

**F. No. A-65/7/2026-HR 1- CGA/ (20957) 383**  
**Government of India**  
**Ministry of Finance**  
**Department of Expenditure**  
**Office of Controller General of Accounts**  
**Mahalekha Niyantak Bhawan,**  
**E-Block, GPO Complex, INA, New Delhi-110023**  
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Dated: 08.07.2026

**OFFICE MEMORANDUM**

**Subject: Updation of officers' profiles on e-HRMS 2.0 – reg.**

Department of Personnel and Training (DoPT) has reviewed the implementation status of e-HRMS 2.0 and observed that a large number of officers are either yet to be onboarded on the portal or their profiles remain incomplete. Since e-HRMS 2.0 has been envisaged as the single source of information relating to personnel management of Government officers, all Cadre Controlling Authorities have been requested to undertake the exercise of onboarding and updation of officers' profiles in **Mission Mode**.

2. In this regard, the following activities are required to be completed on priority:

(i) Officers already onboarded on e-HRMS 2.0 but having incomplete information: All mandatory profile details like latest photograph, personal details, family details, service records, cadre particulars and other requisite information may be verified, updated and validated so that the officers' profiles are complete in all respects.

(ii) Officers not yet onboarded on e-HRMS 2.0: Necessary action may be taken to onboard all such officers on the platform immediately, after ensuring correctness and completeness of their information as described at point (i) above. of the above exercise.

3. All ICAS Officers are, therefore, requested to onboard/update their profiles on e-HRMS 2.0 portal latest by 10.07.2026 (as stipulated by DoPT) under intimation to this office. The matter may be accorded **Top Priority**.

This issues with the approval of the Competent Authority.

Encl.: As above.



(Anang Rawat)

**Assistant Controller General of Accounts (HR-I)**

To,

1. All PCCAs/CCAs/CA(ICs)
2. Sr. AO (ITD): for uploading on website
3. Guard File