



Institute of Human Resources Development
Chakkai, Thiruvananthapuram-24

PROCEEDINGS

IHRD – General Transfer 2025 – Transfer and posting of employees working under IHRD – Orders issued.

No IHRD/68/2025-EB1

Dated, Thiruvananthapuram 02-08-2025

Read:- Circular No. IHRD/23/2024-EB1 Dated, 23-04-2025 and 10.07.2025.

ORDER

The following transfer and posting of employees under IHRD are ordered with immediate effect.

I. Engineering College Stream

1. Professor in Electronics and Communication Engineering

| Sl.No | Name of the Employee & Present Institution | Institution to which posted on transfer |
|-------|--|---|
| 1 | Dr. Jobymol Jacob (46954) College of Engineering, Poonjar | Model Engineering College, Ernakulam (Request Transfer. Not eligible for TA/DA and joining time) |

2. Professor in Computer Science and Engineering

| Sl.No | Name of the Employee & Present Institution | Institution to which posted on transfer |
|-------|--|---|
| 1 | Dr Shyama Das (47534) College of Engineering Chengannur | College of Engineering Cherthala |

3. Assistant Professor in Electronics and Communication Engineering

| Sl.No | Name of the Employee & Present Institution | Institution to which posted on transfer |
|-------|--|--|
| 1 | Smt. Sobhiraj N (47385) College of Engineering Adoor | College of Engineering Chengannur (Request Transfer. Not eligible for TA/DA and joining time) |
| 2 | Sri. Yasim Khan M (47522) College of Engineering Chengannur | College of Engineering Kallooppa |
| 3 | Smt. Rashida K (47250) Model Engineering College Ernakulam | College of Engineering Cherthala |
| 4 | Smt. Anuja V Nair (47524) College of Engineering Chengannur | College of Engineering Attingal (Request Transfer. Not eligible for TA/DA and joining time) |
| 5 | Sri. Sam K Sumesh (47531) College of Engineering Chengannur | College of Engineering Adoor |
| 6 | Sri. Rashid M E (47219) Model Engineering College Ernakulam | College of Engineering Karunagappally |
| 7 | Sri. Arun C.R (47220) Model Engineering College Ernakulam | College of Engineering Cherthala |
| 8 | Sri. P M Laghima (47104) College of Engineering Cherthala | Model Engineering College Ernakulam (Request Transfer. Not eligible for TA/DA and joining time) |

| | | |
|----|--|---|
| 9 | Sri. Irshad Ali T.K (47211) Model Engineering College Ernakulam | College of Engineering Cherthala |
| 10 | Smt. Sarojini S Potti (47387) College of Engineering Adoor | College of Engineering Kottarakkara |
| 11 | Smt. Jamshi K U (47246) Model Engineering College Ernakulam | College of Engineering Cherthala |
| 12 | Smt. Sajitha V Raj (47082) College of Engineering Attingal | College of Engineering Adoor (Request Transfer. Not eligible for TA/DA and joining time) |
| 13 | Smt. Jaisy M.A (47227) Model Engineering College Ernakulam | College of Engineering Cherthala |

4. Assistant Professor in Computer Engineering

| Sl.No | Name of the Employee & Present Institution | Institution to which posted on transfer |
|-------|--|--|
| 1 | Smt. Renu George (47329) College of Engineering Kallooppa | College of Engineering Chengannur (Request Transfer. Not eligible for TA/DA and joining time) |
| 2 | Smt. Indu P K (47084) College of Engineering Kottarakkara | College of Engineering Adoor (Request Transfer. Not eligible for TA/DA and joining time) |
| 3 | Smt. Girija V R (47371) College of Engineering Adoor | College of Engineering Kottarakkara |
| 4 | Smt. Greeshma N Gopal (47114) College of Engineering Cherthala | College of Engineering Attingal (Request Transfer. Not eligible for TA/DA and joining time) |
| 5 | Smt. Syama S R (47491) College of Engineering Attingal | College of Engineering Karunagappally |
| 6 | Smt. Shani Raj (47409) College of Engineering Karunagappally | College of Engineering Kottarakkara |
| 7 | Sri. Anchal J Vattakunnel (47390) College of Engineering Poonjar | Model Engineering College Ernakulam (Request Transfer. Not eligible for TA/DA and joining time) |
| 8 | Smt. Jayasree K (47190) Model Engineering College Ernakulam | College of Engineering Cherthala |
| 9 | Smt. Anitha Jose (47327) College of Engineering Kallooppa | College of Engineering Adoor |
| 10 | Sri. Muhammed Illiyas H (47112) College of Engineering Cherthala | College of Engineering Chengannur |
| 11 | Smt. Shiny B (47555) College of Engineering Chengannur | College of Engineering Kallooppa |
| 12 | Sri. Jayaram K (47343) College of Engineering Adoor | College of Engineering Kottarakkara |
| 13 | Smt. Jyothirmayi Devi C (47542) College of Engineering Chengannur | College of Engineering Kallooppa |

