

FORM-3

**Relieving order on joining a State Government or
Corporation or Company or Body on immediate absorption basis
[See rule 32]**

No.....

Government of India

Ministry/ Department of.....

Dated the.....

ORDER

(1) Shri/ Smt./ Km.(i)..... is hereby
relieved to join.....(ii)
.....as.....(iii).....
..... on immediate absorption basis.

He/she should join.....(ii)
by..... (iv)His/her resignation from
Railway service will be effective from the day he/she actually joins
..... (ii)..... and it will be notified on the receipt
of intimation about the date of his/her joining(ii).....

In case for some reason he/she does not join
(ii).....by.....(iv)....., he/she
should report back to his/her office forthwith.

(2) The period between the date of relief and the date of joining in
(ii)..... will be regularised by grant of any type of leave due and if no
leave is at credit, by extraordinary leave.

(i) Name, designation and office of the railway servant to be relieved.

(ii) Name of the State Government or corporation or company or body.

(iii) Post against which the officer is to be appointed in the State Government or corporation
or company or body.

(iv) The Ministry/ Department/ Office should indicate the date by which the officer should
join the State Government or corporation or company or body. This date will be determined
by giving him/her a maximum of fifteen days' time from the date of relief. The competent

authority in the Administrative Ministry/ Department/ Office may allow any further extension beyond this date in case of reason beyond the control of officer like natural calamity, civil commotion, etc.

(Name and designation of the Relieving Officer)

Copy to:

1. (Officer concerned)
2., (State Government or corporation or company or body).
3. Pay and Accounts Office