

OFFICE OF THE  
COMMISSIONER OF COLLEGIATE EDUCATION  
TELANGANA, HYDERABAD.

Cir.Memo. No.001/AII/GDC/2020

dt: 28.12.2020

Sub:- Number Statement 2020-21-Requirement Particulars - called  
for- Req- Reg.

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The attention of the all Principals of Government Degree colleges in the State are requested to check the employee details through Telangana Finance portal by following the instructions.

- Login to IFMIS portal
- Username:EHE03
- Password: ccejao#1
- Enter Number Statement
- PROFORMA - I & VII
- PROFORMA - II( Grant-in-Aid)
- PROFORMA - IV( Contract Employees)
- PROFORMA - IVA( Out-sourcing Employees)
- PROFORMA - VI( Daily wages Employees)
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- Enter 2202031030007 Officers-Permanent (Gazetted Post wise)
- Enter 2202031030007 Establishment-Permanent (Non-Gazetted Post wise)
- Pay details each employee ( B.Pay (add. One increment) , DA (8% in addition, HRA for 12 Months)  
(Medical Reimbursement @ 3% of B.Pay, Encashment of Earned Leaves @ 6 of B. Pay, LTC @ 3% of B.Pay).

Further, the particulars of the employees whose particulars are not furnished in the Finance portal may be furnished by adding to the Finance portal by clicking Add employee option in the Portal.

It is further to inform that the Number Statements shall be feed immediately by tomorrow without fail and further Final **Submission option and print option should not be clicked and the concerned shall be held responsible.** Any delay/lapse in completion on Number Statement will be viewed seriously.

USER ID: EHE03, Password: ccejao#1  
Further any clarification contact Budget JAO Mob: 7660020722.

*J. Medhavi*  
For Commissioner of Collegiate Education

To  
The Principals of Govt. Degree Colleges in the state.