

**DIRECTORATE OF TREASURIES AND ACCOUNTS
ANDHRA PRADESH :: HYDERABAD.**

Circular Memo.no.N1/3776/2009

Dt : 27-05-2011

Sub: T & A department - Certain instructions on employee details into HRMS-reg:

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All the employees are hereby informed that the Government would like to know the employee code no, GPF account no, APGLIF no, mobile phone no, e-mail address, etc of each employee. For that it requires that every employee has to log into the HRMS package and enter the above data at <http://110.234.140.71>

The DDOs are informed that if the above information is furnished the treasury would be able to send SMS messages to the employees about the GPF balances, CPS uploads, Insurance deductions and other information from time to time. All the employees may be informed accordingly.

It is also informed that whenever the employees log in, the system would ask for user ID and password. Here the employee ID itself is the User ID. At the time of first log in the employee can give a new password of his choice. He should remember that and use the same password when he visits the website next time. After he logs in, a screen would appear where he has to give the following information.

1. GPF/PRAN No
2. APGLI No.
3. PAN No.
4. Mobile No.
5. e mail ID.

It is not necessary that every item shall be filled in. the above information would be stored in the database for future use.

SD/- N.C.NAGARJUNA REDDY

DTRECTOR (T&A)

True Copy Attested

**Punna Kumar
General Secretary**