

**Eastern Railway
(Personnel Department)
17 N. S. Road, Kolkata - 700 001**

Serial Circular No. 09/2018

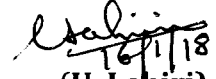
No. E.1049/0/Pt.I

Kolkata, Dated: 16/01/2018

**All Concerned
(as per standard list)**

Sub: Digitalization of Service Records of employees.

Following instructions of Ministry of Railways (Railway Board) issued vide their letter No. E(G)2018/FR 1-1 dated 12th January, 2018 on the above subject are communicated herewith, for information and compliance.


(U. Lahiri)
Dy. Chief Personnel Officer/R
For Pr. Chief Personnel Officer
Phone no.: 24103

*Copy of Railway Board's letter No. E(G)2018/FR 1-1 dated 12th January, 2018 addressed to the
GMs/All Zonal Railways & Others.*

Sub: Digitalization of Service Records of employees.

As you are aware, the Government is encouraging to undertake digitalization of more and more activities. As a step in this direction, it has been decided by the Ministry of Railways that Service Records of all the Railway employees working in the Zonal Railways and Production Units etc. should be digitalized.

It may please be ensured that this process may be completed by the target date of 31.03.2018. Meanwhile, a status report as on December 31, 2017 may be sent to this office by email (ID of Dy.Dir./Estt.(Genl.)III/Rly.Board) at devasia.joseph@nic.in.

**Sd/- (Dr. Anand S. Khati)
Exe.Dir.Esst. (Genl.)**

Index No. 1072: Service Records of all the Railway employees working in the Zonal Railways and Production Units etc. should be digitalized and the process may be completed by the target date of **31/03/2018**.