

प्रधान महालेखाकार (लेखापरीक्षा-प्रथम) का कार्यालय मध्य प्रदेश, ग्वालियर

OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (AUDIT-I), MADHYA PRADESH, GWALIOR

क्र.प्रशा-11/ स-1/ फ-277/ T & P/का.आ./

दिनांक: 05/ 02/ 2025

कार्यालय आदेश/Office Order-150

Policy for inter-office transfers of Group 'A' (Sr. AOs), Group 'B' and Group 'C' officials posted in the offices under the cadre control of the office of The Principal Accountant General (Audit-I) M.P. Gwalior.

1. As per guidelines of office of Comptroller & Auditor General of India, vide Circular No. I-Staff Wing/2014 and circulated vide letter no. 10-Staff (App-II) 63-2013 dated 06.01.2014, for the purpose of the inter-office transfer and posting of the Group A (Sr. AOs), Group 'B' and Group 'C' staff, under the same cadre controlling authority, there shall be a single Transfer and Posting Board (Board) consisting of the Group Officers in charge of Administration in the concerned offices and the senior-most amongst them will be the chairperson.
2. The Accepting Authority of the recommendations of this Board is the Principal Accountant General/Accountant General of the cadre controlling office.
3. The Board shall convene its meeting at least once in every six months or as and when any circumstances arise.
4. No members of Group A (Sr. AOs), Group 'B' and Group 'C' staff shall normally be transferred from a particular office before completion of a minimum period of two years.
5. As per Headquarters letter No. 62-DG(Staff)/Sectt/02/2024/SE-II dated 18.10.2024, no staff shall hold sensitive post for more than five years. All posts in Administration are to be considered sensitive as they deal with procurement, transfer, posting and HR policies which are confidential in nature.
6. Transfer shall be based on the period of posting of officers/officials in the respective (a) station and (b) offices. These, (a) and (b), will be the order of hierarchy for transfer. Rotation of staff between stations followed by between offices shall be ensured. However, the Board may also consider individual considerations/requests in this regard.
7. The Board shall also consider extant orders of Govt. of India issued in consultation with the Comptroller and Auditor General of India in the matter of transfer between offices.
8. The desirable tenure of posting at an office/station upto which a staff of Group A (Sr. AOs), Group 'B' and Group 'C' cadre shall be 5 years. Tenure is defined as being in the entire official career of the officer.
9. Based on the above points 4 to 8, for a member of Group A (Sr. AOs), Group 'B' and Group 'C' cadre the following will be considered-

	Minimum Tenure	Desirable Tenure	Desirable Extendable Tenure
At an office	02 years	05 years	10 years
At a station	02 years	05 years	20 years

10. Proposal for posting an official at an office/station more than 20 years in the entire career of an official by the Board will require prior approval of the accepting authority of the Board.
11. The Board will consider the proposal of the GOs for exemption from transfer upto a maximum of 10 per cent of strength in a cadre under a GO (sanctioned for the group).
12. The PAG/AG/DG also has the authority to permit exemptions beyond the 10 percent ceiling, mentioned in point no. 11, upto another 10 percent.

13. In case of any special/emergent circumstances, the Cadre Controlling Authority i.e. Head of Department of Cadre Control Office can issue transfer/posting without reference or recommendation of the Board. However, such transfer/posting may be brought to the notice of the Board in its following/subsequent meeting. **The T&P Board may accept the decision or make alternate recommendations.**
14. The board may also recommend transfer/posting/retention of any officials(s) in relaxation of the above guidelines subject to the prior approval of the Accepting Authority.
15. The Head of the Department of the Cadre Controlling Office may relax any of the above provisions and orders of transfer/posting or retention of officer/staff keeping in view of exigencies of public services and administrative requirement.
16. The Board will frame its own documented procedures and parameters for consistency and transparency for the functioning of the Board at its next meeting.
17. Non-member secretary of the Board will be nominated by the Head of the Department of the Cadre Controlling Office.
18. For initial posting in case of appointment, repatriation, promotion, mutual transfer etc., cadre control office is competent for posting of officials. Hence, recommendation of the Board is not required. **These would be brought to notice of T&P Board at its next meeting where T&P Board may accept or make alternate recommendations.**
19. Suitable guidance notes may be issued by the Head of the Department of the Cadre Controlling Office, for guidance of the Board, like parameters for dealing with individual requests, determining administrative needs, etc. to enable the functioning of the Board.
20. Keeping in view the local scenario, the above guidelines can be modified at any time by the orders of the Head of the Department of the Cadre Controlling Office.
21. In the initial phase the implementation will be done in phases expected to be spread over 18 month period.
22. **Provisions of Government of India for transfer for any category/class issued in consultation with C&AG of India under article 148(5) of the Constitution of India will be applicable.**

(प्राधिकार:- प्रधान महालेखाकार महोदय के आदेश से जारी)

--हस्ता--

उप महालेखाकार/ प्रशासन

क्र.प्रशा-11/ स-1/ फ-277/ T & P/का.आ./STR-I/343-353 दिनांक: 05/ 02/ 2025
प्रतिलिपि निम्नांकित को सूचनार्थ एवं आवश्यक कार्रवाई हेतु प्रेषित :-

1. सचिव, प्रधान महालेखाकार (लेखा परीक्षा-प्रथम), मध्य प्रदेश, ग्वालियर
2. सचिव, महानिदेशक लेखापरीक्षा (केन्द्रीय प्राप्ति), नई दिल्ली, शाखा ग्वालियर ।
3. सचिव, महालेखाकार (लेखा परीक्षा-द्वितीय) म.प्र. 53 अरेरा हिल्स, होशंगाबाद रोड, भोपाल
4. उप महालेखाकार/ प्रशासन, महालेखाकार (लेखापरीक्षा- II) का कार्यालय, म.प्र., 53 अरेरा हिल्स, होशंगाबाद रोड, भोपाल, म.प्र.
5. उप महालेखाकार/प्रशासन एवं V, AMG-I, AMG-II, AMG-III, AMG-IV

6. उप निदेशक/ प्रशासन, महानिदेशक लेखापरीक्षा (केन्द्रीय प्राप्ति) नई दिल्ली का कार्यालय, शाखा ग्वालियर ।
7. महामंत्री, वरिष्ठ लेखा परीक्षा अधिकारी एसोसिएशन, ग्वालियर ।
8. महामंत्री, एस.ए.एस. (ऑडिट) वेल्फेयर एसोसिएशन, ग्वालियर ।
9. महामंत्री, ऑडिट वेल्फेयर एसोसिएशन, ग्वालियर ।
10. वरि. लेखा परीक्षा अधिकारी/आई एस विंग को कार्यालयीन वेबसाइट पर अपलोड करने हेतु ।
11. श्री नरेश आहूजा, स.ले.प.अ./प्रशासन-14 इन्ट्रानेट/इन्टरनेट संबंधी कार्य हेतु ।
12. गार्ड फाइल हेतु


वरिष्ठ लेखा परीक्षा अधिकारी/ प्रशासन-11