5. Assistant Professor in Electrical & Electronics Engineering

| Sl. No. | Name of the Employee & Present Institution | Institution to which posted on transfer |
|---------|--|--|
| 1 | Dr. Rajeevan A K (47562) College of Engineering Chengannur | Model Engineering College Ernakulam (Request Transfer. Not eligible for TA/DA and joining time) |
| 2 | Dr. Arun Prasad K M (47203) Model Engineering College Ernakulam | College of Engineering Adoor |
| 3 | Sri. Renjith Kumar D (47337) College of Engineering Adoor | College of Engineering Karunagappally (Request Transfer. Not eligible for TA/DA and joining time) |

6. Assistant Professor in Mechanical Engineering

| Sl. No. | Name of the Employee & Present Institution | Institution to which posted on transfer |
|---------|--|--|
| 1 | Dr. P Sreenivas (47260) Model Engineering College Ernakulam | College of Engineering Cherthala (Request Transfer. Not eligible for TA/DA and joining time) |
| 2 | Dr. Sanchu S (47252) Model Engineering College Ernakulam | College of Engineering Poonjar |
| 3 | Sri. Madhu A K (47355) College of Engineering Adoor | College of Engineering Karunagappally (Request Transfer. Not eligible for TA/DA and joining time) |

7. Assistant Professor in Mathematics

| Sl. No. | Name of the Employee & Present Institution | Institution to which posted on transfer |
|---------|--|---|
| 1 | Dr. Sindhu S (47182) Model Engineering College Ernakulam | College of Engineering Cherthala (Request Transfer. Not eligible for TA/DA and joining time) |
| 2 | Sri. Priyakumar T N (47119) College of Engineering Cherthala | College of Engineering Chengannur |
| 3 | Smt. Radha Balakrishnan (47181) Model Engineering College Ernakulam | College of Engineering Cherthala (Request Transfer. Not eligible for TA/DA and joining time) |
| 4 | Smt. Sarakutty K J (47100) College of Engineering Cherthala | College of Engineering Kalloppara |
| 5 | Smt. Asha G Nath (47319) College of Engineering Kalloppara | College of Engineering Karungappally |

II. College of Applied Science Stream

1. Lecturer in Computer

| Sl No | Name of the Employee & Present Institution | Institution to which posted on transfer |
|-------|---|--|
| 1 | Sri. Syam Prasad K (47615) College of Applied Science , Mavelikkara. | College of Applied Science Dhanuvachapuram. (Request transfer, not eligible for TA/DA and joining time) |
| 2 | Smt. Bindhu S (47035) College of Applied Science Dhanuvachapuram | College of Applied Science Kottarakkara |
| 3 | Sri. Binoy Francis M (47123) College of Applied Science Puthenvelikkara. | College of Applied Science Kodungallur (Request transfer, not eligible for TA/DA and joining time) |
| 4 | Smt. Bindu S (47777) College of Applied Science Kalanjoor | College of Applied Science Adoor (Request transfer, not eligible for TA/DA and joining time) |
| 5 | Smt. Sindhu A R (47475) College of Applied Science Puthuppally | College of Applied Science Mallappally |
| 6 | Smt. Nisha N Nair (47323) College of Applied Science Mallappally | College of Applied Science Mavelikkara |

