

**F. No. 39018/03/2023-Estt (B)**  
**Government of India**  
**Ministry of Personnel, Public Grievances and Pensions**  
**Department of Personnel & Training**

**North Block, New Delhi**  
**Dated 25<sup>th</sup> July, 2023**

**Office Memorandum**

**Subject: DEMO for operation of Deputation Module on e-HRMS portal.**

The undersigned is directed to say that it has been planned to extend the e-HRMS facility for applying for the various deputation posts of different Ministries/Departments/Organisations, including those for which recruitment is being made by UPSC. Now, applications for deputation posts can be invited/submitted through e-HRMS portal.

2. Further, Vide Notification, dated 13.07.2023, all Ministries/Departments have been delegated the power to make appointment by deputation method upto Level 13 A posts in respective Ministries/Departments/their subordinate organisations, exempting consultation with UPSC.

3. In view of this, Ministries/Departments would be required to publicise their deputation post through Deputation Module of e-HRMS portal for filling up such posts.

4. In order to facilitate the requisitioning Ministries/Departments/Organisations, **a meeting has been scheduled for DEMO of Deputation module on e-HRMS portal, through Video Conferencing at 2.30 PM on 26.07.2023(Wednesday).**

3. All Ministries/Departments/Organisations are requested to nominate an officer to attend the meeting through VC at scheduled date and time and share his/her contact details (Name, Designation, email ID and phone number). VC link will be shared, once details of participating officer are received in this department ([nagus.edu@nic.in](mailto:nagus.edu@nic.in) and [pant.sp13@nic.in](mailto:pant.sp13@nic.in) ).

*Jas*  
25/7/2023  
(Jasmine)

Under Secretary to the Government of India  
Ph. 011-23092058

To

Ministries/Departments in Government of India.

Copy to : 1. PSO to AS(Pers. Pol.), DOPT

2. DS(Coord), DOPT

3. Director(NIC) with request to provide link for VC

4. SO(Ad.II) – with request to book Room no.190 and make arrangements for refreshment

*Jas*  
*25/7/2023*  
(Jasmine)

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