

DEPARTMENT OF PANCHAYAT RAJ AND RURAL DEVELOPMENT
Government of Andhra Pradesh
Employee Transfer Request Application Form

S.No	Description	Details
1	Name of the Employee	
2	Gender	
3	Designation	
4	Cadre GP / Mandal / Division / District	
5	Mobile Number	
6	CFMS Id	
7	Date of Birth as per SR	
8	Native Gram Panchayat	
9	Native Mandal	
10	Native Division	
11	Native District	
12	Present Working Place	
13	Present Working Mandal	
14	Present Working Zone	
15	Present Working District	
16	Designation of DDO	
17	DDO Code	
18	Transfer on completion of 5 Years of Service	
19	Transfer on Request	
20	Whether worked in ITDA Area previously specify length of Service	
21	Length of Service in Plain Area for consideration post in ITDA subject to 50 Years age completion as on 31-07-2024	
22	Length of Service from which the individual is working in the Present Station in all Previous Categories of Posts (Continuously) as on 31-07-2024	
23	Marital Status	
24	Whether Spouse is Employee of State Govt / Local Body	
25	Whether the individual availed the benefit under individual / spouse category during the last 5 Years	

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S.No	Description	Details
26	Whether intersted to avail spouse benefit	
27	Whether the individual want to claim under Preferential Category if so specify Category	
28	Preferential Category	
28(A)	Visually challenned employees	
28(B)	Employees who worked for more than two years in Tribal areas.	
28(C)	Employees with disabilities of 40% or more as certied by a competent authority as per the norms of "persons with disabilities"	
28(D)	Employees havinn mentally challenged children to a place where medical facilities are available.	
28(E)	Medical Grounds for the diseases (either self or spouse or dependent children and dependent parents) of Cancer, Open Heart Operations, Neuro Surgery, Kidney Transplantaton to places where such facilities are available.	
28(F)	Widow employee appointed on compassionate appointments.	
28(G)	Single Parent Employee	
28(H)	Whether both Husband and Wife are Government Employees	
28(I)	Unmarried Women Employee	
29	Whether any disciplinary case (General / ACB / Vigilance) pending specify	
30	Nature of Transfer / 5 Years completed / Request / Administrative Grounds (There is no option for employees facing Charges and on Administrative Grounds)	
31	Web Option 1:	
32	Web Option 2:	
33	Web Option 3:	

Note:- Place opted should not be repeated
(Signed Copy should sent to the Chief Executive Officer, Zilla Praja Parishad, Chittoor)

Signature of the Employee

Signature of the DDO with Seal