

PROFORMA 'D'

APPLICATION FOR INTER-RAILWAY AND INTER-DIVISIONAL TRANSFER

From,

AFFIX
Passport size
photo with
attestation by
Gaz. Officer

To,

(Through proper channel)

Sir,

Sub : Application for Inter-Railway/Inter-Divisional Transfer

I hereby apply for a transfer(One way/Mutual) to _____ Division on _____ Railway.
My service particulars are furnished below:

1. Name
2. Designation
3. Station/Divn. Working
4. Date of Appointment
5. Present Grade
 - a) Officiating
 - b) Substantive
6. Post for which applied for
7. Divn./Unit for which applied for

I am willing to carry out the transfer to _____ Division on _____ Railway on the terms and conditions stipulated by the Railway Board and for transfer from one Railway unit it to another on personal request.

I am willing to be posted anywhere on _____ Division on _____ Railway.

I am aware that I am not eligible for any joining time, transfer allowance, transfer passes or TA on transfer account.

I will not seek re-transfer to my parent railway / division at a later date.

I will not withdraw my mutual consent given to Shri./Smt. _____ I will take the seniority on mutual transfer in terms of para 310 of Indian Railway Establishment Manual.

If any request for Mutual Transfer is not agreed to, my application may be considered as at my own request and I am prepared to abide by the conditions for such transfer.

Place:

Date:

Signature of the applicant

(Strike out whichever is not applicable)

DECLARATION FOR MUTUAL TRANSFER

I am willing to go on mutual transfer to _____ Division on _____ Railway with Shri./Smt. _____ under all the mutual transfer conditions.

Place:

Date:

Signature of the applicant