

MOST URGENT/TIME BOUND

Shiksha Shimla (5-2) PMIS 3/2015
O/o Dy. Director Higher Education
District Shimla H.P. U.S. Club Shimla-171001
Web Site: - ddheshimla.com,
E-mail:- ddheshimla@rediffmail.com
Dated, Shimla the Sep, 2019



To

All the Principal/ Headmaster /BEE0,
GSSS/GHS and BEE0
Distt. Shimla HP

Subject: -

Updation of e-salary code in PMIS and database cleaning.

Memo,

This is with reference to the Director of Elementary Education Himachal Pradesh, Shimla-01 office letter No. EDN-4(ELE) IT/PMIS-1/2017-18 dated: 12th September 2019 on the subject cited

You are aware, that department of Elementary and Higher Education are actively working and monitoring the progress on updation of online e-service books of teachers on the "Manav Sampada portal". The Department is now linking the PMIS Code and e-salary Code of all the teachers.

In this context, you are requested to update the e-salary Code of all employees in PMIS portal before 20.09.2019 positively. If any employee is transferred during the period w.e.f 01.08.2019 to 21.09.2019 the DDO/Controlling officer from which they said employee is transferred, will be responsible for updation of e-salary code. Kindly note that the e-service books of employees without e-salary code on the PMIS software will be deleted from the backend after 20.09.2019. In case, the same e-salary code is written for more than one employee, code of only one concerned employee will be kept in the portal and the entries of rest of employee under that code be deleted. E-salary code of retired employee is not to be entered in the portal. You are therefore requested to be very careful in updating the correct e-salary code of employees and only do it for valid entries.

Confirmation by respective DDOs/Controlling officers to the effect the updation of e-salary code of all employees is requested to be given on pmis.dee@gmail.com by 20.09.2019. Tutorial link for DDOs/Controlling offices who will update the e-salary code on PMIS portal is given as <https://bitly/2UdS6oy>

You are therefore directed to adhere to the above instructions and time limit carefully. Non compliance of the above instructions will be viewed seriously and action will be **initiated** against the erring officers/official

-sd-
Dy. Director Higher Education,
Distt. Shimla, US Club Shimla-1

Endst. No. Even dated: Shimla-171001 the

Copy to:-

- 1 The Director of Higher Education Himachal Pradesh, Shimla-01 for information pleases.
- 2 The Director of Elementary Education Himachal Pradesh, Shimla-01 for information Please.
- 3 DA Principals and Headmasters.

4 DA Internal.
5 Nodal Officer IT (Internal) with the request to up lode this letter in the office website.
6 Guard file.

Sharma
Dy. Director Higher Education,
Distt. Shimla, US Club Shimla-1