

SOUTH CENTRAL RAILWAY



Headquarters Office,
Personnel Branch,
Secunderabad-500 071.
Date.17.01.2020.

No.SCR/P-HQ/456/SBF/OSC/2019-20.

All PHODs, All DRMs, All CWMs,
CAO/C, All Sr.DPOs, All WPOs,
MD/CH/LGD, CSTE/CON, CSTE/P/SC/Lekha Bhavan
Dy.CSTE/S&T/MFT, Dy.CMM/G&S/MFT,
IRISET/SC, C-TARA, RRB/SC, ADR/RCT/SC, Cash&Pay Office/SC
Principals/RDC/LGD, STC/LGD, STTC/LGD, ZRTI/MLY

Sub: Organizing 'Employees Special Tour' to Bangkok, Pataya & Bali by
Headquarters Office, S.C.Railway - Reg.

It is proposed to organize a recreation tour for the employees of South Central Railway to Bangkok, Pataya & Bali in the month of February-2020 i.e., from 28.02.2019 to 05.03.2020 [6 Days/7 Nights]. The non-gazetted serving Railway employees except RPF staff are eligible to participate in the tour subject to fulfilling the following conditions:

- 1] Should possess a valid Indian Passport with validity up to One Year on the date of notification.
- 2] Should submit medical fitness certificate from any authorized medical authority [State or Central Government] to travel abroad.
- 3] Should submit Medical Insurance from recognized agency.
- 4] Should be free from D&AR/SPE/Vig. Cases.
- 5] Should pay 30% of total expenditure.
- 6] Should have completed a minimum of 10 years of regular service.
- 7] The selection process shall be 60% of slots from the earmarked quota from employees with Grade Pay up to 2800/- and the remaining 40% for the employees working in Grade Pay of Rs.4200/- and above.
- 8] The employees who have participated in the earlier Overseas Camp are not eligible for this tour.
- 9] Employees from all Grade Pays are to be accommodated to the extent possible and those who have rendered long service and on the verge of superannuation will be given priority.
- 10] In case of any shortfall of applicants in any slot [60% or 40%], the Divisional SBF Committee will take a final decision for exchange of the slots within the particular group.

Railway employees of Headquarters Offices, who are desirous to participate in the above tour should submit their applications in SBF Section of PCPO's Office, Railnilayam. The applications of employees pertaining to Divisions / Units should be scrupulously scrutinized by respective Sr.DPOs/WPOs on the above parameters under their jurisdiction and the final list as per the slots allotted may be sent to SBF Section of PCPO's Office, Railnilayam, Secunderabad. The applications should be forwarded alongwith all required documents in the prescribed Proformas as annexed below:

Annexure-I: The full particulars of the Employee [application form].

Annexure-II: Visa application for Bangkok, Pataya & Bali.

The eligible applications should be forwarded to SBF Section of PCPO's Office on or before 30.01.2020 certain through a special messenger. The original filled-in applications along with covering letter, Original Passports [2 copies of Xerox], DDs and other required documents are to be handed over to Sri. T. Krishnaiah, Ch.S&WI/SBF Section/PCPO's Office. The applications received after due date will not be entertained.

Employees who desire to join the tour should pay 30% of total expenditure amounting to Rs20,982/-. SBF/HQrs will provide the remaining 70% of funds to meet the total expenditure.

The name of the Travel Agency and the other details will be intimated shortly.

No railway employee will be allowed to be accompanied by his/her spouse or any other family members to the tour under any circumstances.

The campers should bear in mind regarding the following, while on tour:

1. The campers are only responsible for their personal belongings especially their *Passport, baggage etc.*, Administration will not hold any responsibility for the loss/non-carry of the Passport by the employees. The campers are also advised to bring their Identity Card, warm clothing, medicines and other required personal belongings. The baggage should be very limited and easy to carry.
2. Campers will be under the direct supervision of the Camp Officer and strictly adhere to maintain discipline throughout the camp.
3. Campers should be able to adjust to the weather condition and food.
4. Cancellation of application will not be entertained at any cost once the **Final List** is released as the Visa and other formalities will be completed by that time.
5. The campers should report PCPO office a day before i.e., on 28.02.2020 at 10.00hrs.

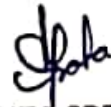
In this regard, the slots allotted to Headquarters/Divisions/Units are as follows:

S.No.	Headquarters / Division / Unit	No. of slots allotted
1	Headquarters Offices of Railnilayam including Training Institutions, CAO/C/SC, CH/LGD, EWS/LGD, S&T Workshop/MFT, Dy.CMM/G&S/MFT, Printing Press.	22
2	Secunderabad Division	15
3	Hyderabad Division	07
4	Vijayawada Division	15
5	Guntakal Division	15
6	Guntur Division	07
7	Nanded Division	07
8	Workshop/Lallaguda	04
9	Workshop/Rayanapadu	04
10	Carriage Repair Shop/Tirupati	04
	Total	100

Hence, it is requested to arrange for wide publicity among the staff working under your control. The schedule of tour programme shall be altered only in case of unforeseen circumstances, if any. The details of the flight and related information will be intimated in due course.

The notification is available in South Central Railway website, Personnel Department Folder.

Encl: As above.



[A.SITA SREENIVAS]
SPO/IR

for PRINCIPAL CHIEF PERSONNEL OFFICER

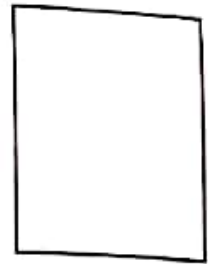
Copy to General Secretary/SCRE Sangh & General Secretary/SCRM Union for information please.

Copy to Zonal President/AISC&STREA & Zonal President/AIOBCREA for information please.

Copy to Members/HQrs SBF Committee for information please.

APPLICATION FOR PARTICIPATION IN THE EMPLOYEES RECREATION TOUR-2019-2020 TO**'BALI, BANGKOK & PATAYA'**

1. Name of the employee :
2. Designation :
3. Office & Station :
4. Pay Level & Grade Pay :
5. Date of Birth :
6. PF No. :
7. Date of appointment :
8. Date of retirement :
9. Contact Phone Nos. : [a] Res: [b] Mobile:
[c] Alternate Contact Number: .
10. Passport No. : Issued by :
Date of issue: : Date of Expiry:
11. Residential address :

**Declaration**

- [i] I hereby declare that I will adhere to the rules and regulations of the camp and will maintain discipline and unity throughout the camp.
- [ii] I also agree to abide by the instructions issued by from time-to-time by the Officer-in-charge/Officials organizing the camp.
- [iii] If any employee leaves during the camp, the Camp Officer will not be responsible.
- [iv] I am willing to pay the Camp Fee of Rs20,982/- [Approx].
- [v] I have submitted a Fit Medical Certificate for Foreign Tour.

Signature of the employee

No. _____

Date: _____

Forwarded to SPO/IR/PCPO's Office, Railnilayam, Secunderabad for necessary action.
The particulars mentioned above have been verified and found correct.

Official Seal.

**Signature of the Controlling Officer
Designation with Stamp**