



Office of the  
Principal Chief Personnel Officer  
Dated:21/02/2019

**OFFICE ORDER No.PB/S1A/337**

Shri. Silas Ekka, S/o Shri.Yacub Ekka, Emp.No.869267, SSE/Design of this Administration on pay Rs.46200/- in Level 7 whose Inter Railway (One Way) Transfer to Kharagpur Workshop, Kharagpur Division, South Eastern Railway as Junior Engineer in bottom most seniority in Mechanical Department has been approved by South Eastern Railway vide letter No.SER/P-KGPW/Staff/222/IRT dated: 08.01.2019 will be relieved from ICF on 23/02/2019 after working hours with instructions to report to APO/G, KGP of South Eastern Railway for further orders. The service particulars of the employee is furnished below:

Description	Details
Emp. Name	Silas Ekka
Emp. No.	869267
Designation	SSE/ Design
Unit No./Tkt No.	72D
Pay & Level	46200 in Level-7
Capacity on Appointment	Apprentice JE/Mech
Mode of recruitment	RRB
Date of Birth	06.06.1979
Date of appointment	13.09.2013
Date of absorption	13.09.2014
Technical Qualification	Diploma in Electronics & Telecommunication
DAR/VIG Cases	Nil
Pension Type	N EW PENSION SCHEME

1. He will rank junior and take bottom seniority below all the existing employees in JE 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/IRT/Design      Dt. 21/02/2019

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 (CLWI): 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.Silas Ekka to the railway concerned.

Kharagpur Workshop, Kharagpur Division, South Eastern Railway:- 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.Silas Ekka on 23.02.2019 after working hours with instructions to report to the office of Kharagpur Workshop, Kharagpur Division, South Eastern Railway.
- 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.