

Directorate of State Transport, Haryana
30-Bays Building, 2nd Floor, Sector-17, Chandigarh
DTC (Stores) 0172-2709809; E-Mail ID: - dtestore22@gmail.com

To

1. Senior Mechanical Engineer, GCW, Chandigarh.
2. All General Manager, Haryana Roadways.
3. Deputy Transport Controllers, Haryana Roadways Central Workshop, Hisar and Karnal.
4. Flying Squad Officer, Haryana Roadways, Inter State Bus Terminal, Delhi.
5. General Manger, Driver Training Institute, Murthal (Sonapat).

Memo No:- 522-552/CCI

Dated:- 06.12.2024

Subject: -Regarding the initiating Online Transfer Drive for Cadre(s) under Online Transfer Policy namely Clerk, Inspector, Sub-Inspector, Mechanic, Store-Keeper and Yard-Master.

Please refer to the subject cited above regarding the initiating Online Transfer Drive for Cadre(s) under Online Transfer Policy namely Clerk, Inspector, Sub-Inspector, Mechanic, Store-Keeper and Yard-Master. In this regard, it is to inform you that online Transfer Drive has been decided to initiate by the department and the tentative schedule for the above said 06 nos. cadres has been approved. The tentative schedule is as below:-

Tentative schedule for online Transfer Drives of 06 nos. cadres i.e. Clerk, Inspector, Sub-Inspector, Mechanic, Store-Keeper and Yard-Master		
Sr. No.	Event	Committed date
1.	Date of Start of Process (Should be before 11 th Dec 2024)	11 th Dec 2024
2.	Last Date of Service verification and Score Generation (Should be done before 31 st Dec 2024)	30 th Dec 2024
3.	Last Date of process for obtaining consent of employee (Should be before 7 th Jan 2025)	7 th Jan 2025
4.	Last Date of Adding/ Exempting employees process by department (Should be before 10 th Jan 2025)	10 th Jan 2025
5.	Last Date of Rationalization/ Blocking of post (Should be before 17 th Jan 2025)	17 th Jan 2025
6.	Last Date of Choice filling by employees (Should be before 27 Jan 2025)	27 th Jan 2025
7.	Last Date of Generation of Provisional Transfer Order (Should be before 31 Jan 2025)	31st Jan 2025
8.	Last Date of Final Transfer Order Generation (Should be before 14 Feb 2025)	5 th Feb 2025
9.	Cut-off date up to which Service verification is to be done	30.11.2024
10.	Period of Retirement to be considered	01.12.2024 to 31.03.2026
11.	Period of Marital status to be considered	01.12.2023 to 30.11.2024

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So, all the GMs/DDOs are requested to intimate all the employees of above said cadres to update their data on HRMS before the Date of Start of Process (11th Dec 2024) of their depots as the updating of date is the individuals responsibility for calculation of merit points for online transfer Drive.

Please treat it as most urgent.

SD
DTC(S)

For Director State Transport,
Haryana, Chandigarh.

Endst. No:- 553-560/CCI

Dated:- 06.12.2024

A copy of above is forwarded to following for information and necessary action please.

1. ADST-1
2. DTC(P)
3. DA/DDA(HQ)
4. All Establishment Branch(I, II, III and IV)
5. HKCL, Panchkula

SD
DTC(S)

For Director State Transport,
Haryana, Chandigarh.