



DELHI DEVELOPMENT AUTHORITY
PERSONNEL DEPARTMENT
PERSONNEL MANAGEMENT INFORMATION SYSTEM CELL
VIKAS SADAN, NEW DELHI-110023

निदेशक (प्रणाली) दि.वि.प्रा.
डायरी नं. 2/06
दिनांक 2/10/22

No. F11(Misc)/Corr./18/PMIS/e-HRMS/ 137

Dated: 06.10.2022

CIRCULAR

Sub: - Implementation of Leave Travel Concession (LTC), Child Education Allowance (CEA) and Tour modules for Housing Establishment in e-HRMS application.

The subject modules have already been made live for the employees of Vikas Sadan, excluding Housing-Establishment.

2. As the above-mentioned modules are ready for Housing Establishment as well, it has now been decided that all Groups-A, B, C & D officers/ officials of Housing Establishment shall apply for allowances/reimbursements/approvals in respect of LTC, CEA and Tours electronically through e-HRMS portal only w.e.f 10th October, 2022.
3. Further, the employees of the Housing Establishment who have not yet verified and authenticated their digitized Service Books are requested to visit the verification Centre, Room No. F-4, B Block, Ground Floor, Vikas Sadan, INA, New Delhi-110023 to create their e-HRMS accounts, as no offline/physical requests will be entertained henceforth.
4. This issues with the approval of Competent Authority.

(Signature)
06.10.22

(Pankaj Kumar Bhagat)
Dy. Director (PMIS)

To

1. Commissioner (Housing)
2. All officers/officials of Housing Department

Copy for Kind Information:-

1. OSD to Vice-Chairman, DDA
2. PS to FM/ EM/ Pr. Commissioner (P), DDA
3. PS to Commissioner (P), DDA
4. All HODs/ Commissioners
5. Chief Accounts Officer
6. All Chief Engg.
7. Director (P)-I, II, DDA
8. Director (System), DDA with the request to upload the same on the DDA's website.
9. Notice Board

(Signature)
07/10/22
Sk. Jishi DMS

(Signature)
06.10.22
(Akshay Sharma)
AD (PMIS)