

OFFICE OF THE DIRECTOR OF MEDICAL EDUCATION, ANDHRA PRADESH,
HANUMAN PETA, OLD GOVERNMENT GENERAL HOSPITAL PREMISES,
VIJAYAWADA

Rc.No. 5912 /E1AB/E11BD/2018

Dated:10.05.2018

C I R C U L A R

Sub:- GENERAL TRANSFERS 2018 – transfer on Mutual / request – Transfer applications – Reg

Ref:- 1. G.O.Ms.No.54 F (HR.I.PLG & POLICY) Dept dated 02.05.2018
2. G.O.Ms.No.57 F (HR.I.PLG & POLICY) Dept dated 08.05.2018

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The attention of the officers noted in the address entry is invited to the reference cited, and they are *requested to submit the transfer applications on mutual / request in respect of doctors who have completed more than three years of station seniority at their present place of working and have fulfilled the guidelines framed by the Government in the above references on or before 15/05/2018 at 05.00 PM to this office for taking further action by special messenger. Proforma for request transfer application is enclosed herewith.*

Further the Principals / Superintendents are requested to ensure that the guidelines / instructions issued by the Government in the above references are followed before forwarding the applications to this office.

Sd/- Dr N. Subba Rao
Director of Medical Education

To

All the Principals of the Government Medical Colleges, Dental Colleges of the state.
All the Superintendents of Government General and Specialty Hospitals in the state.
All the Directors, RIMS institutions in the state.
Copy to the CIO O/o DME, AP. Vijayawada with a request to upload the vacancies along with this circular in the DME web site.

GENERAL TRANSFERS 2018

TEMPLATE OF MUTUAL / REQUEST TRANSFER APPLICATION WORKING UNDER THE ADMINISTRATIVE CONTROL OF DIRECTOR OF MEDICAL EDUCATION, ANDHRA PRADESH, VIJAYWADA

1	Employee ID No					
2	Employee Name					
3	Designation & speciality					
4	Place of working					
5	Date of Birth					
6	Marital status					
7	Spouse working	Yes / No				
8	(a) If Yes furnish spouse details with documentary evidence					
9	Date from which working in the present station (in all cadres)					
10	No of years completed in the present station in all cadres as on 01/05/2018.	Years	Months	Days		
11	Reasons for the transfer on Mutual / request					
12	Request for place of posting on Mutal / Request					
13	Furnish the documentary evidence if the transfer is requested on the disability grounds as stated in G.O.Ms.No.57 Finance (HR.I.PLG & Policy) Dept dated 08.05.2018					
14	Mobile No.					
15	Email ID					
15	Remakrs					

Signature of the applicant

Remarks of the Principal / Superintendent

Signature of the Controlling Officer / Principal / Superintendent