



**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 Gautam Budh Nagar,  
Uttar Pradesh – 201 309

F.No. 2-6/Principal-VP/2017-NVS(Estt.II)/16677

Dated: 06.11.2017

**NOTICE**

**Transfer of Principal and Vice-principal under Annual Transfer Drive - 2017.**

It is for information to all concerned that “log-in” facility will remain active from 08.11.2017 for capturing the data of Principals and Vice-principals for online Annual Transfer Drive 2017. The log-in facility for Vidyalaya and Regional Office will also remain active for verification and approval of the same. The time schedule will be as under:

S. No.	Activity	Time Schedule
01	Filling up of online application by the Principal / Vice-principal	08.11.2017 to 13.11.2017
02	Approval of the applications at Vidyalaya level	08.11.2017 to 14.11.2017
03	Approval of the applications by the concerned Regional Office	08.11.2017 to 15.11.2017

It is important to mention that:

1. The Principals and the vice-principals who have already filled up their application earlier may log-in on the portal using their existing “mail ID” and “password” to edit their options for transfer.
2. The Principals and the Vice-principals who did not apply earlier can register afresh on the portal and submit their data online.
3. Care should be taken to reject multiple applications at the concerned level.
4. For details regarding procedure for applying online, one may refer to the designated transfer portal i.e., [www.nvsemployeeportal.org](http://www.nvsemployeeportal.org) before applying online.

Therefore, all Principals, Vice-principals and concerned Regional Offices are, hereby, requested to complete the required formalities within the time schedule.

(Dr. Rajiv Kumar Singh)  
Assistant Commissioner (Estt.-II)