

GOVERNMENT OF ODISHA  
CO-OPERATION DEPARTMENT

E. Dy 9577/GARIG  
B.4.22

\*\*\*\*\*

No.COOP- FE1- Estt- 0022/2019 2986 /Coop., Date: 07.04.2022

From

Sri Bijay Ketan Sahoo, OAS(SB),  
Deputy Secretary to Government



To

The Registrar of Cooperative Societies, Odisha, Bhubaneswar

The Auditor General of Cooperative Societies, Odisha, Bhubaneswar

The Director Agricultural Marketing, Odisha, Bhubaneswar

The Secretary, Cooperative Tribunal, Odisha, Bhubaneswar

The Secretary, State Cooperative Election Commission, Odisha, Bhubaneswar

Sub: Policy relating to transfer and posting of field official of Odisha Cooperative Service(OCS) Cadre and Odisha Sub-ordinate Cooperative Service (OSCS) Cadre

Sir,

I am directed to send herewith a copy of the Resolution No 2190 dated 14.03.2022 relating to transfer policy and posting of field official of Odisha Cooperative Service(OCS) Cadre and Odisha Sub-ordinate Cooperative Service (OSCS) Cadre of this Department for your kind information and necessary action.

Yours faithfully,

Encl: Copy enclosed

Deputy Secretary to Government

*[Signature]*

07.4.2022

Memo No. 2987 /Coop., Date: 07.04.2022

Copy forwarded to the P.S to Chief Minister /P.S to all Ministers/ P.S to Chief Secretary/ P.S to D.C -cum-A.P.C/ P.S to Secretary to Government, Co-operation Department for kind information of Hon'ble Chief Minister/ All Minister/ Chief Secretary, D.C -cum-A.P.C / Secretary to Government, Cooperation Department respectively.

SC



P.7.0

07.4

Memo No. 2988 /Coop., Date: 07-04-2022

Copy forwarded to All Departments of Government / All DRCS / All ARCS /All Deputy AGCS/All AGCS for information and necessary action.

Deputy Secretary to Government

*[Signature]*

07.4.2022

Memo No 2989 /Coop., Dated 07-04-2022

Copy forwarded to All officers/ All Sections of Cooperation Department for information and necessary action.

Deputy Secretary to Government

*[Signature]*

07.4.2022

GOVERNMENT OF ODISHA

COOPERATION DEPARTMENT

\*\*\*

**RESOLUTION**

Coop-FE1-Estt- 0022-2019 No. 2190 /Coop., date 14.03.2022

Subject: Policy relating to transfer and posting of field officials of Odisha Cooperative Service (OCS) Cadre and Odisha Subordinate Cooperative Service (OSCS) Cadre.

It has come to the notice of Cooperation Department that a large nos. of representations, recommendations are received in the Department throughout the year for consideration of transfer of field officials working under Cooperation Department. In order to ensure efficient, responsive and transparent administration without causing undue hardship to the officers, Govt. in Cooperation Department have been pleased to lay down the following principle to regulate transfer and posting of field officials of Cooperative Service Cadre in consonance with the transfer policy enunciated by the G.A Department from time to time.

1. The transfer of field officials will be considered during the general transfer session i.e., from 15<sup>th</sup> April to 15<sup>th</sup> June subject to changes by the G.A & P.G. Department from time to time. In case any transfers are required to be made outside this period, approval of the next higher authority is required.
2. No DRCS will be posted in their home district and they should not be allowed to remain in a particular district for more than three years continuously.
3. No ARCS /AAGCS will be posted in their home district and they should not be allowed to remain in a particular district for more than six years continuously.
4. No SARCS/ SAAGCS will be posted in their home district and they should not be allowed to remain in a particular district for more than six years continuously.
5. As far as possible posting of SARCS/SAAGCS in home districts should be avoided. In case of exigencies, if anyone is posted in home district, he/she should not be allowed to remain in his /her home Sub-Division/Block. They should not be allowed to remain in a particular Sub-Division/Block for more than three years and in a particular district for more than six years continuously.
6. As far as possible posting of ICS/ACS in home districts should be avoided. In case of exigencies, if anyone is posted in home district, he/she should not be allowed to work in his/her home Block. They may not be allowed to remain in a particular district for more than six years continuously.
7. The above principles shall be applicable in case of posting of ICS/SARCS . Besides, they shall not be allowed to continue for more than five years as Secretary of R. M.C during their entire service period.
8. Officers may be posted to their home districts two years before their retirement relaxing the restrictions indicated in clause 1,2 & 3 above.
9. Except on administrative grounds or in medical cases, ordinarily, officers should not be transferred whose period of service is less than one year.



10. No officer shall be allowed to work in a particular district for more than 10 years in his entire service period.
11. Officers who go on posting to any of the KBK areas and in the Gajapati, Kandhamal and Sundargarh district, will, after completion of 5 years of service excluding the period spent on leave, be posted in the coastal districts and likewise, the officers who are posted in the coastal districts will after completion of 10 years of service be posted in the KBK areas and in the Gajapati, Kandhamal and Sundargarh district.
12. As far as possible and keeping in view the administrative feasibility and necessity, the husband and wife (where both are Government employee) should be posted to the same/nearest station (except home Block/District) keeping in view the instruction issued vide G.A & P.G Department Circular No. 31359 dated 13.12.1991.
13. Any of the above mentioned principles may be relaxed only in the public interest, administrative grounds and in hard cases supported by detailed reasons to be recorded.
14. The transfer cases of person with Disabilities (PWD) may be considered on the basis of certification of disability by the State Medical Board.
15. Officers should ordinarily be transferred after completion of the stipulated period mentioned against each in a station but nothing herein contained prevents the transferring authorities from transferring the officers earlier than the stipulated period at any time when it is considered necessary in the public interest.
16. The controlling authority, on receipt of the orders of transfer of an officer, shall pass orders to relieve the officer within 7 days of the receipt of the order and indicate in the said order as to whom the transferred officer will make over.
17. When there will be the necessity of transferring an officer of Group-A and Group-B before 1 year or retaining after 6 years, then the Administrative Department will place the proposal before the High Power Committee consisting of Chief Secretary, D.C/A.P.C and Secretary of the Department .
18. All the other norms of Book Circular No.42 shall be followed scrupulously.
19. Whenever any provisions in Book Circular No.42 or any other Government Circular is found contrary or contradictory to the above stated guidelines, these guidelines may accordingly be modified.

By order of the Governor

Principal Secretary to Government

130 sets

SC