

# CENTRAL RAILWAY

SOLAPUR DIVISION

## RailSathi



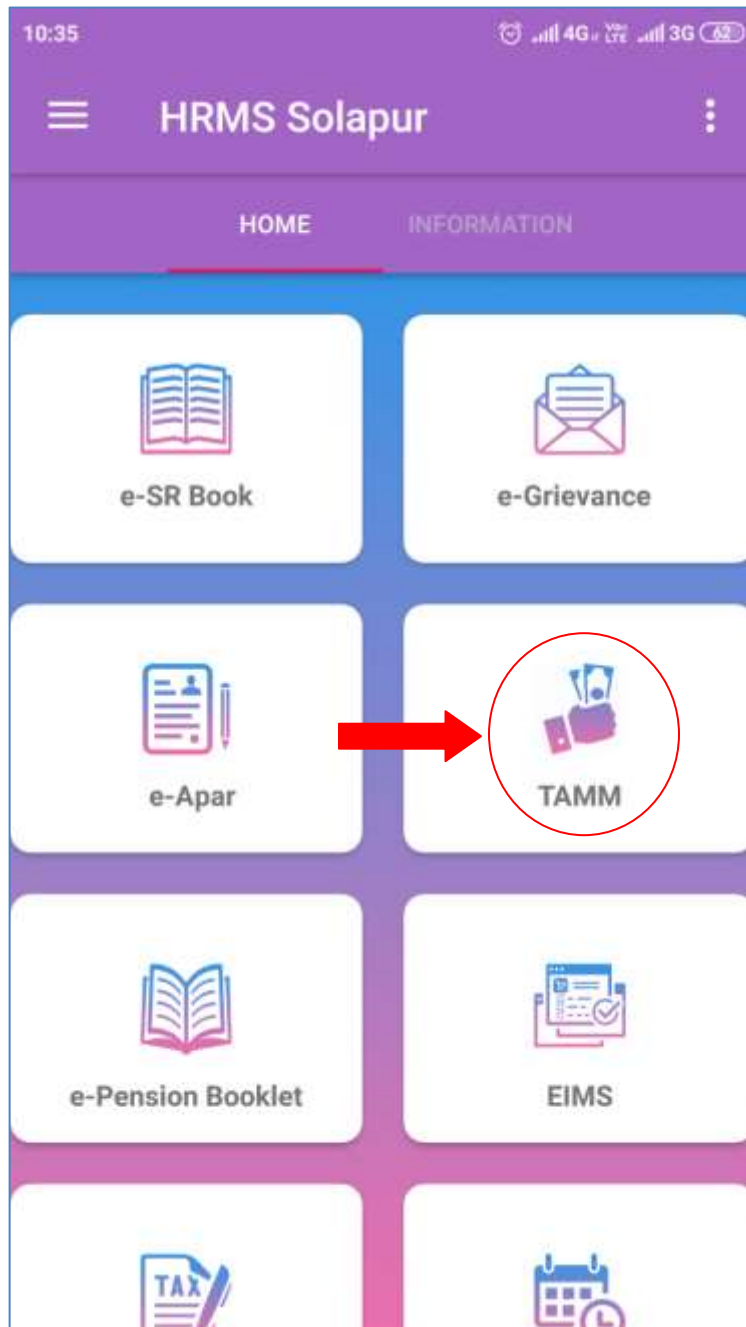
HUMAN RESOURCE MANAGEMENT SYSTEM

(HRMS)

TAMM

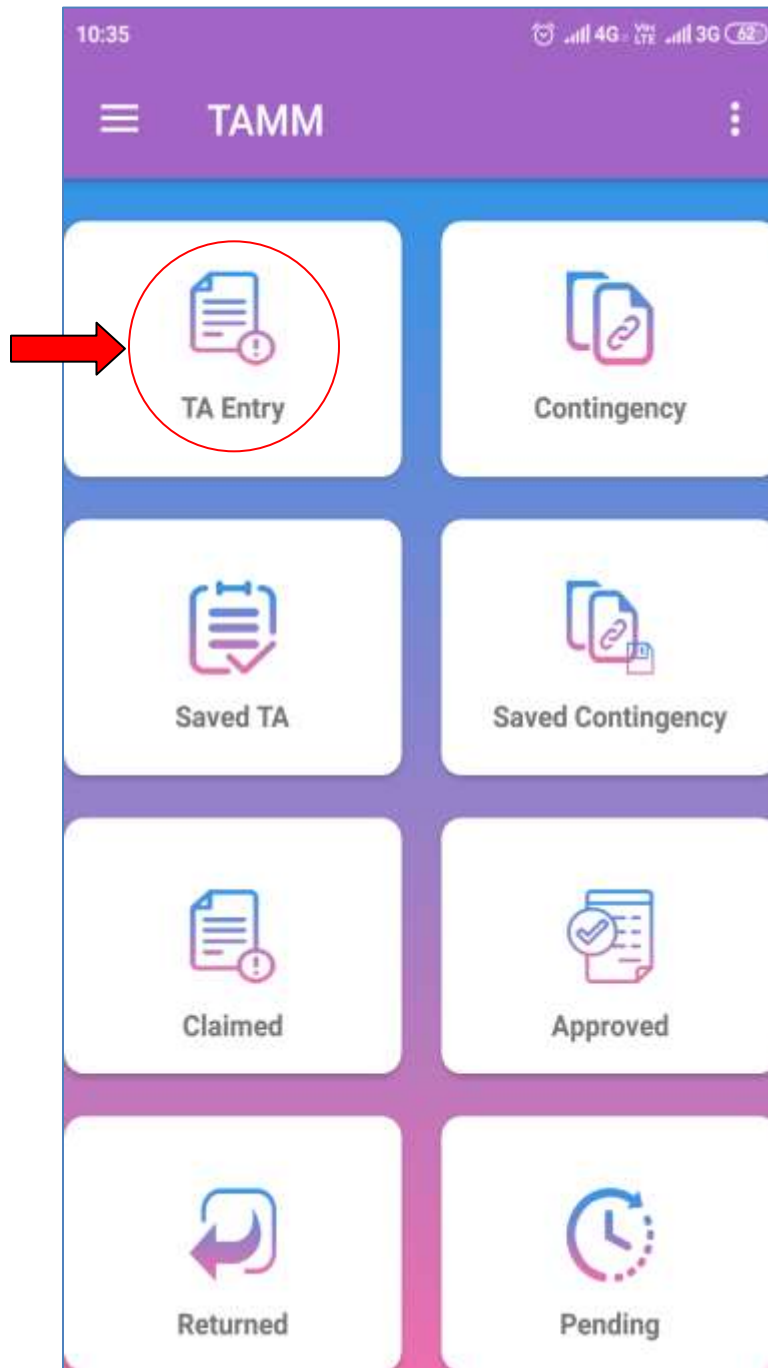
**Step 1:** After successful login, you will see the dashboard that contains all modules (Fig- 1).

