



**OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (A&E)**

**JHARKHAND: RANCHI-834002**

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**O.O No.WM-I/DA/T&P(2022)/10**

**Date:17.05.2022**

**OFFICE ORDER**

***Sub: Annual Transfer and Posting of Divisional Accounts Officers/Divisional Accountants for the year 2022***

As per the Transfer & Posting guidelines issued by the Headquarters office vide letter no.502-Staff(Appt.)/131-2015 dated 20 March 2015 readwith no.02-Staff(Appt.)/132-2013 dated 5 January 2022, eight-two (82) officials of Divisional Accountants Cadre under the administrative control of this office are liable to be transferred from their existing Divisions. The name and designation of the officials are given in **Annexure-A**. The Transfer & Posting will be made strictly as per the guidelines issued by the Headquarters office and the Logic/posting procedure adopted by this office.

The officials are directed to send their choice of Stations, where he/she would like to be posted on transfer in the prescribed format (**Annexure-B**) under sealed cover letters, marking them "Confidential", well in advance so as to reach this office on or before **6<sup>th</sup> June 2022**. The letter should be addressed to the **Dy. Accountant General (W/F), Office of the Pr.AG(A&E), Jharkhand, Doranda, Ranchi-834002**. The District-wise list of Stations has been mentioned in **Annexure-C**.

- (i). An official can mention the name of four stations (not the name of Divisions or Districts) of his/her choice in Capital letters. The overwriting or crossing of name of the station should be avoided. The option received in any other format instead of the prescribed one is liable to be rejected.
- (ii). Options once exercised shall be final and no request for change of option shall be entertained.
- (iii). A copy of the Charge Report showing the date of taking over charge in the present Division, duly attested by the Executive Engineer should invariably be enclosed with the option letter.
- (iv). Submission of choice of stations does not confer any right on the official to claim for posting within his/her choice of stations. His/her posting at a place of choice is subject to administrative convenience and public interest.
- (v). The adverse comments given by the Inspecting Officer auditing the accounts of the Division(s), adverse remarks made the Executive Engineers in APAR, performance of the existing Divisions shall be kept in view while taking a decision on posting and transfer.
- (vi). Subject to administrative exigencies, transfer request on spouse ground (posting of husband and wife in the same station) shall be considered as per the existing guidelines of Department of Personnel and Training (DoPT), Government of India.

- (vii). An official with specified disability or an official who is a care-giver of dependent daughter/son/parents/spouse/brother/sister with specified disability, as certified by the certifying authority as a Person with Benchmark Disability as defined under Section 2(r) of the Rights of Persons with Disabilities Act, 2016 may be exempted from the routine exercise of transfer/rotational transfer subject to the administrative constraints.
- (viii). An official retiring on superannuation within three years (to be reckoned from 1<sup>st</sup> of May) shall be given preference for posting in his/her choice of station(s) irrespective of his/her seniority in the cadre, subject to the condition mentioned in the transfer & posting guidelines issued by Headquarters office vide letter dated 20 March 2015.
- (ix). An official who is retiring on superannuation in next twelve months (to be reckoned from 1<sup>st</sup> May) may be allowed for continuation of posting in his/her present Division, if so opted by him/her.
- (x). Any official claiming transfer on spouse ground or seeking exemption from routine transfer on the ground of special disability of self/dependents or wishes to continue in his/her present Division on the ground of retiring on superannuation in next 12 months is required to enclose a separate application with all documentary evidences along with the option form.

Name & designation of officials eligible for transfer (**Annexure-A**), Option form (**Annexure-B**), District-wise list of Stations (**Annexure-C**), Station-wise/Grade-wise list of vacant/likely to be vacated Divisions (**Annexure-D**), Revised gradation/classification of Divisions (**Annexure-E**), Logic/posting procedure (**Annexure-F**) and detailed guidelines for transfer and posting (Headquarters letter dated 20 March 2015 & 5 January 2022) are also available in the office website under Public Interface at DAO/DA menu (<https://cag.gov.in/aejharkhand/en>).

**Sr. Accounts Officer (WM-I)**

To

1. All Sr. DAO/DAO-I&II/DA concerned.
2. Notice Board.

**Annexure-A**

**Name and Designation of the Officials(Seniority-wise) due  
for transfer in 2022**

Sl No.	Name of the Officials	Designation	Divisions where posted
1.	Shri F.A. Pradeep Minz	Sr.DAO	Road Division, Koderma
2.	Shri Shiva Prasad Banerjee	Sr.DAO	Kharkai Canal Division, Adityapur
3.	Shri Tanmoy Dey	Sr.DAO	Road Division, Ranchi
4.	Shri Ashok Kumar No.VI	Sr.DAO	RDD(RWA) Works Division, Ranchi
5.	Shri Sushil Kumar Mishra	DAO-I	Road Division, Jamtara
6.	Shri Sanjay Kumar No. IX	DAO-I	R.D. Special Division, Pakur
7.	Shri Sanjay Kumar No. X	DAO-I	Road Division, Chatra
8.	Shri Subhendu Goswami	DAO-II	Galudih Right Canal Division No.1, Musabani, Camp:Galudih
9.	Shri Bipad Taran Das	DAO-II	Design Division No.2, Doranda, Ranchi
10.	Shri Pankaj Kumar Singh	DAO-II	Minor Irrigation Division, Khunti
11.	Shri Manohar Prasad Gupta	DAO-II	RDD(RWA) Works Division, Gumla
12.	Shri Ashish Kumar Keshri	DAO-II	National Highway Division, Hazaribagh
13.	Shri Amit Kumar No.1	DAO-II	RDD(RWA) Works Division, Daltonganj
14.	Shri Pankaj Kumar Choudhary	DAO-II	R.D. Special Division, Dhanbad
15.	Shri Ashok Paswan	DAO-II	RDD (RWA) Works Division, Sahebganj
16.	Shri Sanjiv Kumar	DAO-II	Building Division, Lohardaga
17.	Shri Deepak Kumar No.II	DAO-II	RD Special Division No.1, Saraikela
18.	Shri Parmanand Kumar	DAO-II	DW&S Division, Sahebganj
19.	Shri Santosh Kumar Sharma	DAO-II	RDD (RWA) Works Division, Koderma
20.	Shri Alok Ranjan	DAO-II	RD Special Division, Godda
21.	Shri Ravi Ranjan	DAO-II	DW&S Division, Khunti
22.	Shri Vikram Kant	DAO-II	DW&S Division, Chatra
23.	Shri Avinash Priyadarshi	DAO-II	RD Special Division, Chatra
24.	Shri Mahesh Thakur	DAO-II	Punashi Dam Division, Deoghar
25.	Shri Dharendra Kumar	DAO-II	Tenughat Dam Division, Tenughat
26.	Shri Sudhir Kumar No.II	DAO-II	Minor Distributary Division No.12, Mango, Jamshedpur

