



**Indian Council of Agricultural Research
Dr. Rajendra Prasad Road
Krishi Bhawan : New Delhi**

F.No.11(1)/2019-Per.II

Dated: 25.9.2019

OFFICE MEMORANDUM

Subject: Opening of online transfer module for the period 28.09.2019 to 07.10.2019 for availing of transfer options by Senior Scientist-cum-Head, ICAR-KVKs.

In pursuance of the provisions contained in the transfer guidelines issued for Senior Scientist-cum-Head, ICAR-KVKs vide Council's letter No.38(10)/2017-Per.IV dated 06.07.2018, it has been decided with the approval of the Competent Authority to open the on-line transfer module from 10:00 am on 28.09.2019 to 05:00 pm on 07.10.2019 for Senior Scientist-cum-Head, ICAR-KVKs. Accordingly, the on-line transfer window will be closed at 05:00 pm on 07.10.2019.

2. Directors of all ICAR-Institutes governing any KVK are requested to apprise the incumbent-Head, KVK of the respective Institute accordingly. The incumbent Head, KVK who desire to apply may access the module by logging in <http://pms.icar.gov.in> and may upload their applications for transfer with supported documents as stipulated in para 4(b) & 4(c) of the transfer guidelines issued on 06.07.2018.

3. The online transfer module may be accessed by the applicant using his/ her HYPM username and password, followed by clicking the 'Apply for Transfer' button. The maximum number of options that one may opt for transfer is three. The application must be forwarded by the Director of the controlling Institute. In case of any difficulty faced during the process, the same may be referred by e-mail to sudeep.marwaha@icar.gov.in / support.pms@icar.gov.in.

**(M. K. Jain)
Director (Personnel)**

Distribution:-

1. Director of all ICAR Institutes governing any ICAR-KVK/ ATARI, for immediately bringing it in the notice of all Heads of KVK under their respective Institute.
2. All SMDs, ICAR
3. Dr. Sudeep Marwaha, acting Head, Division of Computer Applications, IASRI for appropriate action to operate the on-line module as per above schedule.
4. US (Per.I/ III) / US (Per.IV & PMIS).
5. PSO to DG, ICAR / PPS to Secretary, ICAR
6. DKMA with the request for uploading this O.M. on ICAR website.