I/3138087/2023

F.No. 100-10/2020/STG-I
Government of India
Ministry of Communications
Department of Telecommunications
STG Section

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Dated:-   09 th November, 2023

CIRCULAR

Subject: Intervention in expediting on boarding and validating of employee profiles on e-HRMS 2.0.

Kindly refer to the D.O. letter No. 21/05/2023-e-HRMSv2 dated 02.11.2023 (Copy enclosed) from Secretary DoPT to Secretary(T) regarding kind intervention in expediting on boarding and validating of employee profiles that would scale up the coverage of employees on e-HRMS 2.0.

2.   e-HRMS 2.0 was implemented in Department of Telecommunications for ITS Gr 'A' and TES Gr 'B' all officers for various services such as Deputation, Training, Vigilance, APAR /IPR and other pay related issues and common services can be availed in an easy, transparent and paperless manner by the employees.

3.   Accordingly, all ITS Group 'A' and TES Group 'B' Officers of DoT are requested to fill in their personal data in all respect in e-HRMS2.0 and complete their profile. It is the responsibility of the individual officer to complete their profile in EHRMSv2.0. All officers are requested to complete their profile within a week of issuing this circular.

4.   The procedure for updating the profile correctly has been shown in the **Annexure-I**. In case of any difficulty, officer may contact Shri Manish Kumar, AD (Rectt), Contact No. 9821919964.

Signed by Subodh Kumar
Jayaswal   (S K Jayawsal)
                  US (SGT)
Date: 09-11-2023 11:24:58
Reason: Approved

Encl: As above.

To

1. All the officers of ITS Group 'A' and TES Gr 'B' cadre through DoT website.

Login into URL: e-hrms.gov.in

Click on Login with Parichay
(Log-in with your name based nic/gov e-mail id)

(Popup will appear)

Click on My Profile

Update all the mandatory fields and submit

* Note: While updating profile

Min/Dept/Office shall be selected as "Telecommunications"

Current place of posting shall be selected as your concerned office

For Example:

For DoT HQ, Current place of posting shall be "Telecommunications (ITS & TES Group B)"