

# e-HRMS

Electronic Human Resource  
Management System



**A Digital Path for Human Resources Management**





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**e-HRMS was launched on 25th December 2017 by the  
Hon'ble MoS (PP) Dr. Jitendra Singh**

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DoPT (Department of Personnel and Training) introduced the e-HRMS to facilitate a digital working environment, and streamline Human Resource services for Government employees.

National Informatics Centre (NIC) is the technical partner of DoPT for designing, development and implementation of e-HRMS.

Through e-HRMS, Government employees are accessing their service-related information. It has digitized HR processes in the Government of India, leading to several benefits for the government employees and increasing efficiency.

e-HRMS will provide analytics to the Senior Administration in Policy formulation and implementation.

## Features of e-HRMS

	<b>Single source of authentic data</b>		<b>24X7 access and availability</b>
	<b>Common HR document repository</b>		<b>Seamless information sharing with stakeholders</b>
	<b>MIS reports analytics</b>		<b>e-sign facility</b>
	<b>Standardization of master data</b>		<b>Alerts/notification functionality</b>
	<b>Minimal manual entry of data</b>		<b>Integration with other applications like PFMS, e-office, etc.</b>

## Background

The Expenditure Management Commission (EMC) recommended to put in place a Human Resource Management System (HRMS) across all offices of the Government of India within a defined time frame. The manual system of handling personnel administration was to be completely dispensed with.

DoPT was tasked to expeditiously roll-out e-Service Book in respect of all the central government employees in a time bound manner with the support of NIC and involvement of Cadre Controlling authorities.

It was also proposed to roll out e-service Book module as a pilot in Department of Personnel & Training.



e-HRMS Development and Implementation was done through Supervision at the highest level















# The Project


## Functionalities

All functionalities of the e-HRMS have been categorized into modules, and these modules are being

developed and implemented in phases. Currently 8 modules are functional in the e-HRMS

 LEAVE	 PERSONAL	 REIMBURSEMENT	 ADVANCE
 TOUR	 TRAINING	 COMPLAINT	 LTC
 PFMS	 CGHS	 APAR	 TRANSFER POSTING

Modules of e-HRMS

 Modules currently operational

## e-HRMS in Numbers

**32,000**

Number of targeted Government of India employees in administrative Ministries/ Departments in Delhi.

**65**

Government of India Ministries/ Departments onboarded.

**25,000**

Number of Government of India employees successfully onboarded.

**50 Times**

Upscaling achieved in e-HRMS in last 2 years through supervision at the highest level

It is proposed to integrate Ministries like Posts, Railways, Defence, Revenue etc. in future.

## Other Details



### USAGE

More than 8 Lakh Usage Sessions (No. of times Users have logged in to e-HRMS to avail services) have been recorded till date.



### SERVICE RECORD (SR) DIGITISATION

About 17,500+ Service Records of Cadre Employees have been digitized at the e-HRMS Centre alone.



### DEVELOPMENT OF MODULES

8 Modules have been developed while other Modules like [Public Financial Management System (PFMS), CGHS (Health Scheme) and APAR (Annual Performance Appraisal) are under development by NIC.



### TRAINING TO MINISTRIES

Training Sessions for officers, admins and Data Entry officials of Ministries/ Departments, where e-HRMS has been implemented, are conducted on regular basis



## Infrastructure

**The e-HRMS Centre, a centralized facilitation centre,** was setup in ISTM library block, 1st floor, Old JNU Campus, New Delhi.

Hardware of 50 Computer Systems, 13 Telephone lines and 35 internet connections were successfully installed in e-HRMS Centre.



A software development team of 30 persons and Roll-out team of 45 persons has also been constituted by NIC for development and facilitation of e-HRMS.

