

South Western Railway

Divisional Office,
Personnel Department,
Bengaluru-560023.

No.B/P.641/DSBF/2024-25

Dated: 17.02.2025.

All Branch officers &
Supervisory Officials,
Bengaluru Division.

Sub: Grant of Financial Assistance under CSBF 2024-25, under the Head, Developing occupational skills for physically/mentally challenged Railway employees/wards.

Ref: PCPO/SWR/UBL letter No.SWR(P).641/Fin.Asst/PHE/66 dated 13.02.2025.

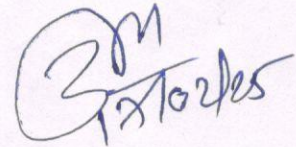
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With reference to the above, HQ has issued notification inviting applications for granting financial assistance to Railway employees and their wards from CSBF.

The detailed notification is enclosed herewith for information and to avail the benefit. The last date for receipt of application in the office of the undersigned is 04.03.2025.

Wide publicity may be given in this regard.

Encl: HQ Notification referred above,



(Uma Sharma)
Sr.DPO/SBC

Copy to: PSs to DRM & ADRMs /SBC for kind infn. of DRM & ADRMs

All POs

DSs/ SWRMU, SWRES, AISCTREA & AIOBCREA/SBC for infn.

All CS&WI/S&WIs.

SWR, Bengaluru Division, Website.



प्रधानकार्यालय/Headquarter Office
कार्मिकविभाग/Personnel Department
रेलसौधा/Rail Soudha,
गदगरोड/Gadag Road
हुबलि/Hubballi - 580 020
दिनांक/Date:13.02.2025

SWR(P) 641/Fin. Asst/PHE/66
CAO/CN/BNC,
All PHODs/CHODs/HODs
DRM/UBL, SBC & MYS
CWM/UBLS & MYSS
Dy.CMM/GSD/UBL, Dy.CE/TMO/YPR

Sub: Grant of Financial Assistance under CSBF 2024-25 for developing occupational skills of Physically/Mentally challenged Railway Employees/Wards - reg.

Applications are invited by the Central Staff Benefit Fund Committees from Non-Gazetted eligible employees of HQrs. office, and Divisions/Units for granting financial assistance to railway employees/wards under the head "Developing occupational skills of Physically/mentally challenged Railway employees and their ward including purchase of wheel chairs, others aides, special software etc. and organising workshops, seminars, camps etc.". The amount of financial assistance will be decided by the CSBF committee based on the number of applications received and availability of funds. Preference will be given to employees/wards of employees in lower grade pay (VI th PC) /Level of (VII th PC).

- 1) Applications are called for from Physically/Mentally Challenged Serving Railway employees/wards in the prescribed formats as Annexure-A and Annexure-B respectively.
- 2) Assistance will be given to employees/wards in need of special equipment (for those with 40% disability and above) on submission of relevant medical advice / requirement only from Railway Medical authority and also invoice for the special equipment.
- 3) Applicants should produce documentary proof of disability from authorised medical authorities viz. Railway medical authority, state government or any other recognised medical board.
- 4) For claiming assistance for undergoing any other specialised therapy proper documentary proof should be submitted.
- 5) Vouchers for caretaker allowance & **transportation** will not be considered for financial assistance under this scheme.
- 6) Expenses towards medicines, medical tests and doctor consultation fees etc., will not be taken into consideration for assistance under this scheme.

It is reiterated that, separate applications formats are prescribed for (i) Physically/Mentally challenged Railway employees and (ii) Physically/Mentally challenged wards.

Applications forms duly filled in all aspect may be sent through their supervisory officials in one bunch only. Copy of relevant document in originals must be enclosed along with applications.

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

The last date for receipt of application duly filled in all respect is 07.03.2025.

