



## पूर्व मध्य रेल

कार्यालय  
मंडल रेल प्रबंधक (कार्मिक)  
सोनपुर - 841101

सं का / 204 / विविध / सोन

दिनांक : 02.09.2021


सभी शाखा अधिकारी  
सोनपुर मंडल

विषय : Implementation of various modules of HRMS - reg.

संदर्भ : Railway Board's letter No.PC-VII/2020/HRMS16 dated 01-09-2021


संदर्भित पत्र की प्रतिलिपि आपकी सूचना एवं आवश्यक कार्रवाई हेतु प्रेषित की जा रही है। आपसे अनुरोध है कि कृपया अपने अधीनस्थों को उपरोक्त का अनुपालन सुनिश्चित करने हेतु निर्देशित करने का प्रबंध करें।

संलग्न/यथोक्त.

  
(रवि कुमार पंडित)  
सहायक कार्मिक अधिकारी-11  
कृते मंरेप्र (कार्मिक)/सोनपुर

प्रतिलिपि :

1. निजी सचिव-1/मंरेप्र - मंरेप्र महोदय के सादर सूचनार्थ।
2. अमंरेप्र-1 एवं 11 को सादर सूचनार्थ।
3. प्रधानाचार्य/क्षेत्रीय रेल प्रशिक्षण संस्थान, मुजफ्फरपुर
4. स्टेशन/निदेशक/मुजफ्फरपुर
5. सभी समई/सोनपुर मंडल
6. सभी ससिदूई/सोनपुर मंडल
7. सभी यातायात निरीक्षक/स्टेशन मास्टर/अधीक्षक एवं मंडल वाणिज्य निरीक्षक/सोनपुर मंडल
8. सभी कर्मचारी कल्याण निरीक्षक/सोनपुर - कृपया अपने-अपने बीट में e-Pass Module/HRMS के माध्यम से सुविधा पास जारी कराना सुनिश्चित करें।
9. मुख्य कंट्रोलर/परिचालन/सोनपुर - सूचना एवं आवश्यक कार्रवाई हेतु।

  
कृते मंरेप्र (कार्मिक)/सोनपुर

**GOVERNMENT OF INDIA (भारत सरकार)**  
**Ministry of Railways (रेल मंत्रालय)**  
**Railway Board (रेलवे बोर्ड)**

File No. PC-VII/2020/HRMS/16

New Delhi, dated: 01.09.2021

The General Manager,  
All Indian Railways & Production Units,  
(As per mailing list)

**Sub: - Implementation of various modules of HRMS- reg.**

Attention is drawn to this office's letter dated 30.07.2021 vide which all the Field Units were allowed to issue Privilege Passes in physical mode only in exceptional cases till 31.08.2021. Instructions regarding Post Retirement Complimentary Pass (PRCP), Passes for Divyang employees (serving and retired) and processing of Settlement cases through HRMS were also advised vide the said letter.

2. Progress of various modules of HRMS has been reviewed in Railway Board and it has been decided that:-

- (i) Privilege Pass shall be issued through e-Pass module of HRMS only w.e.f.01.09.2021.
- (ii) Post Retirement Complimentary Pass (PRCP) shall preferably be issued through HRMS but options for physical pass may be kept open till further orders.
- (iii) For Divyang employees (serving and retired), both options i.e. physical pass and e-Pass mode may be kept as per their choice.
- (iv) For the processing of Settlement cases, HRMS shall remain the preferred option and all the field units shall make efforts to process all the cases through HRMS Settlement module.

3. As regards the categories (Audit, CRS etc.) whose pass details are yet to be integrated with HRMS, the existing practice shall continue. Efforts are being taken to complete the integration by 30<sup>th</sup> September, 2021.

4. This issues with the approval of the Competent Authority.

  
(Jaya Kumar G)

**Deputy Director, Pay Commission-VII & HRMS**  
**Railway Board**

Copy forwarded to :-

1. The Director General, NAIR, Vadodara.
2. The Director General, RDSO, Lucknow,
3. The General Manager, CORE/Allahabad
4. The General Manager and FA&CAO, Metro Railway