

Document Management System for Government HRMS System

Document Management System Needs for a G2E Application

In a government setup, managing vast amounts of employee data, including documents like certificates, pay slips, and service request applications, is critical to maintaining an efficient HR system. To meet the constantly evolving needs of government operations, HR systems must be equipped with tools that offer flexibility, scalability, and automation.

Dynamic Document Generation: A Key to Efficiency

Government orders and HR-related documents often need frequent updates due to policy changes, employee status updates, or regulatory requirements. Having a dynamic document generation tool allows users to:

- Create and manage documents using templates with placeholders:
- Minimize dependence on technical teams
- Standardize and streamline document creation

Preserving Employee Documents with a Robust DMS

Government HR systems deal with thousands of employees and need a Document Management System (DMS) that is both scalable and flexible to handle the growing demands of data storage and retrieval. Key reasons for integrating a strong DMS include

- Secure and centralized storage
- Efficient retrieval and access
- Audit trails and compliance
- Scalability for growing needs

Flexibility for Integration and Automation

A flexible DMS can seamlessly integrate with existing HRMS systems, orchestrating workflows and automating HR-related transactions like leave requests, pay slip generation, or certificate verification. This integration reduces manual intervention and improves overall efficiency in the management of state employees.

104 Departments

80000 Offices

200000 Users

750,000 Employees

100 TB Document Storage



Successfully Delivers

"Design ,Development &
Implementation
Document Management System
For
HRMS2 Project to"

Government of Karnataka

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Document Management System for Government HRMS System

Project Objectives

A state government in South India required a **Document Management System (DMS)** to manage large volumes of documents, including **circulars, Government Orders (GOs), employee documents, images, service requests, certificates, and pay-slips** in a centralized repository.

The system needed to support dynamic document generation with flexibility in creating and structuring documents, accommodating **variations across departments, orders, and employee groups**.

Other key features included audit trails, QR code authentication, digital signatures, and seamless integration with the HRMS to **manage document storage and retrieval**.

