

भारत सरकार  
जल शक्ति मंत्रालय  
जल संसाधन नदी विकास एवं गंगा संरक्षण  
विभाग  
केंद्रीय जल आयोग  
सॉफ्टवेयर प्रबंधन निदेशालय



Government of India  
Ministry of Jal Shakti  
Dept. of Water Resources, RD&GR  
Central Water Commission  
Software Management Directorate

**CIRCULAR**

**Sub: Clarification on the ongoing service book data authentication in respect of eHRMS.**

This is with reference to circular no. T-74074/38/2021-SM Dte /116572/2022 dated 08/12/2022 vide which it was requested to JAG and above level officers pertaining to Establishment-I section to kindly verify and authenticate their scanned service book/data in the eHRMS portal.

In this regard, it is clarified that the service book verification/authentication is only to compare and verify the data available in the physical service book (which has been scanned now) and the data entered on the eHRMS portal and is not equivalent to authenticating the correctness/completeness of data in the physical service book itself. If no discrepancy is found by the officer in the service book data and eHRMS portal data, then they may go ahead with the authentication process.

If the officers find any discrepancy in the data entered in the portal vis-à-vis the data available in scanned service book, or it is found that any page of the physical service book has not been scanned, they may get it corrected from the SM Dte staff then and there and then go ahead with the authentication process.

However, if any error is found in the data entered by establishment in the physical service book itself, later on (after authentication is done) they may contact their concerned establishment and get it rectified. The same will be updated in the eHRMS portal after entry in their service book.

This issues with approval of Director. SMD, CWC

**(Amitabh Tiwari)**  
**Dy. Director**

To,

1. All CWC officers/staff. (Through Circular)

