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प्रधान महालेखाकार (ले० एवं ह०) का कार्यालय, बिहार, पटना
OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (A&E), BIHAR, PATNA
No. WM-I(T&P)/2020-21/MT-IV/ 1618
Dated 10/12/2020

Notice

Formats of terms & conditions, Bio-data and undertaking for mutual transfer in respect of Divisional Accountant Cadre prepared on the basis of the Headquarter office circular no. 1840 staff(App-II)/64-2014/Vol-II dated 06.11.2015 are enclosed herewith for guidance of willing officials.

[Handwritten Signature]

Sr. Accounts officer
Bihar, Patna

TERMS AND CONDITIONS FOR MUTUAL TRANSFER OF DIVISIONAL ACCOUNTANT (PROBATIONER)

1. Mutual transfer during probation:
 - i. A Divisional Accountant (Probationer) can apply for mutual transfer with another Divisional Accountant (Probationer) only.
 - ii. On his/her mutual transfer, he/she will have to clear the Divisional Accountant Grade Examination conducted by the new offices in the respective states. Exemptions, if any, secured in the previous office shall be carried forward in the new office only for the common papers having same syllabus.
 - iii. He/she will have to pass the regional language examination of the concerned states in the new offices for confirmation.
 - iv. The total probation period in the two offices, including the extended period, if any, would not exceed the maximum period of four years.
2. The transfer will not be in public interest and consequently Joining Time, Joining Time Pay and Traveling Allowance will not be admissible.
3. The transfer will not be in public interest and the officials mutually transferred will be the junior most in the respective cadre on the date of their joining in the new offices.
4. He/she will have no right for transfer to any other office on mutual ground or re-transfer to his parent office.
5. His/her seniority, confirmation/promotion etc. when arises in this office will be regulated only with reference to his position assigned to him as at Sl. No.- 3 above.
6. The requisite length of service for promotion to the next higher grade would be required in the new office. If the officials transferred on mutual basis draws more pay than his/her seniors in the new office, by virtue of length of service in the previous office, the seniors cannot claim for any pay anomaly on this account, in terms of Government of India Order 23 below FR-22.
7. The mutual transfer shall be allowed only once in the entire service career of an official. No mutual transfer to be permitted after the age of 56 years.
8. He/she has to give an undertaking to the effect that on the date of submitting the application for mutual transfer, he has not passed any other competitive examination conducted by the SSC/UPSC/State PSCs/Banking Service Recruitment Board or any other recruitment agency and he will not resign from the service within two years from the date of joining in the new office.

I accept the above terms and conditions.

SIGNATURE OF THE APPLICANT

Place:-

Date:-

Name-

Desig.-

Office-

**TERMS AND CONDITIONS FOR MUTUAL TRANSFER OF CONFIRMED
DIVISIONAL ACCOUNTANT**

1. Mutual transfer of confirmed officials:
 - i. Mutual transfers can be allowed between the officials holding analogous post.
 - ii. In cases where one of the officials is promoted to the higher grade pending finalization of the request for mutual transfer, the mutual transfer can be allowed subject to the condition that the official promoted to higher grade will have to forgo the promotion.
 - iii. If both the officials are promoted to the same higher grade during pendency of their requests for mutual transfer and the concerned offices have no objection to accommodate them in the higher grades, the mutual transfer may be allowed in the higher grade.
 - iv. Both officials will have to pass the regional language examination of the concerned states in the new offices, within two years from the date of joining in the new offices.
2. The transfer will not be in public interest and consequently Joining Time, Joining Time Pay and Traveling Allowance will not be admissible.
3. The transfer will not be in public interest and the officials mutually transferred will be the junior most in the respective cadre on the date of their joining in the new offices.
4. He/she will have no right for transfer to any other office on mutual ground or re-transfer to his parent office.
5. His/her seniority, confirmation/promotion etc. when arises in this office will be regulated only with reference to his position assigned to him as at Sl. No.- 3 above.
6. The requisite length of service for promotion to the next higher grade would be required in the new office. If the officials transferred on mutual basis draws more pay than his/her seniors in the new office, by virtue of length of service in the previous office, the seniors cannot claim for any pay anomaly on this account, in terms of Government of India Order 23 below FR-22.
7. The mutual transfer shall be allowed only once in the entire service career of an official. No mutual transfer to be permitted after the age of 56 years.
8. He/she has to give an undertaking to the effect that on the date of submitting the application for mutual transfer, he has not passed any other competitive examination conducted by the SSC/UPSC/State PSCs/Banking Service Recruitment Board or any other recruitment agency and he will not resign from the service within two years from the date of joining in the new office.
I accept the above terms and conditions.

Place:-

Date:-

SIGNATURE OF THE APPLICANT

Name-

Desig.-

Office-

BIO-DATA

Name		
Father's Name		
Date of birth		
Educational qualification		
Category (UR,SC,ST,OBC)		
Date of entry into Govt. Service		
Date of appointment as DA (Prob)		
Month & Year of passing of DAGE		
Date of result of DAGE		
Date of Confirmation (Enclose order of Confirmation)		
Date of appointment as regular DA		
Date of confirmation as DA		
Date of promotion as DAO Gr.-II		
Date of promotion as DAO Gr.-I		
Name of the Present Office		
Marital Status		
Permanent Address		
Regional Language passed in		
Recruitment, whether through SSC		
Status of Divisional Accountants Grade Examination	Papers of DAGE	Exemption got
	1	
	2	
	3	
	4	
	5	

Place:-

Date:-

Signature of the official

Name:-

Designation:-

Mobile No:-

UNDERTAKING CERTIFICATE

I ----- do, hereby certify that on the date of submitting the application for mutual transfer, I have not passed any competitive examination conducted by the SSC/UPSC/State PSCs/Banking Service Recruitment Board or any other recruitment agency during my mutual transfer application. Further, I undertake that I will not resign from the service within two years from the date of joining in the new office.

Place:-

Date:-

SIGNATURE OF THE APPLICANT

Name-

Designation-

Office-