

SOUTHERN RAILWAY

Headquarters Office  
Personnel Branch  
Chennai – 600003.

No.P.473/Pass/PRS

Date: .04.2018

To

All Employees receiving Post Retirement Complimentary Pass/  
Widow Complimentary Pass

Sub: Online application for getting Post Retirement Complimentary Pass/  
Widow Complimentary Pass.

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Greetings from Southern Railway!

It is proposed to extend the facility of issuing Post Retirement Complimentary Pass for the retired employees, by submitting their pass requisition online.

For availing the above facility, you are requested to come to the office of the undersigned in person and register. Subsequent requests for issue of Post Retirement Complimentary Pass can be made online in the internet 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 above site.


The advantage of the facility is that the retired employees need not come to Headquarters to submit pass application or receive passes.

They can opt to avail any of the following modes of receiving of the printed Post Retirement Complimentary Pass.

- i. registering their application online and getting their Post Retirement Complimentary Pass in person.
- ii. registering their application online and getting their Post Retirement Complimentary Pass by giving a written authorisation through an authorised agent.
- iii. registering their application through online and getting their Post Retirement Complimentary Pass through Speed Post.

If there is any difficulty in applying online, presenting manual applications and obtaining passes is also available.

Encl: 1

  
23/4/18  
Senior Personnel Officer/Gaz.  
for General Manager

**FORMAT FOR REGISTRATION OF SERVING / RETIRED EMPLOYEES AND  
WIDOWED SPOUSE IN NEW PASS APPLICATION**

1. EMPNO /PF NO (Serving Employee) :
2. PPO NO/ID CARD NO (Retired Employee,  
Widowed spouse) :
3. EMPLOYEE /WIDOWED SPOUSE NAME :
4. DESIGNATION :
5. OFFICE :
6. GRADE PAY :
7. PAY :
8. DATE OF BIRTH :
9. DATE OF APPOINTMENT :
10. DATE OF RETIREMENT :
11. DATE OF DEMISE OF RLY.EMPLOYEE :
- (applicable only for widowed spouse pass)
12. ADDRESS :

13. MOBILE NUMBER :  
(Serving/Retired Employee/Widowed spouse)

14. FAMILY COMPOSITION :

S. No.	Name	Aadhaar No.	Relationship	Date Of Birth	Blood Group
1.			Self		
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					

Signature of Serving or Retired  
employee/ Widowed Spouse

*M*  
23/04/18