

SOUTHERN RAILWAY  
APPLICATION FOR CHILD CARE LEAVE

Authority: Railway Board's letter No.E(P&A)I-2008/CPC/LE-8  
 (RBE No.158/2008 & PC. VI/No.38 dt:23/10/2008)

1	Name (In Block Letters)	
2	PF no.	
3.	Designation & Station	
4.	Purpose of leave	
5.	No.of days applied for	
6.	Period of Child Care Leave applied	From                      To
7.	Name of Child/Ward	
8.	Date Of Birth of Child	
9.	Whether the child is eldest or 2 <sup>nd</sup> eldest	
10.	School & Standard in which studying	
11.	Child Care Leave availed earlier? If so details thereof(Total days availed)	
12.	Any other information to be furnished	
13.	Address during leave with Telephone No	

**DECLARATION**

I,Smt.....do hereby declare that the particulars furnished above are correct and I am aware that, if at any stage the information furnished above is found false I would be liable to be taken up under DAR apart from debiting the LAP duly recovering the overpayment involved.

Date:

Place:

Signature of the employee

Forwarded to DPO/TVC for necessary action. Name of the Child shown above with date of birth have been verified with Family Composition Register of the current year & found correct.

Date:

Place:

Signature of the Immediate Supervisor

For Office Use.

Period of Child Care Leave Taken		Balance of Child Care Leave		Signature & Designation of the Certifying Officer.
From	To	Balance	Date	