

SOUTHERN RAILWAY

Headquarters Office
Personnel Branch
Chennai – 3.
Date: 09.07.2018

No.P.473/Pass/PRS

To

All concerned

Sub: Online application for getting Privilege Pass/PTO
for serving employees.

-oOo-

Greetings from Southern Railway !

It is proposed to extend the facility of submitting the requisition online for availing Privilege Pass/PTOs.

For availing the above facility, it is requested to come to Pass Section/HQ in person for one time and register their mobile numbers. This is required for sharing OTP sent to their register mobile number for validation. Subsequent requests for issue of Privilege Pass/PTO can be made online in the site <http://112.133.238.210:8080/SRPass/> A form for registration is enclosed. The same can also be downloaded and printed for use from the Headquarters Personnel Branch website on Railnet.

The advantage of the facility is that the serving employees need not come to Headquarters Pass section to submit pass application. They can avail Pass/PTO by registering their application online and getting their Privilege Pass in person.

Encl: 1

Sd/-
Senior Personnel Officer/Gaz.
for General Manager

Copy to: CS&WI/System for uploading in HQPB website

**FORMAT FOR REGISTRATION OF SERVING EMPLOYEES
FOR PRIVILEGE PASS/PTO**

1. EMPLOYEE NO./PF NO. :
2. EMPLOYEE NAME :
3. DESIGNATION :
4. OFFICE :
5. GRADE PAY :
6. PAY :
7. DATE OF BIRTH :
8. DATE OF APPOINTMENT :
9. ADDRESS :

10. MOBILE NUMBER :

11. FAMILY COMPOSITION

Sl. No.	Name	Aadhaar No.	Relationship	Date of birth	Blood Group
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					

Signature of Serving Employee