

Government of West Bengal
Finance Department
Nabanna, Howrah

Memo No. 1465-F(Y)

Dated 09/03/2018

To,

1. The Additional Chief Secretary/Principal Secretary/Secretary
to the Government of West Bengal

_____ Department (All)

2. The District Magistrate,

_____ District (All), West Bengal

Sub: Meeting on 14th March, 2018 on implementation of 7 (Seven) Sub-Modules of HRMS.

Sir,

After successful implementation of Pay Roll, Stakeholders, Leave, Loan and TA/DA sub-modules of HRMS, the Government has informed vide Memo No 1276-F(Y) dated 05/03/2018 about introduction of 7 (seven) new sub-modules of HRMS viz. **Sanctioned Strength, Transfer, Pay-Fixation, Non-functional Promotion, Training, Confirmation and Exit Management (Pension).**

The training of Main Master Trainers of Administrative Departments and Districts were completed at ATI, Salt Lake and the Administrative Departments and District Authorities were requested to complete the training of Additional Master Trainers and users within 7 days from completion of the training of Main Master Trainers at ATI, Salt Lake.

Since **these modules will have implications on the e-Service Books of all employees** which shall become operational shortly, the State Government has decided to implement Pay-fixation and Training sub-modules mandatorily w.e.f. 01/04/2018 and Confirmation, Transfer, Non-functional Promotion and Exit Management (Pension) sub-modules mandatorily w.e.f. 01/05/2018.

In view of the above, for smooth implementation of aforementioned 7 (seven) sub-modules of HRMS in all Departments and Districts, **the ACS, Finance Department shall chair a meeting with Nodal Officers of HRMS of all Departments on 14/3/2018 at 12.00 noon and another meeting at 3.00 pm with Nodal Officers of HRMS of all Districts at the Chief Secretary's Conference Hall, 13th Floor, Nabanna.**

I am directed to request you to **kindly depute your Nodal Officer of HRMS to attend the meeting** as per schedule mentioned above.

Thanking you,

Yours faithfully,


(Pawan Kadyan)
Joint Secretary

Memo No. 1465-F(Y)

Dated 09/03/2018

Copy for kind information and necessary action to:

1. The Nodal Officer, HRMS, _____ Departments (All) with a request to attend the meeting at 12 noon with up-to-date training reports on all HRMS sub-modules.
2. The Nodal Officer, HRMS, _____ Districts (All) with a request to attend the meeting at 3 pm with up-to-date training reports on all HRMS sub-modules.
3. PS to Additional Chief Secretary, Finance Department.
4. Sr.PA to Secretary, Finance Department.


(Pawan Kadyan)