

अण्डमान तथा निकोबार प्रशासन

Andaman and Nicobar Administration
शिक्षा निदेशालय / Directorate Of Education

Port Blair, the dated 28th December 2020

To

1. The Education Officer, Car Nicobar.
2. The Deputy Education Officer – South Andaman/ Wimberlygunj/ Rangat/ Mayabunder/ Diglipur.
3. The Deputy Director Education (Science), Shiksha Sadan, Port Blair.
4. The Principal, State Institute of Education, Port Blair.
5. The Deputy Director Education (Text Book), Govt. Book Depot, Port Blair.
6. The Principal, DIET, Garacharma.
7. The Principal – SSS Campbell Bay/ SSS Vijay Nagar/ SSS Champin/ SSS Gol Tikrey SSS Kapanga/ SSS Hutbay (Model)/ SSS Ramakrishnapur/ SSS Swaraj Dweep/ SSS Saheed Dweep/ SSS Model Port Blair/ SSS Girls/ SSS RBV Port Blair/ SSS Boys/ SSS Mohanpura/ SSS Haddo(Telugu)/ SSS Haddo/ SSS School Line/ SSS Garacharma/ SSS Bathubasti/ SSS Rangachang/ SSS Manglutan/ SSS Port Mout/ SSS Tushnabad/ SSS Ferrargunj/ SSS Bambooflat/ SSS Wimberlygunj/ SSS Mannarghat/ SSS Oralkatcha/ SSS Kadamtala/ SSS Bakultala/ SSS Sabari Junction/ SSS Long Island/ SSS Rangat/ SSS Swadesh Nagar/ SSS CFO Nallah/ SSS Mayabunder (Model)/ SSS Karmatang/ SSS Kalighat/ SSS Diglipur / SSS Sita Nagar / SSS Kishori Nagar/ SSS Swaraj Gram.
8. The Assistant Education Officer, Nancowrie
9. The Deputy Director (Adult Education), Shiksha Sadan, Port Blair.

Sir/Madam,

I am directed to state that, in order to maintain complete transparency in transfer and postings of teaching and non-teaching staff and to streamline the transfer process, it has been decided to invite applications from the Teaching and non-Teaching staff for **Annual General Transfer – 2021** only through online mode. A web based application for facilitating teaching and non-teaching staff for submission of request for transfer through online has been developed and placed under the control of State Data Centre. The website can be accessed through www.andaman.gov.in or education.andaman.gov.in/tops/login.aspx

All teaching and non-teaching staff including Principals, Vice-Principals and Headmasters may be informed that they can submit their requests for transfer under **Annual General Transfer – 2021** online from **01.01.2021** to **31.01.2021** upto **5.00 PM** by accessing the above mentioned website and thereafter following the sequence of steps:

1. Sign up(for new user)
2. Create user ID and Password
3. Login
 - Apply for transfer in the prescribed format available in the website.
 - Preview
 - Print
 - Track the status
 - Change password if necessary
 - Logout

After applying through online, the printout of the online application form alongwith the required documents/certificates may be submitted to the concerned DDOs. All such applications may be verified by the concerned DDOs with service particulars and the

