

कार्यालय महालेखाकार (लेखापरीक्षा-1) लेखापरीक्षा गुजरात राजकोट

तैनाती-तबादला पॉलिसी

परिपत्र संख्या प्रशासन:- 22 दिनांक:- 07-10-2024

In pursuance of Headquarters Office Circular No.1-Staff Wing/2014, No.10-Staff(App-II) 63-2013 dated 06.01.2014, a Transfer-Posting policy was formulated in this office with effect from 5th February 2014.

Further, change in classification of Sr. Audit Officer post from Group 'B' to Group 'A', & change of incumbency of the members of the board, amendments are hereunder made in the Transfer Posting Policy and the modified Policy effective from the date of order is as under:

[A] TRANSFER-POSTING BOARDS

- 1. Transfer-Posting Board for inter-office transfer of Sr. Audit Officer (Group- A) and Group-B (Gazetted) staff among three offices i.e. office of the Pr. AG (AUDIT-II), Ahmedabad, office of the AG (AUDIT-I), Rajkot and office of the DG (Central), Ahmedabad, is being done by O/o the Pr. AG (AUDIT-II), Ahmedabad being Cadre Controlling Office. This policy is as under:-**

Pr. AG (AUDIT-II), Ahmedabad is cadre controlling authority in respect of all Sr. Audit Officer (Group-A) and Group-B Gazetted officers deployed in the three audit offices. For the purpose of their transfer/ posting, the Transfer Posting Board will consist of the following officers:

- (i) Sr. DAG / DAG (Admn), office of the Pr. AG (AUDIT-II), Ahmedabad
- (ii) Director/ Dy. Director (Admn), office of the PDA (Central), Ahmedabad
- (iii) Sr. DAG / DAG (Admn), office of the Pr. AG (AUDIT-I), Rajkot

Seniormost amongst (i),(ii) & (iii) will be the chairperson.

Pr. AG (AUDIT-II), Ahmedabad will be the accepting authority. The officers will be posted to a particular office by the Board.

- 2. Transfer-Posting Board for intra-office transfer and posting of the Sr. Audit Officer (Group-A) and Group-B (Gazetted) staff in the office of the AG (AUDIT-I), Rajkot.**

- (i) Sr. DAG/ DAG (Admn)
- (ii) Sr. DAG/ DAG (AMG-I)
- (iii) Sr. DAG/ DAG (AMG-II)
- (iv) Sr. DAG/ DAG (AMG-III)

Seniormost amongst (i),(ii),(iii) & (iv) will be the chairperson.

AG (AUDIT-I), Rajkot will be the accepting authority.

- 3. Transfer-Posting Board for intra-office transfer and posting of Group-B (Non Gazetted) & Group-C staff in the office of the AG(AUDIT-I),Rajkot.**

- (i) Sr. AO/Admn (Ex-Officio)
- (ii) Sr. AO/TSC
- (iii) Sr. AO/OAD-AMG-III(HQ)

Seniormost amongst (i),(ii) & (iii) will be the chairperson.

Sr. DAG/ DAG (Admn) will be the accepting authority.

(B) GENERAL GUIDELINES

1. The meetings of the Transfer Boards will be held as and when necessary.
2. The duration of a Board will normally be one year from the date of its constitution, after which fresh nominations to the board may be made. Nomination of members of a Board will be reviewed on change of incumbency of the members of a Board or change in the incumbency of the accepting authority.
3. Once posted to the Group, the transfers of all Group-B (Non-gazetted) & Group-C officials within a Group in the office will be undertaken by the concerned Group Officer. Intra-group posting of Sr. Audit Officer (Group-A) and Group-B (Gazetted) officers will be decided by the concerned Group Officer only with the approval of the Accountant General. Rotation of all Sr. Audit Officer (Group-A), Group-B & Group-C staff between field and headquarters of the same wing will be dealt with by the Administration Section through Transfer-Posting Board.
4. The Sr. Audit Officer (Group-A), Group-B & Group-C staff shall not be transferred from a particular post/wing before the lapse of a minimum period of two years except with the approval of the accepting authority (Pr. AG/ AG/ Sr. DAG/ DAG) on the basis of administrative convenience.
5. Once the transfer orders are issued, the officials must be relieved within a week from the date of order. The exceptions, if any, can be allowed only with the approval of the accepting authority.
6. No officials in the office should be kept in the same wing for a period of five years except in exceptional circumstances with specific orders of Accountant General.
7. This transfer policy will come into effect from the date of issue of this order.

(Authority:- Accountant General's order dated 07-10-2024)


वरिष्ठ लेखा परीक्षा अधिकारी/प्रशासन

सेवा मे,

1. सचिव, महालेखाकार (लेखापरीक्षा-1) गुजरात, राजकोट
2. वरिष्ठ लेखा परीक्षा अधिकारि/ईडीपी अनुभाग – वेबसाइट पर रखने के लिए (to be placed on Web Site.)
3. सभी ग्रुप अधिकारी
4. सभी वरिष्ठ लेखापरीक्षा अधिकारी, सहायक लेखा परीक्षा अधिकारी एवं समस्त कर्मचारियों को ईमेल द्वारा