

**APPLICATION FOR VOLUNTARY RETIREMENT UNDER LIBERALISED
ACTIVE RETIREMENT SCHEME FOR GUARANTEED EMPLOYMENT FOR
SAFETY STAFF (LARSGESS) TO ENABLE APPOINTMENT TO
DEPENDANTS**

From :
Name
Staff No.
Designation
Station/Working
Department

To
Sr. Divisional Personnel Officer,
Southern Railway
Palghat 678002.

Sir,

Sub.: Request for Voluntary Retirement (under LARSGESS)
with Appointment to my son/daughter - reg.
Ref: 1) CPO/MAS Letter No. PBC/148 dt. 18-10-2010.
2) Rly. Board letter No. RBE/131/2010 dt. 11-09-2010.

I intend to retire voluntarily under LARSGESS with appointment to my son/daughter. I have completed 20/33 years of service and is within the eligible age limit. Detailed Bio-data of self and Son/daughter are furnished below:

I. Bio Data of the Employee:

1. Name of the employee :
2. Father's Name :
3. Date of Birth :
4. PF No. :
5. Date of Appointment/
Initial Engagement :
6. Designation/Office/Station/Dept. :
7. Pay Band/Grade Pay : 1) Officialing :
2) Under MACP :
8. Length of Service : 1) Permanent : Years months
2) Temporary (ELR/CPC) : Years months
9. Continuity :

Contd....2

10. **Bio-Data of Dependant to whom
appointment is requested for**

- i) Name
- ii) Relationship
- iii) Date of Birth
- iv) Educational Qualification
- v) Whether he/she is actually
dependent or not

11. **Address for communication**

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Contact Telephone No.

Land Line No.
(with STD Code)
Mobile No.

All particulars furnished above are correct and true to the best of my
knowledge.

My Voluntary retirement may kindly be considered and my
Son/Daughter may be provided appointment.

Yours faithfully;

Signature of the employee :
Station :
Date :

Forwarded to Sr.DPO/PGT

Signature of Supervisory Official
with Seal.

(OFFICE SEAL)