

“Office Order”

In compliance of the meeting held on 19.05.2021 under the chairmanship of Additional Chief Secretary (Finance) to the Govt. of Himachal Pradesh, following orders/instructions are hereby issued for Implementation of the Contract Management System “CMS” in Jal Shakti Department, with immediate effect:

- The Divisions/ Sub-division will include all transactions in the monthly account and will do away with manual record keeping. If required system generated printed record may be retained in the offices. It will further generate all monthly accounts, including seven supplementary accounts (i.e. Form 61, 64, 69, 70, 72, 73 and 79) only from CMS for submission to the office of Accountant General.
- All the DDOs of the department will give a certificate on payment advice (token) to be sent to concerned Treasury offices for making online payment that the requisite entries in CMS have been made.

These instructions are issued in continuation of this office letter no. 548-628 dated 29.04.2021 for strict compliance by Division/ Sub-Divisional offices. Any lapses of this orders shall be viewed seriously and shall be entered as a remarks in ACRs of concerned officers/ officials.

(Er. Naveen Puri)
Engineer-in-Chief,
Jal Shakti Department,
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Copy to the following:-

1. The Secretary (Jal Shakti) to the Govt. of Himachal Pradesh.
2. The Director, Treasuries, Accounts & Lotteries, SDA Complex Kasumpti Shimla-9 Himachal Pradesh. He is requested to issue instructions to all treasuries in H.P. to ensure that the certificate as mentioned above is given by all the DDOs of Divisions/ Sub-Divisions of Jal Shakti department before authorizing payment. The copy of notification regarding discontinuation of manual record is attached herewith.
3. The Nodal Officer-cum- Chief Engineer (D&M), Jal Shakti Vibhag H.P.
4. All the Chief Engineers (Zone Offices) Jal Shakti Vibhag H.P.
5. All the Superintending Engineers, Jal Shakti Circles H.P.
6. All the Executive Engineers, Jal Shakti Divisions H.P. for information and strict compliance. It is requested to circulate these instructions up to concerned Sub-divisions and ensure its strict compliance at sub-division level also. The hard copy of monthly account generated through CMS for the month of April, May & June 2021 may be sent to this office for verification on or before 11th of succeeding month.
7. The programmer of this office for uploading the copy of these order in departmental website.
8. The Team Leader, CMS HELPDESK team of this office for information and to ensure its strict compliance.

Engineer-in-Chief,
Jal Shakti Department, H.P.