

INTEGRAL COACH FACTORY, MADRAS - 38

PERSONNEL DEPARTMENT (WELFARE CELL)

GRIEVANCE REDRESSAL AID

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Name : Emp. No. :

Designation : Tkt. No. :

Shop/Office :

Are you satisfied with (please tick the appropriate column)

Yes                    No

1. Assignment of seniority
2. Fixation of pay
3. Grant of annual increment
4. Sanction of leave (LAP/LHAP)
5. Sanction of PF advance/Fianl withdrawal
6. Sanction of other advances viz.,HBA,  
Scooter, Cycle, etc.
7. Grant of NDA/NHP etc.
8. Payment of Unpaid Wages
9. Grant of OTA/Periodical CR

If you are not satisfied on any item(s) referred to above, please give the full details.

Signature of the employee

Forwarded to CLWI/S & F

Signature of the Supervisor