

केन्द्रीय विद्यालय संगठन (मुख्यालय) KENDRIYA VIDYALAYA SANGATHAN ,18संस्थागत क्षेत्र शहीद जीत सिहं ,मार्ग 18, Institutional Area Shaheed Jeet Singh Marg, नई दिल्ली/NEW DELHI-11001

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No.F.11046/1/2015-16/KVS(HQ.)/Estt-II

Dated: 12.2015

## NOTICE

As per Calendar of activities, the transfer process for the year 2015-16 has been over on 01<sup>st</sup> October, 2015. Though the transfer process is over, yet it is noted that a large number of KVS employees or their relatives seeking transfer/ modification/ cancellation are still visiting KVS HQrs which not only disturbs the smooth functioning of office but also results in absence of KVS employees, especially teachers, from their schools resulting in hindrance in studies of students.

Since, the transfer process for the year 2015-16 is now over, hence it has been decided that, no KVS employee/ visitor will be entertained in person in the KVS HQrs with regard to transfer matters. It is also informed that the request for transfer / modification/ cancellation of transfer in respect of employees of KVS already submitted by them are treated as disposed of.

All Principals and controlling officers in Regional Offices will ensure that these orders are complied with strictly and no employee is allowed to visit KVS HQrs in connection with transfer related matters. These orders be brought to the notice of all KVS employees immediately. Copy of this notice be displayed on the Notice Boards of all Kendriya Vidyalayas, for information of all concerned.

(G.K. Srivastava)
Additional Commissioner (Admn)

## Distribution:-

- 1. All Deputy Commissioners of Regional Offices/ Directors, ZIET
- 2. All Principals through Regional Offices
- 3. Notice Board of KVS HQrs
- 4. Website of KVS