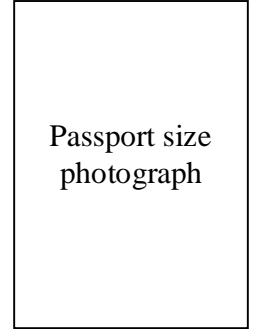


OWN REQUEST TRANSFER APPLICATION

Date: ____/____/20____.

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



Sub: Own request transfer of Group 'C' Staff- _____ department to _____
Department.

(Through proper channel)

Respected Sir,

I the undersigned are willing to take Own request transfer as per extant rules.
My bio-data is as under:

- 1. Name :
- 2. Designation : T.No.....
- 3. DOB :
- 4. DOA :
- 5. P.F. / PRAN No. :
- 6. Pay Band : Grade Pay :
- 7. Basic Pay :
- 8. Department :
- 9. Working under : Station:.....
- 10. Medical category :
- 11. Railway :
- 12. Division/Jurisdiction :
- 13. Education qualification :
- 13 Reason :

I am ready to accept all the prevailing terms & conditions applicable under rule of own request transfer. I am willing to pass higher medical category applicable if applicable as per extant rules.

Thanking you,

Yours faithfully

Name of Applicant & signature : _____

WESTERN RAILWAY

Application for transfer to another Railway / Division by Mutual / own request
 Division / Workshop / unit..... Railway.

Sr.No.	Description of details	Particulars
1.	Name (In full)	
2.	Present Designation & Scale	
3.	Station where working	
4.	Station where transfer sought	
5.	Date of birth	
6.	Source of application	
7.	(i) Capacity in which initially appointed (ii) Date of appointment (iii) Education qualification (iv) If transferred from other Rly/division	
8.	Whether initially training completed	
9.	Whether posted appendix	
10.	Reason for transfer in brief	
11.	Whether bottom seniority is accepted in case of own request transfer	
12.	Whether SC/ST/OBC/General	
13.	Whether terms conditions for Request transfer accepted	

Signature of Applicant:

Full Name :

Designation :

Station where working:

CERTIFICATE

I certify that the above details are verified from the service records of the employee. There is no DAR/Vig./B&C case is pending against the employee please.

Date:

Place:

Signature of controlling officer

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

Help: Santosh Pawar 09724091002 & Vinod Manjrawala 09427534295

WESTERN RAILWAY

I the undersigned (Full Name) is applying for Mutual / own request transfer with following terms & conditions to another Railway/Division i.e.Unit Railway.

1.
 - (i) I am ready to accept rules of mutual transfer applicable as per extant rules.
 - (ii) I am ready to accept rules of own request transfer applicable as per extant rules and at bottom seniority.
2. I am ready to accept posting /work place at any station/shop/unit/office in division/workshop.
3. I will not claim transfer pass/TA/DA/Joining time/ other facilities not under rules of Mutual/own request transfer.
4. I will vacate my railway quarter as per extant rules / retain as per rules.
5. I will not claim railway quarter out of term basis at new posting place.
6. I will accept all duties/instructions of new posting/rules/facilities.
7. I am willing to take transfer on Railway/Division i.e.Unit Division Jurisdiction Railway.

Date:

Place:

Signature of Applicant:

Full Name :

Designation :

Station where working:

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

Help: Santosh Pawar 09724091002 & Vinod Manjrawala 09427534295