

SOUTH CENTRAL RAILWAY



Personnel Branch,
Rail Nilayam,
Secunderabad.

Dt. 28.11.2018.

No.SCR/P-HQ/ 456/SBF/OSC/2018

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

Sub: - Organising "Employees Special Tour" to DUBAI, SHARJAH and ABU DHABI by Headquarters Office, South Central Railway.

It is proposed to organize a recreation tour for the employees of South Central Railway to DUBAI, SHARJAH and ABU DHABI from 29.01.2019 to 02.02.2019 (tentatively). 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 Passport with validity up to one year on the date of notification.**
- 2) Should submit medical fitness certificate to travel from any authorized medical authority. (State or Central Government)
- 3) Should submit Medical Insurance from recognized agency.
- 4) Should be free from DAR/SPE/Vig. Cases.
- 5) **Should pay 30% of total expenditure.**
- 6) Should have completed a minimum of 10 years of total service.
- 7) The selection process shall be **60% of slots** from the earmarked quota for employees with **Grade Pay upto Rs.2800/-** and the remaining **40% for the employees** working in **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 are **having longer service and on 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. 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, Secunderabad. The applications to be forwarded with all required documents in the prescribed Proformas as annexed below:-

Annexure I: The full particulars of Employee (Application Form).

Annexure II: Visa application for Dubai, Sharjah and Abu Dhabi.

The eligible applications should be forwarded to **SBF Section of PCPO's Office on or before 21.12.2018 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 U.Santosh Kumar, Jr.Clerk /SBF Section/PCPO's Office.**The applications received after due date will not be entertained.**

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28.11.18

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Employees who desire to join the tour should pay 30% of total expenditure amounting to Rs.20,000/- (Approximately). SBF/Hqrs. will provide the remaining 70% of funds to meet the total expenditure.

The name of the Travel Agency and the other details for Payment of 30% 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.

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

Sl.No.	Headquarters/Division/Unit	No. of slots allotted
1	Headquarters Offices of Railnilayam including Educational Institutes, Training Institutes, IRISSET, CAOR/CN/SC , CH/LGD and S&T Work Shop/MFT	22
2	SC Division	15
3	HYB Division	07
4	BZA Division	15
5	GTL Division	15
6	GNT Division	07
7	NED Division	07
8	Lallaguda Workshop	04
9	Rayanapadu Workshop	04
10	CRS/TPTY	04
	GRAND 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 notification is available in South Central Railway Website-Personnel Department Folder.

www.scr.indianrailways.gov.in → about us → departments → personnel department

Encl: -As above


(M.B. MURALIDHAR)
Dy. CPO/IR.

For Principal Chief Personnel Officer

C/-GS/SCRES & GS/SCRMU: for information please.
C/-ZP/AISCTREA & ZP/AIOBCREA: for information please.
C/- Members of HQRS/SBF Committee: for information please.