27.	Shri Kamlesh Kumar Amar	DAO-II	Building Division, Jamshedpur
28.	Shri Dhananjay Kumar	DAO-II	Ganga Pump Canal Division, Sahebganj
29.	Shri Sheo Shambhu Ram	DAO-II	RD Special Division, Sahebganj
30.	Shri Shambhu Kumar Choudhary	DAO-II	RD Special Division, Chaibasa
31.	Shri Ratnesh Kumar	DAO-II	DW&S Division, Adityapur
32.	Shri Koushalendra Kumar	DAO-II	DW&S Division, Pakur
33.	Shri Ashok Yadav	DAO-II	Kharkai Canal Division, Chaibasa
34.	Shri Sujeet Kumar	DAO-II	DW&S Division, Jamshedpur
35.	Shri Munna Kumar	DAO-II	Minor Irrigation Division, Chatra
36.	Shri Manoj Kumar No.II	DAO-II	Minor Distributary Division No.3, Mango, Jamshedpur
37.	Shri Ashok Kumaresh	DAO-II	Konar Canal Division, Dumri
38.	Shri Dinesh Das	DAO-II	Waterways Division, Chaibasa
39.	Shri Rajendra Mahto	DAO-II	Irrigation Division, Deoghar
40.	Shri Shivdhani Kumar	DAO-II	Swarnrekha Canal Division, Ghatshila
41.	Shri Dhananjay Kumar Singh	DAO-II	DW&S Division, Tenughat
42.	Shri Sourabh Mukherjee	DA	Building Division, Khunti
43.	Shri Sagar Gupta	DA	Minor Irrigation Division, Koderma
44.	Shri Mehtab Sabir	DA	Swarnrekha Canal Division, Galudih
45.	Shri Neelay Pandey	DA	Waterways Division, Daltonganj
46.	Shri Raman Kumar	DA	Minor Irrigation Division, Lohardaga
47.	Shri Gaharvar Nitesh Sinh	DA	Waterways Division No.1, Chakradharpur
48.	Shri Abhishek Kumar Singh	DA	Minor Irrigation Division, Latehar
49.	Shri Amlesh Kumar	DA	Minor Irrigation Division, Jamtara
50.	Shri Ravindra Kumar Amaresh	DA	Irrigation Division, Jamtara
51.	Shri Deepak Kumar Prajapati	DA	Building Division, Gumla
52.	Shri Ajit Kumar	DA	Minor Irrigation Quality Control Division, Ranchi
53.	Shri Kumar Saurav	DA	Building Division, Pakur
54.	Shri Dhiraj Kumar	DA	Investigation Research Division, Garhwa

55.	Shri Mahesh Kumar Meena	DA	Waterways Division No.1, Chainpur
56.	Shri Chanchal Kumar Mishra	DA	Minor Irrigation Division, Pakur
57.	Shri Jayant Gautam	DA	Soil Investigation AP Division, Doranda, Ranchi
58.	Shri Shekher Sharma	DA	Irrigation Division No.2, Jamtara
59.	Shri Jeetesh Kumar Tiwari	DA	Ground Water Investigation Division, Ranchi
60.	Shri Akash Sharma	DA	Minor Distributary Division No.8, Jamshedpur
61.	Shri Manish Kumar Baidya	DA	Canal Design Division No.1, Jamshedpur
62.	Shri Pravin Kumar	DA	Waterways Division, Gumla
63.	Shri Vinay Prasad	DA	Irrigation Division, Kundhit
64.	Shri Bipin Kumar	DA	Mechanical Division, Banaso
65.	Shri Rohit Kumar	DA	Design Division No.2, Daltonganj
66.	Shri Pappu Kumar Gupta	DA	DW&S (Mech.) Division, Chaibasa
67.	Shri Praveen Kumar Rangey	DA	Kharkai Canal Division, Rajnagar
68.	Shri Saurrow KUMar	DA	Waterways Division No.2, Chainpur
69.	Shri Shakher Suman	DA	DW&S Division No.1, Dumka
70.	Shri Bikku Kumar	DA	Design Division No.3, Adityapur
71.	Shri Brijesh Kumar Singh	DA	Planning & Monitoring Division, Adityapur
72.	Shri Rakesh Ranjan	DA	Irrigation (Mech.) Division, Deoghar
73.	Shri Sharad Pandey	DA	Planning & Monitoring Division, ADaltonganj
74.	Shri Pardeep	DA	Kadwan Dam Division, Nagar Utari
75.	Shri Sumit Kumar	DA	DW&S (Mech.) Division, Dumka
76.	Shri Dev Kumar	DA	Quality Control Division, Daltonganj
77.	Shri Vikram Kumar No.II	DA	Swarnrekha Dam & Barrage Design Division, Jamshedpur
78.	Shri Sunil Kumar Sahu	DA	Kharkai Dam Division No.2, Icha Chaliyama
79.	Shri Vivek Kumar Jaiswal	DA	Purchase, Construction Material and Tender Control Division (SPU), Adityapur
80.	Shri Yogendra Kumar Rana	DA	Design Division No.2, Adityapur

81.	Shri Amit Kumar No.III	DA	Mechanical Division, Icha Chaliyama
82.	Shri Laxman Singh Meena	DA	Minor Distributary Division No.9, Galudih

Note: None of the above officials are retiring on superannuation within next three years (reckoned from 1<sup>st</sup> May).



**Sr. Accounts officers (WM-I)**

## Annexure-B

### Option Form

To

The Dy. Accountant General (W/F)  
O/o the Pr. Accountant General (A&E)  
Doranda, Ranchi  
Jharkhand-834002

Sub: Choice of Station for transfer

Sir,

With reference to the Office Order No.WM-I/DA/T&P/(2022)/ dated 17.05.2022, I furnish the name of following four choice of stations (in order of preference) where, I would like to be posted , if my transfer is considered during T&P-2022.

**Option-1** : \_\_\_\_\_ **Option-3** :

**Option-2** : \_\_\_\_\_ **Option-4** :

During the last 10 years, I was posted in the following Divisions: -

SI No	Place of posting, Name of Division and Station	From (Date)	To (Date)
1.			
2.			
3.			
4.			

