

**SOUTHERN RAILWAY**

**Application for Child Care Leave ( CCL )**

1. Name of the Employee: .....
2. Designation, Office and Station: .....
3. Staff No/ P.F.No: .....
4. Bill Unit No: .....
5. CCL Applied for: Days..... From.....To.....
6. Reason for CCL : .....
7. Name of the Child with age& D.O.B: .....
8. CCL availed during the Service .....Days.....  
So far :
9. CCL availed during the Current 1.No.of Days.....From.....To....  
Year with periods: 2.No.of Days.....From .....To...
10. Family Composition: .....  
(Name,Relationship with D.O.B.) .....  
.....  
.....
11. Contact Number: .....

I,.....hereby declare that the details furnished above are true to the best of my knowledge and I am liable to be taken under The Railway Servants( Discipline&Appeal)Rules,1968 if proved to be false.

Signature of the Employee:

Forwarded to Sr.DPO/PGT  
Recommendation of the Supervisor:

Signature of the Supervisor: .....  
Name :  
Design/Stn:  
Office Seal & Date: