



**Indian Council of Agricultural Research
KrishiBhawan, New Delhi**

F.No. 11(4)/2016-Per.II

Dated: 05.09.2018

OFFICE MEMORANDUM

Subject: Opening of online transfer module for the period 07.09.2018 to 14.09.2018 for availing of transfer options by Head, ICAR-KVKs in accordance with the guidelines issued on 06.07.2018.

Reference is invited to the Transfer Guidelines issued for Head, ICAR-KVKs vide Council's letter No. F. 38(10)/2017-Per.IV dated 06.07.2018.

In pursuance to the provisions contained in the above guidelines, it has been decided with the approval of the Competent Authority to open the on-line transfer module for the period from 10.00 am on 07.09.2018 to 5.00 pm on 14.9.2018 for availing of transfer options from Head, ICAR-KVKs.

1. Directors of all ICAR-KVKs are requested to apprise the incumbent-Head, KVK of the respective institute. Accordingly, incumbent Head, KVK who desire to avail the online transfer have to apply within the period 07.09.2018 to 14.09.2018 as stated above.
2. The incumbent Head, KVK who desire to apply may access the module by logging in <http://pms.icar.gov.in> and may upload their applications for transfer/posting with supported documents as stipulated in para 4(b) & 4(c) of the transfer guidelines issued on dated 06.07.2018.
3. The online transfer module may be accessed by the concerned personnel using his/her HYPM username and password, followed by clicking the 'Apply for Transfer' button. The maximum number of options that one may opt for transfer is three. The application must be forwarded by the Director of the controlling Institute. In case any difficulty being faced during the process, the same may be referred to mail: Sudeep.Marwaha@icar.gov.in/support.pms@icar.gov.in.
4. The recommendations received online shall be examined by the ICAR Hqrs. Transfer Committee and the transfers affected for Senior Scientist cum Head KVK, ICAR will be communicated to the concerned scientist and the institutes.

(Sujit K. Mitra)
Director (Personnel)

Distribution:-

1. All Director of ICAR Institutes-KVK/ATARIs.
2. All SMDs, ICAR
3. Dr. Sudeep Marwaha, Acting Head, Division of Computer Applications, IASRI for appropriate action to operate the on-line module as per above schedule.
4. US (Per.I/III)/ US (Per.IV& PMIS).
5. PSO to DG, ICAR/PPS to Secretary, ICAR
6. DKMA with the request for uploading this O.M. on ICAR website.