



Government of the Punjab
Technical Education & Vocational Training Authority
Operations Wing
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No. TEVTA/ZMs/53/ **2618**

Dated: December 15, 2008.

1. The Zonal Manager (North) TEVTA, Rawalpindi
2. The Zonal Manager (Central) TEVTA Secretariat, Lahore
3. The Zonal Manager (South), TEVTA Multan
4. All District Managers TEVTA, Punjab.

Subject: - TRANSFER OF TEVTA EMPLOYEES.

TEVTA authority has approved that all transfers / postings will be carried out in summer vacations except the transfers / postings made on administrative grounds. Therefore, while submitting transfers / posting requests, the following points may be kept in view: -

- a. Transfer at home station may be preferred / encouraged.
- b. Requests for transfer must be recommended by the relieving and receiving authority concerned.
- c. Academic activities should not be disturbed in case of transfer of incumbent.
- d. All transfer requests / applications received during the year will be implemented during summer vacations.
- e. The transfer cases must be submitted on the enclosed transfer / posting proforma ('A', 'B' & 'C') duly filled and recommended accordingly.


15/12/2008
(Tanvir A. Zaffar)
General Manager (Operations)

A copy is forwarded for information and further necessary action to the: -

1. All General Managers TEVTA Secretariat, Lahore.
2. Managers (Establishment, MIS, HRM & Admin) TEVTA Secretariat, Lahore.
3. The S.A to Chairman TEVTA, Lahore.
4. The P.S to Secretary TEVTA, Lahore.