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|  | कार्यालय रक्षा लेखा नियंत्रक (सेना), मेरठ छावनी |  |
| | Office of CDA (Army) | |
| | बेलवेडीयर परिसर, आयुध पथ, मेरठ छावनी | |
| | Belvedere Complex, Ayudh Path, Meerut Cantt-250001 | |
| | फोन : 0121-2646632 फैक्स नंबर : 0121-2646254, 2646216 | |

सं. प्रशा/VI/6005/एच.आर.एम.एस.

दिनांक: 07/09/2022

परिपत्र

वेबसाइट के माध्यम से ई-मेल द्वारा

सेवा में,

प्रभारी अधिकारी

1. समस्त अधीनस्थ कार्यालय
2. मुख्य कार्यालय के समस्त अनुभाग

विषय: Feeding data of Service book in e-HRMS.

संदर्भ: इस अनुभाग के समसंख्यक पत्र दिनांक 23.08.2021 एवं 25.08.2021,

It has been directed by HQrs office vide letter no. AN/VIII/19001/E-HRMS dated 02.09.2022 to complete filling up of data of Service Book of Officers and staff of the Organization before 30 September 2022 so that the project may be completed before DAD Day, i.e. 01 Oct 2022 and it has been desired that priority may be given to complete service book of officials, whose date of appointment is 01 January 2016 and onward.

2. In this context, it is requested to forward the PIS data of all officers and employees (especially appointed on or after 01.01.2016) posted in your office in enclosed proforma via email by **09.09.2022** to this section's email id anvicda.dad@hub.nic.in

3. Officials who have not yet submitted their family details, same may be obtained from them and submitted to this office alongwith D.C.R.G. nomination duly countersigned by Officer-in-Charge for updation on E-HRMS.

वरिष्ठ लेखा अधिकारी (प्रशा)

प्रतिलिपि:

✓ प्रभारी अधिकारी
ओ.ए. कक्ष (स्थानीय)

: वेबसाइट पर उपओड करने हेतु

वरिष्ठ लेखा अधिकारी (प्रशा)

EDUCATION DETAILS

| | |
|---------------------------------------|--|
| Education | |
| Stream | |
| Month year of qualification (MM/YYYY) | |
| certificate no. | |
| certificate date | |
| | |
| DCRG Nomination Details | |
| Name of Nominee | |
| Relation from Nominee | |
| Nominee Address | |
| Percentage | |
| Date of Nomination | |
| Alternative Name of nominee | |
| Relation from Alternate Nominee | |
| Alternative nominee Aadhaar No. | |
| Alternative Nominee Address | |
| Percentage | |

EMPLOYEE PERSONAL DETAILS

| | | | |
|--|--|----------------------|--|
| Account No. | | Personal e-mail ID | |
| Name | | Present Address :- | |
| Religion | | i) House No. | |
| Blood Group | | ii) Village | |
| Father's Name | | iii) Post | |
| Mother's Name | | iv) District | |
| Spouse Name | | v) PIN | |
| Date of Marriage | | vi) State | |
| Caste (UR/OBC/SC/ST) | | Permanent Address :- | |
| Category certificate issuing authority | | i) House No. | |
| CGHS Card No. (if any) | | ii) Village | |
| Aadhaar No. | | iii) Post | |
| Home state | | iv) District | |
| Home Town | | v) PIN | |
| No. of Home Town Changed | | vi) State | |
| Mobile No. | | | |