**(Fig- 1)**



**Step 2:** After Clicking on TAMM tab as shown in above Fig(1) it will redirect to TAMM Dashboard page as shown in Fig(2).

**(Fig- 2)**



1. After clicking on above arrow the page will redirect to TA Entry Form.(Fig-2.1)  
(Fig-2.1)

The screenshot shows a mobile application interface for 'TA Entry'. The status bar at the top displays the time 10:35, 4G and 3G network signals, and a battery level of 62%. The app's title bar is purple and contains the text 'TA Entry'. The form itself is white and contains several input fields and dropdown menus. The fields are arranged in a vertical sequence: 'Month' with a 'Select Month' dropdown, 'Token (Pass)' with a red underline, 'Date' with a 'Select Date' dropdown, 'Journey Type' with a dropdown menu showing 'Train', 'Journey Purpose' with a dropdown menu showing 'On Duty', 'Train No', 'Depart Station', 'Depart Time', 'Arrival Station', 'Arrival Time', 'Distance(K.M)', and 'Objective'. Each of these fields has a corresponding input line. At the bottom of the screen, there is a solid blue horizontal bar.

10:35 4G 3G 62%

### TA Entry

Month  
Select Month

Token (Pass)  
Date  
Select Date

Journey Type  
Train

Journey Purpose  
On Duty

Train No

Depart Station  
Depart Time

Arrival Station  
Arrival Time

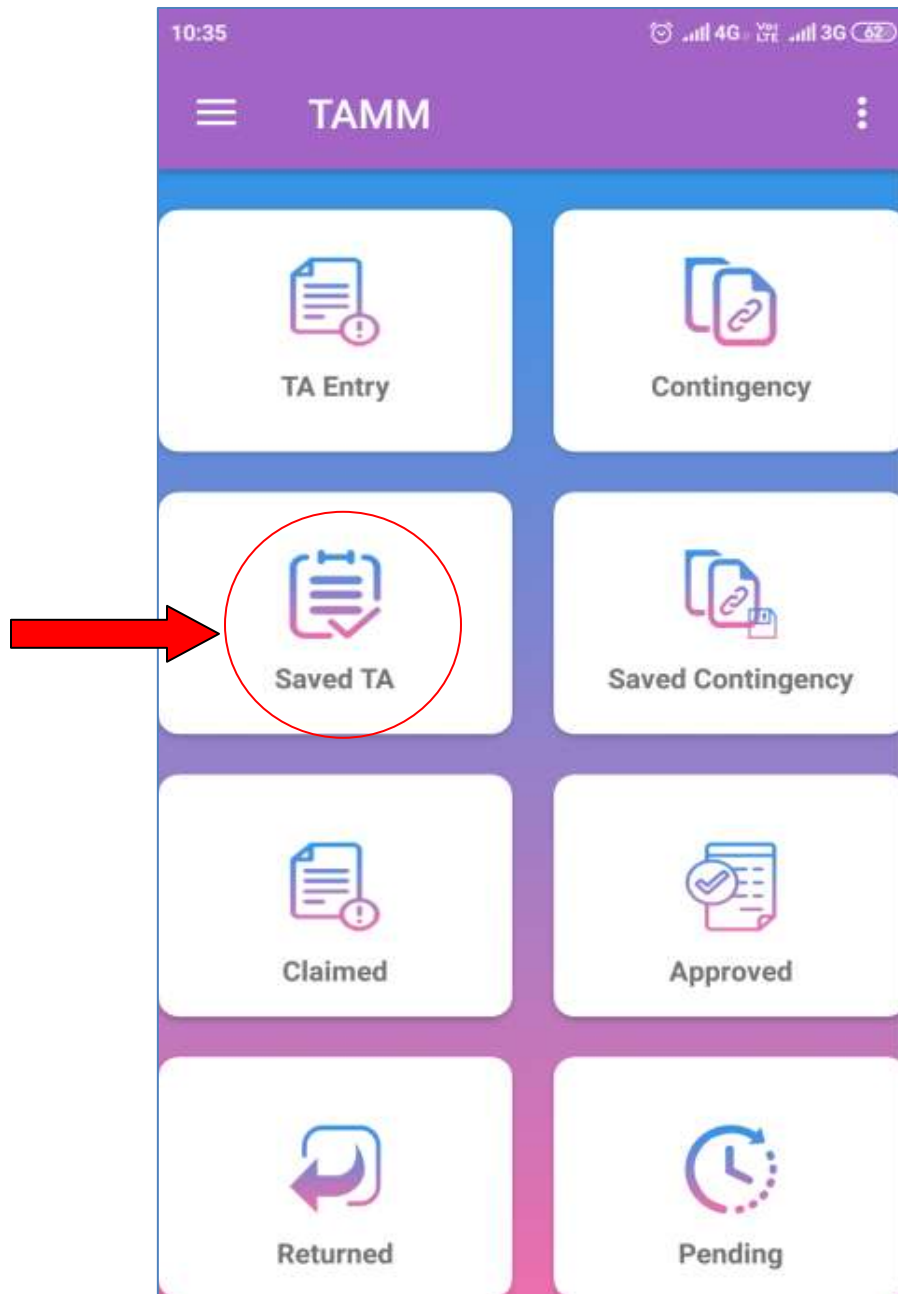
Distance(K.M)

