

# CENTRAL RAILWAY

SOLAPUR DIVISION

## RailSathi



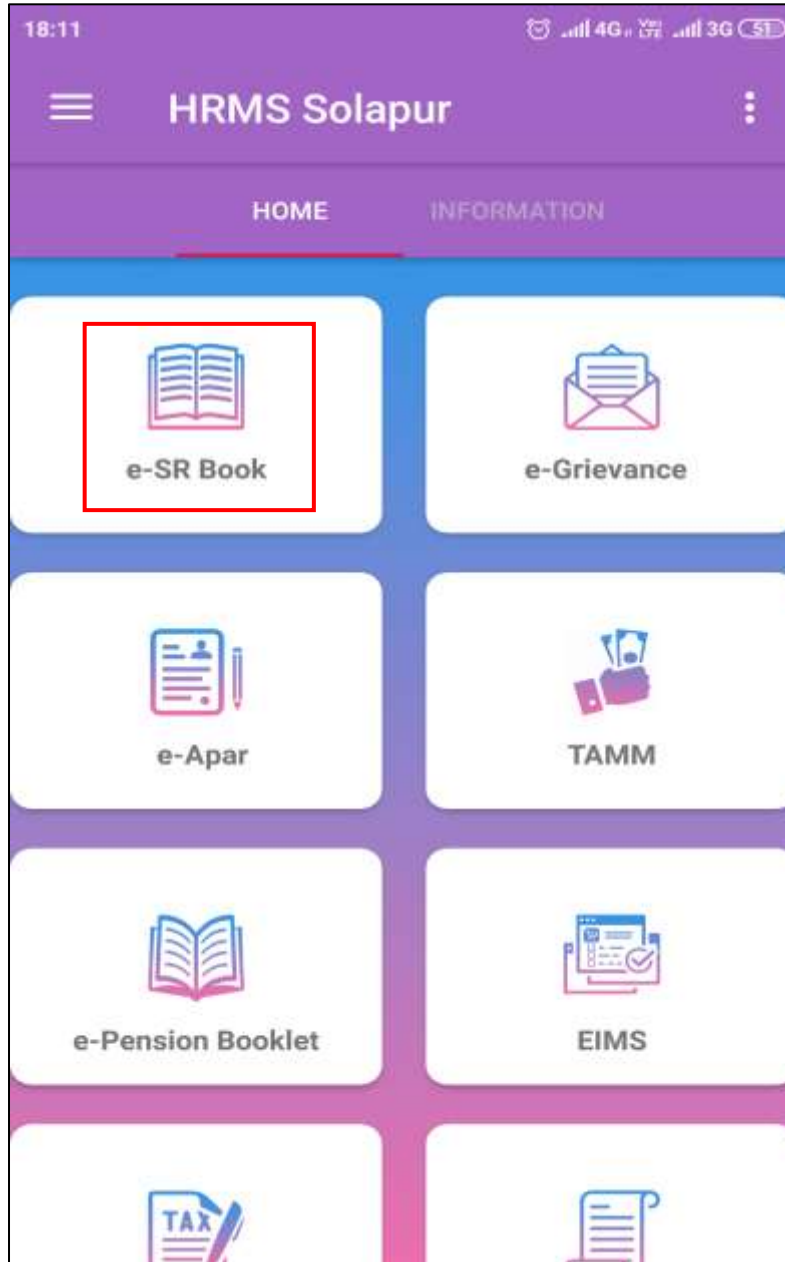
**HUMAN RESOURCE MANAGEMENT SYSTEM**

**(HRMS)**

**e-SR**

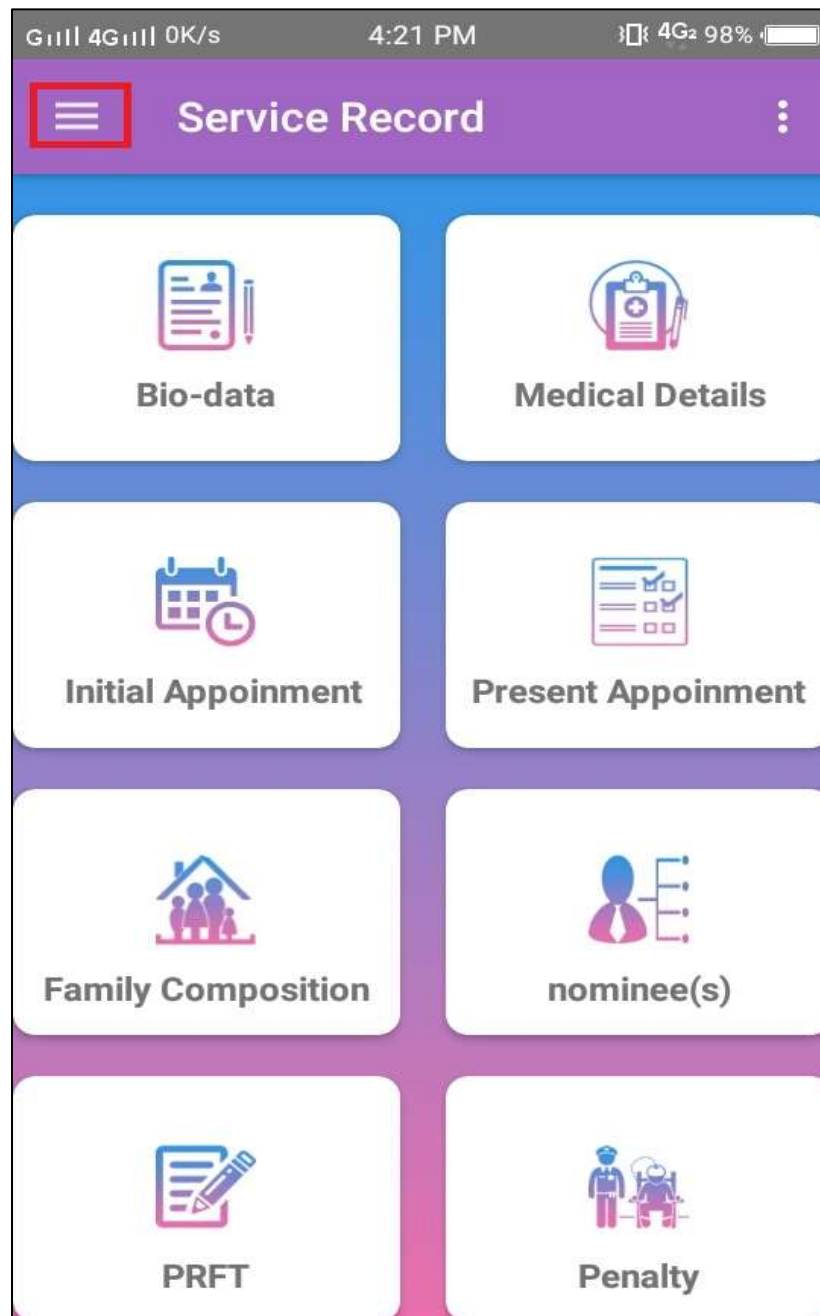
**STEP – 1:** After successful login, you will see the dashboard that contains all modules .Click on **e-SR Book** to see all service records (Fig- 1)

(Fig- 1)