<sup>1</sup>In addition, I enclose herewith a separate application with necessary documents, claiming exemption from transfer or consideration of my transfer to a preferred station as per the existing guidelines of C&AG/ DoPT.

Yours faithfully,

(Full Signature)

Name (Capital letters) : \_\_\_\_\_

Designation : \_\_\_\_\_

Present Division and Station : \_\_\_\_\_

Date: : \_\_\_\_\_

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<sup>1</sup> Strike-out if not applicable.

**Annexure-C**

**District-wise Name of the Stations**

Sl No.	District	Station-1	Station-1	Station-1	Station-1
1.	Bokaro	Bokaro	Tenughat		
2.	Chatra	Chatra			
3.	Deoghar	Deoghar	Madhupur		
4.	Dhanbad	Dhanbad			
5.	Dumka	Dumka			
6.	E. Singhbhum	Galudih, Musabani & Ghatshila	Jamshedpur		
7.	Garhwa	Garhwa	Nagar Utari		
8.	Giridih	Giridih	Bagodar, Dumri		
9.	Godda	Godda	Mahagama		
10.	Gumla	Gumla, Chainpur			
11.	Hazaribagh	Hazaribagh	Barhi	Banaso	
12.	Jamtara	Jamtara	Kundahit, Nala		
13.	Khunti	Khunti			
14.	Koderma	Koderma			
15.	Latehar	Latehar			
16.	Lohardaga	Lohardaga			
17.	Pakur	Pakur			
18.	Palamu	Medininagar	Panki	Japla	
19.	Ramgarh	Ramgarh			
20.	Ranchi	Ranchi	Bundu		
21.	Sahebganj	Sahebganj	Barhet	Barharwa	
22.	Saraikela	Adityapur	Chandil	Icha Chaliyama, Rajnagar	Saraikela
23.	Simdega	Simdega			
24.	W.Singhbhum	Chaibasa	Chakradharpur	Manoharpur	

**Sr. Accounts Officer (WM-I)**



**Annexure-D**

**District-wise/Station-wise/Grade-wise name of Vacant and Likely to be Vacated Divisions**

Sl. No	Name of the Division	District	Station	Category	Status
1.	Tenughat Dam Division, Tenughat	Bokaro	Tenughat	B	L2V
2.	DW&S Division, Tenughat	Bokaro	Tenughat	B	L2V
3.	Road Division, Chatra	Chatra	Chatra	A	L2V
4.	RD Special Division, Chatra	Chatra	Chatra	B	L2V
5.	DW&S Division, Chatra	Chatra	Chatra	B	L2V
6.	Minor Irrigation Division, Chatra	Chatra	Chatra	D	L2V
7.	Punasi Dam Division, Deoghar	Deoghar	Deoghar	C	L2V
8.	Irrigation Division, Deoghar	Deoghar	Deoghar	D	L2V
9.	Irrigation (Mech) Division, Deoghar	Deoghar	Deoghar	D	L2V
10.	Planning, Quality Control & Monitoring Division, Deoghar	Deoghar	Deoghar	D	V
11.	Design Division No.2, Deoghar	Deoghar	Deoghar	D	V
12.	Design Division No.4, Deoghar	Deoghar	Deoghar	D	V
13.	RD Special Division, Dhanbad	Dhanbad	Dhanbad	B	L2V
14.	DW&S Division No.1, Dumka	Dumka	Dumka	D	L2V
15.	DW&S (Mech) Division, Dumka	Dumka	Dumka	D	L2V
16.	Galudih Right Canal Division No.1, Musabani, Camp at Galudih	E.Singhbhum	Galudih	C	L2V
17.	Irrigation Division, Galudih	E.Singhbhum	Galudih	C	V
18.	Minor Distributary Division No.9, Galudih	E.Singhbhum	Galudih	D	L2V
19.	Swarnrekha Canal Division, Ghatshila	E.Singhbhum	Ghatshila	C	L2V
20.	Swarnrekha Dam Division No.1, Ghatshila	E.Singhbhum	Ghatshila	D	V
21.	Kharkai Link Canal Division, Musabani	E.Singhbhum	Musabani	C	V
22.	Building Division, Jamshedpur	E.Singhbhum	Jamshedpur	C	L2V

23.	Minor Distributary Division No.12, Mango, Dimna, Jamshedpur	E.Singhbhum	Jamshedpur	C	L2V
24.	Minor Distributary Division No.3, Mango, Dimna Colony, Jamshedpur	E.Singhbhum	Jamshedpur	C	L2V
25.	DW&S Division, Jamshedpur	E.Singhbhum	Jamshedpur	C	L2V
26.	Swarnrekha Canal Division, Gangudih	E.Singhbhum	Jamshedpur	D	L2V
27.	Minor Distributary Division No.8, Jamshedpur	E.Singhbhum	Jamshedpur	D	L2V
28.	Swarnrekha Dam & Barriage Design Division, Jamshedpur	E.Singhbhum	Jamshedpur	D	L2V
29.	Canal Design Division No.1, Jamshedpur	E.Singhbhum	Jamshedpur	D	L2V
30.	Investigation & Research Division, Garhwa	Garhwa	Garhwa	D	L2V
31.	Kadwan Dam Division, Nagar Utari	Garhwa	Nagar Utari	D	L2V
32.	Konar Canal Division, Dumri	Giridih	Dumri	D	L2V
33.	RD Special Division, Godda	Godda	Godda	B	L2V
34.	Waterways Division No.2, Chainpur	Gumla	Chainpur	C	L2V
35.	Waterways Division No.1, Chainpur	Gumla	Chainpur	D	L2V
36.	RDD (RWA) Works Division, Gumla	Gumla	Gumla	A	L2V
37.	Waterways Division, Gumla	Gumla	Gumla	B	L2V
38.	Building Division, Gumla	Gumla	Gumla	C	L2V
39.	Mechanical Division, Banaso	Hazaribagh	Banaso	D	L2V
40.	NH Division, Hazaribagh	Hazaribagh	Hazaribagh	B	L2V
41.	DW&S (Mech) Division, Hazaribagh	Hazaribagh	Hazaribagh	D	V
42.	Road Division, Jamtara	Jamtara	Jamtara	B	L2V
43.	Minor Irrigation Division, Jamtara	Jamtara	Jamtara	D	L2V
44.	Irrigation Division No.2, Jamtara	Jamtara	Jamtara	D	L2V
45.	Irrigation Division, Jamtara	Jamtara	Jamtara	D	L2V
46.	Irrigation Division, Kundhit, Jamtara	Jamtara	Kundhit	D	L2V
47.	Minor Distributary Division, Kuldangal, Camp:Nala	Jamtara	Nala	D	V
48.	Minor Irrigation Division, Khunti	Khunti	Khunti	C	L2V
49.	Building Division, Khunti	Khunti	Khunti	C	L2V
50.	DW&S Division, Khunti	Khunti	Khunti	C	L2V