Objective

2. Select a month which you want to claim TA with Token or Card
3. Select or fill the Date, Journey Type, Train No, Depart Station, Depart Time, Arrival Station, Arrival Time, Distance and other.
4. To add a new row click on “Add Row” Button.
5. Give an Objective for claiming TA form.
6. When your Source Station and Destination Station is same, then “Submit” Button will appear. Submit TA by clicking submit Button

**Step 3:** To view saved/unforwarded TA list click on saved Ta tab as shown in fig-3.

**(Fig - 3)**



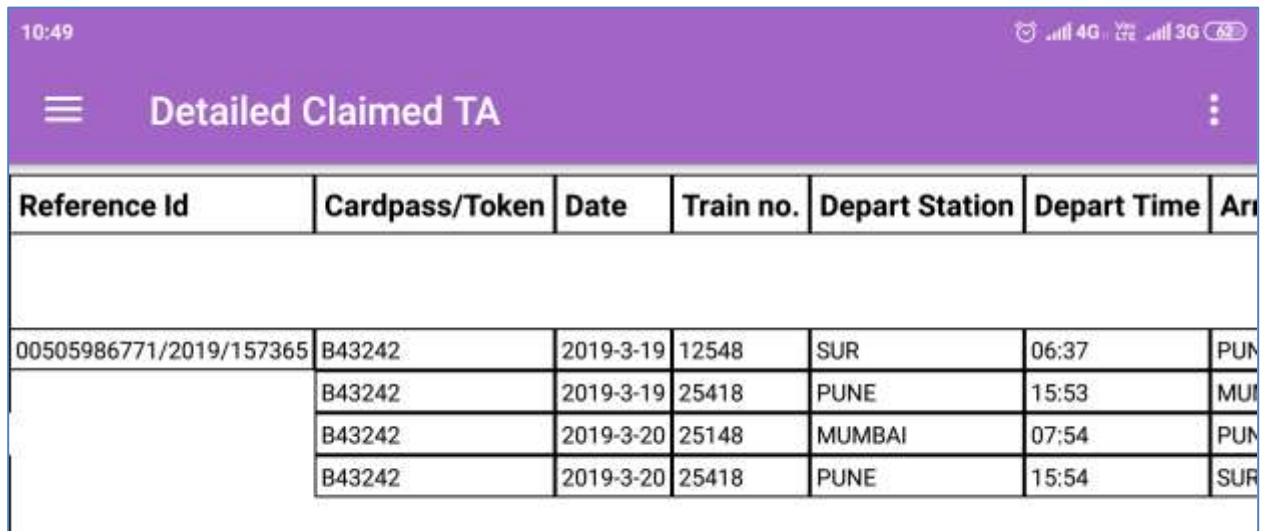
**Step 4:** After Clicking on Saved TA tab below (fig-4) will open. To view detailed TA moments click on particular Ref Id as shown in (fig-4.1).

(Fig -4)



Ref Id	Year	Month	Total Dist	Total
00505986771/2019/157365	2019	3	0	1600
00505986771/2019/186097	2019	4	0	720
00505986771/2019/308221	2019	3	0	18160
00505986771/2019/447581	2019	5	264	1600
00505986771/2019/476165	2019	4	0	49600
00505986771/2019/476983	2019	05	0	3200
00505986771/2019/770789	2019	4	0	3440
00505986771/2019/792941	2019	3	0	800
00505986771/2019/913190	2019	2	0	1600

