



सं/ No.....

दिनांक /Dated.....

महाप्रबन्धक का कार्यालय
General Manager's Office
कार्मिक शाखा Personnel Branch
दिनांक Dated 21.12.2018

कार्यालय आदेश सं OFFICE ORDER No.PB/S5/2209

Smt.K.S.Sheena,(OBC), D/o.Shaji, Date of birth: 05/04/1989, Date of Appointment: 20/05/2013, Helper,Emp.No-859288,Unit-77/B on pay Rs- 21500/- in Level-1 (RSRP-16) 7th Pay Commission Matrix (Pre-revised Pay Band Rs.5200-20200+1800 GP), whose Inter Railway One-Way Transfer to Trivandrum Division/Southern Railway on bottom seniority has been approved by both the Administrations and is relieved from ICF on 22/12/2018 and directed to report to Senior Divisional Personnel Officer/Trivandrum Division.

She has completed 5 years of service in terms of Boards letter No.E(O)III/2014/PL/05 Dt:31.08.2015.

She will be assigned seniority in the new seniority unit to which she is transferred as per the extant orders applicable to such One-Way transfer.

She will not be eligible for joining time. T.A, Transfer grant, Transfer Pass etc. as the transfer is ordered at her own request.

She should not seek re-transfer to her parent railway at a later date.

She will retain her lien at ICF until she is permanently absorbed in Southern Railway.

She should vacate the Railway Quarters if any under her occupation and hand over the railway material if any under her possession to her immediate supervisor.


There is no DAR/Vigilance case pending/contemplated against her. She is not undergoing any punishment as on date.

The actual date of her joining duty may be advised to this office.

She is covered under New Pension Scheme Pran No: 110053387624

Her Pan Number is EVLPS3499R

This has the approval of the Competent Authority.


Assistant Personnel Officer/WS
for General Manager (P)

कार्यालय आदर्श सं/Office Order No.PB/S5/ 2209 Dated २०/12/2018,



सहायक कार्मिक अधिकारी
Asst. Personnel Officer
सुभाषी डिब्बा कारखाना
Integral Coach Factory
चेन्नई / Chennai-600 038.



Thumb Impression

Signature of the Employee

(HEMA RAMESH)
Assistant Personnel Officer/R
For General Manager (P)

No.PB/S5/KH/11/IRT Dt.२०/12/2018.

Copy to:

The General Manager (P),
Headquarters Office,
Southern Railway,
Chennai – 600 003.

Ref: TVC letter No.V/P.677/IV/C&W/Helper-17 Dated:20/07/2018.

SPO/Bills Ch OS/CBS/Fur AQ/CAS SO/F/F SO/PF SSE/Works /GL Ch OS/Pass
Ch.OS/Leave/Fur, Q.O.FILE, P.FILE, and Party Thro:-

SPO/BILLS: (To arrange to send the LPC),

Ch.OS/Leave/Fur: (To arrange to send the Leave A/c sheet),

SSE/Works /GL: (To relieve the employee on 22/12/2018 after
(Unit-77/B) working Hours, duly mentioning the Pass/PTO's
Balance and Leave Balance.)