51.	Waterways Division, Khunti	Khunti	Khunti	D	V
52.	Road Division, Koderma	Koderma	Koderma	A	L2V
53.	RDD (RWA) Works Division, Koderma	Koderma	Koderma	C	L2V
54.	Minor Irrigation Division, Koderma	Koderma	Koderma	D	L2V
55.	Minor Irrigation Division, Latehar	Latehar	Latehar	C	L2V
56.	Minor Irrigation Division, Lohardaga	Lohardaga	Lohardaga	C	L2V
57.	Building Division, Lohardaga	Lohardaga	Lohardaga	D	L2V
58.	DW&S Division, Pakur	Pakur	Pakur	B	L2V
59.	RD Special Division, Pakur	Pakur	Pakur	C	L2V
60.	Building Division, Pakur	Pakur	Pakur	D	L2V
61.	Minor irrigation Division, Pakur	Pakur	Pakur	D	L2V
62.	Minor Irrigation Division, Hussainabad, Japla	Palamu	Japla	D	V
63.	Waterways Division, Bishunpur Patan, Japla	Palamu	Japla	D	V
64.	RDD (RWA) Works Division, Daltonganj	Palamu	Medininagar	A	L2V
65.	Waterways Division, Daltonganj	Palamu	Medininagar	B	L2V
66.	Design Division No.2, Daltonganj	Palamu	Medininagar	C	L2V
67.	Minor Irrigation Division, Daltonganj	Palamu	Medininagar	D	V
68.	Planning & Monitoring Division, Daltonganj	Palamu	Medininagar	D	L2V
69.	DW&S (Mech) Division, Daltonganj	Palamu	Medininagar	D	V
70.	Mechanical Division, Mandal, Latehar, Camp: Daltonganj	Palamu	Medininagar	D	V
71.	Quality Control Division, Daltonganj	Palamu	Medininagar	D	L2V
72.	Auranga Construction Division, Panki	Palamu	Panki	C	V
73.	RDD (RWA) Works Division, Ramgarh	Ramgarh	Ramgarh	C	V
74.	Road Division, Ranchi	Ranchi	Ranchi	A	L2V
75.	RDD (RWA) Works Division, Ranchi	Ranchi	Ranchi	A	L2V
76.	DW&S Swarnrekha Headworks Division, Ranchi	Ranchi	Ranchi	C	V
77.	Field Survey & AP Division, Ranchi	Ranchi	Ranchi	D	V

78.	Irrigation (Mech) Division, Doranda, Ranchi	Ranchi	Ranchi	D	V
79.	Soil Investigation & AP Division, RCD, Doranda, Ranchi	Ranchi	Ranchi	D	L2V
80.	Ground Water Investigation Division, Ranchi	Ranchi	Ranchi	D	L2V
81.	Minor Irrigation Quality Control Division, Ranchi	Ranchi	Ranchi	D	L2V
82.	Design Division No.2, Doranda, Ranchi	Ranchi	Ranchi	D	L2V
83.	RDD (RWA) Works Division, Sahebganj	Sahebganj	Sahebganj	B	L2V
84.	RD Special Division, Sahebganj	Sahebganj	Sahebganj	B	L2V
85.	DW&S Division, Sahebganj	Sahebganj	Sahebganj	D	L2V
86.	Ganga Pump Canal Division, Sahebganj	Sahebganj	Sahebganj	D	L2V
87.	Kharkai Canal Division, Adityapur	Saraikela	Adityapur	B	L2V
88.	DW&S Division, Adityapur	Saraikela	Adityapur	C	L2V
89.	Planning & Monitoring Division, Adityapur	Saraikela	Adityapur	D	L2V
90.	Purchase, Construction material & Tender Control Division (SPU), Adityapur	Saraikela	Adityapur	D	L2V
91.	Design Division No.2, Adityapur	Saraikela	Adityapur	D	L2V
92.	Design Division No.3, Adityapur	Saraikela	Adityapur	D	L2V
93.	Swarnrekha Dam Division No.2, Chandil	Saraikela	Chandil	C	V
94.	Mechanical Division, Chandil	Saraikela	Chandil	D	V
95.	Central Stores & Camp Division, Chandil	Saraikela	Chandil	D	V
96.	Kharkai Dam Division No.2, Icha Chaliyama	Saraikela	Icha Chaliyama	B	L2V
97.	Mechanical Division, Icha Chaliyama	Saraikela	Icha Chaliyama	D	L2V
98.	Kharkai Canal Division, Rajnagar	Saraikela	Rajnagar	D	L2V
99.	RD Special Division No.1, Saraikela	Saraikela	Saraikella	C	L2V
100.	Minor Irrigation Division, Saraikela	Saraikela	Saraikella	D	V
101.	Waterways Division No.1, Simdega	Simdega	Simdega	D	V
102.	Building Division, Simdega	Simdega	Simdega	D	V

103.	RDD (RWA) Works Division, Chaibasa	W.Singhbhum	Chaibasa	A	V
104.	RD Special Division, Chaibasa	W.Singhbhum	Chaibasa	B	L2V
105.	Waterways Division, Chaibasa	W.Singhbhum	Chaibasa	B	L2V
106.	Kharkai Canal Division, Chaibasa	W.Singhbhum	Chaibasa	C	L2V
107.	DW&S (Mech) Division, Chaibasa	W.Singhbhum	Chaibasa	D	L2V
108.	Waterways Division No.1, Chakradharpur	W.Singhbhum	Chakradharpur	C	L2V

Note:

1. Sl. No.10,11,12,20,29,82 and 92 are nil expenditure Divisions.
2. RDD: Rural Development Department
3. RWA: Rural Works Affairs
4. DW&S: Drinking Water & Sanitation
5. RD: Rural Development
6. V: Vacant Division
7. L2V: Likely to be vacated Divisions