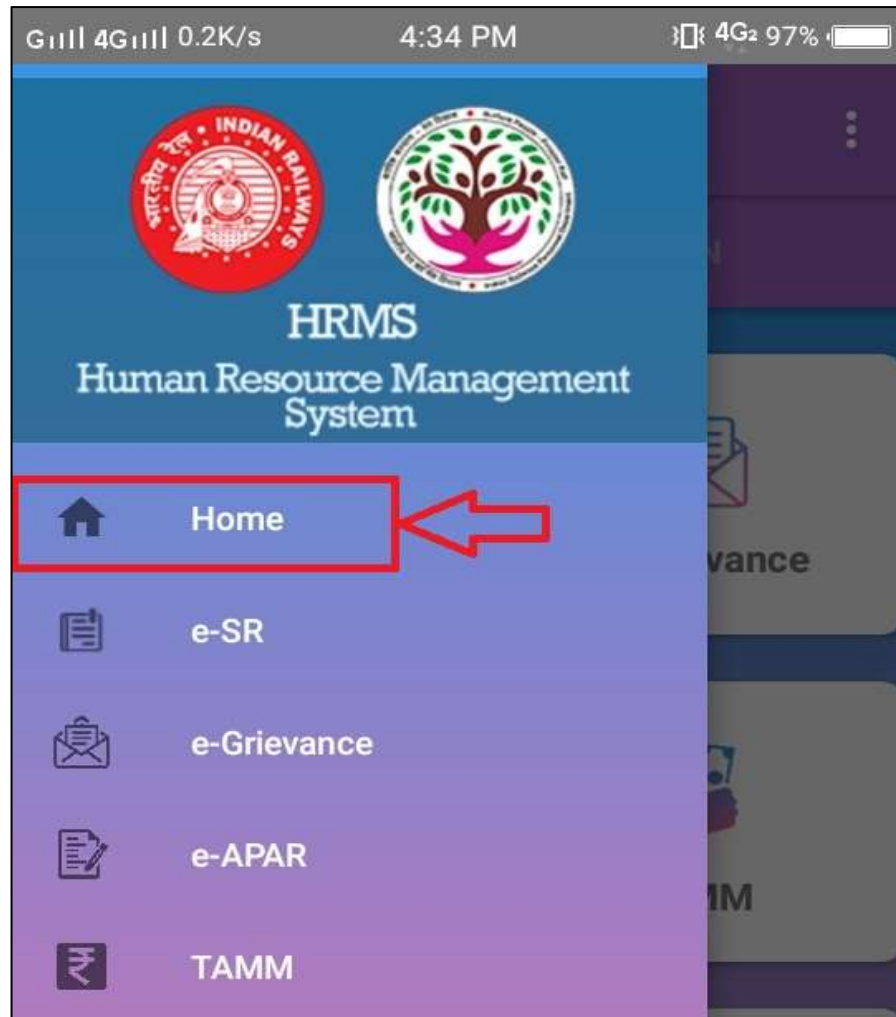


**Step 2:** When you click on e-SR Book, e-SR dashboard will get displayed (Fig- 2).If you want to get back to the home page, press **back key** of your phone OR go to navigation bar by clicking on three lines given at the top of the left corner of the page. From navigation bar click on **Home** to go to home page (2.1).

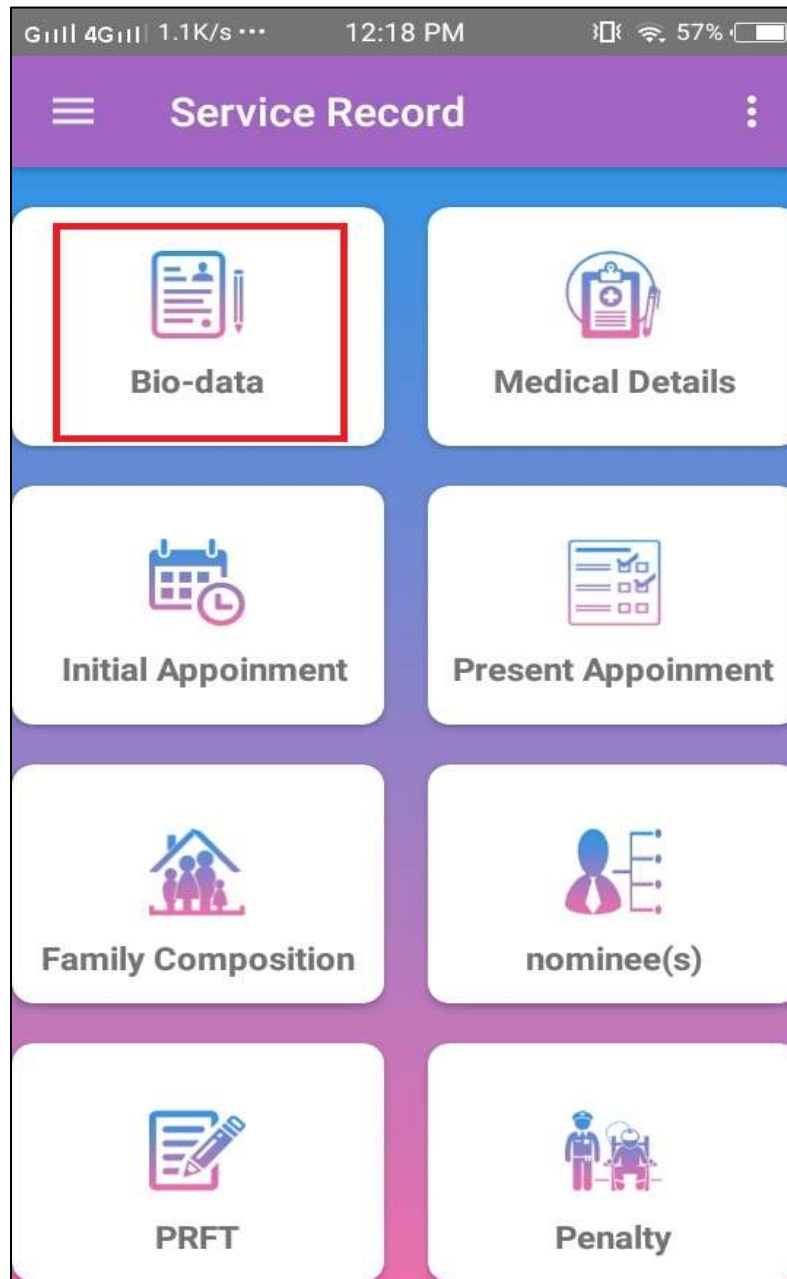
(Fig- 2)



(Fig- 2.1)



**Step 3:** Click on **Bio-Data** to get the detailed information about your basic information (Fig- 3).



See the image (Fig- 3.1) for Bio-Data page.

