

Detailed guidelines on Transfer and Posting of Gr. C and Gr. B (non gazetted)

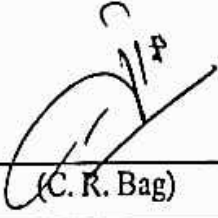

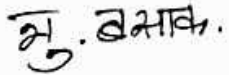
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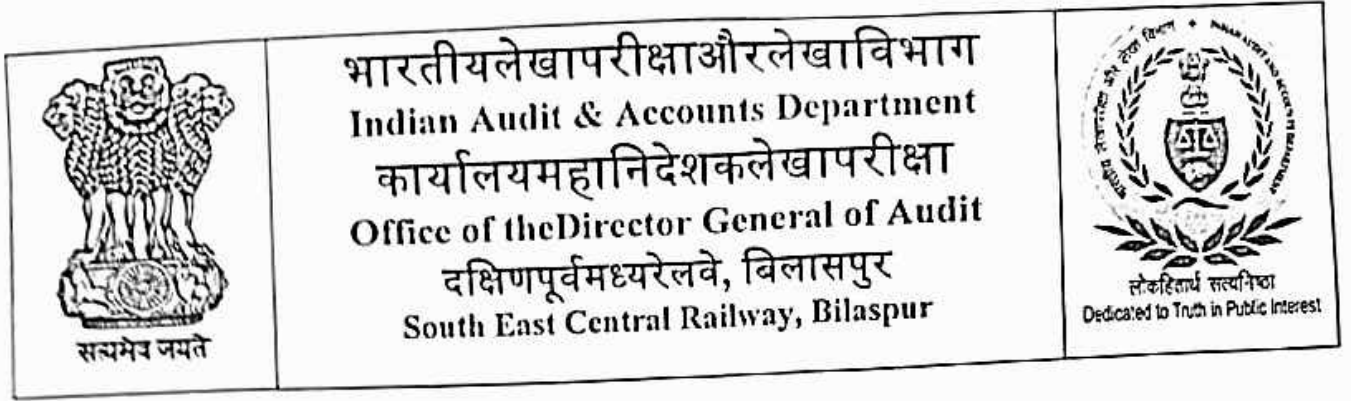
In terms of Circular No. 1 - Staff Wing / 2014 dated 6.1.2014 of the Office of the Comptroller and Auditor General of India, New Delhi, the earlier issued detailed guidelines in April-2014 on transfer and posting of the staff and officers of the Office of the Director General of Audit South East Central Railway, Bilaspur are being modified. Main purpose of these guidelines is to bring transparency in the matter of transfer and postings at all levels in compliance with the Hon'ble Supreme Court's Orders dated 31.10.2013 in W.P (Civil) No. 82 of 2011 whereby the Government of India was directed to bring transparency in the matter of transfer and postings of officers and staff at all levels. These policy guidelines shall be effective from 01 April 2023. For the purpose of transfer and posting, Office of the Director General of Audit, South East Central Railway, Bilaspur (CG) and Divisional Audit Office SEC Railway, Bilaspur, Chhattisgarh shall be treated as **Head Quarters Office**.

The General Guidelines for Transfer/posting would be as under:

1. The transfer from one station to another would be made to meet any of the following contingencies: -
 - i) Exigencies of service or administration requirements;
 - ii) Requirements of different formations of Headquarters and branch offices of the Authority;
 - iii) Providing field experience as per Service Rules, as also for development of officers for manning right positions in the organization; and
 - iv) On promotion/retirement of an individual.
2. Officials have to be posted in various sections on rotation every two years.

3. Officials due for retirement on superannuation within a period of 2 years shall not normally be transferred if suitable persons of lesser age are available for manning the post.
4. Minimum period of retention at outstation(i.e. at Raipur and Nagpur) will be two years.
5. Government of India's (DOPT) instructions on posting of husband and wife at the same station shall be kept in view during transfers and postings.
6. After repatriation from deputation, it will be mandatory for officials to be posted at Hdq. Office for two years.
7. Any proposal for transfer/posting should be forwarded to Admn. section for submission before the transfer/ posting board.
8. No informal request of transfer/posting would be considered by the transfer/posting board.
9. The above policy guidelines may be reviewed as and when required for addressing any new issues or the existing issues adversely affecting the officials. In such cases, the Board will deliberate, document and recommend additions / modifications of above guidelines.
10. No member of clerical staff should be allowed to remain in the same section/wing for more than 5 years without specific approval of the competent authority and a person having worked in a seat or section should not be posted again to the same seat or section after a short interval.

 (C. R. Bag)	 (B. K. Dubey)	 (S. Basak)
Sr. Audit Officer/Raipur Division	Sr.Audit Officer/Admn	Sr.Audit Officer/Co-ord.





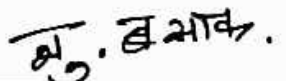
Detailed guidelines on Transfer and Posting of Gazetted officers.

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