2. Lecturer in Electronics

| Sl. No | Name of the Employee & Present Institution | Institution to which posted on transfer |
|--------|--|---|
| 1 | Smt. Smitha B (47285) College of Applied Science Dhanuvachapuram | College of Applied Science, Mavelikkara (Request transfer, not eligible for TA/DA and joining time) |
| 2 | Sri. Ajeesh R (47276) College of Applied Science, Mavelikkara | College of Applied Science Karthikappally |
| 3 | Smt. Salini M Chandran (47040) College of Applied Science Dhanuvachapuram | College of Applied Science, Mavelikkara (Request transfer, not eligible for TA/DA and joining time) |
| 4 | Sri. Krishna Prasad S (47618) College of Applied Science Mavelikkara | College of Applied Science Dhanuvachapuram (Request transfer, not eligible for TA/DA and joining time) |
| 5 | Smt. Gisha Thankachi M S (47071) College of Applied Science Nattika | College of Applied Science Vadakkencherry (Request transfer, not eligible for TA/DA and joining time) |

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|---|---|--|
| 6 | Smt. Sowmiya S (47002) College of Applied Science Adoor | College of Applied Science, Puthuppally (Request transfer, not eligible for TA/DA and joining time) |
| 7 | Sri. Sreenivasan K K (46884) College of Applied Science Pattuvam | College of Applied Science, Payyannur (Request transfer, not eligible for TA/DA and joining time) |
| 8 | Sri. Vinod V Rajendran (46993) College of Applied Science Adoor | College of Applied Science Kalanjoor |

III. Model Polytechnic College Stream

1. Lecturer in Electronics Engineering

| Sl. No | Name of the Employee & Present Institution | Institution to which posted on transfer |
|--------|--|--|
| 1 | Sri. Deepu Joseph (47167) Model Polytechnic College, Painavu | Model Polytechnic College, Mattakkara (Request transfer, not eligible for TA/DA and joining time) |
| 2 | Smt. Sajitha V (47810) Model Polytechnic College, Kalliassery | Model Polytechnic College, Vadakara (Request transfer, not eligible for TA/DA and joining time) |
| 3 | Sri. Baiju E N (47881) Model Polytechnic College, Vadakara | Model Polytechnic College Kalliassery |

2. Lecturer in Mechanical Engineering

| Sl. No | Name of the Employee & Present Institution | Institution to which posted on transfer |
|--------|---|---|
| 1 | Sri. Sundaresan V L (46972) Model Polytechnic College, Painavu | Model Polytechnic College Karunagappally (Request transfer, not eligible for TA/DA and joining time) |

IV. Technical Higher Secondary School Stream

1. Lecturer in Physical Education

| Sl. No | Name of the Employee & Present Institution | Institution to which posted on transfer |
|--------|---|--|
| 1 | Sri. Abhilash V S (47168) Technical Higher Secondary School Puthuppally | Technical Higher Secondary School Adoor (Request transfer, not eligible for TA/DA and joining time) |

V. Technical Staff

1. Junior System Analyst

| Sl.No | Name of the Employee & Present Institution | Institution to which posted on transfer |
|-------|---|---|
| 1 | Bindu C (47738) Technical Higher Secondary School Vazhakkad | College of Applied Science Kozhikode (Request Transfer. Not eligible for TA/DA and joining time) |
| 2 | Jyothi E (46962) College of Applied Science Kozhikode | Technical Higher Secondary School Vazhakkad |
| 3 | Shabeer S (46846) Technical Hr. Secondary School Perinthalmanna | Technical Hr. Secondary School Vattamkulam |
| 4 | Benoy Paul (47156) Technical Hr. Secondary School Thodupuzha | College of Applied Science Thodupuzha |
| 5 | Renuka B (47147) College of Applied Science Thodupuzha | Technical Hr. Secondary School Thodupuzha |

2. Foreman (Electronics)

| Sl. No | Name of the Employee & Present Institution | Institution to which posted on transfer |
|--------|--|--|
| 1 | Sri. Ramlalshammi P K (47668) EKNM Model Polytechnics College Kalliassery | Model Polytechnics College Vadakara (Request Transfer. Not eligible for TA/DA and joining time) |

3. Demonstrator (Electronics)

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|---|---|--|
| 1 | Smt. Bindhu V (47579) College of Engineering Chengannur | College of Engineering Karunagappally (Request Transfer. Not eligible for TA/DA and joining time) |
| 2 | Sri. Mahesh G (47157) Technical Higher Secondary School Thodupuzha | Model Engineering College Ernakulam (Request Transfer. Not eligible for TA/DA and joining time) |
| 3 | Smt. Geetha K Nair (47234) Model Engineering College Ernakulam | College of Engineering Cherthala |
| 4 | Sri. George C Karamel (47122) College of Engineering Cherthala | College of Applied Science Kaduthuruthy |
| 5 | Smt. Lekshmi V R (47232) Model Engineering College Ernakulam | College of Engineering Poonjar |