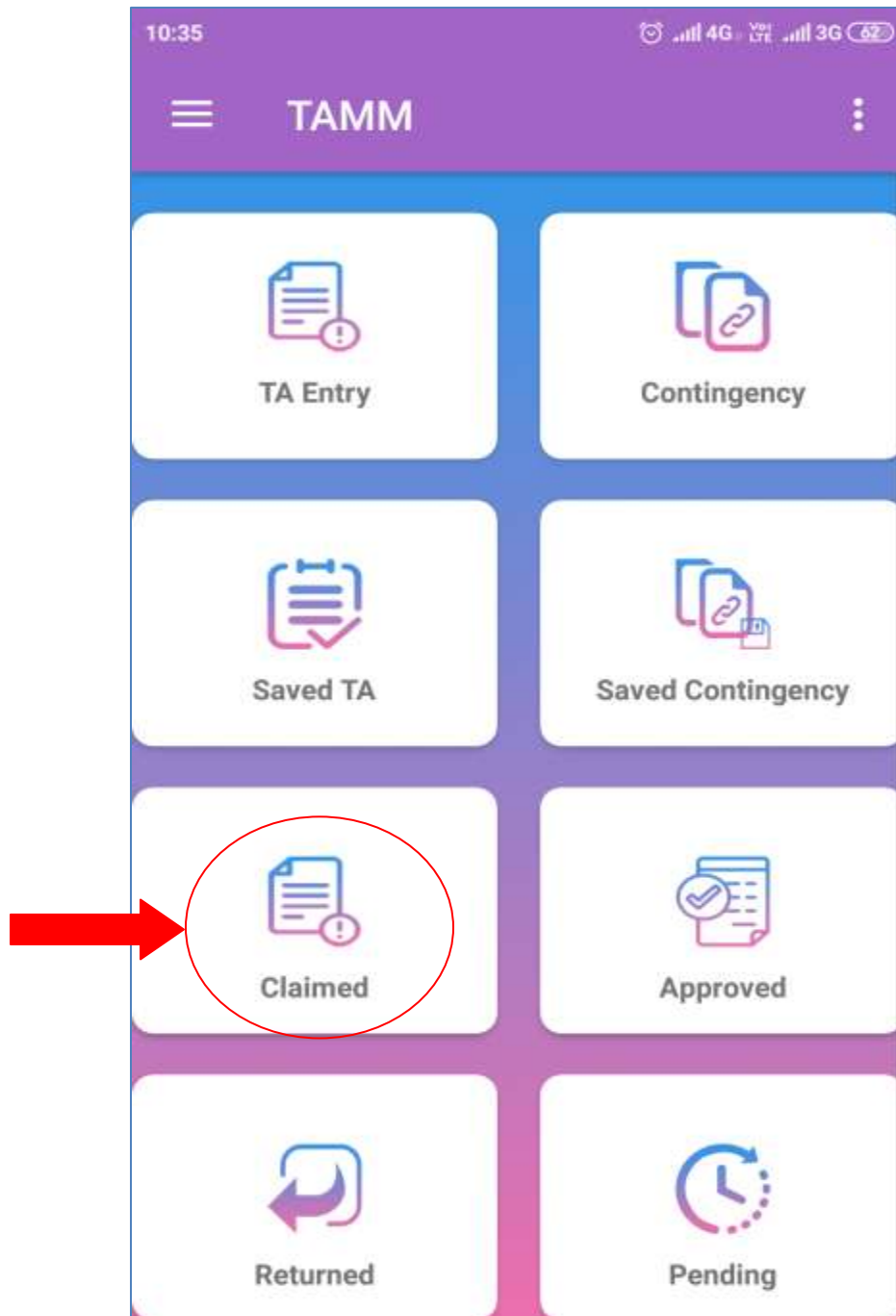
(Fig -4.1)



Reference Id	Cardpass/Token	Date	Train no.	Depart Station	Depart Time	Arr
00505986771/2019/157365	B43242	2019-3-19	12548	SUR	06:37	PUN
	B43242	2019-3-19	25418	PUNE	15:53	MUM
	B43242	2019-3-20	25148	MUMBAI	07:54	PUN
	B43242	2019-3-20	25418	PUNE	15:54	SUR

**Step 5:** To view Claimed/forwarded TA list click on Claimed TA tab as shown in (Fig-5)

**(Fig - 5)**





**Step 6:** After Clicking on Claimed TA tab below (fig-6) will open. To view detailed TA moments click on particular Ref Id as shown in (fig-6.1).

(Fig – 6)



