From

    Labour Commissioner,
    Haryana, Chandigarh

To

1. Deputy Directors,
   (IS&H), Gurgaon O/o Addl. Labour Commissioner, (NCR) Gurgaon.
2. Dy. Director
3. (IS&H), Ambala, Panipat, Faridabad and Gurgaon-II.
4. Dy. Director,
5. (IH), Faridabad and Gurgaon-II.
6. Deputy Labour Commissioner,
   Panipat, Panchkula, Faridabad, Gurgaon-I & II, Hisar & Rohtak.
7. Assistant Director,
8. (IS&H), Yamunanagar-I, Kurukshetra, Karnal, Rewari, Sonipat-I, Rohtak, Bhiwani & Sirsa.
9. Assistant Labour Commissioner,
   Ambala, Yamunanagar-I, Kurukshetra, Karnal, Rewari, Sonepat-I, Bahadurghar, Bhiwani, Sirsa, Palwal, Kaithal, Jind and Mewat at Nuh.
10. Section Officer (Budget) Head Quarter.

No. 42589-26   Dated:- 8|11|16

Subject: -   Strategy for Aadhar Seeding of Government employees, Boards and Corporations etc. – regarding.

Kindly refer to the instructions issued vide Memo No. Admn/364/1SIT/3982 dated 07.10.2016 from Principal Secretary to Government Haryana, Electronics & Information Technology Department and Memo no. 28/66/2016-5B&C dated 10.10.2016 from Additional Chief Secretary to Government Haryana, Finance Department on the subject noted above.

You are hereby directed to capture Aadhar and mobile number in HRMS/e-Salary system for each regular and contractual employee in e-Billing system, which is functional, otherwise, system will stop the salary.

Further you may seek help for obtaining Aadhar number of any employee marking attendance at AEBAS, if any, by sending your request to mail at systemanalystlabour@gmail.com or at number 0172-2702136 from 9AM to 5 PM in working days.

Also as per instructions mentioned above, the essential data of employee (Regular/Contractual) has to be sent to SRDB (State Resident Data Base) through HOD in Annexure – I, enclosed with the instructions.

Therefore, you are hereby further directed to capture the essential data of all employees (Regular/ Contractual) drawing salary from treasury, including Aadhar and mobile number in Annexure – I, are send it to Head Office in excel format by 10.11.2016 at above mentioned e-mail ID so that may be shared with SRDB.

for   Labour Commissioner,
Haryana, Chandigarh

Essential Data Elements Required for Aadhar Seeded data of Haryana Government Employees Covering Departments, Boards & Corporations etc.)

#	Data Element	Availability in AEBAS	Availability in SRDH	Remarks
1.	Aadhar Number	Yes	Yes	Seeding required in Salary System
2.	Employee Unique Id Code	No	No	Seeding Required in SRDB
3.	Name	Yes	Yes	
4.	Name in Hindi (if available)			Optional
5.	Gender(M/F	Yes	Yes	
6.	Date of Birth (DD/MM/YYYY)	Yes	Yes	
7.	Mobile Number	Yes	Optional	
8.	Email Address	Yes	Optional	
9.	Organization/ Department	Yes	No	
10.	Office Division/ Location	Yes	No	
11.	Employee Type	Yes	No	
12.	Designation	Yes	No	
13.	PAN Number	No	No	
14.	Address	No	Yes	
15.	City/Village/Town Name, District	No	Yes	