No. A-65/7/2026-HR 1- CGA/(20957)/778

Government of India
Ministry of Finance, Department of Expenditure
O/o Controller General of Accounts
Room No. 202, Mahalekha Niyantrak Bhawan
E-Block, GPO Complex, INA, New Delhi – 110023

Dated: 02.11.2026

OFFICE MEMORANDUM

Subject: Updation of Officers' profiles on e-HRMS 2.0

Reference is invited to this office earlier OM A-65/7/2026-HR-1-CGA/(20957)/383 dated 08.07.2026 (copy enclosed) on the subject cited above vide which instructions issued by DoPT for onboarding and updation of profiles of Officers were conveyed. Further all ICAS Officers were also requested to Onboard/update their profiles on e-HRMS 2.0

2. A compliance report is to be furnished to DoPT in prescribed format (Annexure-A). Accordingly, all the Nodal Officers under Accounting Organisation in respective Ministries are requested to provide the compliance report in r/o ICAS officers in the enclosed format latest by 04.11.2026 through email at groupa-cga@gov.in. This may be treated as **Top Priority**.

This issues with the approval of Competent Authority.

(O. Geetha Lakshmi Nayar)
Senior Accounts Officer (HR-1)
Ph: 011-24645814

To,

All Nodal Officers for e-HRMS.

Annexure A

Status of Oboarding/Updation of profile in r/o ICAS Officer

1. Name of the Ministry_____

Sl. No.	Name of the ICAS Officer	Designation	Whether Onboarded to e-HRMS 2.0 (Yes/No)	Profile updation completed (Yes/No)	Reason of Non oboarding/non updation (if any)

Signature of Nodal Officer
(with seal)

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 Niyantrak Bhawan,
E-Block, GPO Complex, INA, New Delhi-110023
****

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