**Sr. Accounts Officer (WM-I)**

## Annexure-E

### Grading/Classification of Divisions

Sl No.	Name of the Division	Station	District	Category
1.	Road Division, Ranchi	Ranchi	Ranchi	A
2.	Special Works Division, BCD, Ranchi	Ranchi	Ranchi	A
3.	Road Division, Gumla	Gumla	Gumla	A
4.	Road Division, Garhwa	Garhwa	Garhwa	A
5.	Road Division, Dumka	Dumka	Dumka	A
6.	Road Division, Manoharpur	Manoharpur	W.Singhbhum	A
7.	Road Division, Dhanbad	Dhanbad	Dhanbad	A
8.	Road Division, Deoghar	Deoghar	Deoghar	A
9.	RDD (RWA) Works Division, Ranchi	Ranchi	Ranchi	A
10.	Road Division, Jamshedpur	Jamshedpur	E.Singhbhum	A
11.	Road Division, Khunti	Khunti	Khunti	A
12.	Road Division, Sahebganj	Sahebganj	Sahebganj	A
13.	Road Division, Godda	Godda	Godda	A
14.	Road Division, Daltonganj	Medininagar	Palamu	A
15.	Road Division, Hazaribagh	Hazaribagh	Hazaribagh	A
16.	RDD (RWA) Works Division, Khunti	Khunti	Khunti	A
17.	Road Division, Bokaro	Bokaro	Bokaro	A
18.	Road Division, Latehar	Latehar	Latehar	A
19.	Road Division, Giridih	Giridih	Giridih	A
20.	Road Division, Ramgarh	Ramgarh	Ramgarh	A
21.	RDD (RWA) Works Division, Bokaro	Bokaro	Bokaro	A
22.	RDD (RWA) Works Division, Daltonganj	Medininagar	Palamu	A
23.	Road Division, Saraikela	Saraikela	Saraikela	A
24.	RDD (RWA) Works Division, Giridih	Giridih	Giridih	A
25.	DW&S Division, Ramgarh	Ramgarh	Ramgarh	A
26.	RDD (RWA) Works Division, Gumla	Gumla	Gumla	A
27.	RDD (RWA) Works Division, Hazaribagh	Hazaribagh	Hazaribagh	A
28.	RDD (RWA) Works Division, Jamshedpur	Jamshedpur	E.Singhbhum	A
29.	Road Division, Simdega	Simdega	Simdega	A
30.	NH Division, Deoghar	Deoghar	Deoghar	A
31.	RDD (RWA) Works Division, Dumka	Dumka	Dumka	A
32.	Road Division, Chatra	Chatra	Chatra	A
33.	RDD (RWA) Works Division, Dhanbad	Dhanbad	Dhanbad	A

34.	Building Division No.1, Ranchi	Ranchi	Ranchi	A
35.	RDD (RWA) Works Division, Godda	Godda	Godda	A
36.	RDD (RWA) Works Division, Latehar	Latehar	Latehar	A
37.	RDD (RWA) Works Division, Garhwa	Garhwa	Garhwa	A
38.	NH Division, Medininagar	Medininagar	Palamu	A
39.	Road Division, Koderma	Koderma	Koderma	A
40.	RDD (RWA) Works Division, Chaibasa	Chaibasa	W.Singhbhum	A
41.	RDD (RWA) Works Division, Simdega	Simdega	Simdega	A
42.	RD Special Division, Daltonganj	Medininagar	Palamu	A
43.	RDD (RWA) Works Division, Chatra	Chatra	Chatra	B
44.	Road Division, Chaibasa	Chaibasa	W.Singhbhum	B
45.	Swarnrekha Canal Division, Chandil	Chandil	Saraikella	B
46.	DW&S Division No.2, Dhanbad	Dhanbad	Dhanbad	B
47.	Waterways Division, Garhwa	Garhwa	Garhwa	B
48.	RD Specila Division, Hazaribagh	Hazaribagh	Hazaribagh	B
49.	RD Special Division, Gumla	Gumla	Gumla	B
50.	DW&S Division No.1, Dhanbad	Dhanbad	Dhanbad	B
51.	RDD (RWA) Works Division, Saraikela	Saraikela	Saraikela	B
52.	RD Special Division, Bokaro	Bokaro	Bokaro	B
53.	RD Special Division, Giridih	Giridih	Giridih	B
54.	RDD (RWA) Works Division, Deoghar	Deoghar	Deoghar	B
55.	Road Division, Jamtara	Jamtara	Jamtara	B
56.	DW&S Division, Chaibasa	Chaibasa	W.Singhbhum	B
57.	RDD (RWA) Works Division, Chakradharpur	Chakradharpur	W.Singhbhum	B
58.	NH Division, Dhanbad	Dhanbad	Dhanbad	B
59.	RD Special Division, Chaibasa	Chaibasa	W.Singhbhum	B
60.	RD Special Division, Deoghar	Deoghar	Deoghar	B
61.	Road Division (Rural), Ranchi	Ranchi	Ranchi	B
62.	Minor Irrigation Division, Gumla	Gumla	Gumla	B
63.	Road Division, Lohardaga	Lohardaga	Lohardaga	B
64.	Tenughat Dam Division, Tenughat	Tenughat	Bokaro	B
65.	RD Special Division No.2, Garhwa	Garhwa	Garhwa	B
66.	RD Special Division, Ranchi	Ranchi	Ranchi	B
67.	RD Special Division, Khunti	Khunti	Khunti	B
68.	DW&S Division, Gumla	Gumla	Gumla	B
69.	RDD (RWA) Works Division, Sahebganj	Sahebganj	Sahebganj	B
70.	DW&S Division No.2, Giridih	Giridih	Giridih	B
71.	Road Division, Pakur	Pakur	Pakur	B

