



**NAVODAYA VIDYALAYA SAMITI**  
**(An Autonomous Organization under Ministry of HRD)**  
**Department of School Education and Literacy),**  
**Government of India**  
**B-15, Institutional Area, Sector-62,**  
**Noida, District GautamBudh Nagar,**  
**Uttar Pradesh – 201 309**

No.F.2-1/2020(ATD)-NVS(Estt.II)/Camp Off./005

May 08, 2020

To

[Top Priority]

The Deputy Commissioner,  
 NavodayaVidyalayaSamiti,  
 All Regional Offices.

**Subject: Relieving / joining of employees w.r.t. ATD 2019 / LDCE 2019 and activities w.r.t ATD 2020.**

Sir,

May refer to the notice of NVS HQ 2-1/2019(ATD)-NVS(Estt.II)/Camp Off./002 dated 30.03.2020 and letter no 004 dated 30.04.2020 regarding relieving / joining of NVS employees, consequent upon transfer / promotion. In view of ongoing lockdown (phase 03) and probable subsequent measures to be announced / adopted by Central / State / District Administration to curb COVID-19 pandemic nationwide or selective area wise, it has been decided that:

1. Relieving / joining of employees due to transfer /promotion or on expiry of extension period against transfer / promotion, is hereby, deferred till 30.05.2020 or end of lockdown period, whichever is later.
2. Movement of staff, on relieving, shall be as per guideline of the Central and State Governemnt.
3. It was already informed to all concerned that representations of newly promoted Vice Principals (through LDCE 2019) with request for change of place of posting had to be routed through the DC of concerned ROs. In this context, you are once again requested to compile all such representations with specific comments on each case and send the same to [soe1.nvs@gov.in](mailto:soe1.nvs@gov.in) latest by 15.05.2020. No representation will be entertained if sent by RO after 15.05.2020. Recommendations of DC RO shall be specific as per the provisions of transfer policy.
4. In other category of employee also, same procedure for representation shall be considered as in point 3 above.
5. It is assumed that representation of employees transferred under displacement category of cadres below LDC/S.Keeper would be under disposal at the level of Regional Offices as per provisions enshrined in the Transfer policy. Any relaxation beyond policy will require permission of the Hqs. Representation of these cadres containing **inter-regional request** for change of place of posting may kindly be sent on [dcpers.nvs@gov.in](mailto:dcpers.nvs@gov.in) latest by 20.05.2020 containing specific recommendation as per transfer policy.No representation will be entertained if sent by RO after 20.05.2020.
6. It is to mention that in view of impending posting of recently recruited PGTs and to be recruited TGTs and Miscellaneous Category of teachers, opportunity is being given to existing employee to opt for transfer to available vacancies of their choice through Annual Transfer Drive 2020 which is completely online activity and is scheduled to be launched. In view of this following is informed:
  - I- It is assumed that in compliance with letter of NVS HQ 2-1/2020(ATD)-NVS(Estt.II)/4317 dated 20.02.2020, the vacancy compilation has already been done at JNV's level and the RO must have accomplished final scrutiny and compilation.

II- Once again the Principal of JNVs and the DC of all ROs are informed to look into the status of vacancy in JNV and do the final compilation at JNVs as well as ROs level taking into account following :-

- i. All transfer orders of transfer drive 2019 shall be effected by allowing deemed assumption of charge as per their transfer on request. In the meantime, any pending representation of displaced employee if not considered, so far will be decided by 20<sup>th</sup> May 2020. Already considered representation will not be considered afresh and their vacancy shall be taken as actual vacancy, if not filled otherwise.

Note: (a) In many cases of transfer under ATD 2019, although relieving / joining have not been done, it may be assumed that they are relieved from their present places and have joined at new/allotted place and hence vacant places and filled up places may be counted accordingly while compiling vacancies].

(b) While doing the compilation care must be taken to include expected change in status of vacancy consequent upon the transfer list displayed in March 2020. Therefore, all places included in the transfer list under column "Transferred from" may account for a fresh vacancy while all places included in column "Transferred To" may account for exhausted vacancy or no vacancy.

(c ) Similarly, change in status of vacancy of PGTs and Vice Principal may also be taken into account due to posting orders served to newly promoted Vice Principals through LDCE 2019 and if their representation have been finalized.

(d) Similar consideration may be given to all such previous transfer / promotion cases where posting orders have been served and representations have been considered but relieving / joining could not be ensured till date due to various reasons.

(e) In case of any Court Stay, action shall be taken to comply with or file appeal as required.

III. **Any change in status of vacancy due to change of place of posting of employees under promotion / employees on transfer under displacement category / cases of administrative transfers may be updated immediately on occurrence of such change so as to keep the vacancy status error free.**

IV. While compiling vacancies for ATD 2020, extreme care is to be taken to finalise vacancies marked under "**Protected Deemed**" category due to priority clause. While deciding "Protected Deemed" cases following must be ensured:

- (i) The documents pertaining to transfer policy and guidelines must be taken into account.
- (ii) Such employees may not be given privilege of Protected Deemed whose spouse is working in Central / State Govt departments but on "contract" job, no matter whether it is under short period or long period contractual job.
- (iii) As per directives of Hon'ble CAT, Ernakulam Bench, spouse of employee working in Financially Aided School / Colleges of Central or State Govt. can not be given spouse status at par with the Central / State Govt. employees. Therefore, such cases must not be given privilege of "spouse status" or "protected deemed status".
- (iv) The employee whose spouse is due for retirement upto 31.07.2020 (the cut-off date) must not be given status of spouse category or "Protected Deemed" under spouse category in ATD 2020.
- (v) While declaring case of Single Lady under "Protected Deemed", care must be taken to ensure the employee status compliant with provisions of guidelines already under circulation.

7. Despite repeated guidelines and circulars by NVS Hqrs, the errors did occur in declaration of vacancies and even in approval of application forms and status of priority areas of employees at the level of Principal and JNVs. This has caused a lot of issues of concern while carrying out the entire transfer drive of previous years. The competent authority has viewed it very seriously. Therefore, **Principal of JNVs and concerned authority at RO level must take due care to avoid errors while finalising any data pertaining to ATD 2020** failing which it will be presumed that it has been done intentionally to illegally help the employee and suitable administrative action may be initiated against the erring officials and staff. Any wrong information from applicant shall amount to serious misconduct and accordingly serious action under rules will be initiated suo-motto.

**The transfer drive of 2020, being a complete online activity, may be launched latest by 25<sup>th</sup> of May 2020.** Therefore, in view of the above, you are requested to do the needful to keep all stake holders well informed and comply with the instructions.

This issues with approval of the competent authority.

Yours faithfully,

  
[Vikram Joshi]

Deputy Commissioner [Pers.]