4. Trade Instructor Gr.II (Electronics)

| | | |
|---|---|--|
| 1 | Smt. Mini S (47584) College of Engineering Chengannur | College of Engineering Kalloppara (Request Transfer. Not eligible for TA/DA and joining time) |
| 2 | Sri. Vinod Tom Ninan (47303) College of Engineering Kalloppara | College of Engineering Chengannur |

| 5. Trade Instructor Gr.II (Mechanical) | | |
|---|---|--|
| 1 | Sri. Stephen S (47541) College of Engineering Karunagappally | College of Engineering Attingal (Request Transfer. Not eligible for TA/DA and joining time) |
| 6. Tradesman (Computer) | | |
| 1 | Sri. Mohammed Iqbal K P (47981) College of Applied Science Muthuvallur | College of Applied Science Kozhikode (Request Transfer. Not eligible for TA/DA and joining time) |
| 7. Tradesman (Electronics) | | |
| 1 | Sri. Syed Ali S (47537) College of Engineering Kottarakkara | IHRD Head Quarters Thiruvananthapuram (Request Transfer. Not eligible for TA/DA and joining time) |
| 2 | Smt. Benaseer A K (47745) Technical Hr. Secondary School Vazhakkad | College of Applied Science Kozhikode |

VI. Librarian Grade IV

| Sl.No. | Name of the Employee & Present Institution | Institution to which posted on transfer |
|--------|---|--|
| 1 | Smt. Rajalakshmi K R (47129) College of Engineering, Cherthala | Model Engineering College, Ernakulam (Request Transfer. Not eligible for TA/DA and joining time) |
| 2 | Sri.Sunil Sulaiman (47093) College of Applied Science, Kundara | College of Engineering, Kottarakkara (Request Transfer. Not eligible for TA/DA and joining time) |
| 3. | Sri.A K Siddiq (46989) Model Engineering College, Ernakulam | Model Technical Higher Secondary School, Kaloor (Request Transfer. Not eligible for TA/DA and joining time) |
| 4. | Sri.Sasankan Nair R (47305) College of Engineering, Kottarakkara | College of Engineering, Chengannur (Request Transfer. Not eligible for TA/DA and joining time) |

VII. Ministerial Staff

| Sl.No. | Name of the Employee & Present Institution | Institution to which posted on transfer |
|------------------------------------|--|---|
| 1. Administrative Assistant | | |
| 1 | Smt. Sunitha K Cherian (47433) College of Engineering, Kottarakkara | College of Engineering, Kalliooppara (Request Transfer. Not eligible for TA/DA and joining time) |
| 2. Senior Superintendent | | |

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|-----------------------------------|--|---|
| 1 | Smt. Subaida P K (47799) College of Applied Science, Thamarassery | College of Applied Science, Kozhikode (Request Transfer. Not eligible for TA/DA and joining time) |
| 3. Junior Superintendent | | |
| 1 | Sri.Jose Nirappath (47816) College of Applied Science, Manjeswaram | College of Applied Science, Thamarassery (Request Transfer. Not eligible for TA/DA and joining time) |
| 2 | Smt. Beena Varkey (46947) College of Engineering, Chengannur | College of Applied Science, Thodupuzha (Request Transfer. Not eligible for TA/DA and joining time) |
| 4. Head Clerk | | |
| 1 | Smt.Sreeja S (46791) IHRD Headquarters, Thiruvananthapuram | College of Engineering, Kottarakkara (Request Transfer. Not eligible for TA/DA and joining time) |
| 2 | Smt.Rejilakumari R (47133) College of Engineering, Cherthala | College of Applied Science, Kaduthuruthy (Request Transfer. Not eligible for TA/DA and joining time) |
| 3 | Smt. Chandrika P C (47672) College of Applied Science, Nedumkandam | Technical Higher Secondary School, Thodupuzha (Request Transfer. Not eligible for TA/DA and joining time) |
| 4 | Smt. Smitha U (47134) College of Applied Science Kaduthuruthy | IHRD Headquarters, Thiruvananthapuram (Request Transfer. Not eligible for TA/DA and joining time) |
| 5 | Smt.Priya N Peethambar (46932) College of Engineering, Kottarakkara | College of Engineering, Chengannur (Request Transfer. Not eligible for TA/DA and joining time) |
| 6 | Smt.Beena P K (47787) College of Applied Science, Malappuram | College of Applied Science, Chelakkara (Request Transfer. Not eligible for TA/DA and joining time) |
| 7 | Smt.Soly Joseph (47669) Technical Higher Secondary School Thodupuzha | College of Engineering, Cherthala (Request Transfer. Not eligible for TA/DA and joining time) |
| 5. Senior Office Assistant | | |
| 1 | Smt.Sini T V (47983) Model Polytechnic College, Vadakara | College of Applied Science Thamarassery (Request Transfer. Not eligible for TA/DA and joining time) |
| 2 | Smt. Mary Varghese (47160) Technical Higher Secondary School, Thodupuzha | Model Polytechnic College, Painavu (Request Transfer. Not eligible for TA/DA and joining time) |