72.	DW&S Division, Hazaribagh	Hazaribagh	Hazaribagh	B
73.	RD Special Division, Jamshedpur	Jamshedpur	E.Singhbhum	B
74.	Barriage Division, Galudih	Galudih	E.Singhbhum	B
75.	DW&S Division, Simdega	Simdega	Simdega	B
76.	Kharkai Canal Division, Adityapur	Adityapur	Saraikela	B
77.	Waterways Division, Daltonganj	Medininagar	Palamu	B
78.	Irrigation Division, Jasidih	Deoghar	Deoghar	B
79.	Waterways Division, Barih	Barhi	Hazaribagh	B
80.	DW&S Division, Tenughat	Tenughat	Bokaro	B
81.	RDD (RWA) Works Division, Lohardaga	Lohardaga	Lohardaga	B
82.	DW&S Division (East), Ranchi	Ranchi	Ranchi	B
83.	RDD (RWA) Works Division, Jamtara	Jamtara	Jamtara	B
84.	DW&S Division (West), Ranchi	Ranchi	Ranchi	B
85.	Electrical Works Division, Ranchi	Ranchi	Ranchi	B
86.	DW&S Division, Daltonganj	Medininagar	Palamu	B
87.	RD Special Division, Dhanbad	Dhanbad	Dhanbad	B
88.	RD Special Division, Dumka	Dumka	Dumka	B
89.	Waterways Division, Gumla	Gumla	Gumla	B
90.	RDD (RWA) Works Division, Pakur	Pakur	Pakur	B
91.	DW&S Division, Chas, Bokaro	Bokaro	Bokaro	B
92.	DW&S Division No.2, Dumka	Dumka	Dumka	B
93.	RD Special Division, Godda	Godda	Godda	B
94.	Irrigation Division, Dumka	Dumka	Dumka	B
95.	Building Division, Chaibasa	Chaibasa	W.Singhbhum	B
96.	Waterways Division, Chaibasa	Chaibasa	W.Singhbhum	B
97.	RD Special Division, Chatra	Chatra	Chatra	B
98.	DW&S Division, Chakradharpur	Chakradharpur	W.Singhbhum	B
99.	Minor Distributary Division No.7, Galudih	Galudih	E.Singhbhum	B
100.	DW&S Division, Pakur	Pakur	Pakur	B
101.	Minor Irrigation Division, Godda	Godda	Godda	B
102.	Building Division, Hazaribagh	Hazaribagh	Hazaribagh	B
103.	Kharkai Dam Division No.2, Icha Chaliyama	Icha Chaliyama	Saraikella	B
104.	Building Division, Dhanbad	Dhanbad	Dhanbad	B
105.	NH Division, Chaibasa	Chaibasa	W.Singhbhum	B
106.	RD Special Division, Latehar	Latehar	Latehar	B
107.	Building Division No.2, Ranchi	Ranchi	Ranchi	B
108.	RD Special Division, Sahebganj	Sahebganj	Sahebganj	B
109.	NH Division, Hazaribagh	Hazaribagh	Hazaribagh	B
110.	DW&S Division, Chatra	Chatra	Chatra	B
111.	Irrigation Division, Bundu	Bundu	Ranchi	B
112.	DW&S Division, Garhwa	Garhwa	Garhwa	C
113.	DW&S Swarnrekha Headworks Division, Ranchi	Ranchi	Ranchi	C



114.	Building Division, Giridih	Giridih	Giridih	C
115.	DW&S Division, Koderma	Koderma	Koderma	C
116.	Building Division, Garhwa	Garhwa	Garhwa	C
117.	Irrigation Division, Godda, Camp at Mahagama	Mahagama	Godda	C
118.	Minor Distributary Division No.2, Chandil, Camp at Dimna	Jamshedpur	E.Singhbhum	C
119.	DW&S Division, Godda	Godda	Godda	C
120.	DW&S Division, Madhupur	Madhupur	Deoghar	C
121.	RD Special Division, Pakur	Pakur	Pakur	C
122.	NH Division, Ranchi	Ranchi	Ranchi	C
123.	RD Special Division No.1, Saraikela	Saraikela	Saraikela	C
124.	Minor Distributary Division No.10, Ghatshila	Ghatshila	E.Singhbhum	C
125.	RD Special Division, Koderma	Koderma	Koderma	C
126.	RDD (RWA) Works Division, Koderma	Koderma	Koderma	C
127.	Building Division, Latehar	Latehar	Latehar	C
128.	Swarnrekha Dam Division No.2, Chandil	Chandil	Saraikela	C
129.	DW&S Division, Latehar	Latehar	Latehar	C
130.	Building Division, Jamshedpur	Jamshedpur	E.Singhbhum	C
131.	Minor Distributary Division No.4, Galudih	Galudih	E.Singhbhum	C
132.	Building Division, Dumka	Dumka	Dumka	C
133.	Minor Irrigation Division, Ranchi	Ranchi	Ranchi	C
134.	RD Special Division, Lohardaga	Lohardaga	Lohardaga	C
135.	Kharkai Canal Division, Chaibasa	Chaibasa	W.Singhbhum	C
136.	Building Division, Gumla	Gumla	Gumla	C
137.	Galudih Right Canal Division No.1, Musabani, Camp at Galudih	Galudih	E.Singhbhum	C
138.	RDD (RWA) Works Division, Ramgarh	Ramgarh	Ramgarh	C
139.	Minor Distributary Division No.12, Mango, Dimna, Jamshedpur	Jamshedpur	E.Singhbhum	C
140.	Minor Irrigation Division, Chaibasa	Chaibasa	W.Singhbhum	C
141.	Design Division No.2, Daltonganj	Medininagar	Palamu	C
142.	RD Special Division, Jamtara	Jamtara	Jamtara	C
143.	Building Division, Saraikela	Saraikell	Saraikela	C
144.	Konar Canal Division, Bagodar	Bagodar	Giridih	C
145.	Swarnrekha Canal Division, Mango, Jamshedpur	Jamshedpur	E.Singhbhum	C
146.	NH Division, Gumla	Gumla	Gumla	C
147.	Minor Irrigation Division, Khunti	Khunti	Khunti	C
148.	Konar Canal Division, Banaso	Banaso	Hazaribagh	C
149.	Kharkai Link Canal Division, Musabani	Musabani	E.Singhbhum	C
150.	Waterways Division, Hazaribagh	Hazaribagh	Hazaribagh	C

