



केन्द्रीय विद्यालय संगठन

Kendriya Vidyalaya Sangathan

जबलपुर सम्भाग : जी०सी०एफ० इस्टेट , साईंस कॉलेज के पीछे, जबलपुर - ४८२ ०११ (म०प्र०)

Jabalpur Region :: GCF Estate, Behind Science College, Jabalpur - 482 011(MP)

(URL: www.kvsrojabalpur.org :: e-Mail: acjabalpur@gmail.com)

No. F. 22029/Circular/001/(Admn.)/09-10/

Dated: 18 -03-2010

All the Principal,
Kendriya Vidyalayas,
Under Jabalpur Region.

E-MAIL/ Speed Post
URGENT /IMPORTANT

Sub: -Effecting Intra-Station Transfer including Change of Shift 'On Request' in respect of Teaching and Non-teaching staff of Kendriya Vidyalayas for the year 2010-11: - Applications regarding.

Ref: - KVS, HQ letter No. F. 11046/03/2010-11/ KVS HQ (Estt-II) Dt. 17.03.10.

Sir/ Madam,

Please download the letter under reference alongwith its Annexures-I & II for an urgent compliance as per schedule given in Annexure-I.

The Principal of the Vidyalaya where more than One KVs are situated in a Station/ Shift Vidyalayas is/ are available will circulate the letter among the staff and will take signature of the employees in token of having seen the same. A copy of the Annexure-I may be displayed on NOTICE BOARD of the Vidyalaya.

The Vidyalaya will provide annexure-II to the willing employees. Two copies of the application forms (Annexure-II) duly checked & verified by the Principal personally will be sent to this office in accordance with the instructions contained in the letter referred above and according to time schedule (Annexure-I). **Prescribed application forms will be submitted by the employee(s) only in respect of a Station where there is more than One KV in a particular Station/ Two Shift KVs are functioning.**

Incomplete/ Applications received after the scheduled date will be rejected and no further request in this regard will be entertained.

Concerned Principals are requested to comply as above on priority basis.

Yours faithfully,

Encls:- As Above

(V. BISARYA)
ASSISTANT COMMISSIONER