

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:-03.11.2022

Office Memorandum

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

Government has mandated for implementation of electronic Human Resource Management System (e-HRMS) in all ministries/Departments, including attached and subordinate offices, etc, for management of HR services for faster processing, optimum utilization of human resource besides enabling other functionalities in HR Administration as Leaves, Advances, Leave Encashment, Children Education Allowances etc. It will also be used for career progression, performance review and competency profiling of officers.

2. Under this exercise all the employees are to be registered with their personal and service details in the e-HRMS portal. Further others documents like Service Books etc are also to be uploaded with the portal.

3. The login details of the e-HRMS portal will be provided to all the field offices shortly. In the meantime, all the field offices are requested to be prepared with the personal and Service details of employees as per the enclosed format and also digitalise the Service Books of all employees so that the same could be uploaded with the portal as soon as the login ID is received . The implementation of e-HRMS has to be completed by 30.11.2022.


(Arun Kumar Biswas)

Under Secretary, 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)
7. Dr. Shailaja Singh, Joint Director(Employment) for uploading in DGE website.



eHRMS
GOVERNMENT OF INDIA

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:-	