

EASTERN RAILWAY

No. E.1140/0/Pt. III

Kolkata, dated 05 /07/2019

All Concerned.

Sub: Transfer of Gr. B officers from one Railway/PU to another on own request, on bottom seniority – declaration thereof.

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Copy of Railway Board's letter No. E(O)III/2019/PL/01 dated 13.06.2019 on the above subject is forwarded for information and necessary action.

( A. Ray )

Dy. Chief Personnel Officer/Gaz  
for Pr. Chief Personnel Officer

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Copy of Railway Board's letter No. E(O)III/2019/PL/01 dated 13.06.2019 addressed to GMs of All Indian Railways and others.

Sub: Transfer of Gr. B officers from one Railway/PU to another on own request, on bottom seniority – declaration thereof.

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As per extant policy, Group B Railway Officers seeking transfer from one Zonal Railway/PU to another on own request, on bottom seniority, are required to inter-alia submit a declaration form, to this effect. However, it is seen that the declaration submitted by the officers, has no standard format and that different Railways are using different declaration forms.

2. In order to maintain uniformity across all Railways/Pus, a declaration form has been devised, which is enclosed herewith. All Zonal Railways/Pus, are requested to forward declaration of officers in this format only, henceforth.

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Index No. 1078: : Uniform declaration form for Group B Railway Officers seeking transfer from one Zonal Railway/PU to another on own request, on bottom seniority.

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### DECLARATION

I, \_\_\_\_\_ designation \_\_\_\_\_ Office \_\_\_\_\_ under \_\_\_\_\_ do hereby declare that I desire to seek my transfer to \_\_\_\_\_ Railway/Unit on my own request. I understand and undertake to abide by the following conditions:-

- 1) I shall accept bottom seniority as admissible under the rules for own request transfer;
- 2) I shall accept posting at any station/office/unit/Division of the Railway to which I shall be transferred;
- 3) In the case of Production Unit/other organizations, I shall accept posting on any post;
- 4) I am aware that I am neither entitled to transfer passes nor TA/DA or joining time;
- 5) I shall not claim for allotment of Railway quarters on out of turn basis;
- 6) I shall not seek a re-transfer to the Railway/Unit from where I have been transferred;
- 7) I undertake to abide by the date of induction to Group 'B' assigned to me while considering my name for promotion to Group 'A'/Jr.Scale in terms of instructions contained in Board's letter No. E(GP)2009/1/97 dated 07/01/2013 i.e., date of issuing of Board's orders effecting transfer on bottom seniority or the actual date of joining the Railway on bottom seniority, whichever is later;
- 8) I undertake to accept the repercussions of my request for transfer on bottom seniority, as may occur in future, in my service conditions.

Signature.....

Full Name.....

Designation.....

Station.....

Date.....