

APPLICATION OF COMPOSITE TRANSFER GRANT

DATE: ___/___/20___.

To,
The DRM (E) _____.
CWM-_____
_____.

Sub: Grant of Composite transfer Grant.

Ref: O.O.No. _____ dated _____.

Respected Sir,

In reference to the above, you are requested to grant me Composite transfer Grant as per extant rules. My requisite particulars are as under:

01. Name of the employee : _____
02. Designation : _____ Shop: _____ T.No. _____
03. Working station : _____ Deptt: _____ Working Under: _____
04. PF/PRAN Account No. : _____ Bill Unit No: _____
05. Pay Band : _____ Grade Pay: _____ Basic Pay: _____
06. Transfer From : _____ To: _____
07. Transfer order No : _____ Dated: _____
08. Relieve letter No : _____ Dated: _____
09. Date of relieving : _____ Date of joining : _____
10. Reason of transfer : _____
11. Distance between old posting station/unit to New posting station /Unit: _____ K.M.
12. Whether availed any Railway Kit pass : _____
13. The expenditure incurred towards Transporting kit by private vehicle: Rs. _____
14. Date of shifting household kit to new station : _____
15. Residential Address of New posting station/Unit: _____

I hereby certify that, Above information furnished are true and I have not claimed Composite transfer Grant in previously for the above mentioned transfer.

Thanking You,

Yours Faithfully,

Encl: AS above

Date: ___/___/20___ Name & Signature of applicant : _____

Forwarded to _____ for necessary action please & Remark if any.

Signature of Forwarding Official : _____

Name & Office Seal : _____

Service By: Gen. Secy. J.R.Bhosale - Western Railway Employees' Union-Grant Road (East) Station building, Mumbai.

Help: Santosh Pawar 09724091002 & Vinod Manjrawala 09427534295