

**Reminder-1**

Phone: 2721278

NCC Directorate (K&L)  
State Wing  
Thiruvananthapuram-10

No.1890/A3-Est/2019/NCC

06 Mar 2021

From

The Additional Director General NCC

To

Commanding Officer  
4 (K) Bn NCC  
SS COY NCC  
8 (K) Bn NCC  
11(K) Bn NCC  
16 (K) Bn NCC  
33 (K) Bn NCC  
5 (K) Girls Bn NCC  
21(K) Bn NCC  
22 (K) Bn NCC  
7 (K) Girls Bn NCC  
31 (K) Bn NCC  
9 (K) Naval Unit NCC  
1 (K) Arty Bty NCC

(Through Official Website)

Sir,

Sub : NCC Est – Transfer details of employees –Reg.

Ref: Letter of even No dated 28.01.2021

1. Inviting attention to the ref cited, in connection with the General Transfer of employees of this Department, this Directorate was requested all NCC units, Group Headquarters and SS coy to prepare and forward the transfer details of all state employees in prescribed proforma duly verified with the Service Book, to reach this directorate by 15.02.2021. But the details on behalf of the above units/Group Headquarters have not yet been received.
2. Hence it is requested to forward the details as directed in the letter under ref cited to reach this directorate by 10.03.2021 without any further delay.
3. Treat matter **most urgent**

Yours faithfully



(K Anilkumar)  
Administrative Officer  
For Additional Director General NCC