

Document for HRMS

(Important links and user guide to different modules of HRMS)

1. HRMS Mobile App installation and login guide

<https://www.irctchelp.in/hrms-employee-mobile-app-for-railway-employees/>

User Manual -

https://drive.google.com/file/d/1srgij__m4rq-3FK-fZlJJdgo3udryuc4/view

Entry to Exit -

https://drive.google.com/file/d/1Mv4_7c2F_jWxLa2RxJHqjkMgSYjTj1D_/view

Video:

- https://www.youtube.com/watch?v=NHxBN_0Uuck

2. HRMS web portal

<https://hrms.indianrail.gov.in/HRMS/>

User guide -

- <http://railministry.com/how-to-login-on-hrms-railway-employee-mobile-app-and-website-guide/>
- https://drive.google.com/file/d/1srgij__m4rq-3FK-fZlJJdgo3udryuc4/view

3. Check Service record in HRMS

Video:

- https://www.youtube.com/watch?v=9rT_V-BX8MY

4. Apply for e-Pass and PTO

- <http://railministry.com/online-e-pass-pto-for-railway-employees-under-hrms-project/>
- <http://railministry.com/step-by-step-guidelines-for-e-pass-on-hrms-for-railway-employees/>

Document

- <https://ncr.indianrailways.gov.in/uploads/files/1598599654621-Pass%20guide%20for%20Employee.pdf>
- <https://www.govemployees.in/wp-content/uploads/2020/08/e-Pass-for-Employee.pdf>
- <https://ncr.indianrailways.gov.in/uploads/files/1596629815711-e-Pass%20for%20Employee.pdf>

Video:

- <https://www.youtube.com/watch?v=iENTrUnmxYQ> - Hindi
- <https://www.youtube.com/watch?v=zNxuV-BNeU0> - English

5. ESS for changing/editing/viewing your own details

<https://www.gconnect.in/orders-in-brief/railways-orders-in-brief/employee-self-service-module-hrms-railways.html>

Video:

- <https://www.youtube.com/watch?v=ZHMVMKeXSd8>

- <https://www.youtube.com/watch?v=-kbNzIIImj-0>
6. PF application
Video
- https://www.youtube.com/watch?v=Lrx3VnW4M_g
7. Fill APAR
What is APAR -
https://drive.google.com/file/d/1uJCHp5i0X_3VxhtxQACQ_jvAb80TXieS/view
APAR user Manual -
<https://drive.google.com/file/d/1yEcYvZloxy1jY0nMa6LsCl1raVyzhdt2/view>
Video
- <https://www.youtube.com/watch?v=Kk-SgjoyULU>
 - <https://youtu.be/-MfQuKD3Eb0?list=PL3u0RQ08PQvU2DXSgD71LVNpJtMsPuLX9> - English
 - <https://youtu.be/47JUbxwQzA?list=PL3u0RQ08PQvU2DXSgD71LVNpJtMsPuLX9> - Hindi
8. e-Pass application for Retired Employee
Video
- <https://www.youtube.com/watch?v=DiOFHJifE8c>
9. Updating Executive service record
https://ncr.indianrailways.gov.in/uploads/files/1602072866243-User_manual_Executive_Record.pdf
Video
- https://www.youtube.com/watch?v=BpL_9dno4bk&feature=youtu.be
10. Settlement
<https://ncr.indianrailways.gov.in/uploads/files/1595939825028-User%20Manual%20-%20Settlement%20DM%20-%20v.1.4.pdf>
11. Digital Signature Help on HRMS
https://drive.google.com/file/d/1kau-42Lra0qu_ITAjxsEhR03sJ79kFzl/view