

Southern Railway

FORM FOR OCCUPATION / VACATION OF STAFF RAILWAY QUARTERS

1. Name : _____

2. Designation : _____

3. Staff No : _____

4. PF No : _____

5. Quarters No. : _____

6. Department : _____

7. Type of Quarters : _____

8. Location : _____

9. Authority : _____

10. Date of occupation/Vacation : _____

11. Deficiency if any : _____

12. Signature of the employee : _____

13. Signature of the immediate supervisor:

SSE/Works/SA

SSE/Ele/GS/SA

Copy to

Sr.DPO/SA for information