

**PROFORMA FOR THE GRANT OF "COMPOSITE TRANSFER GRANT" and**  
**crediting of "JOINING TIME"**  
**(TO BE SUBMITTED IN DUPLICATE BY THE OFFICERS WHO COME ON TRANSER)**

1.	Name of the Officer	
2.	Designation	
3.	Emp.No-	
4.	Date of Appointment	
5.	Date of Relief from the Old Station (Please indicate the previous place of posting.)	
6.	Date of reporting in ICF	
7.	Date of shifting the personal effects & distance transported in Kms.	
8.	Whether VPU 8 Wheeler is utilised for shifting the personal effects	
9.	Whether CAR was carried in the VPU or not.	
10.	Details of Kit Pass, If any availed & issued (State the Railway)	
11.	Whether the personal effects was shifted by Road.	
12.	Furnish the details of New Residential Address (enclose proof)	
13.	Whether on Retirement A/c or on Transfer A/c.	

I Certify that the particulars furnished above are correct to the best of my knowledge.

Date:

Signature of the Officer.