

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

Memo.No.235850/F/GSWS/2023

Dated:20/02/2024

Sub :	GVWV & VSWS Department – Human Resources – Village/Ward Secretariat Functionaries - Request transfer on Spouse Ground only- Within district , Inter district - Schedule -Issued - Regarding.
Ref:	1.G.O.Ms.No.01, DEPARTMENT OF GRAM VOLUNTEERS / WARD VOLUNTEERS & VILLAGE SECRETARIATS / WARD SECRETARIATS, Dated:18.02.2024. 2.This office Circular RC.No.222/F/GSWS/2023, Dated.27.05.2023.

The Government vide G.O.Ms No. 01, Department of GV/WV & VS/WS, Dated: 08.02.2024 have issued orders on Transfers of Village/ Ward Secretariats of Functionaries on spouse grounds (Both the Inter – District and Intra-District).

The District Collectors are requested to follow the guidelines issued in the reference 1st and 2nd cited duly following the time schedule for effecting Request Transfers on Spouse Ground only (Both the Inter – District and Intra-District) for the village/ward functionaries.

It is informed that these request transfers on spouse grounds are not allowed to Agri/Horti/ Seri, Animal Husbandry/ Fisheries Assistants, ANM/ Ward Health Secretaries and Energy Assistants.

ACTIVITY SCHEDULE - WITHIN DISTRICT TRANSFERS		
Sl.No	Activity	Date
1	Application for Transfer on Spouse Grounds with Self attested details on HRMS portal	Up to 23-02-2024
2	Verification of Online Applications by Appointing Authority	24-02-2024
3	Appointing Authority conducts Physical Counselling to the eligible candidates and issues Transfer Proceedings showing specific Village/ Ward Secretariat.	28-02-2024
4	Employee can file grievance, if any before the District Collector.	28-02-2024 onwards

ACTIVITY SCHEDULE - INTER DISTRICT TRANSFERS		
Sl.No	Activity	Date
1	Application for Transfer on Spouse Grounds with Self attested details on HRMS portal	23-02-2024
2	Appointing Authority of Source District transmits the	24-02-2024

	application to the counterpart of the Destination District	
3	Counterpart Appointing Authority of Destination District fills in the format and submits the proposals to the State HoD	26-02-2024
4	State HoD submits the applications to Secretary to Government, Secretary to Govt circulates to GAD and issues orders	27-02-2024
5	Appointing Authority issues Transfer Proceedings showing specific Village / Ward Secretariat.	28-02-2024 29-02-2024
6	Employee can file grievances if any before the District Collector	28-02-2024 onwards

It may be noted that logins for HRMS portal have already been provided to all the authorities concerned at District level, HOD level and Govt. Level.

H M Dhyanchandra I A S

DIRECTOR

To,
The District Collectors in the state.
All the Heads of Departments of line departments
The District GSWS In-charge Officers in the state.
Copy submitted to Spl.CS to Government, GVWV & VSWS Dept.,

FORMAT

Inter District Transfer Proposal to be filled in by the Appointing Authority of Destination District to send it to HoD

(See point No. 18 in the circular)

1	Whether the transfer is proposed under Para 5 (2) (c) or 5 (2) of the Presidential Order	
2	Name of the post to which transfer is sought for:	
3	Unit of Appointment for this post: District / Zone	
4	Cadre strength of the post to which transfer is sought for:	
5	Number of Non-locals physically working:	
6	Permissible number of transfers in this cadre in accordance with Para (2) (H) of Circular Memo. No. 97462/MC/2004-50, Dt.4-10-2006 within the prescribed ceiling:	
7	The number of transfers which can still be effected during current financial year in accordance with Para 2 (H) of Circular Memo. No. 97462/MC/2004-50, Dt.4-10- 2006.	
8	Local Cadre of a) applicant b) Spouse	
9	Whether there is clear vacancy to effect the Proposed transfer.	
10	Whether the individual is willing to take last rank below the last regular candidate in that category.	

Appointing Authority of the Destination District