

# दक्षिणरेलवे/SOUTHERN RAILWAY



मंडलमुख्यालय/ Divisional Office,  
कार्मिकशाखा/ Personnel Branch,  
सेलम/ Salem – 636 005,  
दिनांक/ Date 08.10.2023

No.SR-SA/PB/ONLINE ID FORM/2023

**All Branch officers / SA Division**  
**All Supervisory Officials / SA Division**

Sub: Implementation of submission of online application for ID card –  
reg.  
Ref: No.SR-SA/PB/ID/01/2022 dated 28/08/2022

Reference cited, applications were invited from all employees of SA division for issue of PVC ID cards. The employees who have submitted applications were issued with new PVC ID cards. Still, many employees have not submitted application for ID cards. To facilitate employees for easy submission of applications, it has been decided to implement online google forms. Hence, employees who have not applied so far are hereby advised to apply online using the below mentioned link as per the procedure mentioned below. Manual application will not be entertained w.e.f. 09/10/2023.

- 1) Open google form link <https://forms.gle/e2avHX9WUSNMd3KZ7>
- 2) Fill in the all required data.
- 3) Upload clear Photo, Signature and Old ID card or office order or FCC copy.
- 4) Upload payment receipt for Rs. 50 in case of missing ID card or for change of address.
- 5) Tick the declaration box.
- 6) Submit the application.

All Supervisory officials are advised to give wide publicity to all employees working under their control.

Digitally Signed by  
Devikumari Ah  
Date: 08-10-2023 19:13:47  
Reason: Approved

**APO/General/SA**  
**For Sr. Divisional Personnel Officer**

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