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कन्दीय रेशम बोर्ड परव मंत्रालय - भारत सरकार)





CENTRAL SILK BOARD

(Ministry of Textiles - Govt. of India) - CSB Complex, B.T.M. Layout, Madiwala, Bengaluru-560 068.

Date: 1st November 2019

No. CSB- 48(6)/2011-ES |

All the CSB Main Institutes, ROs and other Independent Units

Sir/Madam,

Sub. Request transfers of employees of the Central Silk Board for the year 2020 - regarding x-x-x-x-x-

I am directed to refer to the subject cited above and to state that the applications received from the employees for transfer for the year 2019 i.e. from 1/4/2018 to 31/12/2018 have been examined with reference to their stay, grounds on which the requests are made, availability of substitutes at the requested places, requirement of staff in different units, suggestions / remarks made by the Directors / Officer-in-oherge of the Unit etc and the transfer orders have been issued to the officers and officials whose cases have been considered.

Further the requests of the employees whose cases have not been considered are required to be renewed of they are still interested in the transfer to the requested places failing which earlier requests will labse. Hence, the applications already submitted for the year 2019 till date will not be taken up for consideration during the year 2020 normally.

The Transfer Policy 2018 has been uploaded on CSB website and may be accessed at www.csb.gov.in (Right to Information - Central Office - The rules. regulations - Transfer Policy) It is advised to peruse the same thoroughly before submitting options so that unnecessary representations inconsistent with the Transfer Policy are not made. CSB has provided the on-line facility for submission of request transfer applications through CSB website. The applicants can make use of this facility and can register their request for transfers, through online by using the "intranet Login" link facility provided in the CSB website at http://www.csb.gov.in/. This facility will be enabled to all the employees wef 04/11/2019 till 31/12/2019. After filing or line application, the applicant has to generate a hard copy of the application and submit the same along with enclosures, if any, to the Central Office through proper channel. It may kindly be noted that without receipt of hard copy of the transfer application together with enclosures, if any, on or before 19/01/2020, the request may not be included in the list for examination during the ceneral transfers in 2020. Transfer Application / hard copy of the transfer on-line application received through proper channel at Central Office, Bangalore from 11" January 2020 will not be considered Contd 21-



Further, while forwarding the request applications to Central Office, Bangalore, the contents of the Circular dated 11/09/2018 (copy enclosed) may please be kept in view before forwarding such requests

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In considering the importance of the matter, all the Directors / Officers In-charge of CSB Units are advised to forward the applications of employees with their comments particularly in case of negative recommendations for transfer well within the last date t e, 10" January 2020. Any dispute on this matter will be the sole responsibility of the concerned Director / Officer In-charge

In case of difficulty in filing the on-line application for transfer, the applicants can contact the Computer Section of Central Office at 080-26282509 / 26282510 during the contents of working hours or by email: cs.csb@nic.in. You are requested to bring the contents of the above letter to all the employees working under your control.

This issues with the approval of the Member Secretary

Yours faithfully.

(Julian Tobias)

Joint Director (Admn)

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सहायक जिदेशक (प्र. व ले.) Assistant Director (A&A) र के.रे.उ.अ.व.प्र.सं.,यस्टनप्र (प्र.ब.) C.S.R. & T.I., Berhamore (W.B)