151.	DW&S Division, Saraikela	Saraikell	Saraikela	C
152.	DW&S Division No.1, Giridih	Giridih	Giridih	C
153.	Building Division, Deoghar	Deoghar	Deoghar	C
154.	Minor Distributary Division No.3, Mango, Dimna Colony, Jamshedpur	Jamshedpur	E.Singhbhum	C
155.	Minor Irrigation Division, Giridih	Giridih	Giridih	C
156.	Minor Irrigation Division, Dumka	Dumka	Dumka	C
157.	RD Special Division, Simdega	Simdega	Simdega	C
158.	Building Division, Bokaro	Bokaro	Bokaro	C
159.	DW&S Division, Jamshedpur	Jamshedpur	E.Singhbhum	C
160.	Building Division, Godda	Godda	Godda	C
161.	Waterways Division No.1, Chakradharpur	Chakradharpur	W.Singhbhum	C
162.	DW&S (Mech) Division, Dhanbad	Dhanbad	Dhanbad	C
163.	Swarnrekha Canal Division, Ghatshila	Ghatshila	E.Singhbhum	C
164.	Minor Irrigation Division, Simdega	Simdega	Simdega	C
165.	Waterways Division, Dhurwa, Ranchi	Ranchi	Ranchi	C
166.	Building Division, Daltonganj	Medininagar	Palamu	C
167.	Building Division, Ramgarh	Ramgarh	Ramgarh	C
168.	Minor Irrigation Design Division, Dumka, Camp at Deoghar	Deoghar	Deoghar	C
169.	Minor Irrigation Distributary Division No.5, Dimna, Jamshedpur	Jamshedpur	E.Singhbhum	C
170.	DW&S Division, Jamtara	Jamtara	Jamtara	C
171.	Minor Irrigation Division, Latehar	Latehar	Latehar	C
172.	Building Division, Khunti	Khunti	Khunti	C
173.	Auranga Construction Division, Panki	Panki	Palamu	C
174.	Punasi Dam Division, Deoghar	Deoghar	Deoghar	C
175.	Minor Irrigation Division, Lohardaga	Lohardaga	Lohardaga	C
176.	Waterways Division No.2, Chainpur	Chainpur	Gumla	C
177.	Minor Irrigation Division, Jamshedpur	Jamshedpur	E.Singhbhum	C
178.	DW&S Division, Adityapur	Adityapur	Saraikela	C
179.	Irrigation Division, Galudih	Galudih	E.Singhbhum	C
180.	DW&S Division, Khunti	Khunti	Khunti	C
181.	DW&S Division, Sahebganj	Sahebganj	Sahebganj	D
182.	Advance Planning Division, Doranda, Ranchi	Ranchi	Ranchi	D
183.	Minor Irrigation Division, Bokaro	Bokaro	Bokaro	D
184.	Irrigation Division, Deoghar	Deoghar	Deoghar	D
185.	Design Division No.1, Daltonganj	Medininagar	Palamu	D
186.	DW&S Mechanical (Urban) Division, Ranchi	Ranchi	Ranchi	D
187.	Minor Irrigation Division, Ramgarh	Ranmgarh	Ramgarh	D
188.	Minor Irrigation Division, Haribagh	Hazaribagh	Hazaribagh	D

189.	DW&S Division, Gonda, Ranchi	Ranchi	Ranchi	D
190.	Minor Irrigation Division, Hussainabad, Japla	Japla	Palamu	D
191.	DW&S hatia Project Division, Ranchi	Ranchi	Ranchi	D
192.	Building Division, Sahebganj	Sahebganj	Sahebganj	D
193.	Waterwas Division No.1, Simdega	Simdega	Simdega	D
194.	DW&S Division, Deoghar	Deoghar	Deoghar	D
195.	Building Division, Jamtara	Jamtara	Jamtara	D
196.	Building Division, Simdega	Simdega	Simdega	D
197.	Minor Irrigation Division, Dhanbad	Dhanbad	Dhanbad	D
198.	Minor Irrigation Division, Saraikela	Saraikell	Saraikela	D
199.	Minor Irrigation Division, Chatra	Chatra	Chatra	D
200.	Irrigation Division No.1, Sikatia, Deoghar	Madhupur	Deoghar	D
201.	Building Division, Chatra	Chatra	Chatra	D
202.	DW&S Division, Lohardaga	Lohardaga	Lohardaga	D
203.	Kharkai Canal Division, Rajnagar	Rajnagar	Saraikela	D
204.	Investigation & Research Division, Garhwa	Garhwa	Garhwa	D
205.	Minor Irrigation Division, Jamtar	Jamtara	Jamtara	D
206.	Building Division, Lohardaga	Lohardaga	Lohardaga	D
207.	Minor Irrigation Division, Sahebganj	Sahebganj	Sahebganj	D
208.	Minor Irrigation Division, Garhwa	Garhwa	Garhwa	D
209.	Minor Irrigation Division, Daltonganj	Medininagar	Palamu	D
210.	DW&S (Mech) Division, Ranchi	Ranchi	Ranchi	D
211.	Irrigation Division, Pakur	Pakur	Pakur	D
212.	Field Survey & AP Division, Ranchi	Ranchi	Ranchi	D
213.	Building Division, Koderma	Koderma	Koderma	D
214.	Konar canal Division, Dumri	Dumri	Giridih	D
215.	Swarnrekha Canal Division, Galudih	Jamshedpur	E.Singhbhum	D
216.	Building Division, Pakur	Pakur	Pakur	D
217.	Planning & Monitoring Division, Daltonganj	Medininagar	Palamu	D
218.	Minor Irrigation Division, Koderma	Koderma	Koderma	D
219.	DW&S Division No.1, Dumka	Dumka	Dumka	D
220.	Minor irrigation Division, Pakur	Pakur	Pakur	D
221.	Waterways Division, Khunti	Khunti	Khunti	D
222.	DW&S (mech) Division, Jamshedpur	Jamshedpur	E.Singhbhum	D
223.	DW&S Swarnrekha Distributary Division, Ranchi	Ranchi	Ranchi	D
224.	Mechanical Division, Chandil	Chandil	Saraikela	D
225.	Minor Distributary Division No.9, Galudih	Galudih	E.Singhbhum	D

