

CALENDAR OF ACTIVITIES

For ready reference, calendar of activities in respect of Annual transfers 2015-16 for teachers and non-teaching employees of KVS upto Assistant as per new transfer guidelines is summarized below:

Sl. No.	Activity	Tentative last date for the year 2015 and onwards
1	Display of tentative vacancies on website*.	06 th April, 2015
2	Notification for calling of transfer applications with displacement and transfer count in the prescribed proforma.	06 th , April, 2015
3	Last date for submitting the transfer application form showing transfer/displacement count applications by the teachers/staff to Vidyalaya/office.	15 th , April, 2015
4.	Last date for submitting transfer applications to Regional Office by the Vidyalayas, after scrutiny and verification at Vidyalaya level.	24 th April, 2015
5.	Display of displacement count and transfer count in respect of all employees by the Regional Office.	8 th , May, 2015
6.	Last date for receipt of representations against discrepancies in displacement count and transfer count/withdrawal of request transfer application at respective regional offices.	14 th May, 2015
7.	Display of final displacement count and transfer count in respect of all employees by the Regional Office.	25 th May, 2015
8.	Submission of final displacement and transfer count and other details of employee to KVS(HQ) in a soft copy.	29 th May, 2015
9.	Determination of School-wise surplus staff and submission of their details to KVS (HQ) for Intra/Inter Region Administrative Transfer to eliminate surplus.	05 th , June, 2015
10	Issue of Intra/Inter Region Administrative Transfer to eliminate surplus.	15 th June, 2015
11	Issue of administrative transfer of employees below 40 years of age in Hard/Very Hard/ North East Stations.	
12	Issue of Intra-Station transfers.	
13	Request transfers in respect of employees whose transfer count are C2 and above (C2=Cut off transfer count).	
14	Request/Displacement transfers in respect of employees whose transfer count are C1 & above and Displacement count D1 and above. (C1/D1=Cut off transfer count/ Displacement count).	29 th , June, 2015
15	Request transfer in respect of employees whose transfer count are C2 and above (2 nd round) C2=Cut off transfer count	
16	Corrections/modifications in transfer order issued in respect of Surplus Redeployment/Displacement Transfer to the desired places.	10 th July, 2015
17	Transfer orders with the approval of Chairman, KVS.	31 st August, 2015
18	Closer of Annual Transfer process of 2015-16.	30 th September, 2015
		01 st October, 2015

*These vacancies are tentative which may change at any time due to surplus redeployment/posting of Direct Recruitment/Promotion/Limited Department Examination etc. No employee can claim as a right for transfer against these vacancies.