

To Know Employee ID or iHRMS Code

All employees are required to know their iHRMS employee ID/code as it will remain same throughout their service period and will be used for various services in IHRMS portal.

This document explains how to obtain Employee ID/Code and password even without asking it from office establishment. Below are the steps involved in accessing the employee code and password:

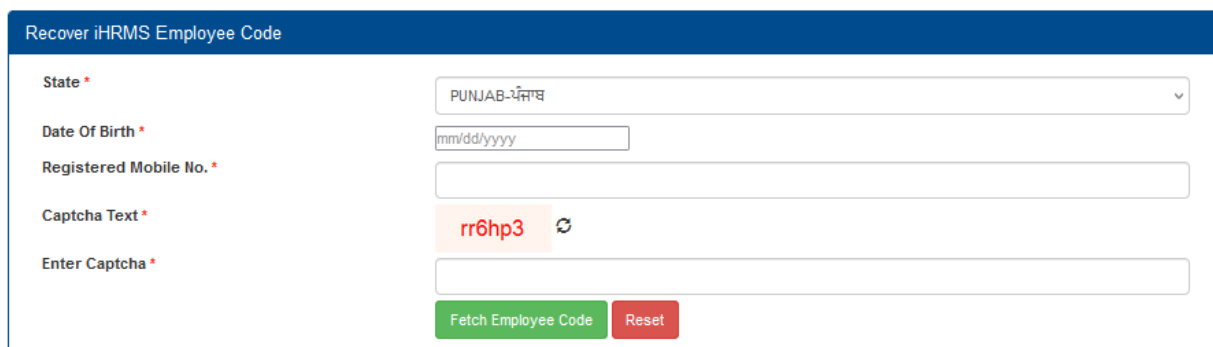
A. How to know Employee ID/Code (User Name for iHRMS)

1. Visit web site <https://hrms.punjab.gov.in> and following screen will be shown and click {Get iHRMS Code} option as shown below



The screenshot shows the iHRMS login interface. At the top, there are links for 'AUTHORIZED LOGIN', 'DEMO LOGIN', and a highlighted 'GET IHRMS CODE' button. Below these are input fields for 'USERNAME' (containing 'ofcadm151') and 'PASSWORD'. A captcha section includes 'Image Captcha' (displaying '34hwn1') and 'Audio Captcha'. There are 'LOGIN' and 'FORGOT PASSWORD?' buttons. A security notice at the bottom states: 'Your IP Address 103.66.208.28 is being monitored for security purposes.' A blue arrow points to the 'GET IHRMS CODE' button.

Once 'Get iHRMS Code' is clicked, you will be shown following screen:



The screenshot shows the 'Recover iHRMS Employee Code' form. It includes the following fields and buttons:

- State ***: A dropdown menu with 'PUNJAB-ਪੰਜਾਬ' selected.
- Date Of Birth ***: A date input field with the placeholder 'mm/dd/yyyy'.
- Registered Mobile No. ***: An empty text input field.
- Captcha Text ***: A captcha image displaying 'rr6hp3' with a refresh icon.
- Enter Captcha ***: An empty text input field for the captcha.
- Fetch Employee Code**: A green button.
- Reset**: A red button.

2. Select state "Punjab" then precede by selecting the appropriate date of birth from the calendar.

3. Once you have completed the previous step, kindly input your iHRMS registered mobile number. If you are not sure about your iHRMS registered mobile number, please reach out to your respective DDO for further assistance.

In case you do not receive the OTP (One-Time Password) due to any other reasons i.e. DOB, an incorrect mobile number etc., please reach out to your respective DDO to request a modification of iHRMS data.

4. Once iHRMS registered mobile number is entered, enter CAPTCHA details as asked and then press Fetch Employee Code.

5. A message in pop up will be shown “Employee Code Sent Successfully to your mobile” if the details (DOB, mobile number and CAPTCHA) are entered correctly.

6. Press ‘OK’ the following screen, and a SMS as displayed below sample will be received on registered mobile displaying Employee ID/iHRMS code.

SMS → iHRMS PB : Employee Code For MANDEEP SINGH is 492163