GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
DIRECTORATE OF EDUCATION : E-V BRANCH,
ROOM NO. 116,OLD PTRACHAR VIDYALAYA BUILDING, TIMARPUR, DELHI-
110054.
Email : gtcelldoe@gmail.com Phone No. – 23973681

NO.F.DE.18.2(89)/E-V/TRANSFER/2023/ ૨૦ 2-૨૨　　　　Dated: 3ʳᵈ MAY 2023

CIRCULAR

Sub.: Inviting applications for Transfer from Guest Teachers working in DoE.

Guidelines for transfer in respect of Guest Teachers of various posts working in Government School(s)/Govt.Aided School(s) has been issued vide NO.F.DE.18.2(89)/E-V/TRANSFER/2023/682-93 dated 25ᵗʰ April, 2023.

Accordingly, application(s) are hereby invited from engaged Guest Teachers, eligible as per above referred guidelines, seeking their transfer. The Guest Teachers concerned are further directed to submit their application (in original) in the prescribed format only, enclosed herewith as **Annexure-I** and submit the same alongwith all supporting documents latest by **15.05.2023 (Positively)** in E-V Branch, Directorate of Education, Room No.116, First Floor, Old Patrachar Vidhyalaya Building, Timarpur, Delhi-110054 or through Email gtcelldoe@gmail.com. No application will be entertained through Speed Post/Dak etc. or submitted to any other office under DoE.

Besides, this it is conveyed that all the applications received in this office directly from guest teachers or through any other department/higher authorities prior to issuance of this circular, are hereby considered as filed and will not be considered further for transfer.

However, transfer of guest teachers will be considered only in case where application is received in prescribed format alongwith supporting documents, if any pertaining to the ground of transfer of guest teacher as conveyed vide guidelines issued vide Circular NO.F.DE.18.2(89)/E-V/TRANSFER/2023/682-93 dated 25ᵗʰ April, 2023.

No application for Transfer shall be entertained if received after last date i.e. **15.05.2023 (5.00 PM).**

This issues with the prior approval of the Competent Authority.

(YOGESH PAL SINGH)
DY.DIRECTOR OF EDUCATION (E-V)

NO.F.DE.18.2(89)/E-V/TRANSFER/2023/762-72   Dated: 03/ MAY ,2023

Copy forwarded for information and necessary action to the following :

1. Secretary to the Hon'ble Minister of Education Delhi Sectt., IP Estate, New Delhi.
2. PS to Secretary (Education), Old Sectt., Delhi.
3. PA to Director of Education, Dte.of Education, Old Sectt., Delhi.
4. PA to Addl. Director of Education (Admn./School), Dte.of Education, Old Sectt., Delhi.
5. Jt. Director of Education (Admn.), Dte.of Education, Old Sectt., Delhi.
6. All Regional Directors of Education, Dte.of Education, Delhi.
7. All District DDEs, DDEs (Zone), DoE, Govt.of NCT of Delhi.
8. All HQ Branch In-charges/DDEs, Dte. of Education (HQ), Old Sectt., Delhi.
9. All TGT/PGT/Misc. Guest Teachers of various categories, working in   various Govt. Schools/Govt.Aided Schools under Directorate of Education, Govt.of NCT of Delhi.
10. OS (IT) to upload the circular on the departmental website for information of all Guest Teachers and other concerned, of Govt./Govt.Aided Schools of DoE.
11. Guard file.

(YOGESH PAL SINGH)
DY.DIRECTOR OF EDUCATION (E-V)

<u>Annexure-I</u>

APPLICATION FORMAT TO BE FILED BY GUEST TEACHER SEEKING TRANSFER

1.	Name of Guest Teacher (IN BLOCK LETTER)	
2.	Employee ID	
3.	Designation (Post of Guest Teacher)	
4.	Date of Birth	
5.	Date of initial appointment as Guest Teacher	
6.	Residential Address Mob. No.:	
7.	Present place of posting (with current date of joining)	
8.	Ground(s) seeking transfer (Attach supporting documents) ✓ Mark in appropriate box	Distance.......................... (more than 20 Kms.) ☐ Medical Ground............. ☐ Marriage........................ ☐ PwD................................ ☐ Mutual transfer.............. ☐ (alongwith name of School & ID)
9.	Place of posting desired	1.
		2.
		3.
		4.
10.	Number of working days upto 30.06.2022	

Note: If any of the above information is not updated on MIS Module of the Dte.of Education, the application for transfer will not be entertained. It is the responsibility of the Guest Teachers to get the correct personal details updated on MIS Module.

Signature of applicant.......................................

Name & Designation ....

Employee ID...................Mob. Number............