



PBC No:198 / 2022  
RBE No: --

दक्षिण रेलवे Southern Railway  
प्रधान मुख्य कार्मिक अधिकारी का कार्यालय  
Office of the Principal Chief Personnel Officer  
मुख्य कार्यालय, कार्मिक विभाग, चेन्नै-600003  
Headquarters, Personnel Department, Chennai-600003

सं/No: P(R) 676 / P / Vol.VIII

दिनांक/Dated:13.10.2022

All PHODs/ DRMs/ CWMs/ CEWE/ CAO/ CPM/ PDA/ Dy.CPOs/ Sr.DPOs/ Secy to GM,  
Chairman/RRB/MAS,TVC, Addl.Registrar/RCT/MAS, Secretary/RRT/MAS,  
Principal MDZTI/TPJ, SRCETC/TBM, ZETTC/AVD,  
DPOs/SPOs/WPOs/APOs of HQ/Divisions /Workshops/Units.

विषय/Sub :Implementation of Transfer Module of HRMS

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A copy of Railway Board's letter No. PC-VII/2022/HRMS/15 dated 12.10.2022 on the above subject is enclosed for information guidance and necessary action.

Railway Board letters dated 28.09.2022 referred therein has been circulated as PBC No. 189 / 2022.

Encl.02 pages

(M.Senthil Kumar)  
Deputy Chief Personnel Officer/ Co-ordn  
For Principal Chief Personnel Officer

Copy to: The General Secretary/SRMU  
The General Secretary/AISCTREA  
The General Secretary/AIOBCREA  
The General Secretary/NFIR  
IT Section/PB/HQ - to upload in the SR website.

**GOVERNMENT OF INDIA  
MINISTRY OF RAILWAYS  
(RAILWAY BOARD)**

No. PC-VII/2022/HRMS/15

New Delhi, dated: 12.10.2022

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

Sub: Implementation of Transfer Module of HRMS

Ref: Board's letter No. PC-VII/2022/HRMS/15 dated 28.09.2022 (copy encl.)

May please refer to Board's letter under reference wherein all Field Units were requested to verify the correctness of the legacy data and certify the same by 30<sup>th</sup> September, 2022 failing which, the process of assignment of priority will be initiated based on the data entered.

2. However, only a few field units have complied with the aforesaid direction. Now it has been decided that the Transfer Module with all its features will be operational w.e.f. 15<sup>th</sup> October, 2022 assuming that the data of all the units is complete and correct.

3. Accordingly CRIS has been advised to initiate the process of assignment of priority based on the legacy data entered. The responsibility of veracity of the data will remain with the office where the application has been registered. This will be informed in the transfer module page also.

4. Considering the fact that sufficient time has been granted to the Field Units to complete the entry of legacy data and verifying the same, in case of any discrepancy, Zonal Railway concerned will be responsible for resolution of the same. For correction in exceptional circumstances of genuine cases, the Personnel officer in-charge of the field unit and in HQ the Dy.CPO concerned will have authority to verify and send the request to CRIS for the correction.

Encl: As above.

21/12/22  
12/10/2022  
(Garima Srivastava)  
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Railway Board

**GOVERNMENT OF INDIA  
MINISTRY OF RAILWAYS  
(RAILWAY BOARD)**

No. PC-VI/2022/HRMS/15

New Delhi, dated: 27.09.2022

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

Sub: Implementation of Transfer Module of HRMS w.e.f. 30.09.2022

Ref (i): PED(OHR)'s DO Letter No. PC-VI/2022/HRMS/15 dated 02.08.2022


Ref (ii): Board's Letter RBE No. 95/2022 dated 11.08.2022

Ref (iii): Board's letter No. PC-VI/2022/HRMS/15 dated 17.08.2022

Vide Board's letter under Ref (i), all the Field Units were advised to complete the entry of legacy data relating to Transfer by 12.08.2022 and subsequently vide Board's Letter under Ref (ii), the Transfer Module of HRMS was operationalised w.e.f. 15.08.2022 and further guidelines regarding entry of legacy data and verification and certification of the same by the concerned Personnel officers were issued vide Board's letter under Ref (iii). Till the time such legacy data is entered and certified, processing of all the Transfer requests were put on hold.

2. In this connection, it is observed that almost 45 days have passed since the commencement of process of entering of legacy data in HRMS. However, certification regarding entry and verification of legacy data has not yet been done by most of the Units. The ensuing delay in processing the Transfer requests is resulting in distress to the end users and a large number of complaints and representations regarding non-operationalization of Transfer Module are being received in Board's office.

3. Keeping in view of the need to fully operationalize the Transfer Module, all the Units are requested to verify the entered legacy data and certify its correctness and conformity with the manual data available with the Units latest by 30<sup>th</sup> September, 2022, failing which it would be assumed that the data entered in the Transfer Module is correct and the entered data will be processed for assigning priority number.

  
27/09/2022

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Railway Board