

**SOUTHERN RAILWAY**

Divi. Rly. Manager's Office  
Personnel Department,  
Chennai Division.  
Date: 04.11.2025

No.M/P.694/PNM (E-File No.**542162**)

**Sr.DSC/MAS**

**Sub: Request for removal of unauthorized banners from Railway premises – reg**

**Ref:** Guidelines issued for provision of notice board on 18.03.2025.

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It has come to the notice that unauthorized banners and posters have been displayed at various locations within the railway premises, in other than areas designated for official notice boards. As per the latest guidelines, only the permitted Trade Unions and Associations are allowed to display notices exclusively on notice boards provided by the administration in the designated areas.

Pasting of banners/posters and large hoardings in any other area is strictly prohibited, and remedial action is to be taken against defaulters as per the Railway rules.

In view of the above, it is requested to kindly arrange for the immediate removal of all unauthorized banners, posters, hoardings or other materials from all railway premises of Chennai Division jurisdiction including HQ office, especially those not displayed on the officially approved notice boards.

Necessary steps may also please be initiated to prevent recurrence of such unauthorized displays, and strict action taken as per extant Railway rules against those found violating the guidelines.

This may be treated as Most Urgent.

**Sr.DPO-I/MAS**

**Copy to:**

PS to DRM – for kind information of DRM

ADRM-I & ADRM-II – for kind information

All Branch Officers

Website

DS/SRMU

DS/DREU

DS/SRES

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} for information and to extend fullest cooperation for the special cleanliness drive