






















Check List for Inter District Transfer







CHECK LIST FOR INTERDISTRICT TRANSFER
ACCORDING TO POLICY -2013

	Hand Written Application Duly Recommended By The Head and Next Higher Authority
	Inter district transfer proforma dully filled by the applicant and counter signed by the next higher authority i.e. Head , DEO & EDO concerned.
	NOCs from both sides (Relieving / Recipient) with No. and Date
	New transfer Proforma according to the transfer policy-2013 duly signed by the Head of the Institution ,Dy.DEO , DEO & EDO(E) Concerned.
	A certificate about clear cut vacant post commensurate to the subject/grade duly issued by the competent authority and countersigned by the next higher authority.
	A certificate Whether the applicant is a single teacher (in case of Science , Math and Computer Science)
	A certificate Whether the applicant is contract employee or regular, if working on contract basis then has he completed three years service as such or not? 100% result of B.I.S.E and P.E.C
	Consents of both teachers / Officers (in case of mutual transfer) and its confirmation
	Attested photo graphs and C.N.I.C of the applicant
	Attested photo copy or original latest computerized pay slip
	Attested photo copy of First appointment orders along with joining report
	Attested photo copy of orders in present grade and at present place of posting along with joining.

Check List for Inter District Transfer

	Domicile of home district
	Attested photo copy of Nikkah Nama (In case of WedLock)
	Attested photo copy of C.N.I.C of spouse (In case of wedlock)
	Service Certificate of spouse (in case of wedlock) , duly countersigned by the next higher authorities
	No inquiry , No demand and no audit para certificate issued by the competent authority
	Verification of first appointment orders , in case of SST
	Attested photo copies of all educational certificates/degrees
	Complete Bio-Data / CV
	Attested copies of entire service record

QUANTITATIVE MEASUREMENT OF MARKS AS PER TRANSFER POLICY 2013

	Academic Qualification	
	Service In For Flung Area	
	Seniority	
	Wedlock	
	Compassionate Grounds	
	Total Marks	

NOTE: IN ADDITION TO ABOVE, FURTHER DOCUMENT MAY ALSO BE REQUIRED AS PER GOVT POLICY.