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|-----------------------------------|---|--|
| 3 | Sri.Sajesh Kumar R (47358) College of Applied Science, Kundara | IHRD Headquarters, Thiruvananthapuram (Request Transfer. Not eligible for TA/DA and joining time) |
| 4 | Sri.Sreeni C S (46966) Model Finishing School Thiruvananthapuram | IHRD Headquarters, Thiruvananthapuram (Request Transfer. Not eligible for TA/DA and joining time) |
| 5 | Sri.Manjith C (47097) Technical Higher Secondary School Muttada | IHRD Headquarters, Thiruvananthapuram (Request Transfer. Not eligible for TA/DA and joining time) |
| 6 | Smt. Jayasree G R (47098) College of Engineering, Kottarakkara | College of Applied Science, Kundara |
| 7 | Smt.Leena P S (47415) College of Applied Science, Thodupuzha | College of Engineering, Poonjar |
| 8 | Smt.Ancy Joseph (47150) College of Engineering, Poonjar | Technical Higher Secondary School Thodupuzha (Request Transfer. Not eligible for TA/DA and joining time) |
| 6. Office Assistant | | |
| 1 | Sri. Prasad P K (47724) College of Applied Science, Payyannur | EKNM Model Polytechnic College, Kalliassery (Request Transfer. Not eligible for TA/DA and joining time) |
| 2 | Smt. Pushpakumry R (47008) College of Applied Science, Ayroor | College of Applied Science, Adoor (Request Transfer. Not eligible for TA/DA and joining time) |
| 3 | Sri. Prasad K V (47634) EKNM Model Polytechnic College, Kalliassery | College of Applied Science, Payyannur (Request Transfer. Not eligible for TA/DA and joining time) |
| 4 | Smt. Ramla V P (46934) Technical Higher Secondary School Vazhakkad | Technical Higher Secondary School, Thiruthiyad (Request Transfer. Not eligible for TA/DA and joining time) |
| 5 | Smt. Rajitha P (48037) College of Applied Science, Payyannur | EKNM Model Polytechnic College, Kalliassery |
| 7. Junior Office Assistant | | |
| 1 | Smt. Sheeja A (47284) College of Applied Science, Mavelikkara | Model Polytechnic College, Karunagappally (Request Transfer. Not eligible for TA/DA and joining time) |
| 2 | Smt. Manju T (47264) Technical Higher Secondary School, Puthuppally | Headquarters, Thiruvananthapuram (Request Transfer. Not eligible for TA/DA and joining time) |

VIII. Library/Lab Assistant

| Sl.No. | Name of the Employee & Present Institution | Institution to which posted on transfer |
|--------|--|--|
| 1 | Sri.K Sreekandan Nair (47548) College of Engineering, Attingal | Technical Higher Secondary School, Muttada (Request Transfer. Not eligible for TA/DA and joining time) |
| 2 | Sri.Abhilash Vijayan (47594) College of Engineering, Chengannur | College of Engineering, Kallooppa (Request Transfer. Not eligible for TA/DA and joining time) |
| 3 | Sri. Abdussalam Kalathumthodi (47740) Technical Higher Secondary School, Vazhakkad | Technical Higher Secondary School, Perinthalmanna (Request Transfer. Not eligible for TA/DA and joining time) |
| 4 | Sri. C Abdul Gafoor (47732) Technical Higher Secondary School, Perinthalmanna | Technical Higher Secondary School, Vazhakkad |
| 5 | Sri. Joby Jose (47304) College of Engineering, Kallooppa | College of Engineering, Chengannur (Request Transfer. Not eligible for TA/DA and joining time) |

