



Harish Chandra Mathur Lane, New Delhi -110001.

No.7-9/2019/-Estt.V

Dated: June 27th, 2019

To

All Heads of Telecom Circles/
Administrative Units
Bharat Sanchar Nigam Limited.**Sub: Closure of HRMS server – reg**

Sir,

This is regarding closure of HRMS package and its server. It is learnt that HRMS system and its data are still in use by all DDO units for checking/ retaining details viz. Pension Contribution, LSPC and GSLI during retirement of employees and by some DDOs for preparing supplementary bills.

In this regard, it is to inform that the HRMS package and its server shall be closed w.e.f. 01.07.2019 as the server has outlived, running without AMC and making heavy consumption of electricity bill.

As such, all DDO units are requested to make arrangement for storing the legacy HRMS datas' for future use. The following facilities are made available by ITPC Pune to download DDO wise and can be accessed from Pay module > Reports > History Data.

Sl No	Report Name	Year wise / Month wise
1	Pay History data	Month wise
2	Supplementary Details	Month wise
3	GPF	Month wise
4	Income Tax Details	Financial Year wise
5	Saving Details	Financial Year wise
6	Exemption Details	Financial Year wise
7	Nonsalary Details	Financial Year wise
8	Perq Details	Financial Year wise
9	HP Calculation Details	Financial Year wise
10	Rent receipt Details	Financial Year wise
11	Rebate Details	Financial Year wise

Further, Circle wise Main bill processed data can be downloaded from **Pay module > Reports > Pay Process Archive (Circle)** menu of HRMS. In addition to above all, DDOs are requested to download HRMS PAY module already available in reports as per requirement considering the closure of HRMS from 01.07.2019. All required information mentioned above may be stored in separate DVDs.

Yours sincerely,

(A.K. Singh)

Dy. General Manager (Estt.II)

011-23734152

Copy to:

1. CGM (ITPC), Pune for necessary help for retaining the required HRMS data.

2. GM (CA), BSNL Co for necessary action.