

☑ **PART A : PERSONAL DETAILS (Mandatory for all employees)**

1. Employee Name: **MD.BAKHTIYAR**

2. Post Code: **PRT**

Subject Code: **NA**

Employee Code: **59492**

3. Present Station Code: **239**

Present KV Code: **1439**

Shift(1/2): **2**

4. Date of joining in KVS in present post: **20-09-2014**

5. Date of joining in present station in present post: **03-10-2017**

6. Date of joining in present KV in present post: **03-10-2017**

7.(A) If you are presently posted at Hard/Very Hard/NE station then date of continuous posting in Hard/Very Hard/NE Station in present post only: **12-03-1970**

7.(B) Have you been transferred on administrative ground under Para 7(e) and not completed 03 years at the present station as on 30-06-2018

No

8. Date of Birth: **25-10-1993**

Gender: **Male**

9. Details of last three transfers in the present post in ascending order (Please also indicate Ground Code in Numerical against each transfer)

KV CODE FROM WHERE TRANSFERRED	PERIOD FROM	PERIOD TO	GROUND CODE(NUMERICAL) FOR TRANSFER	NAME OF HOME TOWN/DIST./STATE
2089	20/09/2014	28/09/2017	1- Request - LTR/MDG/DFP/PCE	New Delhi

10. Employee is eligible to apply either for shift change in the same vidyalaya (Column 10A) or INTRA STATION (Column 10B) Or INTER STATION (Column 10C) .

10 (A) Whether applying for shift change in the same vidyalaya

No

10(B).Indicate Name & code numbers of maximum five choice KVs of present station of posting in order of preference (four digit code) (Applicable for Intra Station Only)

KV CODE

KV NAME

N/A

N/A

N/A

10(C). Indicate Name & code numbers of maximum five choice stations other than the present station of posting in order of preference(three digit code). (Applicable for Inter-Station only)

STATION CODE

STATION NAME

11 .Kindly fill maximum five stations choice other than present station, incase you are transferred on displacement.

STATION CODE

STATION NAME

☑ PART B : CALCULATION OF DISPLACEMENT COUNT (Mandatory for all the employees)

12.Factors for calculation of displacement count Allot points for applicable factors only and write NA for not applicable factors

1.Stay at a station in the same post as on 30 June, 2018

+2 for each completed year 0

Clarification

- Period of absence on any account shall also be counted for this purpose.
- If any employee returns to a station X on request after being transferred from X within three years, the stay of such an employee at X shall be no. of years spent at X before being transfferd plus no. of years spent after comming at X. However, if an employee returns to

station after a period of three years the stay shall be counted afresh

2. Annual Performance Appraisal Report (APAR) Grading for the last 02(two) years	+2 for each Below Average Grading	0
3. Employees below 40 years of age (as on 30th June, 2018) who have completed one tenure at hard/very hard/ NE stations. (Indicate Yes for COMPLETED tenure & No for NOT COMPLETED tenure ..	Station Code of Hard/Very Hard/NER where tenure completed 620	
Clarification:	2014-09-20	to 2017-09-28
<ul style="list-style-type: none"> Only those employee who are below 40 years of age as on 30th June 2018 should fill this column. 		
4. LTR/DFP/MDG/Widow/Single Parent(SP) Cases (Select whichever is applicable)	(-50)	0
Clarification:		
<ul style="list-style-type: none"> If an employee qualifies for more than one, the points shall be limited to a maximum of -50 only. 		
5. Spouse if a KVS Employee and posted at the same station or within 100 Kms.	(-20)	0
6. Spouse if a Defence Employee and Central Armed Police Forces employee posted at the same station or within 100 Kms.	(-40)	0
7. Spouse if a Govt. Sector Employee & posted at the same station or within 100 kms.	(-20)	0
8. Woman employee not covered under 12(5) ,12(6) & 12(7) above are eligible for these points	(-6)	0
9. Physically challenged employee	(-60)	0
10. Members of recognized associations of KVS staff who are so members of JCM at KVS regional offices and/or KVS headquarters.	(-25)	0
11. Award winning employees:		
National Award given by the President of India	(-6)	0
KVS National Incentive Award	(-4)	
KVS Regional Incentive Award	(-2)	

Clarification: If an employee qualifies for all the awards then the maximum concession of -6 marks shall be given.

