

पूर्व मध्य रेल
EAST CENTRAL RAILWAY



कार्यालय
महाप्रबंधक (का.)
हाजीपुर

PCPO's Cir. Sl. No.122/2024

No.ECR-HQ0PERS (RULE)/2/2024 Com.No.260300)

1. CAO (Con.)/उत्तर एवं दक्षिण/पटना।
2. सभी PHOD/CHOD/पूमरे/हाजीपुर।
3. DRM/पूमरे/दानापुर, डीडीयू, धनबाद, सोनपुर एवं समस्तीपुर।
4. मुख्य कार्मिक अधिकारी/प्रशासन/पूमरे/हाजीपुर।
5. मुख्यालय के सभी कार्मिक अधिकारी।
6. CWM/पीडी/डीडीयू यांत्रिक कारखाना/समस्तीपुर एवं हरनौत।
7. Sr.DPO/पूमरे/दानापुर, डीडीयू, धनबाद, सोनपुर एवं समस्तीपुर।
8. उप महाप्रबंधक/विधि/पटना।
9. प्राचार्य/क्षेत्रीय रेल प्रशिक्षण संस्थान/मुजफ्फपुर एवं भूली।
10. सभी मुकार्याधी/कार्याधी/पूमरे/हाजीपुर।

विषय:-Modalities to be Completed for Launch of upgraded Version of Transfer Module.

संदर्भ:-Railway Board's letter No.-PC-VII/2024/HRMS/32, Dated-29.10.2024.

विषयांकित से संबंधित संदर्भित पत्र की छायाप्रति सूचना एवं अग्रेतर आवश्यक कार्रवाई हेतु प्रेषित की जा रही है।

A copy of above referred letter on the subject matter is being forwarded herewith for information and needful onward action please.

DA: As above.

Signed by

Manoj Kumar Choudhary

Date: 04-11-2024 17:29:22

(एम.के.चौधरी)

सकाधि/ई.एस.एम.

कृते महाप्रबंधक (का.)/पूमरे/हाजीपुर

प्रतिलिपि/— निम्नलिखित को सूचनार्थ एवं आवश्यक कार्रवाई हेतु प्रेषित:—

1. महासचिव/ईसीआरकेयू/पूमरे/हाजीपुर।
2. महासचिव/एस.सी.एवं एस.टी.एशोसिएशन/पूमरे/हाजीपुर।
3. सकाधि(एम.पी.पी.)/पूमरे/हाजीपुर—कृपया इसे वेबसाइट पर अपलोड कराने की व्यवस्था करें।
4. महासचिव/ओ.बी.सी.एशोसिएशन/पूमरे/हाजीपुर।

GOVERNMENT OF INDIA (भारत सरकार)
MINISTRY OF RAILWAYS (रेल मंत्रालय)
RAILWAY BOARD) (रेलवे बोर्ड)

No. PC-VII/2024/HRMS/32

New Delhi, dated : /10/2024

The Principal Chief Personnel Officers
All Indian Railways
(As per standard mailing list)

Sub : Modalities to be completed for launch of upgraded version of Transfer Module.

Development of the upgraded version of Transfer Module of HRMS was completed by CRIS and Training in this regard was also completed. However it has been observed that the existing legacy data was not completely ported by field units to HRMS, though sufficient time was given in the past and further large number of transfer applications in manual format are pending with various field units. In order to ensure that the launch of the upgraded version of transfer module is seamless, the entire legacy data needs to be ported to HRMS and priority is also required to be assigned in a time bound manner.

2. The details of the pending manual transfer applications was sought from all the field units vide Board's letter even number dated 11.10.2024 and 14.10.2024. On scrutiny, it has found that details of around 7155 manual applications exclusive of the applications which are part of the current transfer module have been received with the recommendations of the DRMs/CWMs and approved by PCPOs. These applications are required to be ported to HRMS by the concerned field units by entering the all the cadre related details such as destination requested, cadre codes required for generation of incoming priority number and uploading of manual application forms along with supporting documents .

3. Steps required to be followed for completing the process is enclosed as *Annexure – A*. For completing this process the concerned field units will complete the data entry through the said portal and for clarifications if any, deputing the concerned dealing persons preferably at the rank of APO at the scheduled dates specified for each railway enclosed at *Annexure - B*.

4. All the field units may appreciate that no further opportunity in time or names will be allowed for porting the details regarding pending transfer applications.

5. It may also be noted that the transfer priority list for legacy data is the prerogative the zonal and other field units where priority is maintained and the veracity and accuracy of the priority list may be confirmed while assigning priority consistent with the existing rules and provisions. Any dispute arising thereon is to be handled by the zonal and other field units only.

Signed by Jaya Kumar G
Date: 29-10-2024 11:52:15
Reason: Approved
(Jaya Kumar G)

Joint Director Pay Commission & HRMS
Railway Board
Room No. 6, 4th Floor
Tele. No. 011-47845125
E-mail ID – jaya.kumarg@gov.in

Annexure - A

Steps to be followed for porting the legacy data relating to manual transfer application

STEP-1 After scrutiny of the data, it has been found that CRIS has received 7155 manual applications, exclusive of the applications which are part of the current transfer module. Now, details in respect of all these applications need to be ported to HRMS by the concerned field units by entering the all the cadre related details such as destination requested, cadre cords required for generation of incoming priority number and upload manual application forms along with supporting documents for the 7100 manual applications.

STEP-2 Provision has been made by CRIS wherein every unit will be shown all applications pertaining to their unit (both offline applications generated above in STEP-1 and current applications being processed in current Transfer Module) for which all the field units will be required to give outgoing priority number and get them approved through competent authority in the workflow.

STEP-3 Once the outgoing priority number are approved for all forms of legacy applications, in STEP-2 above, those applications which have already been forward to requested destination units, will be shown to those units for entering the incoming priority numbers.

STEP-4 Once all the priority numbers (outgoing and incoming) are approved for all forms of legacy applications in STEP-2 and 3 above, all these details will be moved into the tables of new transfer module along with their priority numbers.

STEP-5 Once all legacy applications are moved into new Transfer Module, IRRT applications in new format can be opened for certification for administration which will start assigning priority number to the new application below the priority numbers of the legacy applications moved in the STEP-4 above.

Annexure – B**Schedule for field units for completion of the process of porting legacy data.**

For outgoing priority	
Date	Unit
04-11-2024	SR, WR, CR, ICF
05-11-2024	SWR, SCR, NFR, NR, NWR, RWF
06-11-2024	ER, ECOR, CLW, WCR, NCR
07-11-2024	MCF, BLW, DMW, NER, RDSO
11-11-2024	SER, SECR, ECR, Metro,
For incoming priority	
Date	Unit
12-11-2024	SER, SECR, ECR, Metro,
13-11-2024	SR, WR, CR, ICF, SWR, SCR, NFR, NR, NWR, RWF
14-11-2024	ER, ECOR, CLW, WCR, NCR, MCF, BLW, DMW, NER, RDSO
