

## KENDRIYA VIDYALAYA SANGATHAN

### CALENDAR OF ACTIVITIES FOR ANNUAL TRANSFERS FOR THE YEAR 2017

For ready reference, calendar of activities in respect of Annual transfers 2017 for Teaching employees up to PGT and Non-Teaching employees up to Assistant Section Officer :-

Sl. No.	Activities	Tentative last dates for the different activities
1.	Issue of transfer notification	6 <sup>th</sup> July, 2017
2.	Display of tentative vacancies on the website of KVS (HQ).	7 <sup>th</sup> July, 2017
3.	Time period for submission of online transfer applications by the teaching and non-teaching employees.	8 <sup>th</sup> to 15 <sup>th</sup> July, 2017
4.	Scrutiny and verification of transfer applications submitted by the teaching and non-teaching employees by the Principal/DC/Director ZIET/AC Estt (HQ) of the respective Vidyalaya/Office.	Upto 18 <sup>th</sup> July 2017
5.	Last date for submission of online transfer applications by the Vidyalaya to Regional Office.	19 <sup>th</sup> July, 2017
6.	Authentication of transfer applications by Regional Offices (as per instructions).	20 <sup>th</sup> & 21 <sup>st</sup> July, 2017
7.	Last date for submission of transfer applications from ROs/ZIETs to KVS HQ.	22 <sup>nd</sup> July, 2017
8.	Display of tentative Transfer Count and Displacement Count on the website of KVS (HQ).	24 <sup>th</sup> July, 2017
9.	(i) Issue of transfer orders of employees below 40 years of age to Hard station (Only male teachers). (ii) Issue of transfer orders on request for hard stations for both male and female teachers/employees. (iii) Request transfer for change of shift in the same Vidyalaya.	26 <sup>th</sup> July, 2017



10.	Issue of transfer orders for Intra-Station request transfers against the vacancies.	27 <sup>th</sup> July, 2017
11.	Issue of Inter-Station request transfers against vacancies/Displacement in respect of employees whose transfer counts/ displacement counts are <b>C1 &amp; D2</b> and above including LTR/MDG/DFP/PH/ WIDOW & SINGLE PARENT. <b>(C1 stands for TC = 50 or above and D2 stands for DC equal to 10 and above with 10 years stay at present station)</b>	27 <sup>th</sup> July, 2017
12.	(i) Issue of Inter-Station request/ Displacement transfers in respect of employees whose transfer counts are C1 & above and Displacement counts D1 and above to accommodate the request of employees who have completed tenure at hard/very hard and NER. <b>(C1 stands for TC =50 and above and D1 stands for DC = 10 and above)</b> (ii) Issue of transfer orders of employees working in sensitive post in pursuance with the instructions issued by the Central Vigilance Commission as mentioned under para 5(d) of transfer guidelines 2017.	28 <sup>th</sup> July, 2017
13.	Display of Tentative No-Taker vacancies on the KVS website.	31 <sup>st</sup> July, 2017
14.	Submission of application by the teaching and non-teaching employees online who are seeking mutual transfers and transfer against No taker Vacancies.	1 <sup>st</sup> & 2 <sup>nd</sup> August, 2017
15.	Scrutiny, verification by controlling officer and submission of final data of Mutual Transfer/ Transfer against No Taker Vacancy application to KVS (HQ) through ROs.	4 <sup>th</sup> August, 2017
16.	Issue of Transfer Orders for Mutual Transfer and Transfer against No Taker Vacancy.	8 <sup>th</sup> August, 2017
17.	Modifications/Cancellations on administrative ground/ to remove anomalies in transfer orders already issued by 8 <sup>th</sup> August by KVS (HQ).	18 <sup>th</sup> August, 2017

