

PROFORMA FOR APPLICATION FOR GRANT OF COMPOSITE TRANSFER GRANT
RAILWAY BOARD'S LETTER NO.F(E)1/98/AL-28/10(A) Dt.01.05.98 (RBE 89/98)
AND F(E)1/98/AL-28/10(A) Dated 01.05.98 (RBE 90/98).

1	Name of the employee	
2	Staff No. & PF No	
3	Designation/Station	
4	Date of appointment	
5	Ref.O.O. for transfer	
6	Date of relieved & Station	
7	Date of Joining & Station	
8	Rate of pay prior to transfer	
9	Distance between old and New station	
10	Whether personal efforts Carried by VPU	
11	Amount of Composite transfer Grant Applied for	

Certified that I have shifted my residence from Old station _____ to new station _____ due to my transfer.

I have/have not* used VPU for transportation of personnel effects.
(* Strike out which ever is not applicable)

I have actually incurred the composite transfer grant which is not less than the amount that I claimed now.

Date

Station

Signature of the employee

Forwarded to DPO/SA

Details furnished by the employee are verified and found correct.

Date :

Station :

Signature of the Supervisory
Official with Seal