



ৰাষ্ট্ৰীয় স্বাস্থ্য অভিযান, অসম

OFFICE OF THE MISSION DIRECTOR  
NATIONAL HEALTH MISSION, ASSAM

Saikia Commercial Complex, Sri Nagar Path, Near Post Office Bus Stand

G. S. Road, Christianbasti, Guwahati – 781005

Website: <https://nhm.assam.gov.in> :: Phone No: 0361-2340236/39 :: Email Id:mdnrhmasm@gmail.com

No: NHM-31011/1/2018-HRD-NHM/20365  
ECF-90631

Date: 14/10/2020

**ORDER**

**Sub: Implementation of the Online Transfer Application Receipt Module for the NHM employees**

The **Online Transfer Application Module for the employees under National Health Mission, Assam** in the HR-MIS Portal has been rolled out already.

For enabling the employees under National Health Mission, Assam seeking transfer to other Districts / Places of Posting to submit the applications for transfer online, the online transfer application receipt module has been developed.

**Who will be eligible to apply ?**

All contractual employees under National Health Mission, Assam

**Process for implementation:**

- a) The process for online transfer application is stated as below:
- The applicant seeking transfer will apply using his or her **User ID** that is the **Employee ID** in the HR-MIS Portal. The 5 preferences for the posting stations will be given.  
The transfers will be calculated cadre & seniority wise and as per the norms and requirement as well as case load.
  - The online transfer applications will be processed 2 times every year.
    - 15<sup>th</sup> April – 30<sup>th</sup> April
    - 15<sup>th</sup> November – 30<sup>th</sup> November

The place of posting as per the vacancies will be decided by the HR Rationalization Committee headed by Mission Director, NHM with Executive Director, NHM, Director (Finance & Accounts) as members and HRD Consultant as Member Secretary.

Mission Director, NHM reserve the right to transfer or depute any employee at any time if the need arises in the interest of the NHM Programme.

The detailed step by step Manual for submission of Online Transfer Application is enclosed herewith for reference. Henceforth, **No manual applications will be accepted for any transfer.**

The online transfer applications shall be submitted in the online Swasthya Sewa Dapoon ([www.nhmssd.assam.gov.in](http://www.nhmssd.assam.gov.in)).



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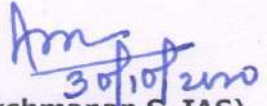
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In case of any query related to the transfer module, Ms. Niharika Baishya, HR Executive may be contacted at Mobile No. 98641-70240 and for technical issues, Mr Anal Anand Bora, Programmer may be contacted at Mobile No. 87619-89602.

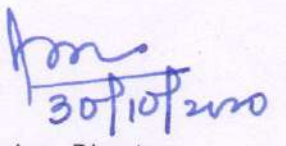
  
(Dr Lakshmanan S, IAS)  
Mission Director,  
National Health Mission, Assam

No: NHM-31011/1/2018-HRD-NHM/20366-79

Date: 14/10/2020

Copy to:

1. The Principal Secretary to the Govt. of Assam, Health & FW Deptt., Dispur, Guwahati-6 for kind information.
2. The Commissioner & Secretary to the Govt. of Assam, Health & FW Deptt., Dispur, Guwahati-6 for kind information.
3. The Principal Secretary, (BTAD/DHAC/KAAC) / Deputy Commissioner cum Chairperson, District Health Society, All Districts for kind information.
4. The Executive Director, National Health Mission, Assam.
5. The Director of Health Services, Assam, Hengrabari, Guwahati.
6. The Director of Health Services (FW), Assam, Hengrabari, Guwahati.
7. The Director, Finance & Accounts, NHM, Assam
8. The SPO / SNO / SSO, All Umbrella Programmes, NHM, Assam for information and necessary action.
9. The Joint Director of Health Services cum Member Secretary, District Health Society, NHM, Assam for information and necessary action.
10. The SPMU, NHM, State HQ for information & necessary action.
11. The DPMU, NHM, All Districts for information and necessary action.
12. The BPMU, NHM, All Districts for information and necessary action.
13. P.S. to the Hon'ble Minister, Health & FW Deptt., Assam, Dispur, Guwahati-6 for kind appraisal of Hon'ble Minister.
14. Office copy.

  
Mission Director,  
National Health Mission, Assam