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No. O&M/1-9/91. 19538 /Gen.,Dt. 29-7-91

To

All Departments of Government
All Revenue Divisional Commissioners.
All Heads of Departments..
All Collectors.

Sub:- Policy relating to transfer and posting
of Government servants.

In order to examine the policy of transfer and posting of Government Servants and to formulate appropriate guidelines for ensuring efficient and responsive administration without causing undue hardship to the Officers, a Cabinet Sub-Committee was first set up by the Parliamentary Affairs Department in Resolution No 10300 dt.20.4.90 and re-constituted last vide Resolution No.3046 dt.6.7.91.

2. The reconstituted Sub-Committee met on 9.7.91 and formulated their recommendations on the subject. The Government after careful consideration of the recommendations of the Sub-Committee have been pleased to lay down the following principles to regulate the transfers and postings of Government Servants.

- (i) No Officer of the rank of Class-II and above shall be allowed to remain in a particular District for more than six years. For this purpose each Revenue District would be treated as a separate District.
- (ii) Officers should ordinarily be transferred after completion of three years in a station but nothing herein contained prevents the

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transferring authorities from transferring to Officers earlier than three years at any time when it is considered necessary in the public interest.

(iii) Posting of Officers in their home districts should be avoided in cases of postings of Collectors, Addl. District Magistrates, S.Ps., Addl. S.Ps., Conservators of Forests, Divisional Forest Officers, Inspectors of Schools, Superintendents of Excise, Commercial Tax Officers, Regional Transport Officers, Motor Vehicle Inspectors and Civil Supplies Officers.

Sub-Collectors, Officers in-charge of the Police Stations and Inspectors of Police and Uniformed Sub-Inspectors and Asst Sub-Inspectors of Police Stations and Out Posts should not be posted in their home Sub-Divisions.

(iv) Officers belonging to the District level cadres and B.D.Os/Tahasildars/Addl. Tahasildars shall not be posted in their home Tahasils and home Blocks.

(v) Officers may be posted to their home Districts two years before their retirement, subject to the restrictions indicated in clauses (iii) & (iv) above.

(vi) Officers completing six years of continuous service in the Districts of Koraput, Kalahandi and Phulbani may be posted to their home Districts subject to the restrictions indicated in clauses (iii) and (iv) above.

(Conti...)

- (vii) In respect of Officers of non-transferable services like the Ministerial cadres in the Secretariat and in the Heads of Departments, nobody shall remain in a seat for more than three years. This can only, in Special Circumstances be extended up to six years.
- (viii) Office-bearers of the recognised Service Associations should not be disturbed from their posts during the current year (1991-92).
- (ix) Whenever any provision in Book Circular No.42 or any other Government Circular is found contrary or contradictory to the above stated guidelines of the Government, these guidelines should prevail, and the Government Circulars may accordingly be modified.

Provided that any of the above mentioned principles may be relaxed only in public interest, on administrative grounds and in hard cases supported by detailed reasons to be recorded. All proposals for relaxation involving Class-I and Class-II Officers should be put up to the C.M. through the Minister concerned, for orders. Other cases are to be decided by the Minister in charge of the Department.

3. Receipt of this Circular may please be acknowledged.

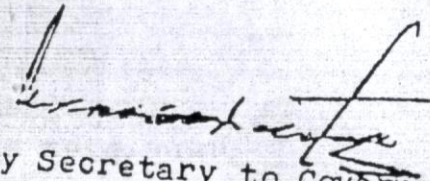
Vijay Kumar Wamy
29.7.91.
Special Secretary to Government.

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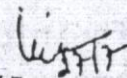
Copy forwarded to Principal Secretary to Chief Minister for favour of information.

Memo No. 19540 /Gen.,Dt. 29-7-91 29/7
Addl. Secretary to Government.
Copy forwarded to Private Secretary to all Ministers/Ministers of States for information.

Memo No. 19541 /Gen.,Dt. 29-7-91 29/7
Addl. Secretary to Government.
Copy forwarded to P.S to Chief Secretary/P.S to Development Commissioner/P.S to Principal Secretary-cum-Addl. Chief Secretary & Secretary, P.G & P.A Department/P.S to Commissioner, Agriculture & Rural Development for information and necessary action,


Deputy Secretary to Government.

29/7/91


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