

NORTH EASTERN RAILWAY  
APPLICATION FOR (1) INTER RAILWAY (2) INTER DIVISIONAL TRANSFER

Note : This form may be filled in Duplicate in the case of Inter Divisional/ Departmental transfer and in Triplicate in case of Deputation/ Inter Railway Transfer sought for.

1. Name :
2. Designation :
3. Staff Ticket No. :
4. Unit in which working :
5. Date of Birth :
6. Category in which grade(a) Appointed :  
(b) Continued as :  
(c) Continued for more than 3 months :
7. Transfer sought to  
(i) Post :  
(ii) Station / Deptt. / Division :  
(iii) Railway / Project :
8. Acceptable basis for  
(a) Own request at bottom seniority  
in required grade :  
(b) Mutual Transfer :  
(c) Against call for voluntary(give  
particulars of call letters of job  
applied for) :
9. (a) If under 8(a), state special conditions  
if any (Scale/Grade/Post/Station of  
posting/HQ etc.) :  
(b) If transfer under 8(b) attach one copy  
of colleagues application on similar form  
and should affix his/her name & ticket no.,  
Designation & Address :
10. Special remarks if any :
11. Address :  
(a) Present residential address :  
  
(b) Permanent residential address :

( Signature of the applicant )

Official Address : .....

Dated :

DECLARATION

( To be filled in and signed by the staff requesting transfer )

I ..... (name) seek Inter Railway / Divisional Transfer from .....to any place at .....or any where at ..... on the basis of mutual exchange/own request and hereby declare to abide by the following condition.

- (a) I shall abide by and accept the seniority as admissible under the rules of "Own Request Transfer"/ "Mutual Transfer".
- (b) I shall accept bottom seniority under the rules as transfer is sought for at my own request.
- (c) I shall accept posting at any where in ..... or any where at .....to where I shall be transferred.
- (d) I am aware that I am neither entitled for transfer passes nor TA/DA nor joining time.
- (e) I shall not claim for allotment of Railway Quarter out of turn.
- (f) I shall comply with rules, regulations and instructions connected with duties of the post to which I am seeking for transfer.

Signature : \_\_\_\_\_

Name : \_\_\_\_\_

Designation : \_\_\_\_\_