

**PUNJAB SMALL INDUSTRIES AND EXPORT CORPORATION LTD
CHANDIGARH**

Circular

Reminder

All the officers/officials belonging to Group A & B in the Corporation are again requested to fill their immovable/movable Annual Property Return on the iHRMS Portal (www.hrms.punjab.gov.in) of the year 2020-2021 on or before 30.05.2021 positively because the APR module on the iHRMS Portal will not be accessible after the due date. Further, after filling the APR, the same will be submitted to Ms. Rajdeep Kaur, Manager (HR), Verifying Officer on iHRMS and hard copy of the same will be sent to Personnel Wing.

This may be treated as most urgent

Note:- For any kind of assistance in this regard, the officers/officials may contact Ms. Rupinder Kaur, Sr. Executive (Mob. No.6239204496) and Sh. Sandeep Kumar, Sr. Executive (Mob. No.8360497196).

General Manager (Personnel)

Endst. No. PSIEC/Per/A-10/ 5278-82

Dated: 25/5/2021

A copy of the above is forwarded to the following for information and necessary action please:-

1. PS/ED
2. All Functional Heads
3. All officers at HO and Field offices
4. Programmer (IT Section) for uploading on website of the Corporation.
5. Notice Board.


Manager(HR)