

SOUTHERN RAILWAY

No.P(W)641/1/7/Schol / Prof Edn.

Headquarters Office
Personnel Branch,
Chennai - 600 003
Dated: 05.01.2015

All concerned

Sub: CENTRAL STAFF BENEFIT FUND 2014-15 - Award of Scholarships for Higher Professional/Technical Education.

Ref: Railway Board's letter No.E(W)2014/FU-1/1 dated 30.07.14 & 08.12.14.

*** **

It has been decided to grant financial assistance from CSBF 2014-15 for the following:

- 1) Scholarship for Higher Technical/Professional education for wards of Non-gazetted staff in Grade Pay above Rs.2400/-
- 2) Scholarship for pursuing Technical/Professional diploma/degree for Girl Children of Railway employees in Grade Pay up to Rs.2400/-
- 3) Scholarship for pursuing Technical/Professional diploma/degree for Male Children of Railway employees in Grade Pay up to Rs.2400/-

As regards scholarships, the specimen copies of applications are enclosed herewith. The Divisions/Units are hereby instructed to call for, scrutinize and process the applications as per extant instructions and instructions of the Board vide RBE No.83/2014 & RBE No.136/2014 and advise **only the No. of eligible applicants along with the details specified** in the proforma (Annexure I) to this office for consideration and sanction of scholarship. The last date for receipt of the proforma from Divisions/Units advising the no. of scholarships (for all the three scholarships) mentioned above is **30.01.2015. Request for sanction after 30.01.2015 will not be entertained by HQrs.**

In respect of employees of Headquarters offices and Units attached to HQrs, the above applications are to be submitted to the undersigned /Welfare section on or before 30/01/2015 certain .In each office all the applications should be collected from the employees and submitted in one bunch with covering letter signed by the controlling officer.

Forms for the above scholarships may be downloaded from Southern Railway Website <http://www.sr.indianrailways.gov.in> (or) Southern Railway Railnet <http://10.5.2.32 www.HQRS/Personnel/PBC/Website/csb-f-head-2014-15> and printed by the respective Divisions/Units.

Any wrong claim preferred by the employees and noticed at a later date will be viewed seriously duly invoking D&A rules.

Wide publicity may be given by the Division/ Unit to the employees calling for the above scholarships from the Central Staff Benefit Fund.

Please acknowledge receipt.

Encl.: 1) Proforma for forwarding the data
2) 2 Application formats
3) Allocation

-sd-

(J. Jarna Singer)
Asst. Personnel Officer/Welfare
for CPO & Chairman/CSBF Committee

Copy to: GS/SRMU, SCSTREA, OBCREA
CSBF Committee members

10	Residential Address	:											
11	Telephone Numbers (with STD Code)	:	Railway :										
			Residence :										
			Mobile :										
12	Details of Institution/ Course and Duration of the Course, the ward is now studying:												
	Name of the Institution with Address	Course	Duration of the Course		Date of joining the Course	Indicate the year of study [Tick (√)]							
			From	To		I	II	III	IV	V			
13	Fees paid for the current year	:	Year		Amount Rs.								
14	Bank Account details of the ward in case of minor, mention the Account Number of the employee: (A Bank Account in the Name of ward is Mandatory if the ward is a major)												
	Name and Address of the Bank	Savings Bank Account Number											
		MICR No.					IFSC No.						
15	Amount of Scholarship received during the last year	:	Year		Amount Rs.								
16	Whether the Scholar referred to above is in receipt of Scholarship or Stipend or Fee concession from any other source? If so, give complete details thereof [Tick (√) relevant column]	:	Yes		No								
17	Has He/She applied for any other Scholarship under SBF for the current year? If so, give complete details thereof [Tick (√) relevant column]		Yes		No								
18	Is any other child getting Scholarship from SBF? Give Details		Yes/No [Tick (√)] Details:										

I certify that:

(a) No student other than my Son/Daughter
..... (Name) is enjoying the educational aid
that has been applied for.

(b) Particulars shown regarding my sons/daughters are as furnished by
me in Pass declaration.

(c) All the details furnished above are true to the best of my knowledge
and if found to be false in future, I shall be taken up under D&A Rules.

Station: Signature of the Employee:
Date: Designation:

Certified that the Particulars given against columns 1 to 7 & 15 to 18 are correct.

Station: Signature of the Immediate Supervisor:
Date: Designation:

CERTIFICATE BY DEPARTMENT

The particulars furnished against columns to 1 to 7 & 15 to 18 above have been
checked and found correct.

Forwarded to the Chairman, Central Staff Benefit Fund Committee, General Manager's
Office, Chennai – 600 003 for consideration.

No. Dated:.....
Station

.....
Signature and Designation of the
Controlling Officer

CERTIFICATE BY THE EDUCATIONAL INSTITUTION/COLLEGE/UNIVERSITY

Certified that (Student's name) is a

bonafide student of this institution (Name of
the institution) and is studying in.....(name of the Course)
.....(discipline) (I / II / III / IV / V Year (year in which studying) during the academic
year.....

Station:

Date:

Seal of College/institution

.....
Signature of the Head of the Institution

SOUTHERN RAILWAY

ASSISTANCE FROM STAFF BENEFIT FUND

**Application for Fresh / Renewal Scholarship for Higher Education of
Girl / Male Children of Railway Staff in Grade Pay up to Rs.2400/-.**

(Authority: Railway Board's Letter No.E(W)2014/FU-1/1 dated 30.07.2014
Circulated under RBE No.83/2014.)

**(Separate application to be submitted for each Child)
(Maximum 2 Children only)**

**Affix Latest
Passport size
Photograph of
the ward**

(To be attested by Institution/College Authority)

1.	Name of the Employee	:							
2.	Designation/Office/Division/Unit	:							
3 (a)	PF Number	:							
(b)	Staff/Ticket Number	:							
4.	Bill Unit No.	:							
5.	Station/Bill Preparing Office	:							
6.	Pay Band & Grade Pay	:	Pay Band Rs.			Grade Pay Rs.			
7.	Whether the employee belongs to SC/ST/OBC/Minority/Physically challenged/UR (Tick (✓) relevant column)	:	SC	ST	OBC	Minority	PH	UR	
8.	Name of the Ward for whom Scholarship is applied (Tick (✓) relevant column)	:	Name			Male	Female		
9.	Date of Birth of Son/Daughter for whom Scholarship is applied	:	Day		Month		Year		

10	Residential Address	:												
11	Telephone Numbers (with STD Code)	:	Railway :											
		Residence:												
		Mobile :												
12	Details of Institution/ Course and Duration of the Course, the ward is now studying:													
	Name of the Institution with Address	Course	Duration of the Course		Date of joining the Course	Indicate the year of study [Tick (√)]								
			From	To		I	II	III	IV	V				
13	Fees paid for the current year	:	Year		Amount Rs.									
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17	Has He/She applied for any other Scholarship under SBF for the current year? If so, give complete details thereof [Tick (√) relevant column]		Yes		No									
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No. Dated:.....
Station

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Signature and Designation of the
Controlling Officer

CERTIFICATE BY THE EDUCATIONAL INSTITUTION/COLLEGE/UNIVERSITY

Certified that (Student's name) is a

bonafide student of this institution (Name of
the institution) and is studying in.....(name of the Course)
.....(discipline) (I / II / III / IV / V Year (year in which studying) during the academic
year.....

Station:

Date:

Seal of College/institution

.....
Signature of the Head of the Institution