(Fig-3.1)

G 4G 0K/s 1:24 PM 4G 51%

☰ BIO DATA ☰



|                          |                      |
|--------------------------|----------------------|
| <b>PF Number</b>         | <b>SR No</b>         |
| 00505986771              | 0107683708           |
| <b>Old PF Number</b>     | <b>Date Of Birth</b> |
| 05986771                 | 05-12-1983           |
| <b>ID Card Number</b>    | <b>Aadhar Number</b> |
|                          | 841734438359         |
| <b>Employee Name</b>     |                      |
| PRANAV PAWADE            |                      |
| <b>Employee Old Name</b> |                      |

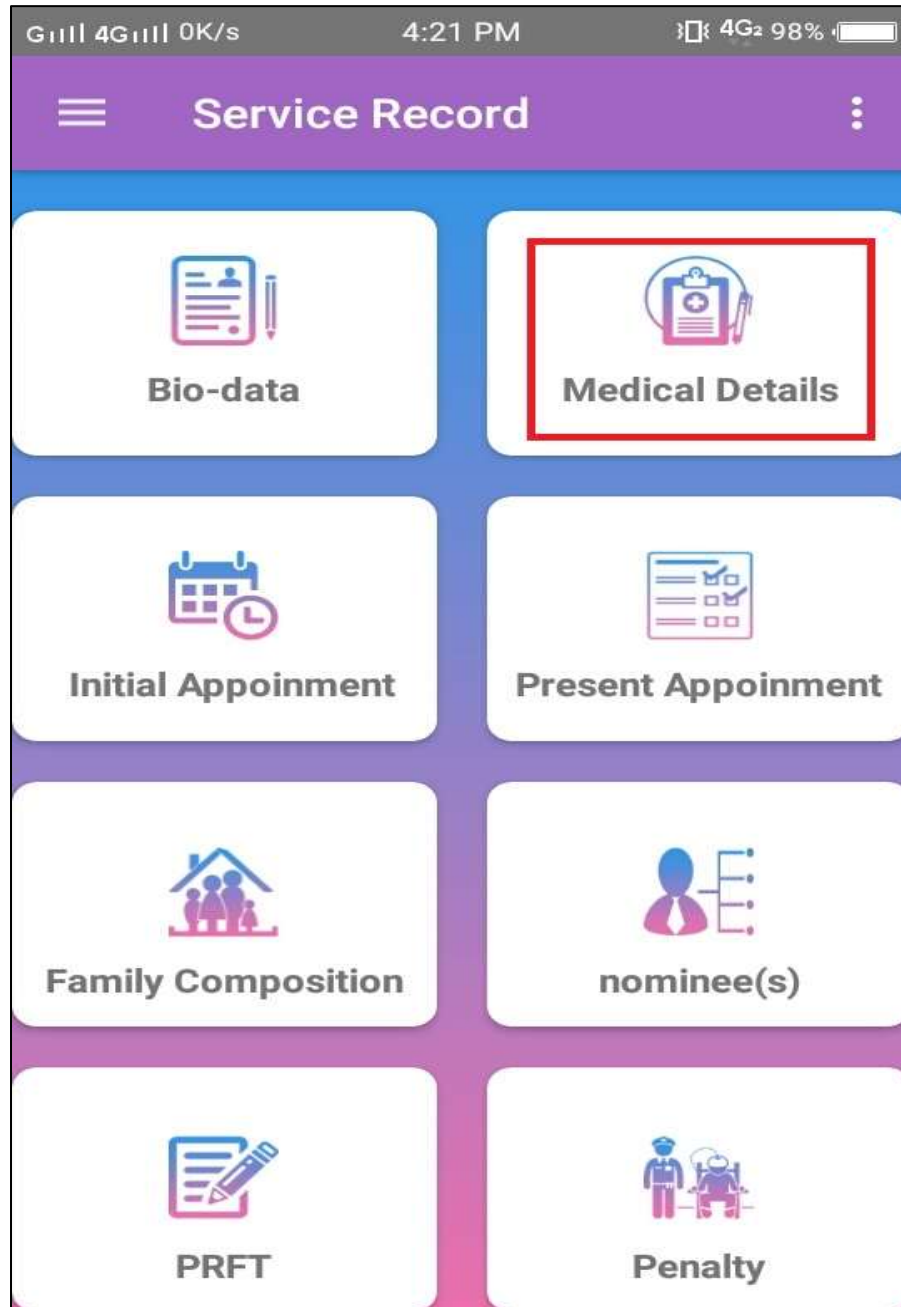
To get back on e-SR Dashboard press Back Key of your mobile OR go to navigation bar by clicking on three lines given at the top of the left corner of the page from navigation bar click on **e-SR** (Fig- 3.2).

(Fig- 3.2)



**Step 4:** Click on **Medical Details** to get the detailed information about it (Fig- 4).

(Fig- 4)





See the image (Fig-4.1) for Medical Details List.

(Fig-4.1)

The screenshot shows a mobile application interface with a purple header bar labeled 'Service Record'. Below the header, there is a form with the following fields:

| Sr.No         | Type of medical |
|---------------|-----------------|
| 1             | initial         |
| Medical Class | Letter No       |
| B1/B2         | 219640          |
| Letter Date   |                 |
| 11-10-2002    |                 |

A red box highlights the entire form area. A red arrow points to the 'Letter No' field.

