

ANNEXURE 'E'

PROFORMA OF APPLICATION SEEKING INTER DISTRICT TRANSFER ON MUTUAL BASIS.

I, _____ Presently serving as _____ in the court of _____
_____, apply for inter District Transfer on mutual basis. My necessary particulars are as under:-

1. Date of entry in service any cadre in which initially required. _____
2. Date since when the present post is held. (“Whether adhoc /temporary/on probation”) _____
3. Whether confirmed on any cadre, if so, state the cadre in which confirmed and the date of such confirmation. _____
4. Home/town/village with the name of _____

5. District to which the transfer is sought. _____
6. Name of the official with whom mutual transfer is sought. _____
7. Date since when such official is holding the present post. _____

8. Whether he is confirmed in any cadre, if so, state the cadre with date of confirmation. _____
9. His Home Town/village with name of Tehsil and District. _____

APPLICANT

VERIFICATION

I certify that the particulars above mentioned are true and I understand that I shall be liable to disciplinary action, if any, if the above particulars are found false.

PLACE:

DATE:

APPLICANT

ANNEXURE-'C'

I, _____ **S/o Sh.** _____ aged ____ years, occupation Govt. Servant, at present working as _____ in the establishment of the Civil and sessions Division _____ do hereby state on oath/solemnly affirm and declare as under:-

1. That I hereby agree and undertake that in case my request/prayer for transfer from Civil and Sessions Division _____ to _____ is considered and Granted, I shall forfeit my seniority as _____ (designation) in the parent division and would be ranked as junior most _____ (designation) on the establishment of the _____ and in future I shall not lay any claim for seniority on the basis of my past service in Civil and Sessions Division _____

2. That I hereby agree and undertake that my transfer to _____ will be at my own risk and cost and I will not claim TA/DA for such transfer and I will be liable to serve in _____.

I, _____, the above named deponent do hereby further state on oath/solemnly affirm that the contents of paras 1 and 2 of this affidavit are true and correct to the best of my knowledge and belief, not part of it is false and nothing material has been concealed therefrom.

Deponent

Verified this the Day of _____, ____ at _____ H.P.

Deponent.

To be attested by Judicial Magistrate First Class

ANNEXURE-'F'
PROFORMA OF CONSENT TO MUTUAL TRANSFER

1. I, _____ at present working as _____ on the establishment of the _____ hereby give my consent to the mutual inter District Transfer applied for by _____ at present working as _____ on the establishment of the _____.
2. I hereby agree and undertake not to claim any seniority on the establishment of the _____ and I agree to be placed below the junior most _____ in the gradation list of seniority in the establishment of the _____.
3. I hereby agree that my transfer to _____ will be at my own cost and risk and I will not claim any TA/DA for such transfer and I will be liable to serve in the establishment of the _____.

Place:

Date:

APPLICANT

ATTESTED

(Signature of Judicial officer)

ANNEXURE 'H'

**PROFORMA TO BE FILLED BY THE DISTRICT JUDGE ON WHOSE ESTABLISHMENT THE
TRANSFER IS SOUGHT**

1. Whether willing to accept the applicant in case his request for transfer is granted. (in case of unwillingness, reasons to be stated).
2. Whether willing to spare the official with whom the mutual transfer is sought. (In case of unwillingness reasons to be stated).
3. Any other information.

PLACE:

DATE:

DISTRICT JUDGE

AT _____

ANEXURE 'G'

PROFORMA TO BE FILED BY THE DISTRICT JUDGE ON WHOSE ESTABLISHMENT THE
APPLICANT IS WORKING.

1. Whether willing to spare the service of the applicant, If his request for transfer is granted (in case of unwillingness, reasons to be stated)
2. Whether willing to accept the official with whom the mutual transfer is sought.
3. Any other information.

Place:

Date:

DISTRICT JUDGE

AT _____