Eastern Railway

No.E.220/0/2/RR/Pt.XIX. Kolkata , Dated: 04.03.2025

ALL CONCERNED

Sub:- Launch of Reservation Module of HRMS for Direct Recruitment stream on Pan India Basis.

Ref:- Railway Board's file no. PC-VII/2024/HRMS/12 Dated 24.02.2025.

Enclosed please find herewith a copy of Railway Board's letter Dated 24.02.2025 on the above subject matter, which is self explanatory.

This is also available on Eastern Railway Portal under other important letters.

Further needful action may be taken at your end under intimation to this office.

DA : As above.

4/3/25

(Bibhas Sikdar)
Asst. Personnel Officer (G)
for Principal Chief Personnel Officer

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

File No. PC-VII/2024/HRMS/12 **New Delhi, Dated :24/02/2025**

To,

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

Sub : Launch of Reservation Module of HRMS for Direct Recruitment stream on Pan India basis.

The Reservation Module of HRMS for Promotion segment was launched vide Board's letter dated 19.06.2024. Subsequently, development of roster for Direct Recruitment segment was completed by CRIS and the same was launched on pilot basis in Bangaluru Division of SWR, Rangiya division of NFR and Moradabad division of Northern Railway. The module has further been fine tuned based on the feedback reports received.

2. Keeping in view the successful pilot launch, it has now been decided to launch the Reservation Module for Direct Recruitment stream across all Indian Railways w.e.f. 25.06.2025. The salient features are as under :

i. The Roster Module will be available for both regular and L-14 point rosters.
ii. The module is being launched for Direct Recruitment of non-gazatted employees. The features include calculation of points for EWS and OBC quota also.
iii. The roster module will have the features for creation, modification, updation, verification and maintenance of data base in a dynamic manner.
iv. The module facilitates to provide community wise back up for various categories which can be utilized at the time of in depth calculation.

3. The field units may follow the following procedures subsequent to launch of DR Reservation Module of HRMS :

i. From 26.05.2025 onwards all DR roster shall be generated from HRMS roster module only.
ii. As to the existing rosters, details of the current incumbents / current cycle are to be uploaded to the HRMS reservation module and subsequent processing will need to be done in HRMS only. The manual rosters used till now, will be attested by the LO and preserved as a permanent record.
iii. The existing manual rosters shall be migrated to the HRMS roster module by **30th March, 2025** under authentication of concerned liaison officer.
iv. The field units may scan manual rosters and store the same online in addition to the manual storage of the rosters.

3. **Detailed guidelines and manuals regarding operation of the module will be prepared by CRIS and uploaded on the HRMS website. Videos are also available online. Training, if any required, will be conducted by CRIS, which will be intimated separately.**

This is issues with the approval of competent authority.

Signed by Jaya Kumar G
Date: 24-02-2025 15:25:33
Reason: Approved

(Jaya Kumar G)
Joint Director Pay Commission & HRMS
Railway Board,
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Copy to :

i. Sr. PPS to DG(HR) for information of DG(HR)
ii. PPS to Secretary/Railway Board for taking necessary action w.r.t. cadres in Railway Board.
iii. PPS to AM/HR and AM(Staff) for information of AM/HR & AM(Staff) respectively.
iv. ED/MPP, EDE(Res.), JS(G), JS, Railway Board
v. GM/HRMS/CRIS