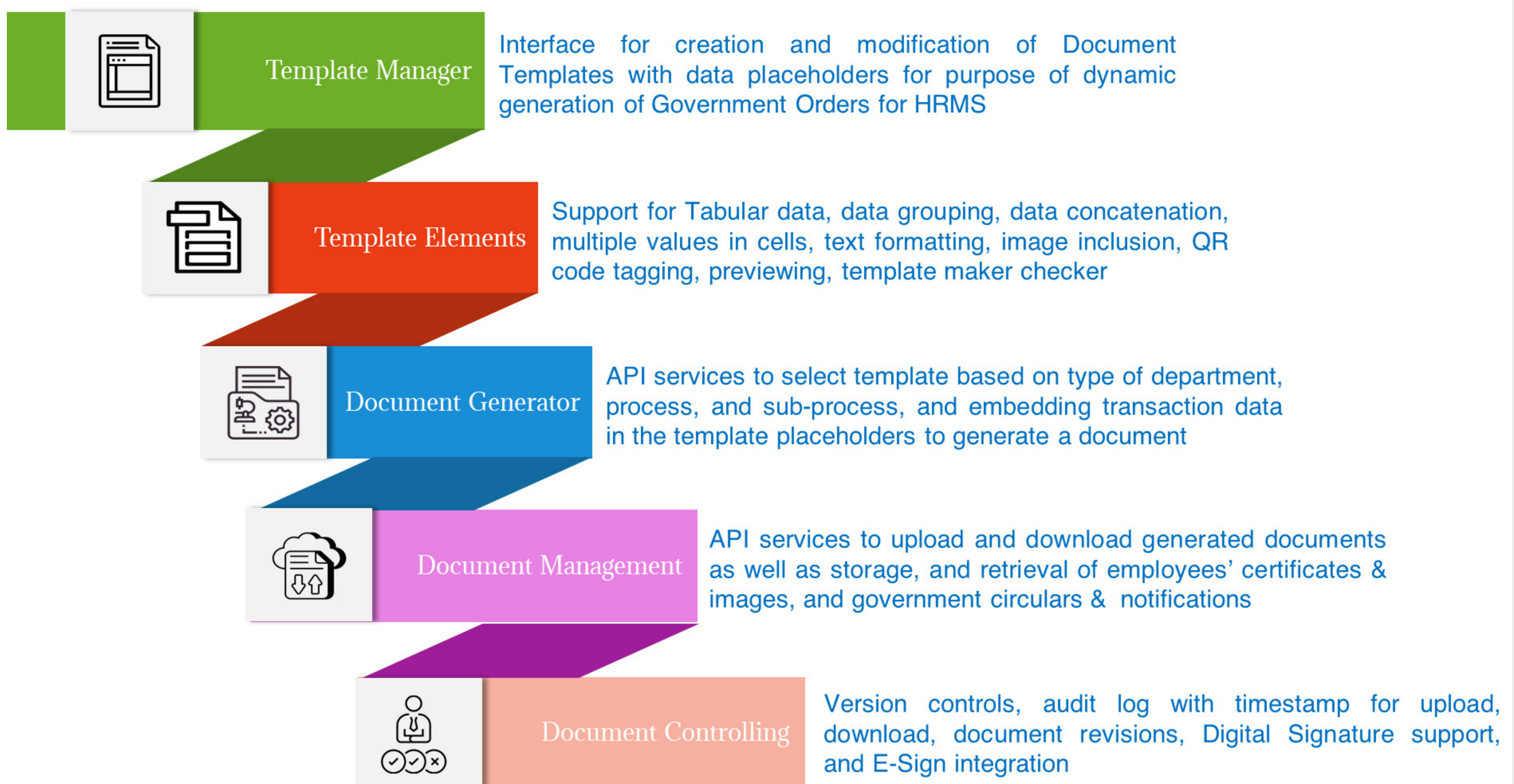
Challenges

Due to the unique nature of **Government Orders (GOs)**, which **frequently vary in content and structure across departments**, a solution was required to **enable government users to design their own templates** without developer assistance whenever there is a **change in the content of a GO that includes static content and data elements as well**.

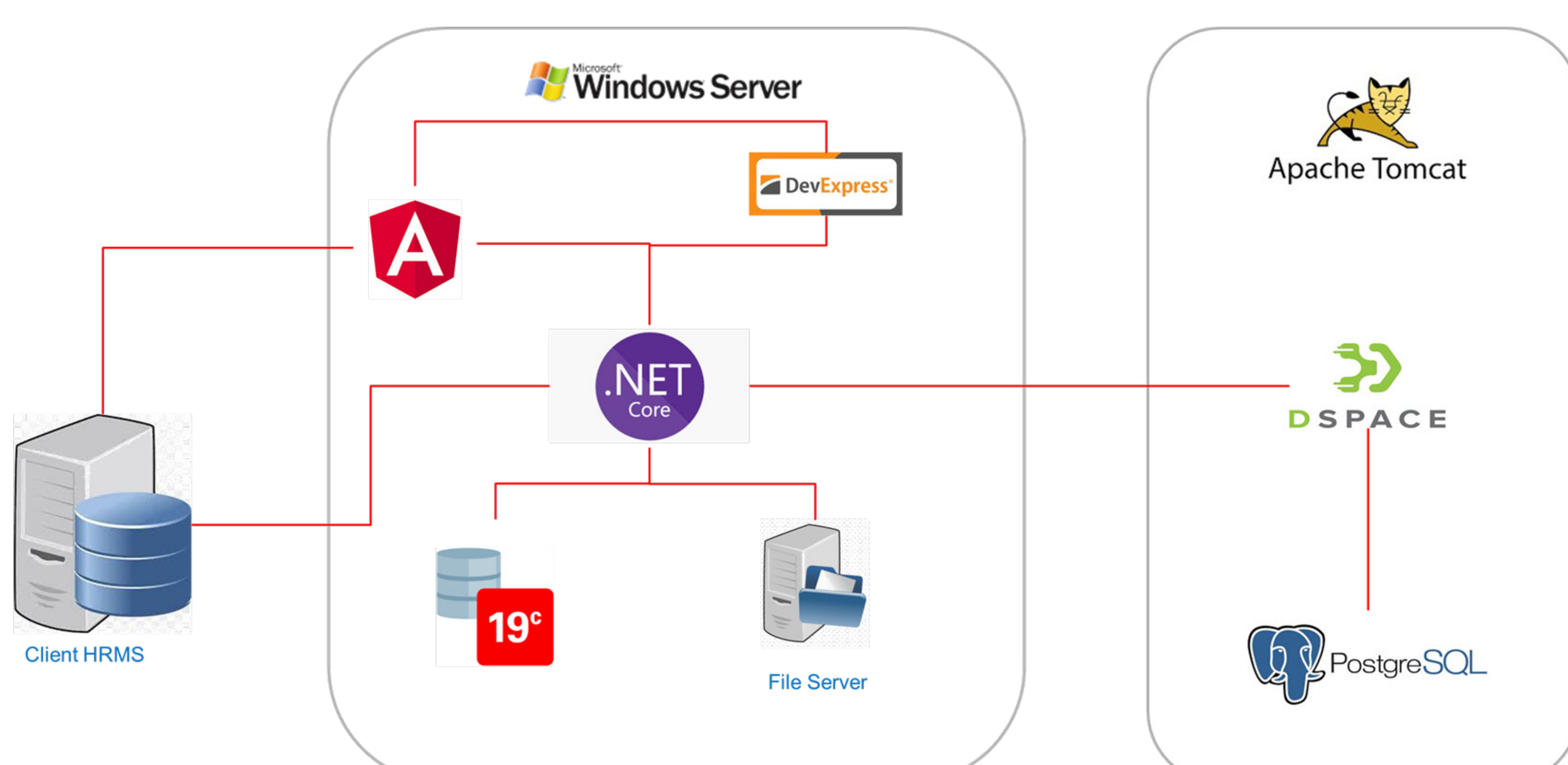
Due to the **lack of documentation for the legacy HRMS code**, making **changes to the existing system became highly challenging**.

As a result, the **Document Management functions** had to be incorporated without significantly altering the original HRMS structure..

DMS Salient Features



Technology Stack & Architecture



To address the underlying challenges with legacy system the DMS was developed as a modular, pluggable solution, with the HRMS invoking DMS services through API calls. Given the large volume of documents to be handled, the system required a robust, scalable repository to manage and store documents efficiently.