



केन्द्रीय विद्यालय संगठन (मुख्यालय)
Kendriya Vidyalaya Sangathan (HQ)

18 संस्थागत क्षेत्र / 18 Institutional Area,
शहीद जीत सिंह मार्ग / Shaheed Jeet Singh Marg
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दूरभाष / Telephone: 011-26858570
वेबसाइट / Website: www.kvsangathan.nic.in

F.No.11-E-II046/2/2021-ESTT-II/INTER-STATION TRANSFER/3975-78

DATE: 25.10.2021
(MOST URGENT)

DY. COMMISISONER/ DIRECTOR,
KENDRIYA VIDYALAYA SANGATHAN,
ALL REGIONAL OFFICES/ ZIETS

SUBJECT : INVITATION OF ONLINE APPLICATIONS FOR REQUEST TRANSFERS AGAINST NO-TAKER VACANCIES AND MUTUAL TRANSFERS FOR THE YEAR 2021- REG.

Madam/Sir,

Online transfer applications are invited for request transfers against No Taker Vacancies and Mutual Transfers for the year 2021 from KVS employees i.e. Teaching employees upto PGTs and Non-Teaching employees upto Assistant Section Officers as per the following schedule:-

S.No.	Activity	Date
1	Issue of letter for inviting online Applications for mutual transfers and transfer against no-taker vacancies.	25-10-2021
2	Online portal to go live for online Submission of application by the employees for mutual and no taker vacancy.	26-10-2021 to 27-10-2021 (12.00 noon)
3	Verification by Controlling Officer and Submission of Applications to the KVS HQ	26-10-2021 to 27-10-2021 (12.00 midnight)
4	Uploading of transfers of No-taker vacancies and mutual transfers for the year 2021	28.10.2021 to 30.10.2021
5	Closure of Annual Transfer process-2021	31.10.2021

How to apply :-

Those employees who are desirous to apply for request transfer against No-Taker Vacancies or Mutual Transfer should apply online following the same process as was followed for the submission of transfer application for Annual Transfer 2021. Employee should login through login ID and password on the transfer portal already provided to them at the time of annual transfer process. **If anyone forgets his/her password, he/she may contact the Controlling Officer to obtain his/her password. No need to contact RO/KVS (HQ) for this purpose.**


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Online applications will be submitted on KVS Transfer Portal. It can be accessed through the link given on the homepage of KVS HQ website i.e. www.kvsangathan.nic.in.

ELIGIBILITY CRITERIA TO APPLY FOR TRANSFER AGAINST NO-TAKER VACANCIES OR MUTUAL TRANSFER:- As per the para 11 (f) and (g) of KVS transfer Guidelines 2021, following eligibility criteria and conditions have been laid down for the consideration of mutual and transfer against No-Taker Vacancies. Employees are requested to go through it thoroughly before proceeding for submission of online transfer applications.


MUTUAL TRANSFER

An employee shall be eligible for seeking a Mutual Transfer at his/ her desired place, if, she/he full-fills the following conditions:-

- (i) *If, he/she has completed at least 01 year stay in the same post at the same station as on 30th June. However, an employee who gets choice station on request transfer shall not be considered again for request transfer before elapsing a period of 03 years at the choice station. This condition shall not be applicable in the cases of those employees whose spouses are working in KVS or other Departments/Organisation of Govt. of India/State Govt. having all-India Transfer Liability.*
- (ii) *Benefit of the Mutual Transfer shall only be allowed twice in the entire Service Period with the condition that the same pair of employees cannot seek the second time Mutual Transfer with each other.*
- (iii) *The entry for availing the opportunity of a Mutual transfer shall be made in the service records of the employee. Mutual Transfer seeker employees shall apply separately through proper channel after the completion of the normal process of transfer every year. The mutual transfer of an employee shall be considered only once in an academic year at the end of annual transfer process.*
- (iv) *Mutual Transfers will be treated as Request Transfer.*

TRANSFER AGAINST NO TAKER VACANCY

- (i) *KVS will consider the request of employees (except those who have been posted on a tenure posting & have not completed the prescribed tenure as on 30th June of the year) for the transfer against a "NO TAKER Vacancy" after the completion of the normal transfer process. "No Taker Vacancy" means a post which remains vacant after the completion of annual transfer calendar. Transfer seeker employees will apply separately through proper channel. Transfer against "No Taker Vacancy" will be considered at the end of transfer calendar.*
- (ii) *An employee can apply either for a Mutual transfer or a transfer against a "NO TAKER vacancy", not for the both. The applicant must have completed at least 01 (One Year) service at the present place of posting on 30th June of the transfer year. However, an employee who gets choice station on request transfer shall not be considered again for request transfer before elapsing a period of 03 years at the choice station. This condition shall not be applicable in the cases of those employees whose spouses are working in KVS or other Departments/Organization of Govt. of India/State Govt. having all-India Transfer liability.*
- (iii) *If a KVS employee wants to join his/ her spouse through the "No Taker Vacancy" provision, such an employee will be given top priority. In case Husband and Wife both get transferred in the same year, first one of them gets transferred under the other provisions of the transfer guidelines to a Hard/NER station and later on, the other one joins his/her already transferred spouse through "No Taker Vacancy" provision, the period from 01st July till the*


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date of issue of the transfer order and admissible joining time (taken together), will be allowed to be counted for the completion of tenure of the spouse getting transferred under "No Taker Vacancy" at a later stage. This way the tenure of both the spouses at a Hard/NER stations would be synchronized.

(iv) In case of more than one claimant employee for the same post in a Kendriya Vidyalaya (except employees covered under (iii) above), preference shall be given to the employee who will be the Senior Most in terms of service in KVS. Transfer Counts shall not be considered for transfer against "No Taker Vacancy".


(v) Transfers under "No Taker Vacancy" will be treated as Request Transfer.

It may be noted that any vacancy which had been claimed by any one of the employees for his/her transfer for genuine reasons and his/her request could not be accommodated during annual transfer, KVS may consider request of such employee against above said vacancies and such vacancies shall not be treated as "No-Taker Vacancies".

Any vacancy which may arise or result due to the transfer of any employee during the transfer against No-Taker Vacancies shall not be allotted to any employee during this process.

This issues with the approval of the competent authority.

Yours faithfully,


(Dr. E. Prabhakar)

Joint Commissioner (Admn.)

Copy to:-

1. Principals, All Kendriya Vidyalayas through the respective Deputy Commissioner of the Regional offices concerned for the necessary action.
2. The Deputy Commissioner (Acad./EDP), KVS HQ with the request to upload this letter on KVS HQ website.