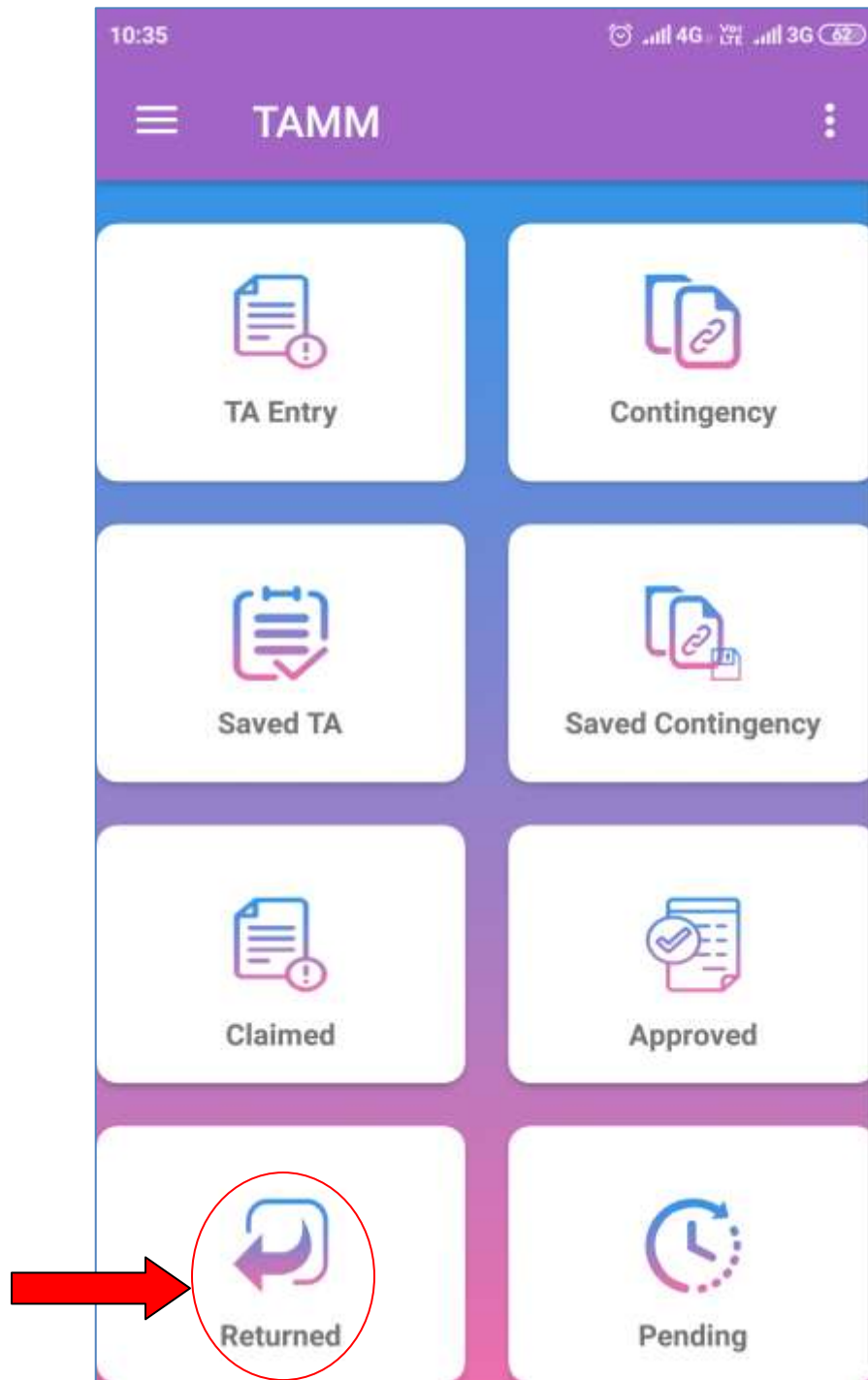
Ref Id	Year	Month	Total Dist	Total
00505986771/2019/770661	2019	03	0	18160

(Fig-6.1)



Reference Id	Cardpass/Token	Date	Train no.	Depart Station	Depart Time	Arrival
00505986771/2019/770661	E 093791	04/03/2019	12627	SOLAPUR	07:40	BH
	E 093791	18/03/2019				
	E 093791	26/03/2019	11040	BHUSAWAL	16:50	
	E 093791	27/03/2019	11040			DA
	E 093791	27/03/2019	11027	DAUND	05:05	SO
	E 093791	05/03/2019				
	E 093791	06/03/2019				
	E 093791	07/03/2019				
	E 093791	08/03/2019				
	E 093791	09/03/2019				
	E 093791	10/03/2019				

**Step 7:** To view Returned/Rejected TA list click on Returned TA tab as shown in (Fig-7)



**Step 8:** After Clicking on Returned tab below (fig-8) will open. To view detailed TA moments and reason for rejectecting click on particular Ref Id as shown in.

**(Fig-8)**



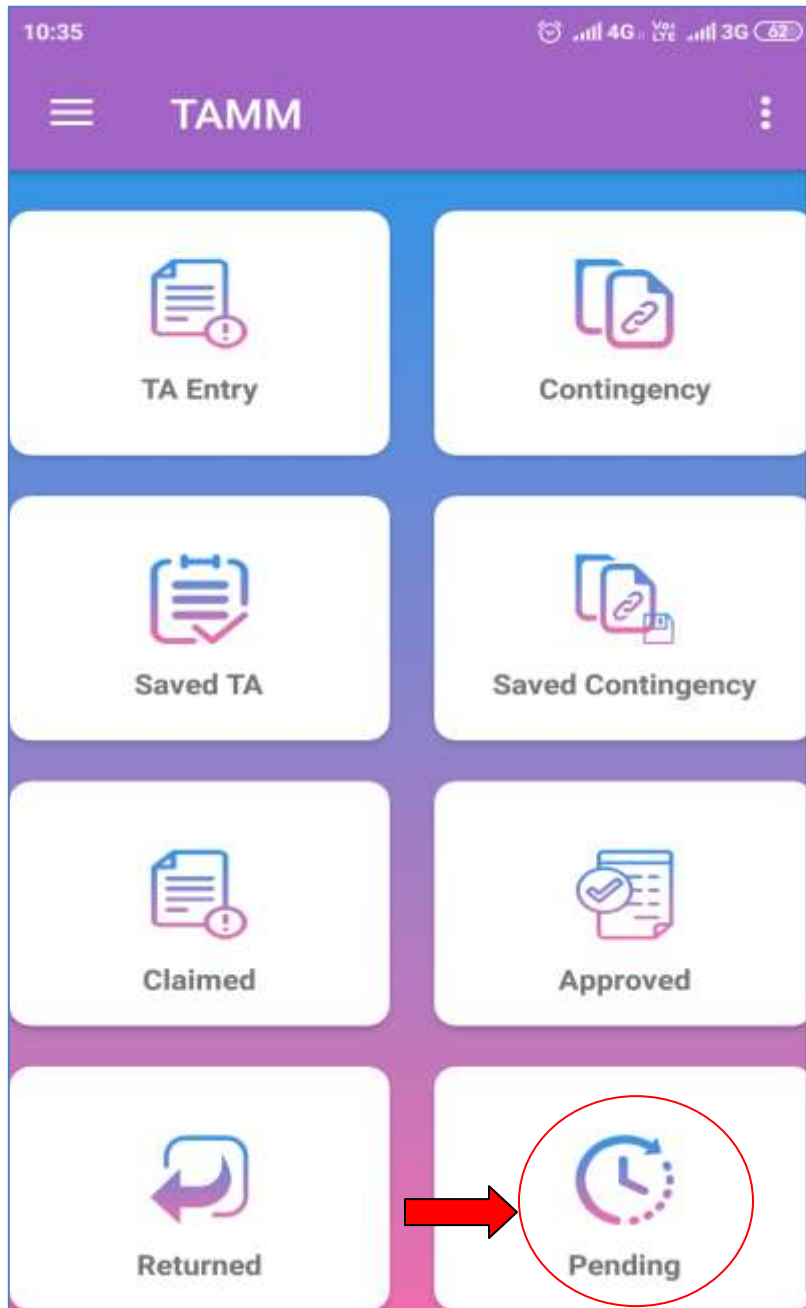
Ref Id	Year	Month	Total Dist	Total
00505986771/2019/770661	2019	03	0	18160



Reference Id	Cardpass/Token	Date	Train no.	Depart Station	Depart Time	Amount
00505986771/2019/770661	E 093791	04/03/2019	12627	SOLAPUR	07:40	18160
	E 093791	18/03/2019				
	E 093791	26/03/2019	11040	BHUSAWAL	16:50	
	E 093791	27/03/2019	11040			DA
	E 093791	27/03/2019	11027	DAUND	05:05	SO
	E 093791	05/03/2019				
	E 093791	06/03/2019				
	E 093791	07/03/2019				
	E 093791	08/03/2019				
	E 093791	09/03/2019				
	E 093791	10/03/2019				

**Step 9:** To view Pending TA list click on Pending tab as shown in (Fig -9)

**(Fig-9)**



**Step 10:** After Clicking on Pending TA tab below (fig-10) will open. To view detailed TA moments click on particular Ref Id as shown in (fig-10).

**(Fig-10)**



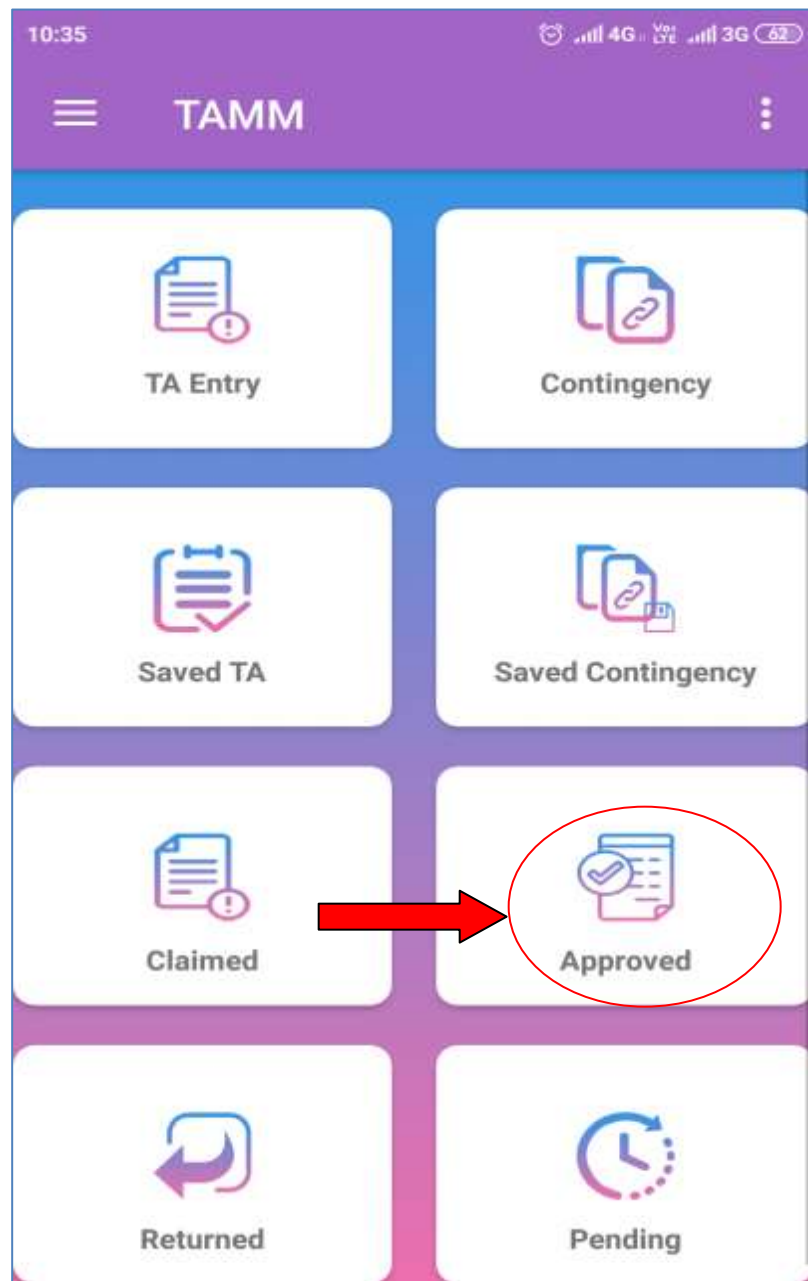
Pending TA				
Ref Id	Year	Month	Total Dist	Total
00505986771/2019/770661	2019	03	0	18160