**Step 7:** On the page of Medical Details you will see the list of medical details (Fig- 4.1). To see the detailed information click on the particular list. You will see the detailed information about medical details (Fig- 4.2).

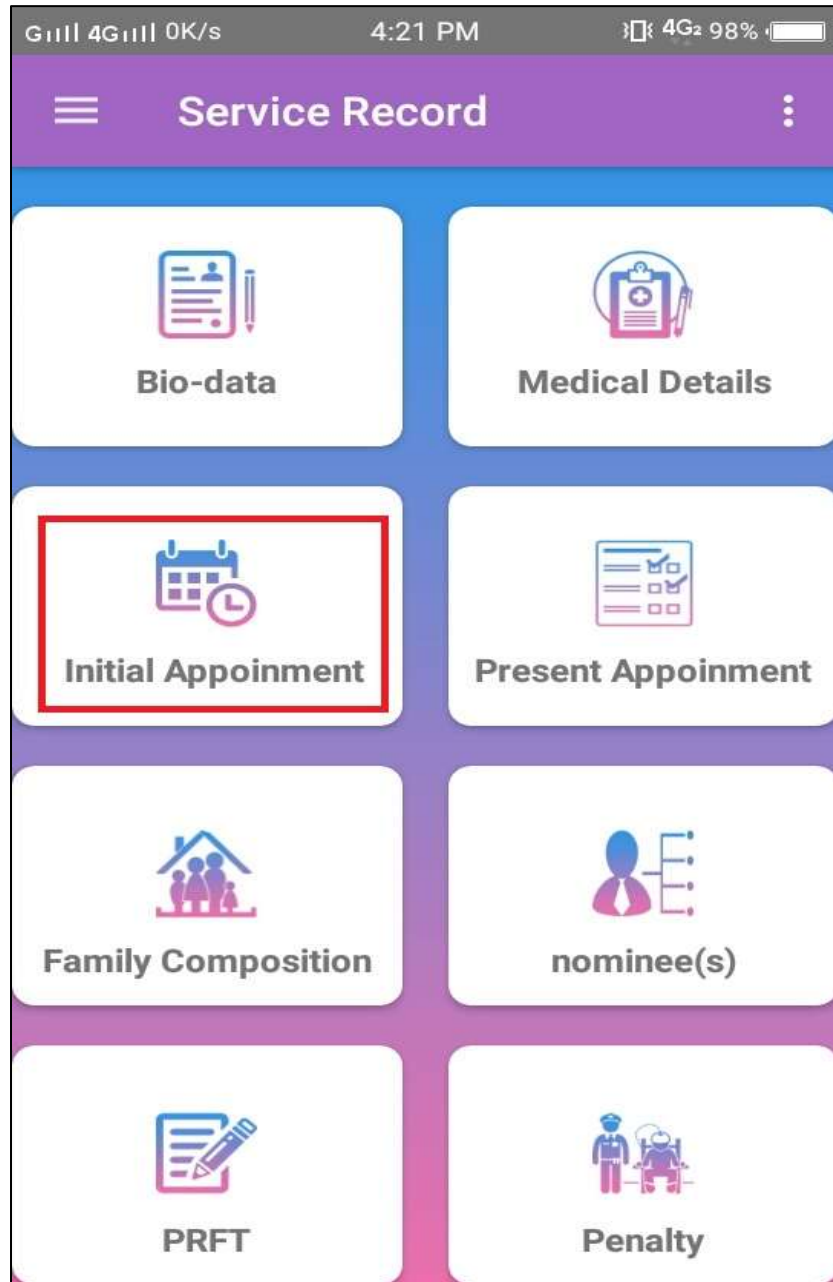
(Fig- 4.2)



The screenshot shows a mobile application interface for 'Medical Details'. The top status bar displays the time 12:51, social media icons for Facebook, Jio, and N, and network status (4G, 3G) with a battery level of 84%. The app's header is purple with a hamburger menu icon on the left, the title 'Medical Details' in the center, and a vertical ellipsis icon on the right. The form contains several fields with blue labels and text input areas:

- PF Number:** 00505986771
- Medical Category:** BEE ONE
- PME Schedule Defining Parameters:** (Section header)
- Date of birth:** 05-12-1983
- Appoinment Date:** 03-01-2003
- Designation:** TL FTTER E
- Medical class for PME:** B1/B2
- Type of medical examination:** initial
- Medical Certificate No:** 219640

**Step 5:** Click on **Initial Appointment** to get the detailed information about it  
(Fig- 5).



See the image (Fig- 5.1) for Initial Appointment.

