



SOUTHERN RAILWAY

No.P(W)641/Scholarship/2023-2024

Headquarters Office,
Personnel Department,
Chennai – 600 003.

Date: 4.10.2023

All Concerned

Sub: **Central Staff Benefit Fund 2023-2024** Calling for online applications for:-

- i. Higher Technical/ Professional Degree Courses
- ii. Non- Professional/Non-Technical Degree Courses
- iii. Relief of Distress/Sickness
- iv. Developing occupational Skills

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Online applications are called for grant of financial assistance for the various schemes, under different heads of CSBF 2023-2024. The details of applications called for are as follows:

1. Education:

- i. Scholarship application for Higher Technical / Professional Degree courses for wards of **all Non-Gazetted Staff**
- ii. Scholarship application for Non- Professional/Non-Technical Degree Courses for wards of staff in GP up to 2400/- and below. **(Level-1 to Level-4)**

2. Relief of Distress/Sickness:

- i. Application for financial Assistance for Sickness (Rs. 50,000/- and above)

3. Developing Occupational Skills:

- i. Financial Assistance to Physically/Mentally challenged Railway Employees
- ii. Financial assistance to Physically/Mentally challenged Railway Wards

The notification calling for all the above applications will be uploaded in the web portal www.srhqpb.in. The opening date for Scholarship Applications under **Education (1)** will be **13.10.2023** and the opening date for **Relief of Distress/Sickness & Developing Occupational Skills (2&3)** will be **16.10.2023** with closing date **15.01.2024** for applying all the above applications. The link for the web portal is available in Southern Railway website "Personnel". Employees will have to submit their application Online through 'Other Notifications' link available in the web portal www.srhqpb.in

The detailed instructions for applying 'Online' will also be available in the web portal. The employees will have to click on the appropriate link in the portal. The link will lead to application format in which the employee needs to fill up the required particulars.

ABOS

Divisions are hereby advised that wherever employees are not able to submit online applications, they may be allowed to submit offline applications (Downloaded form from the website) and the same can be uploaded in the online portal by the respective Personnel Department duly mentioning the application no. in the space provided on left top corner so that all the applications will be accounted and dealt in an effective way. This will avoid duplication of applications.

The portal to upload the applications by the respective Divisions/Units will be closed at 23.59 hrs. on 31.01.2024 and no further correspondence in this connection will be entertained.

Any spurious claim preferred by the employees and noticed at a later date will be viewed seriously duly invoking D&A rules.

Wide publicity may be given by the Divisions / Units to the employees duly calling online applications for the above Schemes from the Central Staff Benefit Fund.

*ND
2023
4/10/2023*
(Meena Baskaran)

Dy.Chief Personnel Officer/R&W
for PCPO & Chairman/CSBF Committee

Copy to: Secretary to PCPO - for kind information to PCPO.
PS to CPO/IR. - for kind information to CPO/IR.

Copy to: GS/SRMU, GS/AISCST REA, GS/AIOBC REA
CSBF Committee members
Ch. OS/System for uploading in web portal

COURSES FOR WHICH SCHOLARSHIPS ARE AWARDED UNDER C.S.B.F

Post Graduate Courses : All Technical/Professional Courses recognized by Eminent Universities (AICTE Approved), Foreign Universities (Wards getting monthly stipend also) (134 Mins)

ME M.Tech. MD M.PT MCA, MBA,
M.Sc (Bio-Tech) & M.Sc (Computer Science)
M.Sc IT M.Sc., (Optometry Course)
M.Sc (Anatomy) M.Sc(Bio Medical)
MSW in Human Resource Management
M.Sc. Actuarial Science (2 years)
M.Sc. Radiology & Imaging Technology (5 years integrated course)
Dr. in Pharmacy (6 years)

Under Graduate Courses : All Technical/Professional Courses recognized by Eminent Universities (AICTE Approved), Foreign Universities (Wards getting monthly stipend also) (134 Mins)

MBBS/BDS BE/B.Tech
B.Sc (Computer, Agriculture, Nursing, Applied Science,
Electronics, Arch, Microbiology, Bio. Tech)
AMIE
B.Pharm
BUMS (Bachelor of Unani Medicine and Surgery)
BSMS (Bachelor of Siddha Medicine and Surgery)
BHMS (Bachelor of Homeopathic Medicine and Surgery)
BAMS (Bachelor of Ayurvedic Medicine and Surgery)
B PT (Bachelor of Physiotherapy)
B VSc (Bachelor of Veterinary Science)
Bachelor of Hotel Management
BCA, ACS, CA, ICWA, ACCA (Associated Certified Chartered
Accountancy)
BL/BGL/LLB
BSPA (Bachelor of Surgery & Physician Assistance)
B FT Bachelor of Fashion Technology (4 years)
B.Sc – (information System Management)
B.Sc – (Visual Communication)
B.Sc – (Audiology & Speech Language Pathology) (4 years course)
B.Sc (Allied Health Science), BFSC,
'Bachelor of Design'
B.Com (CA) (For Chartered Accountancy only – with fee receipt)
B.Sc – (Horticulture, Agriculture Engg, Dairy Technology, Forestry,
Veterinary & Animal Science, Food Technology & Duties (136th Min)

The guideline to fill up the application are as follows:

- The notification calling for application for Scholarship will be uploaded in the web portal www.srhqpb.in. duly indicating the opening date 13.10.2023 and closing date 15.01.2024 for applying. The link for the web portal is available under the link **Personnel Department section of the Southern Railway internet website** and also in **Railnet website of Southern Railway**.
- Employee has to fill up all the columns without leaving any.
- The detailed instructions for applying 'on line' will also be available in the web portal. The employees will have to click on the appropriate link in the portal. The link will lead to a 'online form' in which the employee needs to fill up the required particulars.
- The application has to be filled up carefully and after the employee is satisfied that all the particulars have been correctly filled can submit his/her application. Once the application is registered, the same should be downloaded from the portal in PDF format and a printout of the same should be taken.
- In the printout, the photograph of the Ward should be affixed in the space provided and after affixing the photograph, the employee should get the forwarding by the controlling officer, in the space provided in the application
- The completed application along with **Bonafide certificate** of the Educational Institution/College/University(**Annex-1**), **and copy of cancelled cheque bearing the name of the ward /1st page of Saving Bank Pass Book of the Ward** should be scanned and uploaded in the portal as one PDF file by the employee before 15.01.2024. After the last date of submission, the 'Online' portal for submission of application will not be available. (File size- 2 MB Maximum)
- The employee has to upload the scanned PDF file using 'Upload the application' available in the portal by providing the Application Number & Date of Birth or IPAS No. & Date of Birth of the employee.
- Once uploaded, the employee can check the status of the application in regular intervals.
- Wherever employees are not able to submit online applications, they are allowed to submit offline applications also (Downloaded from the website) and the same has to be submitted at respective Personnel Department and the same can be uploaded in the online portal by the Welfare Inspectors of the respective Personnel Department so that all the applications will be accounted and dealt in an effective way. This will avoid duplication of applications or will help finding the same easily.