

REIMBURSEMENT OF STITCHING CHARGES OF UNIFORM TO PUBLIC IMAGE CATEGORIES

Name of the Employee/ Design./Station.	Date on which Cloth was		Particulars where stitching was undertaken. Shop/Bill No. Amount etc.	Stamped with an indelible ink on the wrong side of the garments Yes/No	Amount of reimbursement claimed
	Supplied for stitching	Garment produced			

1. Certified that stitched uniforms are stamped with an indelible ink on the wrong side of the stitched garments for identification.
2. Certified that the stitched uniforms are produced within a month's time from the date of supply of cloth.

Date: _____

Signature of the Railway Servant

Name in Block Letters _____

Designation & Office _____

CERTIFICATE FROM DEPOT / UNIT INCHARGE

1. Certified that the above named employee is from Public Image Categories.
2. Certified that the stitched garments had been examined and identification marks as required has been made on the garments.
3. Certified that the employee has followed procedure prescribed and uniform is regularly worn.

Date:

Signature of the Depot/Unit
In charge.

Note: The Depot/Unit in charge should maintain a record of particulars. The employee should produce bill in original for claiming the amount.