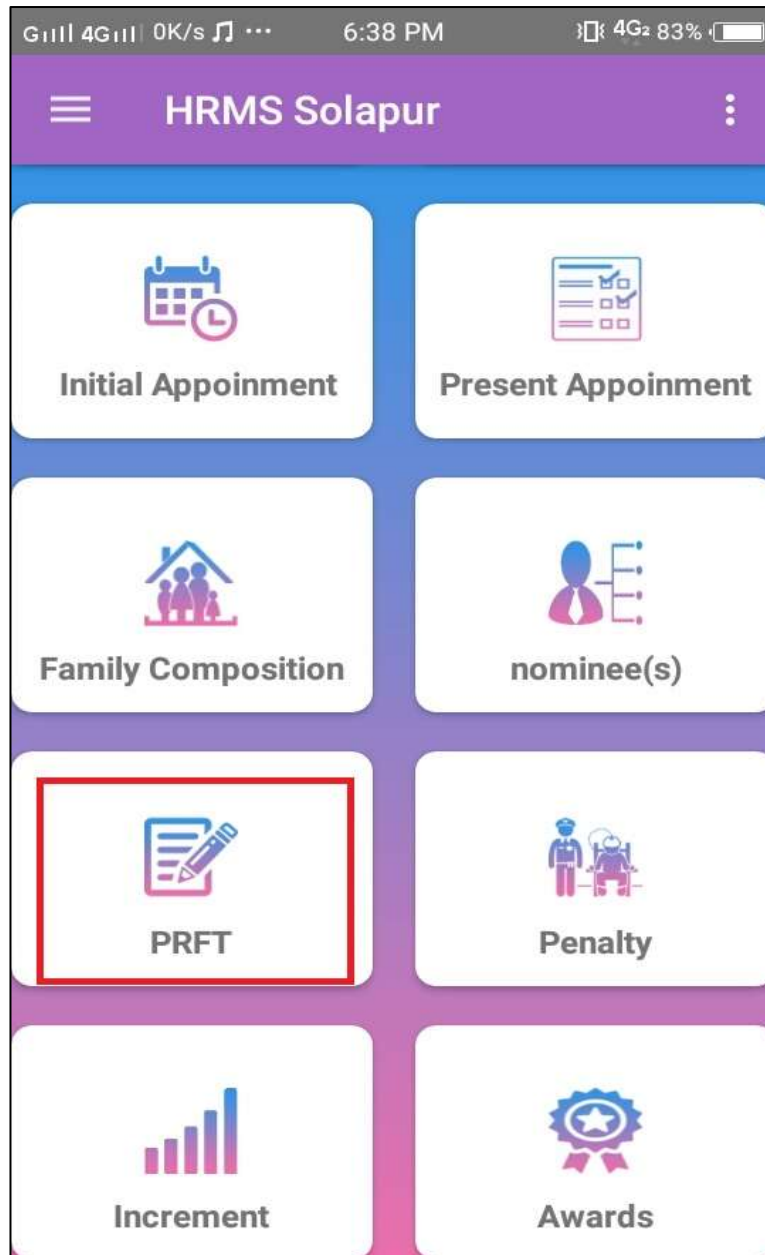
(Fig- 5)

The screenshot shows a mobile application interface for 'Initial Appointment'. The status bar at the top displays '4G', '0.5K/s', '6:06 PM', and '85%' battery. The app's header is purple with a hamburger menu icon on the left and a three-dot menu icon on the right. The title 'Initial Appointment' is centered in the header. Below the header, the form contains several fields, each with a blue label and a text input area:

- PF Number**: 00505986771
- Type of initial appoinment**: Trainee/Aprentice
- Appointment Date**: 03-03-2003
- Pay scale type**: 5th Scale Pay
- Level**: LEVEL-1
- Station**: SOLAPUR
- Workplace**: (empty)

