**GOVERNMENT OF TELANGANA**
**HEALTH, MEDICAL & FAMILY WELFARE (F) DEPARTMENT**

**Memo.No.8694/F1/2025** **Date.18.09.2025**

Sub: Establishment Collection of details of Regular employees and personnel working on temporary basis in Government and Government Undertakings- Instructions Issued -Reg.

Ref: From Finance (HRM-VII)Department Circular Memo.No.32824604 - A/ 1061/A2/HRM-VII/2025 Dtd.11.09.2025.

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1. A copy of the reference cited is enclosed herewith. All head of the Departments under the administrative control of Health, Medical and Family Welfare Department are informed that the Government have decided to ascertain the details of all category of employees working on regular basis and also details of personnel working temporarily on monthly basis viz., contract / outsourcing/ honorarium / activity outsourcing / MTS /daily wage/ part time/ full time/ guest/ hourly based services through online.

2. Therefore, they are requested to

i) Upload the above said employees details through IFMIS Cadre Strength login every month.

ii) They must key in the data regarding the last date of the month by the 10th day of the following month.

iii) August month 2025 data shall be uploaded on or before 20.09.2025.

iv) After completion of uploading, the details shall be submitted to Government for approval.

3. This may be treated as most urgent.

**Dr. CHRISTINA Z. CHONGTHU**
**SECRETARY TO GOVERNMENT**

To
All Head of the Departments under the administrative control of Health, Medical and Family Welfare Department (we)
Copy to
The Finance (HRM-VII) Department for information

18/9/2025
DESPATCH

**//FORWARDED::BY ORDER//**

M. Bikshapathi
**SECTION OFFICER**