

: TAMILNADU ELECTRICITY BOARD:

RELIVING REPORT OF RWE STAFF.

Memo No:

- 1. Name of the Employee and S.R.No. :**
- 2. Designation :**
- 3. Head Quarters :**
- 4. Section / Sub.Dn. / Division :**
- 5. Reference to order for Transfer :**
 - 1. S.E's Orders :**
 - 2. E.E's Orders :**
- 6. Date of relief (FN or AN to be noted) :**
- 7. Whether the staff relieved to avail leave (if so the leave period from to may be noted) :**
- 8. Reference to SWE's orders for the above leave regularization.**
- 9. Has the individual handed over the Tools and Plants in charge :**
- 10. Has He / She vacated the quarters intact (if so the date to be noted)**
- 11. Are there any recoveries to be affected from the staff for shortages etc., :**
- 12. Section to which transferred in the case of transfer on appointment of promotion :**

Section Incharge

**To
Thiru**