**(Fig- 10.1)**

Detailed Claimed TA						
Reference Id	Cardpass/Token	Date	Train no.	Depart Station	Depart Time	A
00505986771/2019/770661	E 093791	04/03/2019	12627	SOLAPUR	07:40	BH
	E 093791	18/03/2019				
	E 093791	26/03/2019	11040	BHUSAWAL	16:50	
	E 093791	27/03/2019	11040			D/
	E 093791	27/03/2019	11027	DAUND	05:05	SC
	E 093791	05/03/2019				
	E 093791	06/03/2019				
	E 093791	07/03/2019				
	E 093791	08/03/2019				
	E 093791	09/03/2019				
	E 093791	10/03/2019				

**Step 11:** To view Approved TA list click on Approved tab as shown in (Fig-11)

(Fig-11)



**Step:12:** After Clicking on Approved TA tab below (fig-11.1) will open. To view detailed TA moments click on particular Ref Id as shown in (fig-11.1).

(Fig 11.1)



Ref Id	Year	Month	Total Dist	Total
00505986771/2019/770661	2019	03	0	18160

(Fig 11.2)



Reference Id	Cardpass/Token	Date	Train no.	Depart Station	Depart Time	Amount
00505986771/2019/770661	E 093791	04/03/2019	12627	SOLAPUR	07:40	BH
	E 093791	18/03/2019				
	E 093791	26/03/2019	11040	BHUSAWAL	16:50	
	E 093791	27/03/2019	11040			DA
	E 093791	27/03/2019	11027	DAUND	05:05	SO
	E 093791	05/03/2019				
	E 093791	06/03/2019				
	E 093791	07/03/2019				
	E 093791	08/03/2019				
	E 093791	09/03/2019				
	E 093791	10/03/2019				

## **What is Contingency?**

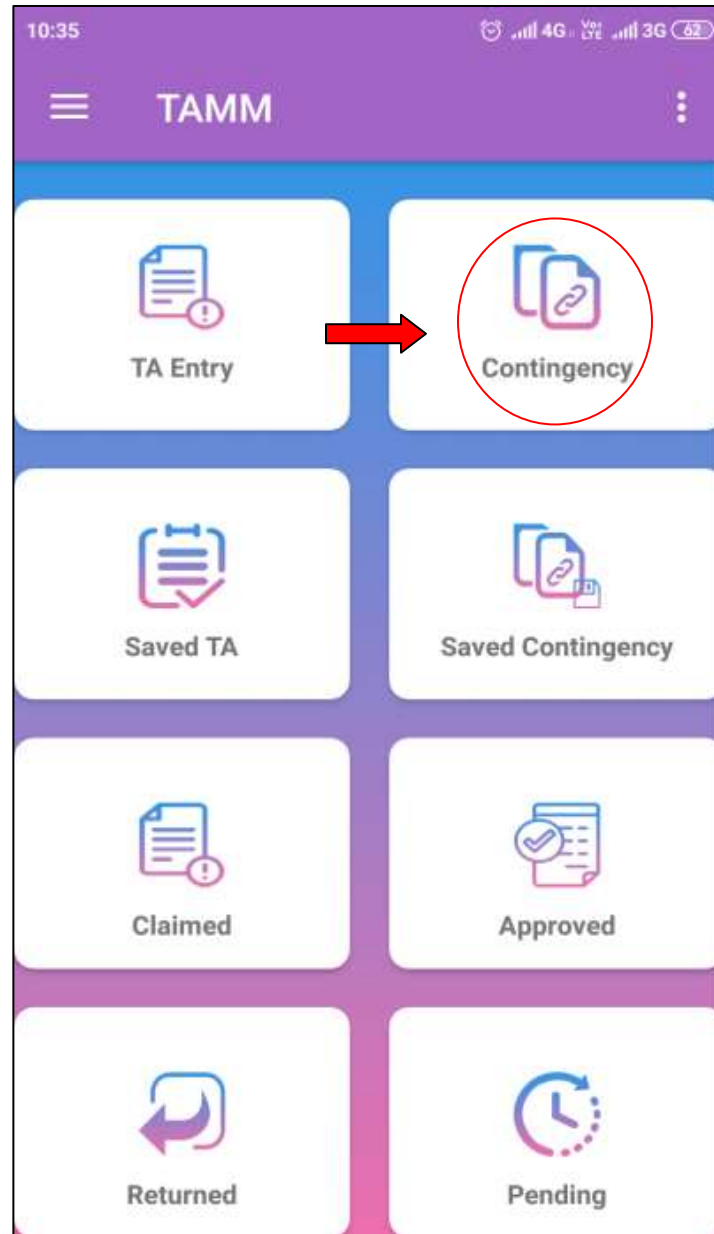
Contingency refers to the money set aside to cover any unforeseen expenses of travel.

## **How to claim Contingency?**

1. To claim to Contingency Click on Contingency tab from TA Dashboard Click on Ref Id it will show the claimed TA details. (Fig-7)
2. Select a month and year which you want to claim.
3. Select or fill the Date, From, To, K.M.S, Rate per KM and Amount.
4. Give an Objective for claiming TA form.
5. To add a new row click on “Add Row” Button.



