

मध्य रेल



संख्या: SUR/P/Genl./Notice

मंडल रेल प्रबंधक का कार्यालय
कार्मिक शाखा, सोलापुर

दिनांक: 19/12/2023

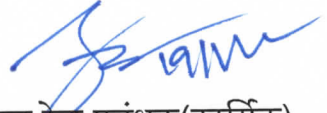
सभी शाखा अधिकारी: सोलापुर मंडल

Sub: Leave updation in HRMS Moudle

उपर्युक्त विषय पर सूचित करना है कि **Leave updation HRMS Moudle** में करना अपेक्षित है, इसके लिए कर्मचारियों से सम्बंधित जमा किये गए प्रपत्र M-15(B), M-8 & 9(B) Sick & Fit Certificate क्रमशः वर्ष 2021, 2022 & 2023 तक तथा स्वीकृत Commutation Leave पिछले पांच वर्षों का (वर्ष 2019 से 2023 तक) मंडल कार्यालय के कार्मिक विभाग में दिनांक 26/12/2023 तक निश्चित रूप से मूल प्रति में भेजवाने की व्यवस्था करें।

यह एक महत्वपूर्ण विषय है कृपया प्राथमिकता दें।

DA: copy of SOP


कृते मंडल रेल प्रबंधक(कार्मिक)
सोलापुर

प्रति :

DRM, ADRM: सोलापुर: कृपया सूचनार्थ।

Sr. DFM सोलापुर: कृपया सूचनार्थ।

All Ch.OS (P) Cadres: सोलापुर: कृपया सूचनार्थ।

मंडल सचिव **NRMU/CRMS/AIOBCREA/AISCSTREA:** सोलापुर, कृपया सूचनार्थ।

www.cr.indianrailways.gov.in पर विजिट कर कृपया **Notification** सेक्शन में देखें।



Sof-2018

S.No.	Nature of Powers	PHOD/ CHOD/HOD	DRM/ ADRM/ SAG Officers in Field Units	Divisional Officers, Extra-Divisional Officers & Officers in Headquarters	REMARKS
1					
	(B) i) LAP/ LHAP	Full Powers	Full Powers	JAG/Sr. Scale (independent charge) Full Powers Sr. Scale Full powers up to 45 days Jr. Scale/Asst Officer Full powers up to 30 days subject to not demanding relief	Authority: 1. Rule 236 of IREC Vol. I (1995). 2. Railway Bds Letter no E(G)2008LE1/4 Dt 26.12.2008. 1. Finance concurrence is not necessary. 2. When a non gazetted Railway servant resigns from Railway service after giving the necessary notice and requests for grant of leave during the period of notice, he may be granted leave as applied for and due to him concurrently with the period of notice provided that such leave does not extend beyond the date on which the notice expires. Sanction of leave by Senior Supervisors in level 6 and above (a) – Safety Categories: Senior Supervisors (except office staff) can sanction leave i.e. LAP / LHAP up to 15 days in a Calendar year to Staff working under them. (b) – Non-Safety Categories: Senior Supervisors holding independent charge (except office staff) are delegated / vested with powers for grant of 15 days LAP/LHAP at a time to staff of non-safety categories working under them, subject to the condition that payment of OTA is not involved. Authority: