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Government of Orissa  
General Administration Department  
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No. 14847 / Gen. Dated, BBSR, the 25th May, 1990.  
O&M:1-4/90

To

All Departments of Government  
All Heads of Department  
All Collectors

SUB: POLICY RELATING TO TRANSFER  
AND POSTING OF OFFICERS

The undersigned is directed to say that the Book Circular No.42 dated 28.4.1967 and the Circular No.17250 dated 13.11.1973 of the defunct Political & Services Department lay down the principles for transfer and posting of Gazetted and Non-gazetted employees respectively. But over the period of time the transfer policies prescribed in the above Circulars have been violated in letter and spirit. This tendency is reprehensible. In slight modification of the principles laid down in the above circulars, Government have been pleased to formulate the following principles for transfers and postings of Government Officers for the current year as detailed below :-

- (i) No officer of the rank of Class-II and above shall be allowed to remain in a particular station for more than 6 years.
- (ii) Posting of officers in home Districts should be avoided, more so in postings of Collectors, A.D:Ms, Sub-Collectors, Ss.P., Addl.Ss.P., Sub-Divisional Police Officers, 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. Officers-in-Charge of Police Stations and Inspectors of Police and Sub-Inspectors of Police in uniform should not also be posted in their home districts.

Inspectors and Sub-Inspectors of Police other than uniformed officers or those in territorial lines can be posted to Home Districts. The A.S.s will not be posted to their home Sub-Divisions.

- (iii) No officer shall be allowed to remain in any District for more than 6 years and in a particular seat of assignment or station for more than 3 years. This can only, in special circumstances, be extended to 6 years.
  - (iv) In respect of officers of non-transferable services like the ministerial cadres in the Secretariat and Heads of Departments, nobody shall remain in a particular seat for more than 3 years. This can, however, in special circumstances, be extended upto 6 years.
  - (v) Officers belonging to the district level cadres and B.D.Os/Tahasildars/Addl.Tahasildars should not be posted in home Tahasils and home Blocks.
  - (vi) Married couples should be posted in one station, but not in the home Districts.
  - (vii) Officers continuing in the districts of Koraput, Kalahandi, Phulbani and Sundargarh for six years or more should be posted to their home districts if they so desire notwithstanding the restriction laid down above.
2. In making transfers and postings suitability of an officer for a particular type of posting always needs careful assessment. Government have, therefore, decided that for transfers and postings originating at Government level there should be Committees to recommend transfers on the basis of individual suitability for particular postings.

The statement given in the Annexure sets out the constitution of the Committees for different services. The annexure also specifies the authority from whom orders of transfers should be taken.

3. The ban imposed on transfers and postings has been removed in G.A. Department letter No. 14651 dated 24.5.1990. Instructions have also been given in the said letter that all transfers and postings should be completed by 15.6.1990. While effecting the transfers the guidelines enumerated above should be strictly followed.

4. The receipt of this circular may please be acknowledged.

*[Signature]*  
25.5.90  
JOINT SECRETARY TO GOVERNMENT.

Memo No. 14848 / Gen. Dated, BBSR, the 25th May, 1990.

Copy forwarded to Private Secretaries concerned for information of Ministers/Ministers of States/Deputy Minister.

*[Signature]*  
25.5.90  
JOINT SECRETARY TO GOVERNMENT.

Memo No. 14849/Gen. Dated, Bhubaneswar, the 25th May '90.

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

*[Signature]*  
25.5.90  
JOINT SECRETARY TO GOVERNMENT.