IX. Last Grade Servant

| Sl. No. | Name of the Employee & Present Institution | Institution to which posted on transfer |
|---------|---|---|
| 1 | Sri. Rajesh C P (48036) College of Applied Science Payyannur | College of Applied Science Pattuvam (Request Transfer. Not eligible for TA/DA and joining time) |
| 2 | Sri. Antony Jose (47453) Model Technical Hr. Secondary School Kaloar | Model Engineering College Ernakulam (Request Transfer. Not eligible for TA/DA and joining time) |
| 3 | Sri. Bashir C J (47295) Model Engineering College Ernakulam | College of Applied Science Puthenvelikkara |
| 4 | Smt. Anithakumari (47606) College of Engineering Chengannur | College of Applied Science Mavelikkara (Request Transfer. Not eligible for TA/DA and joining time) |
| 5 | Smt. Nadeera Kalathingathodi (47788) College of Applied Science Malappuram | Technical Hr. Sec. School Perinthalmanna (Request Transfer. Not eligible for TA/DA and joining time) |
| 6 | Sri. Anilkumar A (47733) Technical Hr. Secondary School Perinthalmanna | College of Applied Science Muthuvallur (Request Transfer. Not eligible for TA/DA and joining time) |
| 7 | Sri. Sreevinayak R (56032) College of Engineering Cherthala | College of Applied Science Karthikappally (Request Transfer. Not eligible for TA/DA and joining time) |
| 8 | Smt. Sulekha H (47079) College of Applied Science Malampuzha | College of Applied Science Vadakkencherry (Request Transfer. Not eligible for TA/DA and joining time) |
| 9 | Smt. Sumathy P (47080) College of Applied Science Vadakkencherry | College of Applied Science Ayalur |

| | | |
|----|--|--|
| 10 | Sri. Rajeesh Pattiyat (47985) College of Applied Science Kozhikode | Model Polytechnic College Vadakara (Request Transfer. Not eligible for TA/DA and joining time) |
| 11 | Sri. Pramod C (47676) EMSM College of Applied Science Iritty | College of Applied Science Kuthuparamba (Request Transfer. Not eligible for TA/DA and joining time) |
| 12 | Sri. Ampukrishnan U (47761) College of Applied Science Konni | College of Applied Science Mallappally (Request Transfer. Not eligible for TA/DA and joining time) |
| 13 | Smt. Banila K K Model Polytechnic College Vadakara | College of Applied Science Thamarassery (Request Transfer. Not eligible for TA/DA and joining time) |
| 14 | Sri. Sreeraj S (47734) Technical Hr. Secondary School Perinthalmanna | College of Applied Science Kuzhalmannam |
| 15 | Smt. Nair Priti Vikraman (67619) College of Applied Science Nattika | College of Applied Science Vattamkulam (Request Transfer. Not eligible for TA/DA and joining time) |
| 16 | Sri. Saijumon T N (47296) Model Engineering College Ernakulam | Regional Centre Ernakulam |
| 17 | Smt. Beevi N A (47711) Model Engineering College Ernakulam | Model Technical Hr. Secondary School Kaloor |
| 18 | Smt. Resitha Mol T R (47698) College of Applied Science Puthenvelikkara | Model Engineering College Ernakulam |
| 19 | Sri. Sainudeen C S (47659) Regional Centre Ernakulam | Model Engineering College Ernakulam |

- The employees under orders of transfer as listed in the 2nd column in the above table will stand relieved from the respective institutions with effect from the afternoon of the date of this order, without waiting for substitutes to take charge. The respective Heads of Institutions will make necessary charge arrangements for facilitating the transfer and liabilities, if any, in respect of the transferees will be assessed and reported by the respective Heads of Institutions immediately forthwith along with Last Pay Certificate of the incumbents.
- The date of relief/joining duty of the incumbents will be reported by the Heads of Institutions concerned to this office in due course.


DIRECTOR


To:-

The Employees concerned (through the Principal)

Copy to:-

- Head of institutions concerned
- Administrative Officer
- Finance and Accounts Officer
- Computer Engineer (ITD)
- SF
- OC