



**PBC No:235 / 2023**

**RBE No: -----**

**दक्षिण रेलवे Southern Railway**  
**प्रधान मुख्य कार्मिक अधिकारी कार्यालय**  
**Office of the Principal Chief Personnel Officer**  
**प्रधान कार्यालय, कार्मिक विभाग, चेन्नै-600003**  
**Headquarters, Personnel Department, Chennai-600003**

सं/No: P(R) 420 /P/Vol.IX

दिनांक/Dated:07.12.2023

All PHODs/ DRMs/ CWMs/ CEWE/ CAO/ CPM/ PDA/ Dy.CPOs/ Sr.DPOs/ Secy to GM,  
Chairman/RRB/MAS,TVC, Addl.Registrar/RCT/MAS, Secretary/RRT/MAS,  
Principal MDZTI/TPJ, SRCETC/TBM, ZETTC/AVD,  
DPOs/SPOs/WPOs/APOs of HQ/Divisions /Workshops/Units.

**विषय/Sub : Facility for applying through Mobile App of HRMS.**

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A copy of Railway Board's letter No. PC-VII/2023/HRMS/15 dated 04.12.2023 on the above subject is enclosed for information, guidance and necessary action.

**ROJA MURALI**

Digitally signed by ROJA MURALI  
Date: 2023.12.07 12:48:40 +05'30'

**सहायक कर्मचारी संबंधी अधिकारी/Asst. Personnel Officer / IR & Trg.**

**कृते प्रमुकाधि/For Principal Chief Personnel Officer**

प्रतिलिपि/Copy to: The General Secretary/SRMU

The General Secretary/AISCTREA

The General Secretary/AIOBCREA

The General Secretary/NFIR

IT Section/PB/HQ - to upload in the SR website.

**GOVERNMENT OF INDIA (भारतसरकार)**  
**MINISTRY OF RAILWAYS (रेलमंत्रालय)**  
**RAILWAY BOARD (रेलवेबोर्ड)**

File No. PC-VII/2023/HRMS/15

New Delhi, Dated : 04/12/2023

To,

**General Managers,  
All Indian Railways  
(As per standard mailing list)**

**Sub : Facility for applying for Leave through Mobile App of HRMS**

Leave Module of HRMS was launched w.e.f. 01.08.2023, for digitizing the process of leave .

2. In order to further improve the user interface for employees, facility for applying for certain types of leave have been provided in the Mobile App of HRMS with immediate effect.
3. It may be noted that as of now, the mobile app feature will only be available for applying the leave and process of sanction needs to be done either through web portal 'HRMS or through mobile browser.
4. It may also be noted that Mobile App is currently only available in the Android version not in IOS version due to certain technical reasons.



(V. G. Bhoema)  
Additional Member (HR)  
Railway Board  
Email : [pedhr66@rb.railnet.gov.in](mailto:pedhr66@rb.railnet.gov.in)  
Ph: 011-47847174

File No. PC-VII/2023/HRMS/15

New Delhi, Dated : /12/2023

**Copy forwarded to :-**

1. PFAs All Indian Railways, PUs, NFR(Const)
2. The Principal, National Academy of Indian Railways, Vadodara.
3. The General Manager, CORE/Allahabad
4. The Director General, RDSO, Lucknow,
5. The General Manager and FA&CAO, Metro Railway
6. The CAO and PFA, COFMOW/New Delhi
7. The CAO(Const), MTP(R)/Mumbai
8. The CAO(MTP(R) Chennai
9. The Director, CAMTECH/Gwalior

cont./-

10. The Director (a) IRTEEN, Nasik, (b) IRICEN, Pune (c) IRIMEE, Jamalpur (d) IRISSET, Secunderabad
11. The Managing Directors RITES, IRCON, CRIS, IRFC, CONCOR, RVNL, DFCCIL, KRCL.
12. The Chairman-cum-Managing Director, Konkan Railway Corporation, New Delhi.
13. The Pay & Accounts Officer, Railway Board, Rail Bhawan, New Delhi.
14. The General Secretary, IRCA/New Delhi.
15. The Commissioner, Railway Safety, Lucknow.
16. Executive Director (Finance), RDSO, Lucknow.
17. The Chairman, RCC Lok Sabha Secretariat, New Delhi.
18. The Chairman, RRT, Chennai.
19. The Chairman, RCT.
20. The Chairman RRB/Ajmer, Ahmedabad, Allahabad, Bangalore, Bhopal, Bhubaneswar, Chandigarh, Chennai, Calcutta, Jammu, Gorakhpur, Guwahati, Malda, Mumbai, Muzaffarpur, Patna, Ranchi, Secunderabad and Trivandrum.
21. The Editor, 'Bhartiya Rail'.
22. The Editor, 'Indian Railways'.
23. The Chairman, Passenger Services Committee.
24. The Chairman, Passenger Amenities Committee.
25. The C.A.O. (A) MTP (G)/ Mumbai (B) MTP (G)/Chennai.
26. Office of the Chief Project Administrator (Telecom), Indian Railway Central Organisation for Telecom Consultancy, Shivaji Bridge, New Delhi.
27. The Chief Mining Advisor, Ministry of Railway, Dhanbad.
28. The C.A.O. (Const.), Central Railway, Mumbai.
29. The Director (Movement) Railways/Calcutta.

File No. PC-VII/2023/HRMS/15

New Delhi, Dated :04/12/2023

**Copy forwarded to:-**

1. The General Secretary, AIRF, Room No. 253, Rail Bhawan
2. The General Secretary, NFIR, Room No. 256 E, Rail Bhawan
3. Copy to all members of the National Council, Departmental Council and Secretary Staff Side, National Council, 13-C, Ferozshah Road, New Delhi (with 40 spares)
4. The Secretary General, Federation of Railway Officers' Association.
5. All India SC/ST Railway Employee's Association, Room No. 7, Rail Bhawan.
6. All India O.B.C. Railway Employee's Federation, Room No. 48, Rail Bhawan
7. The Secretary General, AIRPFA, Room No. 256-D, Rail Bhawan.
8. The Secretary General, Indian Railway Promotee Officers Federation
9. The Secretary, Railway Board Secretariat Service, Group 'A' Officers Association.
10. The Secretary, RBSS Group 'B' Officers Association.
11. The Secretary, Railway Board Ministerial Staff Association.
12. The Secretary, Non-Ministerial Staff Association (Railway Board).

  
For Principal Executive Director/IR  
Railway Board

**Copy to:-**

PSOs/Sr.PPSs/PPSs/PSs/PAs to:-

MR, MoSR(D), MoSR(J), CRB & CEO, MF, MI, M(Tr. & RS), M(Op. & BD), DG/RHS, DG/RPF, DG (Safety), Advisor/MR, OSD/MR, OSD/Co-ord/MR, Addnl. PS/MR, Addnl. PS/MoSR(J), DPG/MoSR(J), All Additional Members/Advisors/Executive Directors/Joint Secretaries.

All branches of Railway Board.