



दक्षिण पूर्व मध्य रेलवे
South East Central Railway



मुख्यालय, कार्मिक विभाग, प्रथम तल, महाप्रबंधक कार्यालय, बिलासपुर 495004 (छ.ग.)
HEADQUARTER, PERSONNEL DEPARTMENT, 1st FLOOR, GM's OFFICE, BILASPUR (C.G.) 495004

No: P-HQ/WeL/350/SBF/23-24/ 2341

Date: 30.10.2023

All PHODs/CHODs CAO(CON)/BSP
All DRMs/BSP/R/NGP
CWM/WRS/R. CWM/MIB/NGP
CMM/GSD/ R ,
South East Central Railway

केन्द्रीय कर्मचारी हित निधि अधिसूचना सं 02/2023-24

Central Staff Benefit Fund Notification No.02/2023-24

Sub:- Grant of financial Aid to handicapped employees and deaf/dumb/blind/differently able wards from central staff Benefit Fund for the year 2023-24.

Application in the format prescribed in Annexure 'A' are invited from Non-Gazetted Railway employees of SECR under your kind control, for grant of aid assistance from SBF against the following heads:-

A. Grant for relief distress, sickness, etc:

- Staff Benefit fund provides financial relief to railway employees and their dependent wards/spouse who are cancer patient.
- Staff Benefit fund provides financial relief to railway employees and their dependent wards/spouse who are kidney patient.
- Staff Benefit fund provides financial relief to railway employees who are on leave without pay due to sickness no leave (LAP or LHAP) in his her credit.
- The period of sickness leave/RMC (without pay) should not be less than 01 months. The period of sickness Should be covered by proper unfit certificate issued by a Railway Doctor only.
- In case of medical de-categorized staff, unemployment certificate should be submitted.

B. विकलांग और बधिर/मूक/अंध/मानसिक रूप से कमजोर/बच्चों को वित्तीय सहायता:

Financial Aid to handicapped employees and deaf/dumb/blind/differently able wards:

- In order to assist to disable Railway employees and disabled wards, Staff Benefit Fund provides financial relief to such Railway employees with the following:
- Providing prosthetic instruments to orthopedically handicapped Railway employees and wards
Providing good quality hearing aids, speech processor, etc.
- Providing software for visually challenged employee.

C. Assistance required for occupational up gradation/training needed.

- Certificate of Dist. Medical Board/Civil surgeon duly checked/certified by Railway Medical officer must be enclosed. The medical officer who will promptly transmit the same with the recommendations to the secretary of respective Divisions/WS SBF Committee.
- The benefit of the scheme will be given to dependent brother/sister also.
of respective Divisions/WS SBF Committee.
- The application should invariable be accompanied with necessary certification from the Railway doctor concerned as per the format enclosed as annexure 'B'.

Division/Units are required to send individual application with all necessary documents to HQs office. They should send consolidated statement separately from item No. A & B of all eligible applicant (sorted out in ascending order of pay i.e lowest pay to highest pay in separate sheets) in the following format.

[Handwritten signature]
30/10/23

(2)

Sl No.	Name of the Employee	PF No.	Desg.	Grade pay (as per 6 th CPC)	Working under/ Dept/office	Divn/ unit	Name of the Ward/ staff requiring assistance	Type of deformity /disability /illness	Assistance required for	<u>Ant asst. received from other sources/ CSBF</u>
1	2	3	4	5	6	7	8	9		

Before recommending the names to CSBF committee, it is the responsibility of Sr.DPO's /Dy.CPO(CON)/AWPO's of Division/WS/Office to verify the authenticity/eligibility criteria /claims/ vouchers/Certificates and satisfy themselves in all aspect with regards to eligibility and genuineness of staff for such assistance from CSBF.

