

No Objection Statement for Employee Transfer

Date: _____

To: _____
Department/Branch: _____

This is to certify that **Mr./Ms.** _____, holding the position of _____
(Employee ID: _____) in our organization, has requested for a transfer from
_____ (current department/branch) to _____ (new
department/branch).

After careful consideration, the management has **no objection** to the above-mentioned transfer. This statement is issued upon the employee's request for whatever purpose it may serve.

We wish **Mr./Ms.** _____ every success in their future endeavors at the new
location/department.

Authorized Signatory: _____
Designation: _____
Company/Organization: _____
Seal/Stamp: _____

Important Notes:

- This statement should only be issued after all internal transfer procedures and approvals are followed.
- Details such as name, designation, dates, and department should be carefully verified before issuance.
- The document must be signed by an authorized official and carry the organization's seal for authenticity.
- A copy should be kept in the employee's personnel file for future reference.