

NGIPF / REGISTRATION OF HEAD OF INSTITUTIONS AT IFMS

STEP 1

Go to <https://www.wbifms.gov.in>, Click Secondary School Registration

Please note only Employee with designation HM, TIC, AHM cum TIC are eligible



STEP 2

Registration Of Headmaster/Headmistress Of Secondary School

The screenshot shows the registration form for Headmaster/Headmistress of Secondary School. The 'Register Using' dropdown is set to 'IOSMS Id' (1). The 'IOSMS Id' field contains a value (2). The 'Search' button is highlighted with a red box and a red arrow (3). The form includes fields for PF Account No., Treasury, Sanction Admin, Section Code, Email ID, Login ID, Designation, PFD Admin, Recommendation Admin, Registered Mobile No., and Name. The 'REGISTER' button is at the bottom right.

1. OSMS ID or GPF number
2. Type OSMS ID of the HOI or GPF number
3. Click Search

STEP 3

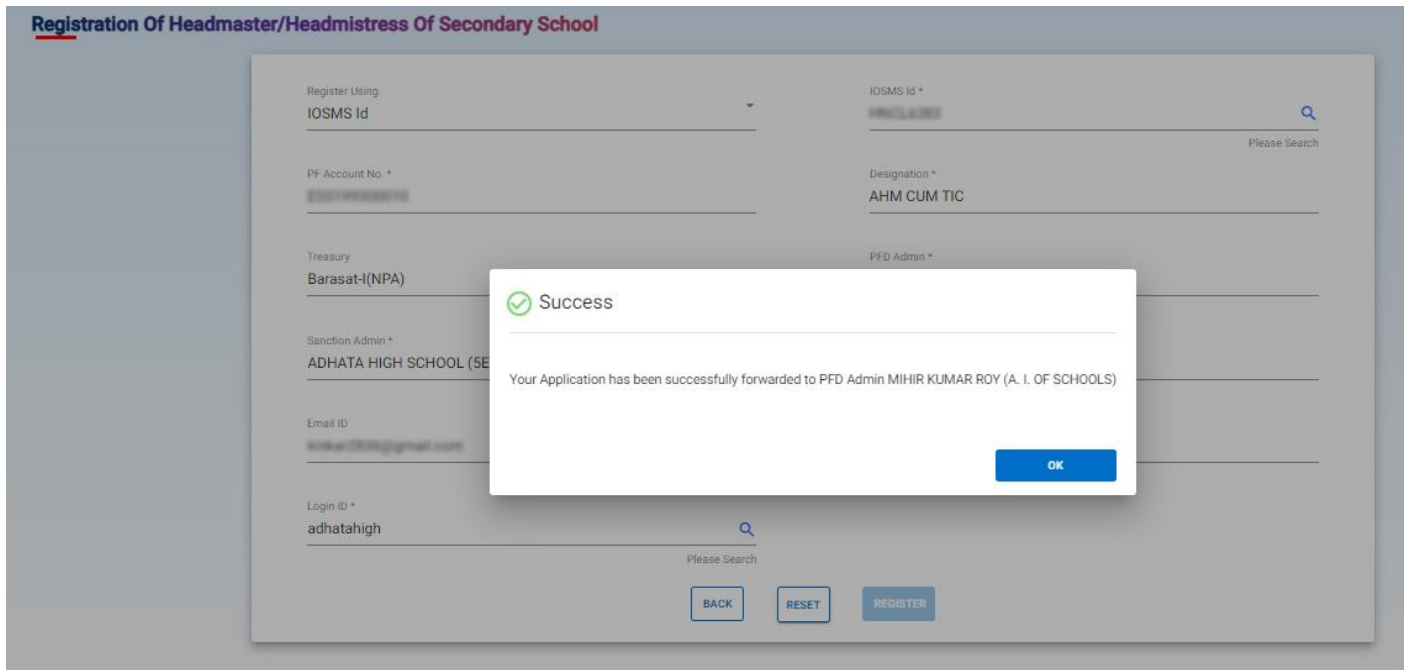
Registration Of Headmaster/Headmistress Of Secondary School

The screenshot shows the registration form with auto-fetched data. The 'Register Using' dropdown is set to 'IOSMS Id'. The 'IOSMS Id' field contains a value. The 'Designation' field is 'AHM CUM TIC'. The 'PFD Admin' field is 'AI OF SCHOOL(S.E)(PF) (9999)'. The 'Registered Mobile No.' field is '9142333967'. The 'Name' field is 'GOUTAM CHATTOPADHYAY'. The 'Search' button is highlighted with a red box and a red arrow (3). The 'REGISTER' button is at the bottom right.

- Fields will be auto fetched from IFMS database
1. Suggest a login ID
 2. Click Search to see availability
 3. If available click Register

STEP 4

Your application will be forwarded to PFD Admin for acceptance, Click OK, wait for acceptance



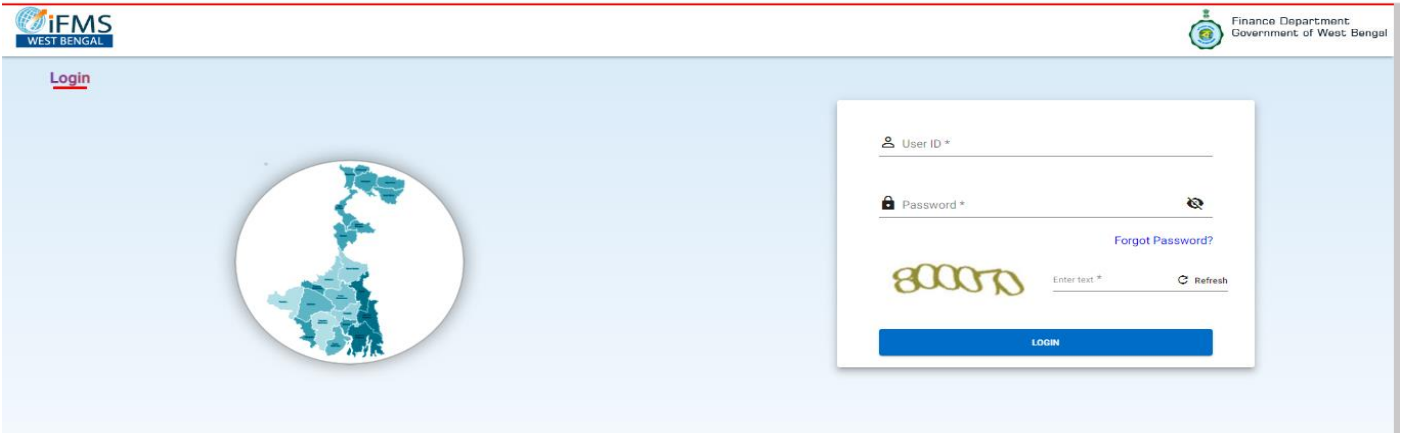
After acceptance by Admin you will receive a sms like :
Your login id : adhatahigh created successfully in IFMS WB. Initial password is :
690205aC123 You will be asked to change password at the time of first login.WBIFMS

STEP 5

Go to <https://www.wbifms.gov.in>, Click NGIPF



Login using your Login ID and temporary password, you will be asked to change password, change password accordingly and login again



Your HOI page looks like ↓