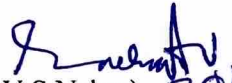
The Grants/payments under different Heads from CSBF are subject to availability of fund and at the discretion/decision of CSBF committee, which is final. Hence it is clearly mentioned in the notification that mere submission of applications for assistance from SBF does not ipso-facet entitles staff to be considered for such assistance and get sanctioned with such

Sr.DPO/Dy.CPO/AWPO are requested to send the soft copy of the consolidated statement also (in MS-Excel) to HQ office i.e Dy.CPO/HRD or in CD/pen-drive. The consolidated statement of applicants after scrutiny (as per notification) **Should reach this office on or before 24.11.2023 positively.**

The application form & details of the scheme can be downloaded from www.secr/indianrailways.gov.in website.

Applicant should submit their applications on or before **17.11.2023** to their respective HQ/Unit/Divn only in prescribed format as per proforma enclosed. Application received after **24.11.2023** will not be entertained under any circumstances.

Encl: Performa of application.


(A V S Nehru) 30/11/23
Dy. Chief Personnel Officer (IR)
for, Principal Chief Personnel Officer

Copy forwarded for information and necessary action for wide publicity among the staff to

- Sr.DPO/BSP,R,NGP,Dy.CPO(CON)/BSP,AWPO/WRS/R,AWPO/WS/MIB/NGP,APO/GSD/Raipur
- Dy.CPO(GAZ),Dy.CPO(HQ),SPO(RP),Principal/MDZTI, Chairman/RRB & RRC ,Sr.RBA/HQ
- President /SECRM/BSP,ZS/AISCSTREA/BSP,ZS/SECROBCEA/SECR/BSP
- Notice board & All concerned.


30.11.23
for, Principal Chief Personnel Officer

Application for assistance from CSBF for the year 2023-24

Dy.CPO(HRD),Dy.CPO(Con)/BSP
 Sr.DPO/BSP/R/NGP
 AWPO(WRS)/R,APO(GSD)/R,AWPO(MIB)/NGP
 South East Central Railway

Sub:- Application for assistance developing occupational skills of PH/Differently wards of staff and /or staff from central staff Benefit Fund for the year 2023-24

1	Name of employee	
2	PF No. & Aadhar No.	
3	Designation	
4	Grade Pay (7 TH CPC)	
5	Working under/Deptt.	
6	Divn/Unit	
7	Mobile No.	

Details of employee/ward/spouse for which assistance required:-

1	Name of the staff/wards/spouse requiring assistance	
2	Relation with employee	
3	Type of deformity/disability/illness/PH/Differently able.(Enclosed certificate from Rly Doctor)	
4	(i)Assistance required for (describe) Wheel chair, medicinal help/software/aides/any other (ii)Occupational up gradation/training needed and approximate cost(enclosed certificate)	
5	Whether any assistance received from any other sources/SBF towards it. If yes please indicate the details of receipts	

Declaration

" I hereby that the particulars given above are correct and I shall be liable to disciplinary action if any of them is found incorrect even after getting the award money and then amount received shall be also be refunded/ recovered from my salary etc and shall be liable for D&A action.

Your faithfully

Date-----

Place-----

Forwarded to the chairman-Divisional/workshop CSBF Committee and Secretary/CSBF committee/HQ's office,S.E.C.Railway.

Date-----

Signature of forwarding officer

Place-----

Office seal/stamp

[Handwritten Signature]
 30/11/23

SEC Railway**Demand for assistance from Central Staff Benefit Fund**
Railway Doctor (Concerned Specialist) Report

1	Name of Employee	
2	PF No. & Aadhar No.	PF No.....Aadhar No.....
3	Designation/GP(6th CPC)	
4	Working under/ Deptt/Divn/Unit	
5	Mobile No.	
6	Name of the Staff/ Wards/spouse / dependent	
7	Relation with employee	
8	Type of deformity/ disability/ illness/ PH/ Differently able.	
9	Assistance/Item demanded/required for (describe)	
10	Is the aid requested is helpful in improving his/her clinical condition and occupational skills?	YES/NO
11	If YES, Please elaborate in brief:-	
Signature of the Doctor		

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30/12/22