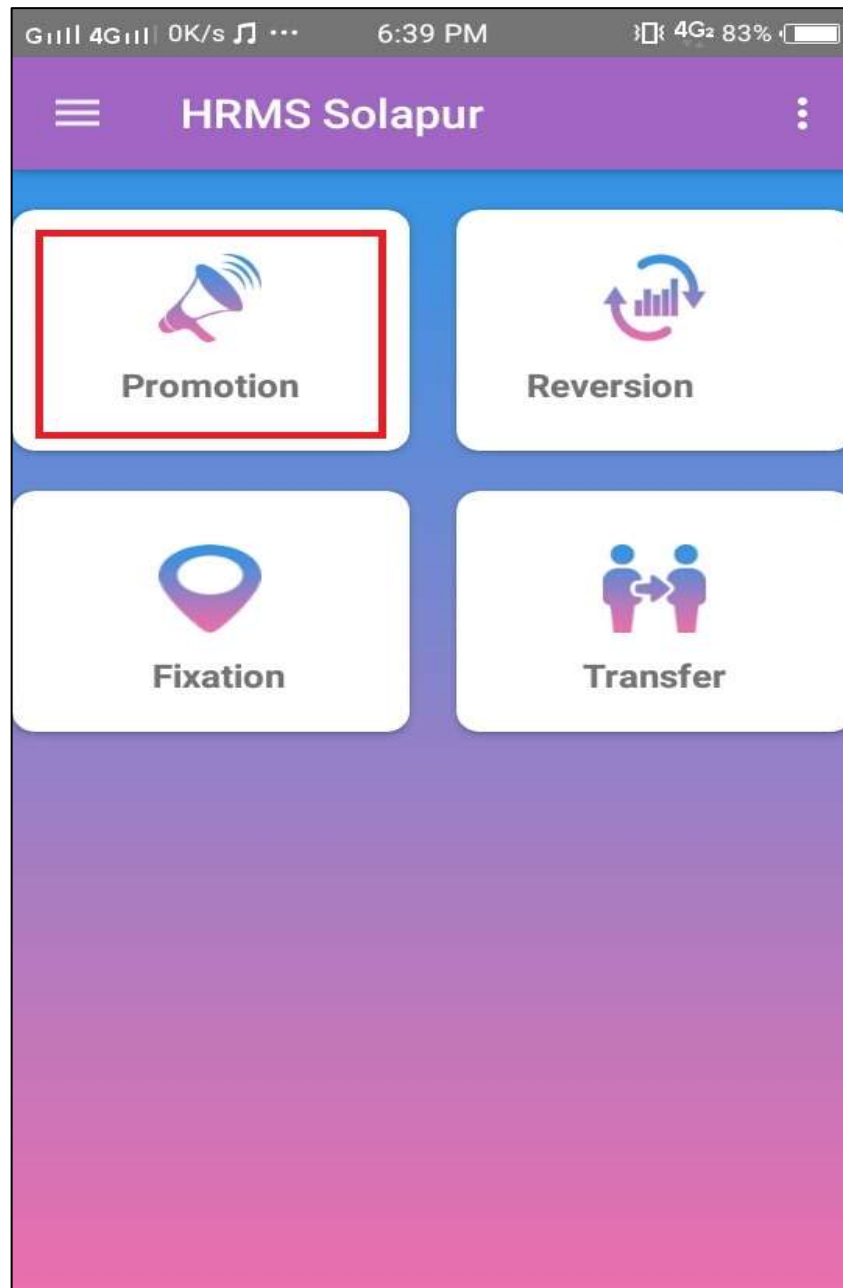
**Step 6:** For all other remaining modules of e-Sr (Present Appointment, Family Composition, Nominee(s), Penalty, Increment, Awards, Training, Advance, Property, Last Entry, Online Office Order)repeat the steps which are given above.

