

**Government of India  
Ministry of Railways  
(Railway Board)**

**No. 2020/PAO/RB/HRMS**

**New Delhi dated 16.03.2020.**

**To,**

**All Gazetted Group –A & Group-B Officers  
Working in Railway Board.  
(Through REIS Web Portal)**

**Sub:-Implementation of HRMS –initial data entry and uploading of documents in respect of Employee Master and e-SR of Gazetted Officers, –Group-A and Group –B working in Railway Board.**

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Kindly refer to Staff Notice No. 01 of 2020 of even no. dated 20.02.2020 on subject cited above. The process for data collection from officers were adopted by PAO office to ensure data accuracy in HRMS application software. It has been observed that still a number of officers have not furnished the requisite details, this is delaying the data entry work of details of gazetted officers in HRMS application software.

CRB, Railways have targeted completion of HRMS data entry by 31/03/2020. Therefore, It is, once again requested to the officers who have not submitted the requisite details in PAO's office. Kindly furnish the requisite data to Pay and Accounts Office at the earliest.

  
(Ajay Bartwal)  
JDF (CCA)  
Railway Board.