



# नवोदय विद्यालय समिति

## NAVODAYA VIDYALAYA SAMITI

(मानव संसाधन विकास मंत्रालय, शिक्षा विभाग, भारत सरकार का स्वायत्त संगठन)  
(An Autonomous Organization of Ministry of Human Resource Development, Govt. of India)

लेखराज पन्ना, तृतीय तल Lekhraj Panna, Third Floor

सेक्टर-2, विकास नगर लखनऊ-226022 Sector-2, Vikas Nagar Lucknow-226022

☎ 0522-2738692 Fax No: 0522-2738695 E-Mail:-nvsrolko@rediffmail.com

Website:-www.nvsrolko.org

F.17-1/ Transfer /2015/NVS(LR)/Pers.

Dated : 23.12.2015

To,

The Principal,  
Jawahar Navodaya Vidyalaya,  
Lucknow Region.

**Sub: Transfer of teaching and non-teaching staff for the year 2016 in accordance with the transfer policy-2012.**

Sir,

With reference to the subject cited above, please find enclosed herewith the copy of letter no. F2-18/2015-NVS(Estt.)/ dated 22.12.2015 along with all enclosures received from AC(Estt.I) Navodaya Vidyalaya Samiti (HQ.), Noida with the direction to comply the instructions of the letter at Vidyalaya level within the time limit prescribed by Navodaya Vidyalaya Samiti (HQ.). Further it is also to bring in to your notice that following points may be kept in mind:-

1. Compulsory circulation of enclosed circular among all employees of the Vidyalaya--- 24.12.2015 to 26.12.2015.
2. Filling up of transfer application form by all employee and checking there of at Vidyalaya level on daily basis--- 27.12.2015 to 18.01.2016.
3. Compulsory Submission of application form to the Regional office by JNVs on or before 21.01.2016.
4. Submission of one copy each of all formats(I to VII) duly filled in to Navodaya Vidyalaya Samiti (HQ) in soft copy in the e-mail address [nvsatdestt1@gmail.com](mailto:nvsatdestt1@gmail.com). Format no. I & III (i.e. the request application form) should be given in scanned copy. Rest of the formats is to be given in on excel format only.


Please ensure submission of above information by the employees as per time schedule and 100% accuracy must be ensured at Vidyalaya level while preparing this transfer data.

Encls: As above.

Yours faithfully

  
(Girish Chandra)

Deputy Commissioner



Com to: T. A.C. Chandra I.C.  
2. Sr. ved. Ho. C.O. for website.