

Telephone: 0471 2722137

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

No.009/A1-Est/2013/NCC

19 Feb 2013

From

The Deputy Director General NCC

To

All NCC Group Headquarters/Units/SS Coy NCC.

Sir,

Sub : NCC Establishment : General Transfer 2013 – Application  
Called for – Regarding.

Ref : 1. GO (P) 12/04/P& ARD dated 10 Sep 2004.  
2. GO (P) 21/2009/P&ARD dated 30 Dec 2009.

1. With reference to the above Government Orders, applications are invited for General Transfer 2013 from civilian employees (other than Last Grade Employees) of NCC Department.

2. Those employees who have completed 3 years of service in a station are eligible for transfer. Employees desirous of transfer should submit applications with three choices of offices in the preferred station in the order of preference.

3. Applications for transfer in the prescribed proforma, duly signed by the applicant, be submitted to this Directorate through proper channel so as to reach this Directorate on or before **20 Mar 2013**. Applications may be prepared for each employee separately. Applications other than in the prescribed format will be summarily rejected.

4. Employees are to be informed that applications for transfer submitted before issuance of this circular and received after the prescribed date will not be considered.

5. For the format of application, visit our website.

Sd/-  
(PG Krishna)  
Colonel  
Offg Deputy Director General NCC

Internal : -

A4

IT Wing/Publicity Wing – It is requested to publish the same in print media and official website.

Approved for Issue



Senior Superintendent

**APPLICATION FOR GENERAL TRANSFER – 2013**

1. Name :
2. Designation :
3. Date of Birth :
4. Name of present office :
5. Date of appointment in present office :
6. Date of appointment in NCC Department:
7. DRB to which originally appointed :
8. Native place/District with full address :
9. Details of office the applicant has worked:  
till joining the present office.

Name of office	Date of Joining	Date of relieving	Reasons for transfer

10. Details of office to which transfer is requested.

Name of office (specify in the order of preference)	Station/place

11. Reason for seeking transfer (state briefly) :
12. Total Service in present station :
13. Date of retirement :
14. Priority for transfer if any as per para of GO (P)12/04/P&ARD dated 10.9.04 :

I hereby certify that the information is true to the best of my knowledge and belief.

Signature of applicant

Date:

**Remarks of Head of office**

Office:

Signature of Head of office  
(with complete designation)

Date:

**Remarks of Group Headquarters**