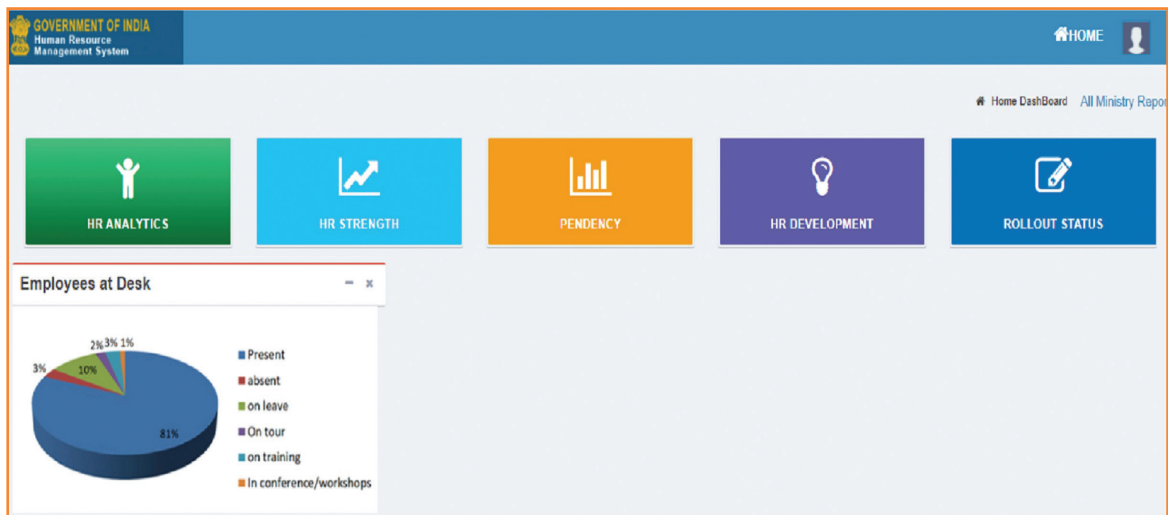


A net skilled manpower pool of 48 Data Entry Operators (DEOs) with expertise in e-HRMS Operation and maintenance has been developed.

These DEOs are now deployed in various Ministries/Departments to facilitate usage of modules and services.

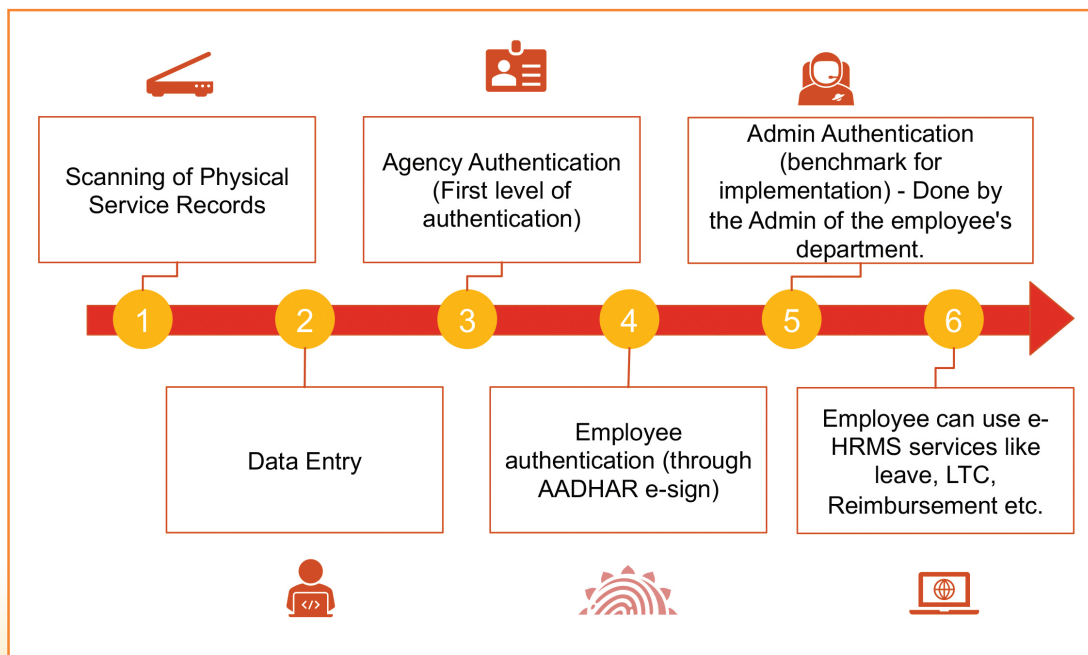


# Dashboard



A comprehensive e-HRMS Dashboard has been developed, providing various analytics to senior administration for decision and policy making.

