

South Western Railway

Divisional Office,  
Personnel Department,  
Bengaluru-560023.

No.B/P.641/SBF/2021-22

Date: 28.03.2022.

All Officers &  
Supervisory Officials,  
SBC Division.

Sub: Holiday camp for women employees, conducted by HQ.  
Ref: HQ letter No.SWR/P.641/WEHC/Vol.I/2022 dated 24.03.2022.

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With reference to the above, Holiday camp is being organised for the Women employees of SW Railway to Mysore & Ooty. The copy of the letter is enclosed for information and to give wide publicity. The last date for receipt of application in Personnel department of SBC Division, for the camp in the prescribed proforma is 05.04.2022.

  
Chairman/DSBF/SBC  
& Sr.DPO/Co-ord/SBC

Copy to: PCPO/SWR/UBL,  
PSs to DRM & ADRMs for infn of DRM & ADRMs  
DSS/SWRMU, AISCTREA & AIOBCREA/SBC

I/38715/2022

## SOUTH WESTERN RAILWAY

Headquarter Office  
Personnel Department  
Hubli – 580 020  
Date: 24.03.2022

No. SWR/P.641/WEHC/Vol.I/2022

ALL PHODs/HODs/SWR/UBL, CAO/CN/BNC  
DRMs/UBL, SBC & MYS  
CWMs/UBLS & MYSS  
Chairman, RRB/BNC, Principal, STC/SBC & MDZRTI/DWR  
Dy.CMM/GSD/UBL

**Sub:** Holiday Camp for Women Employees of S.W. Railway – Hubli to Mysore  
& Ooty

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It is decided to hold a Holiday Camp for Women Employees of S.W.Railway. Places to be visited are Mysore and Ooty. The camp will be organised in the month of April tentative date from 20.04.2022 to 23.04.2022.

1. Eligibility criteria and other terms to the Campers are as under:
  - a) Only serving & regular Women Employees of S.W.Railway are eligible to apply for the camp (**Spouses & Children are not permitted along with camper**).
  - b) Only those who are in sound health and who can withstand strenuous journey and extreme weather conditions may apply.
  - c) **Application for the Camp should be submitted in the proforma enclosed which shall be duly forwarded through the supervisory Officials/Controlling authority concerned & duly examined by the Sr.DMO/DMO of concerned Division/Unit regarding their health condition & fitness.**
  - d) It should be noted that mere submission of the application for the camp and/or selection as a camper does not by itself confer upon any applicant the right for sanction of leave. **Obtaining sanction of leave shall be the sole responsibility of the camper.**
  - e) The maximum number of campers is fixed at 34 (Thirty Four only).
  - f) The selected campers & officials will have to pay a Camp Fee of **Rs.4,000/-** (Rupees Four Thousand only) per head. The amount of camp fee is provisional and subject to revision on actual expenditure, in case the expenditure for camp becomes more than the CSBF grant plus camp fees. The excess amount will be collected from both campers & officials. The camp fees are to be deposited before the commencement of the Camp with Welfare Inspector before departure on the first day of the commencement of journey.

Contd...2.

Digitally Signed by D.madhu  
Date: 24-03-2022 15:40:56  
Reason: Approved

- 2 -

- g) The selected Campers have to avail and handover one set of Privilege Pass for their 'to and fro' journey which shall cover the journey from their place of working to Mysore & back to Hubli.
- h) All the Campers will have to travel in the camp coach of South Western Railway ex. UBL and return by the same coach and they should take note that they should compulsorily stay in Camp Coach during the Camp period and maintain at most discipline and conduct themselves in a manner befitting Railway Women.
- i) All selected campers will have to avail their own leave covering the period of camp and for the transit from their place of working to UBL & back.
- j) **First preference will be given to Headquarters Women employees and the women employees who are at urge of retirement.**
- k) Last date for receipt of the applications for the camp in CPO's Office, Hubli will be **10.04.2022** late application will not be entertained.
2. The tour programme will be advised separately.
3. The tour programme & places of visit can be changed at any time without prior notice subject to hauling / attachment of camp coach, availability of accommodation/weather conditions etc. or at the discretion of Camp Officer.
4. Wide publicity may be given through all Supervisory Officials/Controlling officers of all departments of your Office. Further instructions in connection with the Camp to the selected Campers will be issued separately.

Encl : Proforma.

Digitally Signed by D.madhu

(D.Madhu) 2022 15:40:13

**Assistant Personnel Officer/Genl.  
for Principal Chief Personnel Officer**

Copy to:

- Secy. to GM** – for kind information of GM.
- Chairman/CSBF & CPO** – for kind information.
- CMD & Member/CSBF** – for kind information & it is requested to nominate female nursing staff & one attendant, with general medicine & first aid kit etc. to accompany with Holiday Camp please.
- GS/SWRMU/UBL**– for kind information & it is requested to nominate 02 (Two) women representatives from your Union as Camp Official to accompany with Holiday Camp please.
- GS/AISCTREA/UBL**– for kind information & it is requested to nominate 01 (One) woman representative from your Association as Camp Official to accompany with Holiday Camp please.
- GS/AIOBCREA/UBL**– for kind information & it is requested to nominate 01 (One) woman representative from your Association as Camp Official to accompany with Holiday Camp please
- All CSBF Committee Members** – for information please.
- Sr.DPO/UBL, SBC & MYS** – for information & necessary action please.
- Dy.CPO/MYSS & WPO/UBLs** – for information & necessary action please.
- Ch.OSs/CS&WIs** – Please give wide publicity & notify to all employees.

Notice

**PROFORMA****APPLICATION FOR THE HQ WOMEN EMPLOYEES HOLIDAY CAMP  
OF S.W.RAILWAY-2022 Hubli to Mysore and Ooty.**

Paste one  
recent colour  
Photo &  
attach three  
copies  
attested

1. NAME :
2. DESIGNATION /STATION :
3. PF / NPS NO. :
4. DIVISION/UNIT WORKING :
5. DATE OF BIRTH & AGE :
6. DATE OF APPOINTMENT :
7. DATE OF SUPERANNUATION :
8. MOBILE NO. :
9. EMAIL ADDRESS
10. RESIDENTIAL ADDRESS/Phone No. :
11. WHETHER ATTENDED ANY PREVIOUS EMPLOYEES HOLIDAY CAMP OR NOT , if any (Please) :

**SIGNATURE OF THE EMPLOYEE**

specify

I hereby give my consent that any additional expenditure incurred in excess of camp fees during Holiday Camp will be paid by me during the Holiday camp itself.

Signature and Seal of the Supervisory Official.

No.

Date:

This is to certify that Smt/Kum. \_\_\_\_\_ is fit to attend Holiday Camp & not under gone major operation recently.

Signature of Sr.DMO/DMO

Seal

No.

Date:

Forwarded to Secretary, CSBF/HQ/UBL for necessary action.

Signature of the Officer of the Divn/Unit