



दक्षिण रेलवे / SOUTHERN RAILWAY

मंडल कार्यालय/Divisional Office,
कार्मिक शाखा/Personnel Branch,
सेलम/ Salem – 636 005.
दिनांक/Date : 02.11.2023

सं/No.SA/P.579/Settle./E358404

**All Concerned Supervisory Officials
Salem Division**

विषय/Sub: Arrangement of Settlement dues to the staff retiring on
Superannuation in November-2023- reg

The under mentioned employees are due for retirement on superannuation in the month of November -2023.

Sl. No	Department	PF/ Employee No.	Name of the Employee S/Shri/Smt	Designation/ Station
1	ELEC	15604249434	KARTHIKEYAN.N	TECH.(TRS)-I/ED
2	ENGG	15605272750	RAMESHKUMAR.S	TRACK MNTR-I/CNV
3	ENGG	15602600936	R.VARUTHARAJU	TRACK MNTR-I/ATU
4	OPTG	15604321595	NAGARAJ.G.	(RUN)TM(MAIL/EXP)/ED

The Railway dues in regard to Commercial debits in favour of the employees retiring on 30.11.2023 may be sent to this office through Branch Officer within a period of **Three months from the date of retirement** of the employees, so as to take further action to release the withheld Commercial debit.

The supervisory officials are advised to forward the Muster particulars for the period from 16.11.2023 to 30.11.2023 of employees working under your control to this office on or before 01.12.2023 for claiming last month salary. If no such leave is availed, a 'NIL' statement should be forwarded to concerned Bill section/ PB/SA without fail.

The Branch Officers concerned are requested to issue **"NO DUES"** Certificates in respect of supervisory officials who are due for superannuation well in advance to process their settlement dues.

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All concerned supervisory/officials are advised to **ensure the termination of service of staff who are due for retirement on superannuation on 30.11.2023 without fail.** The Settlement benefits for those who are submitted Pension Papers will be credited directly to their bank account through ECS. **Concerned supervisors may please relieve the above employees to Sr. DPO/O/SA for collect their Settlement Documents at 15.00 hrs on 30.11.2023.**

Digitally Signed by

Devikumari Ah

Date: 02-11-2023 13:58:41

Reason: Approved

(A.H.DEVIKUMARI)

Asst. Personnel Officer/General.

For Sr. DPO/SA

Copy to:

PS(Gaz.) to DRM for kind information of **DRM**PS to ADRM for kind information of **ADRM****Sr. DFM/SA** for kind information**All Branch Officers/Salem Division-** for kind information and necessary action.**Section CS&WIs/S&Ws-** advised to circulate to concerned supervisory officials.**CS&WI/Court-** advised to furnish court case details if any.**Ch.OSs/Electrical.Engineering.Traffic, Mechanical/PB/SA-** advised to handover the updated SR/LC/LPC duly certified by the Associate Accounts to the Settlement section on or before **10.11.2023** along with DAR/Vigilance/RPUP clearance.

DSs/SRMU, AISCSTREA, AIOBC – for information.