## The Process





## Spread of e-HRMS

e-HRMS is seeing rapid implementation across several organizations/states. Some of them include  
(With approx no. of employees):



The Supreme Court of India (2,000)



Office of the CAG (1,000)



Delhi Police (80,000)



ICAR (20,000)



NDMC(16,000)



DDA(6,000)



CBSE(2,000)



Govt. of Madhya Pradesh (4,00,000)



Govt. of Maharashtra (5,00,000)

महाराष्ट्र शासन

## Benefits

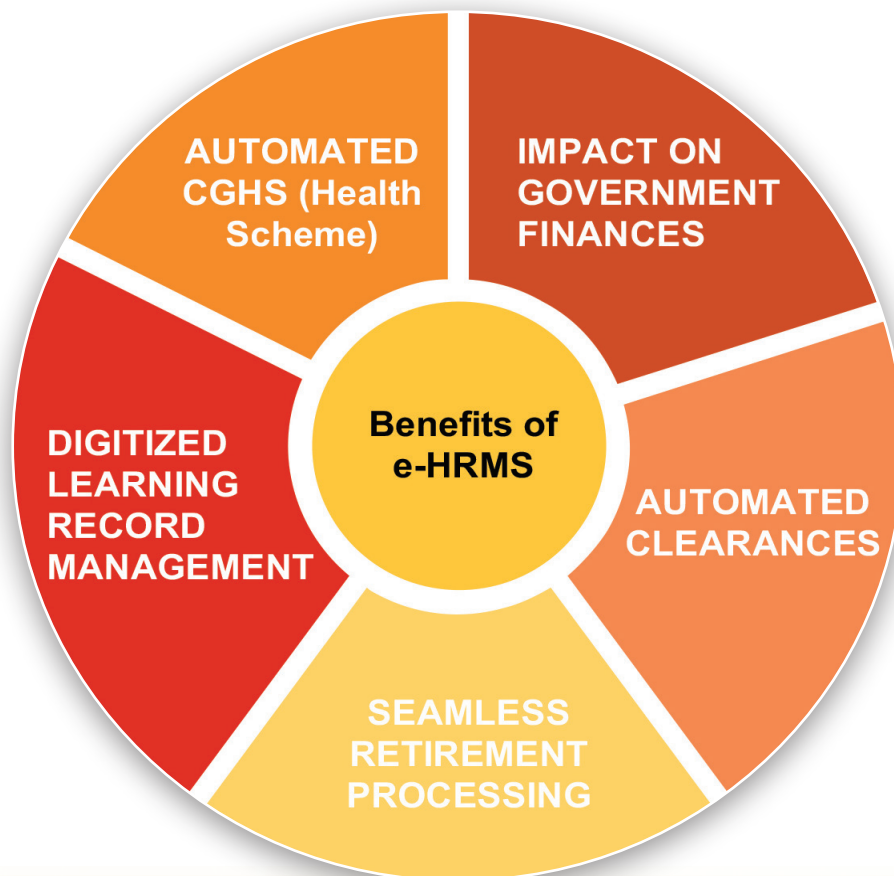
India is a software superpower in its own right. In this age of Digital India, writing letters on paper and moving physical files should be a thing of the past. Manual office procedures also lead to wastage of paper, resources, time and money.

Employees of the Government can be made more skilful and efficient by introducing digital management of Human Resource processes like leave, Leave Travel Concession (LTC), Service Records etc.

By this system, Government Human Resources can be managed digitally. The employee can get Human Resource assistance at the click of a button.

It will also play an important role in facilitating 'Work From Home' for Government Employees, which is the new normal now

Later on, this e-HRMS can be adopted by State Governments and other Government Units providing a single window access for hiring-to-retiring of Government employees.





## IMPACT ON GOVERNMENT FINANCES

Assuming that an employee currently spends, on average, two days in a year, for performing all Human Resource activities (which will be saved due to automation) we are looking at a man-days savings equivalent to about INR 600 Crores for over 30 lakh employees (assuming average daily salary of INR 1,000) annually.

## AUTOMATED CLEARANCES

e-HRMS can create **Automated Clearances**. Automated clearances when implemented will save resources in terms of time money and efforts both on part of administration and employee. It will also benefit the end user where public services delivery is the main function of the Ministry/Department.

## RETIREMENTS

e-HRMS can eliminate employees' time spent to fill up various forms (such as NOC, No Dues Certificate, etc.) from various offices/sections, resulting in **ease of living** for Government employees post-retirement.

