

GOVERNMENT OF ANDHRA PRADESH
O/o DIRECTOR, GVWV & VSWS DEPARTMENT
JAWAHAR AUTO NAGAR- VIJAYAWADA-520007

RC.NO.237/F/GSWS/2023

Dated: 08/06/2023

CIRCULAR

Sub:	Dept of GV/WV & VS/WS – Human Resources- Transfers and Posting Village and Ward Secretariat employees- Revised schedule issued - Regarding
Ref:	1. G.O.Ms.No.5, GVWV & VSWS Department, dated:25.052023 2. RC.NO.222/F/GSWS/2023 Dated:27/05/2023

The Government has issued guidelines for request transfers of Village in Ward Secretariat Employees vide reference 1st cited. The Director, GVWV& VWS Department has issued Schedule of activities, vide reference 2nd cited, accordingly.

It has been decided to accord priority for Persons with disability and parents having children with mental retardation in the transfers. Therefore the applications under “Others” category are required to be verified to identify such applications and give them priority in the transfers.

In the process of identifying such Applicants the MPDOs and the Municipal Commissioners are directed to collect the certificates issued by competent authorities from the Applicants, counter sign and transmit the same to the concerned verifying authorities, District GSWS Incharge Officer in charge and the District Collector by mail. This exercise shall be completed before 10th of June 2023 invariably.

The officers have been requested to undertake this process and therefore the time schedule is extended up to 15th June. In view of the above Revised schedule is here with issued.


DIRECTOR

Revised Schedule of Activities

ACTIVITY SCHEDULE – WITHIN DISTRICT		
Sl. No	Activity	Date
1	Submission of Vacancies by District Heads of Line Departments	By 28-05-2023
2	Application for Transfer with Self attested details	Upto 03-06-2023
3	Verification of Online Applications by Appointing Authority	<u>Upto 10-06-2023</u>
4	Display of Allotment of Mandals / ULBs along with Rejection List with Reasons in the Portal	12-06-2023
5	Appointing Authority further conducts Physical Counselling and issues Transfer Proceedings showing specific Village/ Ward Secretariat.	14-06-2023 15-06-2023
6	Employee can file grievance, if any before the District Collector.	15-06-2023 onwards

ACTIVITY SCHEDULE - INTER DISTRICT		
Sl. No	Activity	Date
1	Submission of Vacancies by District Heads of Line Departments.	By 28-05-2023
2	Application for Transfer with Self attested details.	Upto 03-06-2023
3	Appointing Authority of Source District transmits the application to the counterpart of the Destination District	Upto 09-06-2023
4	Counterpart Appointing Authority of Destination District fills in the format and submits the proposals to the State HoD	10-06-2023
5	State HoD submits the applications to Secretary to Government, Secretary to Govt circulates to GAD and issues orders	By 13-06-2023
6	Appointing Authority further conducts Physical Counselling and issues Transfer Proceedings showing specific Village/ Ward Secretariat.	14-06-2023 15-06-2023
7	Employee can file grievances if any before the District Collector	15-06-2023 Onwards


 DIRECTOR