



दक्षिण रेलवे/SOUTHERN RAILWAY

No.P(R)676/Policy/Vol.VI

प्रधान कार्यालय/ Headquarters Office
कार्मिक शाखा/ Personnel Branch
चेन्नै/Chennai - 600 003
दि./ Dated:15 -05-2018

आर बी ई सं/RBE No. 65 / 2018

पी बी सी सं/ PBC No: 90 / 2018

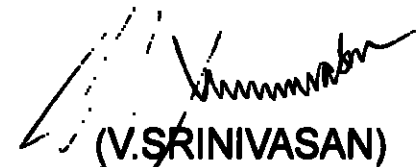
All PHODs / DRMs / CWMs / CEWE / CAO / CPM / Dy.CPOs / Sr.DPOs /
DPOs / SPOs / WPOs / APOs of HQ / Divisions / Workshops / other Units,
etc.,

(As per mailing list -'A')

विषय/Sub:Relieving of staff on transfer on mutual exchange basis.

A copy of Railway Board's letter No. E(NG)I-2017/TR/24 dated
09-05-2018 (RBE No. 65 / 2018) on the above subject is enclosed for
information, guidance and necessary action.

Railway Board's letter dated 15-09-2017 and 30-04-2014 referred therein
has been circulated as PBC No., 173 / 2017 and PBC No. 48 / 2014
respectively.



(V.SRINIVASAN)

वरिष्ठ कार्मिक अधिकारी/नियम

Senior Personnel Officer/Rules

For Principal Chief Personnel Officer

मंलग्न/Encl: as above

प्रतिलिपि/Copy to : The Genl Secy / SRMU
The Genl Secy / AISCSTREA
The Genl Secy / AIOBCREA

The Genl Secy / NFIR

**GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)**

No. E(NG)I-2017/TR/24

New Delhi, dated 09.05.2018

The General Manager(P)s,
All Zonal Railways & Production Units.
(As per standard list).

Sub : Relieving of staff on transfer on mutual exchange basis.

Instructions were issued vide Board's letter of even number dated 15.09.2017 (R.B.E. No. 130/2017) advising Zonal Railways and Production Units to spare staff awaiting mutual transfer where the requests had been accepted by both the Railways/Production Units. Detailed guidelines were subsequently issued under Board's letter of even number dated 22.09.2017 (R.B.E. No. 131/2017) regulating the process of mutual transfer stipulating time limit for each step involved therein.

2. In partial modification of instructions contained in Board's letter No. ERP/Portal-Transfer/2013 dated 30.04.2014 stipulating that once the mutual transfer order is issued the senior person should be relieved first, it has now been decided by the CRB that all mutual transfer cases where NOC has been given by both the Railways/Units i.e. accepting and relieving, both the employees should be spared immediately within a week, without either unit waiting for the reliever.

3. A photocopy of Service Record and unvetted LPC should be given to the employee for submission at the new Division. Original Service Records/LPC should also be sent positively within 15 days.

Please acknowledge receipt

Hindi version will follow.


(M.K. Meena)
Deputy Director Estt (N)
Railway Board