

BUREAU OF INDIAN STANDARDS
(Headquarters)

Ref: Estt-V/G-2018(Vol.III)

22 May 2020

Sub: **Updation of records in HFMS Software – Reg.**


C I R C U L A R

This is with reference to earlier circulars dated 10 Feb and 14 Feb 2020 on the above subject.

While revisiting the progress of work and assessment report on the above subject particularly in view of the circumstances owing to the lockdown, the leave balance which was earlier fixed to be reflected as on 31 Dec 2019 by all the employees in the HFMS software, shall now be 31 May 2020.

The implementation of HFMS in BIS has been accorded highest priority. All concerned may, therefore, ensure that the aforesaid updated information is provided to HRD/Establishment Department immediately for verification and further insertion in the HFMS software.

The Leave Module will be made live shortly and all leave will be credited in the HFMS software from June 2020 onwards.


(Roma Roy)
DDG(Admn.)

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