



केन्द्रीय विद्यालय संगठन (मुख्यालय)
KENDRIYA VIDYALAYA SANGATHAN
18, संस्थागत क्षेत्र, शहीद जीत सिंह मार्ग, नई दिल्ली
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File No.11-E-II046/4/2018-Estt-II

#ApprovedDate#
Dated:08.05.2018

The Dy. Commissioner,
Kendriya Vidyalaya Sangathan,
All Regional Offices,

Sub: Proposal for redeployment of excess staff in Kendriya Vidyalayas over and above the sanctioned staff strength for the year 2018-19.

Madam/Sir,

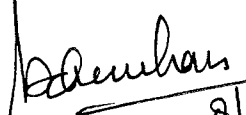
I am to invite your kind attention to Paras 5(a) and 7 of the transfer guidelines which pertains to liquidation of surplus situation of the staff by transferring on administrative ground. Please note that as per Para 7 of the transfer guidelines, administrative transfer under Para 5(a) shall be effected in the decreasing order of displacement count of employees holding a post at a station to the extent to eliminate surplus staff. Such staff shall be accommodated against clear vacancies. It is further informed that as per the calendar of activities, these administrative transfers to eliminate surplus staff are to be issued in the beginning of the session 2018-19 to ensure optimum utilization of available staff.

You are, therefore, directed to initiate action immediately to determine the Vidyalaya-wise/station-wise surplus staff taking into account the sanction of posts in different cadres for the year 2018-19. Further you are requested to furnish the details of surplus staff that need to be redeployed by KVS(HQ) **positively by 15.05.2018** through E-mail followed by post in the proforma- 'A' & 'B' prescribed in the annexure. It may be noted that proforma 'A' is meant for showing vidyalaya level surplus data whereas proforma 'B' is meant for station level surplus data. While sending the details of surplus staff, provisions contained in clause 5(a) and 7 of the transfer guidelines must be taken into consideration. Displacement count for the year 2017-18 will be utilized for this purpose.

The vacancy position of all categories of posts as on 01.04.2018 may also be furnished in the enclosed proforma 'C' in excel sheet through e-mail i.e. kvse2section@gmail.com/kvse23@gmail.com.

This is time-bound matter, Priority may please be given.

Yours faithfully,


(S.S. CHAUHAN) 8/5/18
ASSISTANT COMMISSIONER (ESTT.2/3)

Encl.: As above.

Copy: on KVS website for information & necessary action by all concerned.

KVS R.O. _____

PROPOSAL FOR REDEPLOYMENT OF EXCESS TO THE REQUIREMENT OF STAFF IN KENDRIYA VIDYALAYAS AGAINST SANCTION OF STAFF STRENGTH FOR THE YEAR 2018-19 (AT VIDYALAYA LEVEL)

S.No.	Name	Post	Subject	M/F	Date of Birth (dd/mm/yyyy)	KV Where working	KV Code	Shift	Date of Appointment in the present post in KVS (dd/mm/yyyy)	Date from which continuously working at the present station & present post	Displacement Count of the employee as per application form 2017-18	Preference (Five Choices) with Station code or KV code.
1	2	3	4	5	6	7	8	9	10	11	12	13

NOTE : Teacher/staff with highest Displacement Count & thereafter in decreasing order of Displacement Count are to be shown in this proforma, if there is any surplus in any category. In case of no surplus in any category, this proforma will show 'Nil' report.

PROFORMA - B

KVS R.O. REGIONAL OFFICE _____

PROPOSAL FOR REDEPLOYMENT OF EXCESS TO THE REQUIREMENT OF STAFF IN KENDRIYA VIDYALAYAS AGAINST SANCTION OF STAFF STRENGTH FOR THE YEAR 2018-19 (AT STATION LEVEL)

POST/ SUBJECT : _____

S.No.	Name	Post	Subject	M/F	Date of Birth (dd/mm/yyyy)	KV Where working	KV Code	Shift	Date of appointment in the present post in KVS (dd/mm/yyyy)	Date from which continuously working at the present station & present post	Displacement Count of the employee as per application form 2017-18	Preference (Five Choices) with Station code or KV code.	Remarks
1	2	3	4	5	6	7	8	9	10	11	12	13	14
													Whether to be redeployed to the same station or to another station.

PROFORMA - C

KVS REGIONAL OFFICE: _____

VACANCY POSITION AS ON 01/04/2018 (TEACHING & NON-TEACHING)

S. No.	Post	Subject	Name of KV	Stn Code	KV Code	Shift	No. of clear vacancies	Remarks
1	2	3		5	6	7	8	9

Note: This proforma is to be filled up post/subject wise only. For different posts/subjects different sheets in the same format are to be filed up