



# SOUTHERN RAILWAY

## SALEM/ DIV



ID: 2021026310

Office Of: Divisional Office  
Personnel Branch  
Salem-636005  
Date : 24-03-2021

Office Order No. :  
07/COMML/CC/2021

Sub: Inter Railway Mutual Transfer of Commercial staff – reg.  
Ref: DRM/HWH Lr.No.EAC(2)/4/CCC/ID-IR/Transfer/21 dt.09.02.2021

Sanction is accorded by the competent authority for the Inter Railway Mutual Transfer of Shri. Shri. Shailesh Kumar , Sr.CC/ SXT/SA Divn., Emp.No. 15661500410 in Pay Matrix Lelel-5 with Smt.Libina.M.J, CCC/DKAE/HWH Divn/E.Rly., Emp.No. 50200407549 in Pay Matrix Level-6 in reversion as Sr.Commercial-Cum Ticket Clerk in L-5

| Sr No. | Name / HRMS ID / Employee No          | Sub Type / W.E.F                    | Existing Particular   | Revised Particular  | Employee Signature | Employee Photo | Remarks   |
|--------|---------------------------------------|-------------------------------------|---|---|--------------------|----------------|---|
|        |                                       |                                     | Department / Designation<br>Zone<br>/Division/Station/Office/Section<br>BU<br>Pay Level/Basic Pay               | Department / Designation<br>Zone<br>/Division/Station/Office/Section<br>BU<br>Pay Level/Basic Pay |                    |                |   |
| 1      | SHAILESH KUMAR / JYOHJM / 15661500410 | Mutual Transfer - Inter-Railway / - | COMMERCIAL / SENIOR COMMERCIAL CUM RESERVATION CLERK (CC) SR / SAD / SA / BOOKING OFFICE SA / 0606123 5 / 31000 | COMMERCIAL / SENIOR COMMERCIAL CUM RESERVATION CLERK (CC) ER / HWHD / - NA 5 / 31000              |                    |                | In terms of RBE No.8, Para No 09 , " Mutual transfers may also be permitted between staff in two different grades but only in the recruitment grade of the cadre on bottom seniority and not in the intermediate grade" |

Mutual Transfer is subject to the following conditions,

1. The above Inter Railway Mutual Transfer is ordered on fulfillment of conditions as stipulated in Railway Board's letter No.E(NG)-I-2004/TR/16 dated 22.10.2007 (RBE No.134/2007)
2. They will take their seniority in the new seniority unit in which they are transferred as per extant orders applicable for such mutual transfers ie., they will either retain their own seniority or take the seniority of the employee with whom they have exchanged, in the new unit whichever of the two is lower. In terms of RBE No.8, Para No 09 , " Mutual transfers may also be permitted between staff in two different grades but only in the recruitment grade of the cadre on bottom seniority and not in the intermediate grade"
3. They should not seek re-transfer to their parent Unit/Division/Railway at a later date.
4. They will retain their lien in the parent cadre till they are permanently absorbed in the new seniority unit to which they are posted.
5. As the transfer is ordered at their own request, they will not be eligible for any privileges on transfer account.
6. They are free from DAR/SPE/Vig. cases on the date of their relief.
7. They have to vacate the Railway quarters if any occupied by them. If they wish to retain the Railway Quarters as per the extant rules, they have to apply to Sr. DPO for retention for quarters in the old station. Retention of quarters without/beyond permission will attract deduction of damaged rate of rent.
8. They are prepared to serve anywhere in the new seniority unit to which they are transferred.
9. The employees may be relieved with proper Identification Memo and attested Passport size Photograph, Signature, Thumb impression to this office in terms of instruction contained in Railway Board's letter No.E(NG)1/2001/TR/16 dt.21.11.2001(RBE No.229/01)
10. They should submit the declaration accepting the above conditions before they relieved on transfer. They are hereby advised that no request for back tracking from the Mutual transfer will be entertained under any circumstances.

इसके लिए सक्षम प्राधिकारी का अनुमोदन प्राप्त है/This has the approval of the Competent Authority.

Assistant Personnel Officer  
For Divisional Personnel Officer  
Southern Railway

File Reference No. :SA/P.676/III/Comml./CC/Vol-II

**Copy forwarded for information and necessary action to:**

DRM(P)/HWH Div.E.Rly., Sr.DCM/HWH, Sr.DCM/SA, Sr.DFM/SA for kind information

CCI/HQ, CCI/KRR for information please

SS/SXT -Employee may be relieved along with his pass and leave availed particulars with directions to report this office with 3 copies of recent passport size photographs so as to give further directions to report to respective Division (RBE 134/2007)

Ch.OS/TFC/Bills, Qrs, Pass, System/SA, Employee & O.O.File for information please

DS/SRMU/SA, AISC&ST REA, AIOBC REA & AIRPF REA. For information please

Digitally Signed:  
Name: R.UMANATHAN  
Date: 24-Mar-2021 17:48:09  
Location: SAD/SR

Assistant Personnel Officer  
For Divisional Personnel Officer  
Southern Railway