

**Most immediate**

DGE-A-11016/02/2022-Admn.-I  
Govt. of India  
Ministry of Labour & Employment  
Directorate General of Employment

Shram Shakti Bhawan, Rafi Marg,  
New Delhi, Dated:-15.11.2022

**Office Memorandum**

Subject:- Implementation of electronic Human Resource Management System (e-HRMS)  
under DGE -reg.

In continuation to this Directorate's Office Memorandum No. DGE-A-11016/02/2022-Admn.-I dated 03.11.2022 and 14.11.2022 on the above mention subject, all field offices/subordinate offices are requested to submit the information in respect of Head of office/Incharge as per the prescribed format (enclosed) by today positively, for creation of login in the eHRMS portal.

4. For enquiry please call Tel. No.23473360, Mob.-8709810529.

Encl.: As above



(Arun Kumar Biswas)  
Under Secretary to the Govt. of India  
Tele:-23473357

To

1. NICS, Noida
2. US, EE-II-Section (In respect of All NCSC for DA)
3. US, EE-III-Section (In respect of All NCSC for SC/ST)
4. All NCSC for DA
5. All NCSC for SC/ST
6. PPS to DDG(E) for information
7. DGE website.



Passport Size  
Photograph  
required

Employee Code=	
Name=	
D.O.B.=	
Aadhaar No=	Pan Card No.=
Designation =	
NIC Email ID=	
Date of Joining Govt. Service=	
Date of Joining Current Ministry/Deptt.=	
Father's Name-	
Mother's Name-	
Identification Mark=	
Latest Salary Level=	Basic Pay=
CGEGIS Latest=	
Emergency Contact=	
Pension Scheme=	GPF No.=
Mobile No.=	Category=
Religion=	Mother Tongue=
Service=	Cadre Service=
Blood Group=	LTC Home Town=
Permanent Address =	
District:-	Post Office:-
Pincode:-	
Date from which residing on this address:-	
Communication Address=	
District:-	Post Office:-
Pincode:-	
Date from which residing on this address:-	

Office Address Room Number/ Floor =

**Latest Family Member details as in service book**

Name	D.O.B.	Relation	Marital Status	Occupation

If Husband/Wife(Spouse) is employed in government/Public sector ,then

Name of spouse=

Salary=

Organistion Name=

Organistion Address=

**Nomination as in servicebook**

GPF/CGEGIS/GRATUITY =

**Qualification**

Degree Type =

Discipline =

Percentage =

Passing Year =

Institute/University =

Signature