Wide publicity may be given


(P. Basavaraj)
APO/Genl.

for Principal/Chief Personnel Officer

Secy.to GM - for kind information of GM/SWR
PS to AGM - for kind information of AGM/SWR
PS to PCPO - for kind information of PCPO/SWR
President, SWRMU/SWR, GS/SWRES/SWR, }
GS/AISCSTREA/SWR & GS/AIOBCREA }
Notice Board

for information and necessary action

SOUTH WESTERN RAILWAY

CENTRAL STAFF BENEFIT FUND

APPLICATION FOR FINANCIAL ASSISTANCE TOWARDS DEVELOPING OCCUPATIONAL SKILLS OF
PHYSICALLY/MENTALLY CHALLENGED RAILWAY EMPLOYEES.

Sl.No					
1	Name of applicant (S/Shri/Smt/Ms)				
2	P.F/NPS/Staff No				
3	Design/Office/Stn				
4	Bill Unit No.				
5	Pay in Pay Band/GP/Level	Pay Band Rs.	Pay Rs.	Grad pay Rs.	Level
6	Telephone No.	Railway		Mobile	
7	Whether the employee belongs to SC/ST/OBC/UR (Tick relevant column)	SC	ST	OBC	UR
8	Whether documentary proof of disability from authorised medical authority is enclosed	Enclosed		Not enclosed	
9	Whether Medical advice/ requirement of special equipment like wheel chair, other aides, special software, etc from Railway Medical Authority is enclosed.	Yes		No	
10	Cost of equipment's				
11	Whether original invoice is submitted	Invoice No.			
12		Date of invoice			
		Amount			
13	Any other reason for claim				
	Total amount claimed				
14	Signature of Railway Medical officer				

Signature of the employee:

Design/Office/Stn :

Date:

CERTIFICATE BY DEPARTMENT

The particulars furnished above have been checked and found correct. Original bills
have been verified and found correct.

Forwarded to the Chairman CSBF & PCPO/SWR UBL for consideration

Office seal :

Signature of the Controlling Officer :

Design/Office/Stn :

Date :

CENTRAL STAFF BENEFIT FUND

**APPLICATION FOR FINANCIAL ASSISTANCE TOWARDS DEVELOPING OCCUPATIONAL SKILLS OF
PHYSICALLY/MENTALLY CHALLENGED WARDS.**

Sl.No					
1	Name of applicant (S/Shri/Smt/Ms)				
2	P.F/NPS/Staff No				
3	Design/Office/Stn				
4	Bill Unit No.				
5	Pay in Pay Band/GP/Level	Pay Band Rs.	Pay Rs.	Grad pay Rs.	Level
6	Telephone No.	Railway		Mobile	
7	Whether the employee belongs to SC/ST/OBC/UR (Tick relevant column)	SC	ST	OBC	UR
8	Name of the disabled ward & age				
9	Relationship to the employee	Son	Daughter	Dependent	
10	Nature/extent of disability (Mention %)	Nature		Extent %	
11	Whether documentary proof of disability from authorised medical authority is enclosed	Enclosed		Not enclosed	
12 (a)	Whether the ward is going school or not	Yes		No	
(b) (i)	If yes, Whether Children education allowance has been awarded	Yes		No	
(ii)	If so, amount drawn in the previous year	Rs.			
13	Whether Medical advice/ requirement of special equipment like wheel chair, other aides, special software, etc from Railway Medical Authority is enclosed.	Yes		No	
a	Cost of equipment's				
b	Whether original invoice are submitted	invoice No.			
		Date of invoice			
		Amount			



14	Whether the ward is undergoing therapy		
15	Documents to be enclosed	Enclosed	Not enclosed
A	Government certificate for disability		
B	Proof for therapy with cost details.		
16	Is this application submitted for any other child. If yes, amount claimed	Yes	No
17	Total amount claimed		
18	Signature of Railway Medical officer		

Signature of the employee:

Design/Office/Stn:

Date:

CERTIFICATE BY DEPARTMENT

The particulars furnished above have been checked and found correct. Original bills have been verified and found correct.

Forwarded to the Chairman CSBF & PCPO/SWR UBL for consideration

Office seal:

Signature of the Controlling Officer :

Design/Office/Stn :

Date :



SOUTH WESTERN RAILWAY