



Office of the  
 Principal Chief Personnel Officer.  
 Dated: 29 /01/2019

**OFFICE ORDER No.PB/S1A/160**


Shri. Batchu Sateesh Ramkumar, S/o Shri. Batchu Venkataratnam, Emp.No. 858373, JE/Design of this Administration on pay Rs.44900/- in Level 6 whose Inter Railway (One Way) Transfer to Wagon workshop/Guntupalli/South Central Railway as Junior Engineer/ in Mechanical Department has been approved by South Central Railway vide letter No.SCR/P-GTPLS/221/IRMT/BSRK/2018 dated:24.08.2018 is relieved from ICF on 29/01/2019 after working hours with instructions to report to Dy.CPO, Wagon Workshop/Guntupalli of South Central Railway for further orders. The service particulars of the employee is furnished below:

Description	Details
Emp. Name	Batchu Sateesh Ramkumar
Emp. No.	858373
Designation	JE/ Design
Unit No./Tkt No.	72D
Pay & Level	44900 in Level-6
Capacity on Appointment in S. Rly Date of Appointment	Trainee skilled Artizan/S.Rly/RRB 21.09.2005
Selected by RRB/Bangalore (Hubli division), SW.Rly Date of Appointment & Date of Absorption as JE Gr II	Trainee JE Gr II (Electrical/Drawing) 25.02.2010 07.09.2011
Selected by RRB/Chennai Date of Appointment & Date of Absorption as JE Gr II	Trainee JE Gr II (Mechanical Design) 10.04.2013 10.04.2014 (JE/Coach Design/Mechanical)
Date of Birth	16.08.1975
Technical Qualification	ITI Electrician Diploma in Mechanical Engineering
DAR/VIG Cases	Nil

1. He will rank junior and take bottom seniority below all the existing employees in the cadre from the date of his joining in the cadre.
2. He will retain his lien in ICF for a period of two years.
3. He should not seek retransfer to his parent Railway at a later date.
4. He is not eligible for joining time, Transfer allowances, Transfer grant, Transfer Pass etc., as the transfer is ordered at his own request.
5. He should vacate Railway Quarters, if any under his occupation and handover the railway material, if any under his possession to his immediate supervisor before his relief.
6. He will be governed by general rules and regulation about his service conditions issued by the Administration from time to time.

The instructions contained in Board's letter No. E(NG)I-2001/TR/16 dated: 21/11/2001 has been followed

The above has the approval of Competent Authority.

  
Assistant Personnel Officer/G

No: PB/S1A/11/IRT/Design Dt. 29/01/2019

Copy forwarded to :- Dy.CME/D, SPO/Bills, VO/ICF, SSO/CAS, Ch.OS/CBS, P.File, O.O.File, Ch.OS/Design, Party copy thro Ch.OS/Design.

The undermentioned are requested to advise the particulars of claims if any against the above named employee. In case there is no claim NIL statement should be sent without fail. In spite of the above, if no reply is received to this communication, it will be assumed that there is no outstanding dues and thereafter the Railway Servant will be settled up and any amount intimated by them subsequently will be refused and they will be responsible for the recoverable amount. The particulars of claims should be sent to SPO/BILLS/ICF/CHENNAI-38 (3 copies) duly indicating the Heads of accounts to which the amounts are to be credited.

The Secy. Rly. Employees Co-op. Credit Society Ltd., Chennai - 600 003

The Secy. ICF Institute, Chennai 600 038

The Security Commissioner/ICF

SPO/Welfare (CLWD): He will take action to return the books if any issued to the above name employee.

SPO/Bills: The LPC and Leave account sheet may be sent to Staff Section so as to forward the same along with the Service Register to the other railway.

Ch.OS/CON: To forward the APAR of Shri.Batchu Sateesh Ram Kumar, to the railway concerned.

Wagon Workshop, Guntupalli/SC Rly:- Actual date of joining duty there may please be advised to this office.

Ch.OS/CDE/Mech : The following formalities may be complied with before relieving him as per Board's Letter No.E(NG)-2001/TR/16 Dt.21/11/2011.

- i) He may relieve Shri.Batchu Sateesh Ram Kumar on 29.01.2019 after working hours with instructions to report to the office of Wagon Workshop, Guntupalli/SC Rly.
- ii) While relieving him issue necessary relieving letter duly affixing the passport size photograph and specimen signature and thumb impression of the employee and attestation based on the above office order under advice to this office.
- iii) The attesting officer's name, designation and date should be appended below his/her signature.
- iv) He will also ensure that the employee has surrendered Identity Card, Medical Card, Residential Card Pass and other Materials, if any, entrusted to him, before being relieved.