Annexure II Register to requests for Transfers

(To be maintained separately for each category)

(which will a	receipt of	requesting for transfer, with design	Period of stay in the present post/station From To Y.M.D.	-	duced for the transfer	
(1)	(2)	(3)	(4)	(5)	(6)	servant (7)

If the request is refused, place record the Whether the request was complied with; Any other reasons therefor and indicate the no. & date of if so, please indicate the place to which comments communication sent to the Government servant posted and no. and date of posting order

(8)

Note:- Mutual transfer and transfer to the place where the spouse is working should be entered in red ink.

Section Officer.