12. Whether child of the employee is appearing in class X or XII Exam in the transfer year i.e. March-2019 and whether the employee is seeking exemption from displacement under para 7(d) of Transfer Guidelines. (if yes mention name of child, School & Board).

Displacement Count (Total of 11(1) to 11(11) except 11(3) & 11(12))

0

☑ **PART C : CALCULATION OF TRANSFER COUNT** For employees desiring a request transfer

13. Calculation of transfer count: Factors Allot points for applicable factors only and write NA for not applicable factors.

1. Stay at a station in the present post as on 30th June 2018 .Periods of continuous absence of 30 days or more (45 days or more for Hard/Very Hard/NER stations) shall not be counted	+2 for each completed year	0
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2. Annual Performance Appraisal Report (APAR) Grading for the last 02(two) years. If the APAR for any of the last two years is not written or is unavailable , APAR for the corresponding previous year will be considered.	+2 for Outstanding grading for each year	0
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3. Award winning employees:

- National award given by the President of India (+6)
- KVS National Incentive Award (+4)
- KVS Regional Incentive Award (+2)
- **Clarification:**
 - If an employee has won any two or all the awards then the maximum concession of +6 marks shall be given.

4. Spouse if working in KVS at the requested station or within 100 km	(+50)
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(a). Spouse if working in Defence/Central Armed Police Forces Employee at the requested station or within 100 km	(+40)	
Spouse if working in government sector at the requested station or within 100 km	(+20)	0
LTR/DFP/MDG/Widow/Single Parent(SP) Cases.	(+50)	
<p>an employee qualifies for more than one grounds then point shall be limited to a maximum of +50 only. if an employee has secured last transfer on LTR/DFP/MDG/Widow/SP ground, these points shall not be given in the same post.</p>		
(a) Completion of tenure in Hard/NER stations (03 years).	(+55)	
(b) Completion of tenure in Very Hard stations (02 years).	(+60)	
<p>Points shall be given when an employee applies for transfer after completing the tenure at hard/ Very Hard/ Very Hard station(s). The maximum points under the head shall remain +55/+60 only.</p>		
Clarification:		
<ul style="list-style-type: none"> Tenure of 03 years in case of Hard and NER Stations shall not be applicable to those employee who have been posted earlier with 02 years tenure. The new tenure of 03 years shall be made operative for employee transferred/posted w.e.f. from 2016-17. 		
Physically challenged employee. Further, if an employee has Already secured a request transfer in previous year(s) on the basis of these additional points the points shall not be given again.	(+60)	
Woman Employee	(+6)	
<p>Clarification: Women employees eligible for points under serial No. 4,4(a) ,5 & 6 herein above shall not be eligible for these points.</p>		
Members of Recognized Associations of KVS staff who are also members of JCM at KVS regional office or KVS headquarters	(+25)	

. For employee having a differently abled dependent child as per DOP&T Norms. (Para 11(e) of Transfer Guidelines). In case you don't get transfer as per you choice(s) in part A of the form, would you like your transfer to another class A or B city to facilitate the treatment of your child. if yes, please indicate two such locations.

Transfer Count(Total of 12(1) to 12 (10) except 12(11))

0

☒ **PART D : DECLARATIONS**

1. Whether the employee is seeking benefit of spouse who is working at the same station or within the distance of 100 km where employee is posted/transfer is being sought for. **No**

2. Whether the employee is seeking benefit on medical ground(MDG Ground)

No

Declaration by Employee.

☒ I hereby undertake that information given by me, as above is absolutely correct and true as per my knowledge and belief. If later on, any thing is found misleading/wrong then my application is liable to be rejected by KVS and I shall be opened for any disciplinary action as deemed fit against me for giving misleading information.