**Step 7:** For PFRT module, when you click on PFRT from e-SR dashboard (Fig- 7)  
(Fig- 7)



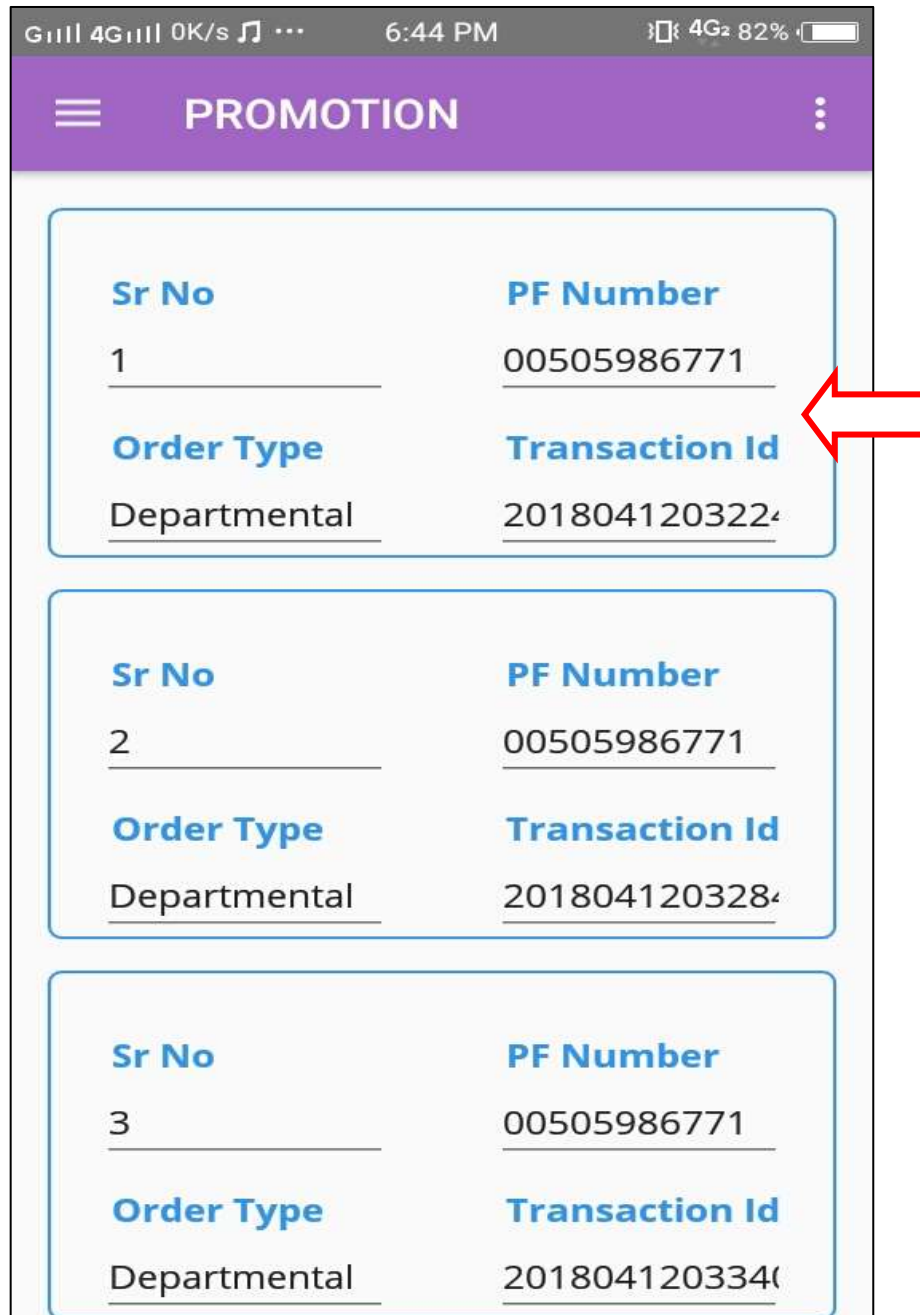
On clicking on PRFT you will see another dashboard (7.1)

Fig-7.1



**Step 8.1:** Click on Promotion from PFRT Dashboard to see the details of promotion (8.1). When you click on promotion you will see the list on the screen (Fig- 8.2). Click on the particular form to see the promotion details.

(Fig- 8.1)



The screenshot shows a mobile application interface with a purple header bar labeled 'PROMOTION'. Below the header, there is a list of three promotion entries. Each entry is displayed in a light blue box with a rounded border. A red arrow points to the first entry.

| Sr No | PF Number   | Order Type   | Transaction Id |
|-------|-------------|--------------|----------------|
| 1     | 00505986771 | Departmental | 2018041203224  |
| 2     | 00505986771 | Departmental | 2018041203284  |
| 3     | 00505986771 | Departmental | 2018041203340  |

(Fig- 8.2)

The screenshot displays a mobile application interface for 'Promotion Details'. The header is purple with a hamburger menu icon on the left and a vertical ellipsis icon on the right. The title 'Promotion Details' is centered in the header. Below the header, the form is organized into two columns. The left column contains fields for PF NUMBER (00505986771), LETTER NO (25/2008), WEF DATE (2008-06-17), PROMOTION FROM (indicated by a dashed line), DEPARTMENT (ELECTRICAL), DESIGNATION (TECH.(TL)-), OTHER DESIGNATION (NULL), SCALE (NULL), LEVEL, and GROUP (Group C). The right column contains fields for ORDER TYPE (null), LETTER DATE (16-06-2008), PROMOTION TO (indicated by a dashed line), DEPARTMENT (ELECTRICAL), DESIGNATION (TECH.(TL)-), OTHER DESIGNATION (null), SCALE (null), LEVEL, and GROUP (Group C). The status bar at the top shows the time 13:14, signal strength, and battery level at 87%.

| Field             | Value       |
|-------------------|-------------|
| PF NUMBER         | 00505986771 |
| ORDER TYPE        | null        |
| LETTER NO         | 25/2008     |
| LETTER DATE       | 16-06-2008  |
| WEF DATE          | 2008-06-17  |
| PROMOTION FROM    |             |
| PROMOTION TO      |             |
| DEPARTMENT        | ELECTRICAL  |
| DEPARTMENT        | ELECTRICAL  |
| DESIGNATION       | TECH.(TL)-  |
| DESIGNATION       | TECH.(TL)-  |
| OTHER DESIGNATION | NULL        |
| OTHER DESIGNATION | null        |
| SCALE             | NULL        |
| SCALE             | null        |
| LEVEL             |             |
| LEVEL             |             |
| GROUP             | Group C     |
| GROUP             | Group C     |

Step 9: Repeat the steps given for promotion to see the details of all other modules of PFRT (Reversion, Fixation, and Transfer).