Government of West Bengal
Finance (Audit) Department
Nabanna, Howrah

No. 6333-F(Y)

Dated 03.10.2018

MEMORANDUM

Sub: Introduction of Exit Management Sub-Module in HRMS

The Exit Management Sub-Module of HRMS has been developed for processing of pension papers for State Government Employees on retirement whose PPO is issued from AGWB.

2.   Now, the Governor is pleased to introduce the Exit Management Sub-Module in HRMS for all the State Government employees posted under different Government offices for whom the PPO is issued by AGWB. Henceforth, pension papers of State Government employees for whom the PPO is issued from AGWB shall be processed by Pension Sanctioning Authorities (Head of Office) on and from 1.11.2018 through Exit Management sub-module of HRMS.

3.   However, manual processing of pension papers shall continue for State Government Employees who has retired before introduction of HRMS Module and for employees who do not have Unique ID in HRMS, until further orders.

4.   Guidelines in this regard are available in the "Guidelines" section of IFMS portal.

5.   Necessary amendments in respective Rules shall be made in due course.

(H.K. Dwivedi)
Additional Chief Secretary to the
Government of West Bengal