



TEA BOARD INDIA
(Under Ministry of Commerce & Industry, Dept. of Commerce, Govt. of India)
14, B.T.M. Sarani (Brabourne Road), Kolkata – 700 001

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Date: 18.06.2023

OFFICE MEMORANDUM NO. 67/2024

As per the directive received from Dept. of Commerce, Ministry of Commerce & Industry, Govt. of India, Tea Board has initiated the process of implementing the eHRMS 2.0 in Tea Board to provide an end-to-end Human Resource services like Leave, reimbursement etc. to all the employees of Tea Board in online mode.

In this connection, a demonstration of the online eHRMS 2.0 platform has been arranged for all the nodal officers and employees of Tea Board. The virtual demonstration sessions will be hosted by the Project Management Unit (e-HRMS 2.0) of DoPT through VC in following two separate sessions:

1. Demonstration for Nodal Officers: on 20.06.2024 from 11:30 A.M
2. Demonstration for all Employees and Officers of Tea Board: on 20.06.2024 from 03:30 P.M

All the Nodal Officers of Tea Board are requested to attend the demonstration session to have a clear understanding of the eHRMS 2.0 platform and all the employees may be encouraged to attend the same positively, as per the aforementioned schedule. The officers and employees posted at Board's H.O. may attend both the demonstration sessions at the Board Room at 8th Floor of Board's H.O. Zonal and Regional Offices may also make similar arrangement so that employees can attend the demonstration session.

This issues with the approval of the Deputy Chairman, Tea Board.

(Dr. Rishikesh Rai)
Secretary In-Charge

Distribution:

1.	Shri Subir Hazra, DDTD, Nodal Officer for R.O. Siliguri, Jalpaiguri, Islampur, SRO Thakurganj, QCL (Siliguri), DTR&DC (Kurseong)	With the request to bring the content of this OM to all the employees and officers
2.	Shri S M Nasrullah, Special Officer (North-West India) Nodal Officer for RO-New Delhi	
3.	Shri Rakesh Kumar, DDTD Nodal Officer for R.O. Palampur (including SRO, Almora)	
4.	Shri Subrata Banerjee, System Analyst Nodal Officer for H.O. (including R.O., Mumbai)	
5.	Shri A. Gunasekara Perumal, Programmer Nodal Officer for Z.O., Guwahati (including all ROs and SROs of Tea Board in South India)	
6.	Shri Abhishek Gupta, Programmer Nodal Officer for Z.O., Guwahati (including all ROs and SROs of Tea Board in North-East India)	
7.	O/o Deputy Chairman, Tea Board	For kind information.
8.	O/o Secretary, Tea Board	
9.	O/o ED, Z.O., Coonoor, Tea Board	
10.	O/o ED, N.E. ZO, Guwahati, Tea Board	
11.	IT Cell, Head Office	For uploading in Board's official website and for overall coordination
12.	Estate Officer, Head Office	For arrangement of the 8 th Board Room for running the scheduled demo sessions
13.	In-Charge, Tea Room, Head Office	For making arrangement for serving Tea to all the participants as per the scheduled demo sessions

Ref. File No. IT-SWOHRMS/1/2024-IT Cell-Part(1)