



## दक्षिण रेलवे/ SOUTHERN RAILWAY

No.P(W)641/HQSBF/WEA/2025

प्रधान कार्यालय/ Headquarters Office  
कार्मिक शाखा/Personnel Department  
चेन्नै/Chennai-600003  
Date: 15.04.2025

PCPO, PFA, PCME, PCEE, PCSTE, PCMM  
PCOM, PCCM, PCE, PCSO, PCMD, CAO/CN/MS  
SDGM & CVO, Dy.CEE/Project/MMC

विषय/Sub: One day Tour at Mahabalipuram under HQSBF "Women Empowerment" head  
from 30.04.2025 to 01.05.2025 (Exclusively for Women employees of Headquarters)  
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It is proposed to conduct **One day Tour to Mahabalipuram including a night stay at a resort on 30.04.2025 & 01.05.2025**, exclusively for Women employees of Headquarters.

In this regard "Online applications" are invited from interested women employees of Headquarters Office who are willing to participate in the tour. The applications will be available Online format in web portal [www.srhqpb.in](http://www.srhqpb.in) from 15.04.2025 to 23.04.2025. Only "Online applications" will be entertained.

1. Women Staff working in HQRS/CN/MS/Stores including MSD & GSD in Chennai area only can apply.
2. Employees who retire earlier will be given preference.
3. Employees selected for the above camp will have to avail their own leave.
4. The employees who are willing to attend the Women's Tour should submit their application in the prescribed format as available in the web portal [www.srhqpb.in](http://www.srhqpb.in)
5. The portal to upload the applications will open on 15.04.2025 at 17.00 hrs. & will be closed at 23.59 hrs. on 23.04.2025 and no further correspondence in this connection, will be entertained.
6. The list of women employees selected for the tour will be informed on 25.04.2025.
7. The selected employees will have to pay an amount of Rs. 1000/- as tour fee.
8. The tour will begin from Headquarters by Bus on 30.04.2025 and all the participants will be dropped back at Headquarters on 01.05.2025 afternoon.
9. The completed application duly forwarded by the controlling Officer should be scanned and uploaded in the portal in PDF format by the employee before 23.04.2025.
10. For any assistance/help on the subject, please contact **Ch. OS/Welfare, Rly Ph. 22305**

Encl: One Application Form.

(Roja Murali)

Assistant Personnel Officer/Welfare  
for CPO/IR & Chairman/HQSBF Committee

Copy to: CPO/IR & Chairman/HQSBF –for information

Members/HQSBF Committee- for information

GS/SRMU, GS/DREU, GS/AISCSTREA, GS/AIOBCREA

Ch. OS/Computer Cell/PB/HQ- for uploading notification in PB Web Portal

Ch. OS/All Department, Hindi Section,

Notice Board.