(Fig – 12)



**Step 13:** After Clicking on Contingency TA tab below (fig-12.1) will open.

**(Fig - 12.1)**

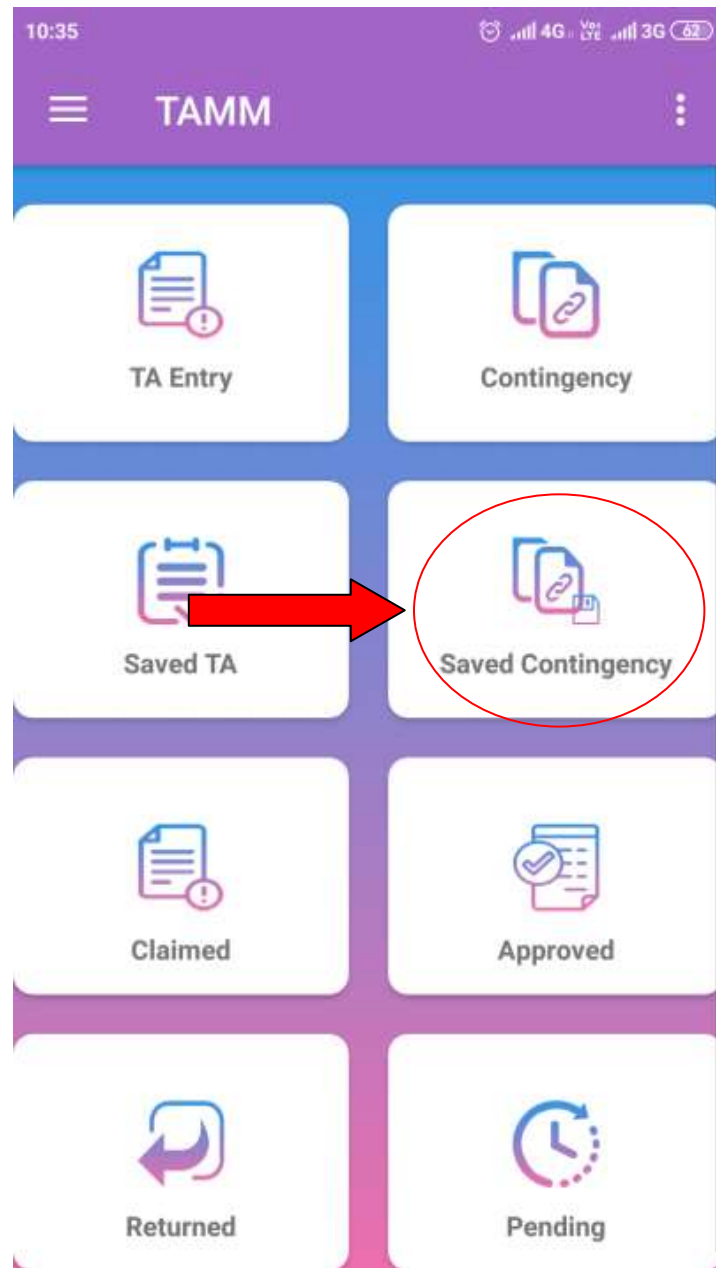
The screenshot shows a mobile application interface with a purple header bar containing a menu icon, the text "TAMM", and a vertical ellipsis icon. The status bar at the top shows the time 10:35, 4G LTE signal, and a 62% battery level. The main content area is white and contains the following elements:

- Select Month**: A label for a month selection dropdown.
- Select Date**: A label for a date selection dropdown.
- From**: A text input field.
- TO**: A text input field.
- K.M.S.**: A text input field.
- Rate Per KM**: A text input field.
- AMOUNT**: A text input field.
- ADD ROW**: A blue button with white text.

At the bottom, there is a table with the following header row:

Date	From	To	K.M.S.	Rate Per KM	AMOUN
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(Fig – 12.2)



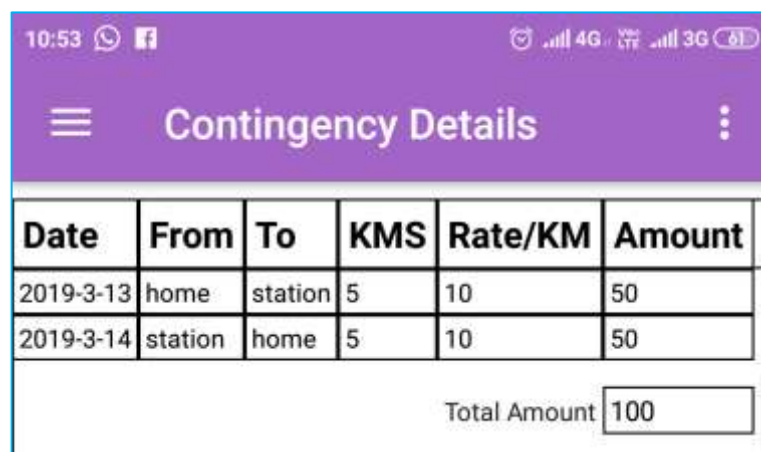
**Step 14:** After Clicking on Saved Contingency TA tab (fig 12.2) will open. To view Detailed TA click on Ref Id as shown in (fig 12.3).

(Fig – 12.3)



Ref No.	Month	Objective	Total A
00505986771/2019/438096	04	DFHGFHG	110
00505986771/2019/148462	3	office stationary	100

(Fig – 12.4)



Date	From	To	KMS	Rate/KM	Amount
2019-3-13	home	station	5	10	50
2019-3-14	station	home	5	10	50

Total Amount 100

















