



केन्द्रीय विद्यालय संगठन (मुख्यालय)  
Kendriya Vidyalaya Sangathan  
18, संस्थागत क्षेत्र, शहीद जीत सिंह मार्ग  
18, Institutional Area Shaheed Jeet Singh Marg,  
नई दिल्ली/New Delhi-110016  
दूरभाष/Tele: 26858570  
वेब/Website: [www.kvsangathan.nic.in](http://www.kvsangathan.nic.in)

**MOST URGENT/TIME BOUND**

F.1-1/2018/KVS(HQ)/Estt-II

Dated: 18.06.2018

The Deputy Commissioner/Director,  
Kendriya Vidyalaya Sangathan,  
Regional Offices/ZIETs

**Subject: Display of Provisional Displacement Counts and Transfer Counts and other related information for Annual Transfer 2018 and reporting of discrepancies, if any, by 20.06.2018.**

Madam/Sir,

This is to inform that Kendriya Vidyalaya Sangathan has displayed Provisional Displacement Counts and Transfer Counts and other related information for Annual Transfer 2018 on KVS HQ website under Annual Transfer on 18.06.2018. A soft copy of the same is also enclosed herewith to be displayed on the websites of all Regional Offices of KVS. All Regional Offices are required to display this information on the website of Regional Office. This is also informed that if any employee notices any discrepancy in the data as submitted by him/her in online transfer application, the same must be communicated to the KVS HQ on email ID [kvsannualtransfer2018@gmail.com](mailto:kvsannualtransfer2018@gmail.com) through the Principal/Controlling Officer only by 20.06.2018 till 05.00 PM positively through proper channel. Direct representations sent by the employees shall not be entertained. Representations in this regard should not be sent through any other mode except through dedicated email ID given above.

Furthermore, this is to be noted that the following errors are considered as discrepancies:-

1. Miscalculation of Displacement Counts and Transfer Counts.
2. Wrong entry of Post and Subject Code of an employee.

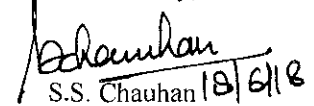
Discrepancy, if any, should be reported in the prescribed format (in MS-Excel only):-

Sl.No.	Employee Code	Name and Post	Present KV	Discrepancy	Correction to be made
1					
2					

Requests of completion of incomplete transfer applications submitted by employees, change of request of transfer or modification of place of choice stations/KVs etc do not constitute any discrepancy or technical errors, therefore, such requests shall not be entertained by the KVS and should not be forwarded by the Principal/Controlling Officer to this office. It has been observed that employees who have not completed one year at present place of posting as on 30.06.2018 have claimed the TC/DC and even applied for request transfer also. In terms of para 9 of Transfer guidelines, such employees are not eligible for request transfer.

It should be brought in the notice of all employees of KVS that any discrepancy reported/communicated after last date shall not be entertained by the KVS.

Yours faithfully,

  
S.S. Chauhan 18/6/18

Asstt. Commissioner (Estt.II/III)

Encl: As above.

Copy to:

1. All Principals of Kendriya Vidyalayas for information and necessary action.