Fin)->Employee Profile->Employee details update webadi</p> <p>- The video also appended herewith</p>
2.	Special Compensatory Allowance (SCA) Deducted for Leave type CL/RH/Compensatory Leave	Issue:	While claiming the salary of the employees, the system deducting the Special Compensatory Allowance for CL/RH/Compensatory Leave availed by the employees. DDOs are raising many tickets to rectify the same.
		Update:	Now the issue has been addressed by the System Integrator and the Special Compensatory Allowances are not being deducted for the CL/RH/Compensatory Leave availed by the employees.
3.	HR Module- Employee number not shown in Compassionate Appointment.	Issue:	While updating the entries in the employee profile for compassionate appointment, the ex-employee details were not showing in the system. This results in raising tickets to update the original employee details.
		Update:	Now the user can search employee number and find the employee for updating the required details.
		Path:	Login->eServices (HR & Fin)->Employee Profile->First appointment details
4.	Bill Module- Temporary Advances	Issue:	The Drawing and Disbursing Officers are repeatedly raising tickets for change of bill type to 'Temporary Advance' so as to

		adjust the advance amount erroneously drawn under contingencies. - This shows the slackness in the performance of both bill raising as well as the bill passing officials.
	What to do:	Both DDOs and Treasury officials need to select/confirm the correct bill type while processing the bills for the drawal of Temporary Advance so as to avoid raising of ticket for change of bill type in future.

All Pay and Accounts Officers and Treasury Officers are requested to

1. Maintain separate file for all the advisories being shared and sensitize all officials of treasury offices by all modes of communication (U.O.Note, letters, eMail etc.)
2. Similarly the same has to be shared with **all Drawing and Disbursing Officers and aided institutions** by possible modes of communication (letters, eMail etc.,)
3. **Monthly meetings / re-orientation sessions** have to be organized for all subordinate offices, DDOs and aided institutions to ensure proper dissemination of all updates.
4. The **Regional Joint Directors** are requested to ensure proper communication to all stakeholders and conduct of monthly meetings at all treasury offices.

S NAGARAJAN IAS

Commissioner of Treasuries and Accounts

Encl : 1. short videos (soft copies)

To

All Pay and Accounts Officers, All
Treasury Officers
All Sub Pay and Accounts Officers

Copy to

1. All Regional Joint Directors of Treasuries and Accounts.
(To ensure proper and complete dissemination to all the stakeholders)
2. All Sections of CTA.
3. Department of Finance, IFHRMS, T&A-III
4. M/s Wipro Limited. **(For uploading in portal)**

//Forwarded by Order//

Chief Accounts Officer(e-Team)

9/12/24