## LEARNING AND LEARNING RECORD MANAGEMENT

Integration with **iGOT Karmayogi** (Online Training Portal for employees) will enable digitization of learning records of officials.



## e-HRMS and Mission Karmayogi

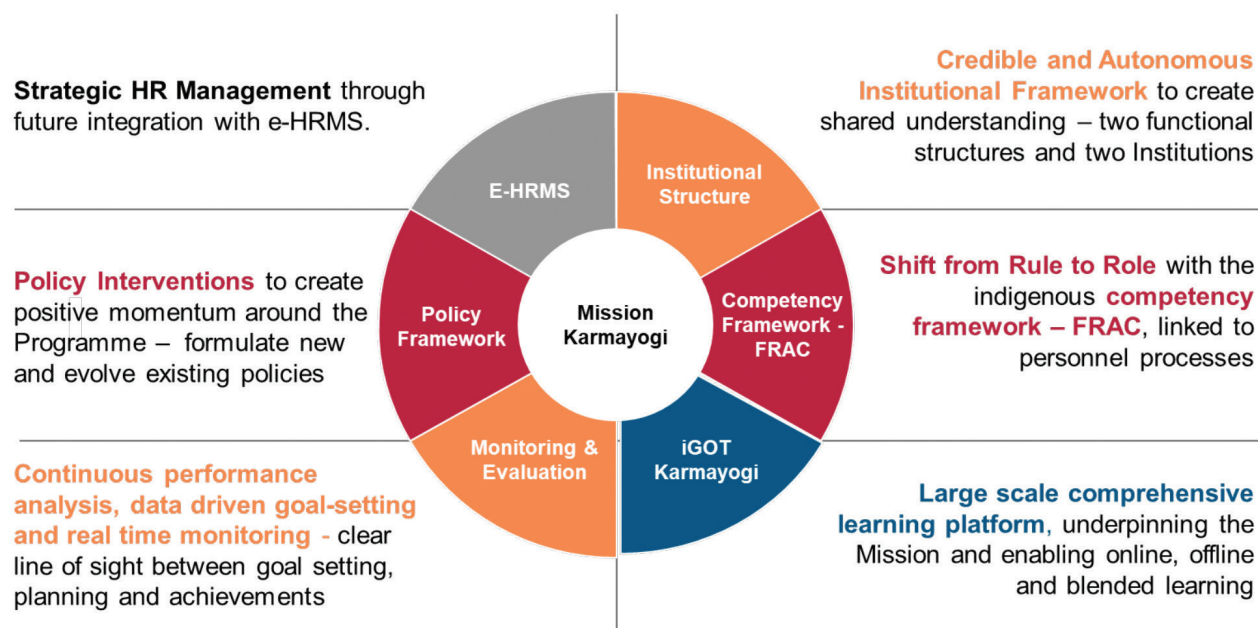
The Government has embarked on Mission Karmayogi, the National Programme for Civil Service Capacity Building of (NPCSCB) to create a professional, well-trained and future-looking civil service, that is imbued with a shared understanding of India's developmental aspirations, national programs and priorities.

The Programme aims to develop right competencies in the government employees so that they are able to best deliver their role. The key philosophy of NPCSCB is to create an ecosystem of competency driven training and Human Resource (HR) man-

agement by transitioning from a 'rules-based' system to the 'roles-based' system.

Mission Karmayogi is envisaged around six-pillars as mentioned below. Given the core HR focus of the Mission, e-HRMS is one of the pillars in its own right.

The aspiration is to integrate the Capacity Building Platform with e-HRMS in the longer run. Not only will it enable digital management of service and HR matters but also provide the right intelligence to government to ensure that right persons are at the right job.



**Six Pillars of Mission Karmayogi**



## Future Plans



Integration of various platforms is in the wings. Three applications SUPREMO (Single User Platform related to Employees Online), SPARROW (Annual Performance Appraisal), VIS (Vigilance Information System) have been identified for possible integration with e-HRMS.



e-HRMS has the potential to earn revenue for the Government of India, if it is branded and marketed to friendly nations. It can contribute to India's Economy and reinforce India's leadership in Public HR Management

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सत्यमेव जयते

कार्मिक एवं प्रशिक्षण विभाग  
DEPARTMENT OF  
**PERSONNEL & TRAINING**