226.	Irrigation (Mech) Division, Doranda, Ranchi	Ranchi	Ranchi	D
227.	Waterways Division, Bishunpur Patan, Japla	Japla	Palamu	D
228.	DW&S (Mech) Division, Daltonganj	Medininagar	Palamu	D
229.	Mechanical Division, Banaso	Banaso	Hazaribagh	D
230.	Punasi Spillway Division, Punasi, Deoghar	Deoghar	Deoghar	D
231.	Minor Distributary Division No.8, Jamshedpur	Jamshedpur	E.Singhbhum	D
232.	Ganga Pump Canal Division, Sahebganj	Sahebganj	Sahebganj	D
233.	DW&S (Mech) Division, Dumka	Dumka	Dumka	D
234.	DW&S (Mech) Division, Hazaribagh	Hazaribagh	Hazaribagh	D
235.	Irrigation Division No.2, Sikatia, Camp:Madhupur, Deoghar	Madhupur	Deoghar	D
236.	Irrigation Division, Kundhit, Jamtara	Kundhit	Jamtara	D
237.	DW&S (Mech) Division, Chaibasa	Chaibasa	W.Singhbhum	D
238.	Irrigation Division, Barharwa, Sahebganj	Barharwa	Sahebganj	D
239.	Mechanical Division, Mandal, Latehar, Camp: Daltonganj	Medininagar	Palamu	D
240.	Irrigation Division No.1, Barhet	Barhet	Sahebganj	D
241.	DW&S (mech) Division, Gumla	Gumla	Gumla	D
242.	Soil Investigation & AP Division, RCD, Doranda, Ranchi	Ranchi	Ranchi	D
243.	Planning & Monitoring Division, Adityapur	Adityapur	Saraikella	D
244.	Waterways Division No.1, Chainpur	Chainpur	Gumla	D
245.	Purchase, Construction material & Tender Control Division (SPU), Adityapur	Adityapur	Saraikela	D
246.	Irrigation (Mech) Division, Deoghar	Deoghar	Deoghar	D
247.	Irrigation Division No.2, Jamtara	Jamtara	Jamtara	D
248.	Kadwan Dam Division, Nagar Utari	Nagar Utari	Garhwa	D
249.	Irrigation Division, Jamtara	Jamtara	Jamtara	D
250.	Minro Distributary Division, Kuldangal, Camp:Nala	Nala	Jamtara	D
251.	Waterways Division No.2, Hazaribagh	Hazaribagh	Hazaribagh	D
252.	Irrigation Division, nala, Jamtara	Nala	Jamtara	D
253.	Central Stores & Camp Division, Chandil	Chandil	Saraikela	D
254.	Quality Control Division, Daltonganj	Medininagar	Palamu	D

255.	Quality Control Division, Dhurwa, Ranchi	Ranchi	Ranchi	D
256.	Minor Irrigation Design Division, Ranchi	Ranchi	Ranchi	D
257.	Ground Water Investigation Division, Ranchi	Ranchi	Ranchi	D
258.	Design Division No.2, Adityapur	Adityapur	Saraikela	D
259.	Mechanical Division, Icha Chaliyama	Icha Chaliyama	Saraikela	D
260.	Kharkai Dam Division No.1, Musabani	Musabani	E.Singhbhum	D
261.	Swarnrekha Dam & Barriage Design Division, Jamshedpur	Jamshedpur	E.Singhbhum	D
262.	Minor Irrigation Quality Control Division, Ranchi	Ranchi	Ranchi	D
263.	Quality Control Division, Jamshedpur	Jamshedpur	E.Singhbhum	D
264.	Planning, Quality Control & Monitoring Division, Deoghar	Deoghar	Deoghar	D
265.	Design Division No.2, Deoghar	Deoghar	Deoghar	D
266.	Design Division No.4, Deoghar	Deoghar	Deoghar	D
267.	Design Division No.2, Doranda, Ranchi	Ranchi	Ranchi	D
268.	Canal Revenue Division, Doranda, Ranchi	Ranchi	Ranchi	D
269.	RDD (RWA) Works (AP) Division, Dumka	Dumka	Dumka	D
270.	Quality Control & Advance Planning Division, Daltonganj	Medininagar	Palamu	D
271.	RWD Soil Investigation Division, Doranda, Ranchi	Ranchi	Ranchi	D
272.	RWD AP & QC Division, Chakradharpur at Ranchi	Ranchi	Ranchi	D
273.	Field Survey & AP Division, Dumka	Dumka	Dumka	D
274.	Swarnrekha Dam Division No.1, Ghatshila	Ghatshila	E.Singhbhum	D
275.	Canal Design Division No.1, Jamshedpur	Jamshedpur	E.Singhbhum	D
276.	Design Division No.3, Adityapur	Adityapur	Saraikela	D
277.	Advance Planning Division, Palamu	Medininagar	Palamu	NSP
278.	Electrical Works Division, Dhanbad	Dhanbad	Dhanbad	NSP
279.	RD Special Division, Ramgarh	Ramgarh	Ramgarh	NSP
280.	Planning & Investigation Division, Doranda, Ranchi	Ranchi	Ranchi	NSP
281.	MPI Hydrology Division No.2, Dhurwa, Ranchi	Ranchi	Ranchi	NSP
282.	MPI Hydrology Division No.2, Deoghar	Deoghar	Deoghar	NSP

283.	Quality Control Division, Hazaribagh	Hazaribagh	Hazaribagh	NSP
284.	Ground Water Investigation Division, Hazaribagh	Hazaribagh	Hazaribagh	NSP
285.	Advance Planning Division, Sahebganj	Sahebganj	Sahebganj	NSP
286.	Ground Water Investigation Division, Dumka	Dumka	Dumka	NSP
287.	Minor Irrigation Quality Control Division, Dumka	Dumka	Dumka	NSP

Note:

1. NSP: No Sanctioned Post
2. Category-A : Very Heavy Division
3. Category-B : Heavy Division
4. Category-C : Medium Division
5. Category-D: Light Division
6. QC: Quality Control
7. AP: Advance Planning
8. RDD: Rural Development Department
9. RWA: Rural Works Affairs
10. MI: Minor Irrigation
11. DW&S: Drinking Water & Sanitation



**Sr. Accounts Officer (WM-I)**

## Annexure-F

### Logic/Posting Procedure

#### Documents available:

- (a) Seniority-wise list of eligible Sr.DAO/DAO-I/DAO-II/DA due for transfer. This list has their posting history, current posting, 3 years APAR grading, performance during last three years and choice of stations given by the officers/officials.
- (b) Grade-wise list of vacant/likely to be vacated divisions. This list is indexed on average expenditure of last three years (2014-15, 2015-16 and 2016-17) +District + Station.
- (c) List of Stations and station-wise vacancies.

#### Eligibility/Grade:

Sr. DAO	: A (Very Heavy Divisions)
DAO-I	: B (Heavy Divisions)
DAO-II	: C (Medium Divisions)
DA	: D (Light Divisions)

#### For Sr. DAO

- Pick-up first name from (a) above and trace 1<sup>st</sup> choice of station as per his grade from (b) above, if found, allot, if not;
- Move to 2<sup>nd</sup> choice of station as per his grade, if found, allot, if not;
- Move to 3<sup>rd</sup> choice of station as per his grade, if found, allot, if not;
- Move to 4<sup>th</sup> choice of station as per his grade, if found, allot, if not;
- Finally post him in any station in “A” grade division *for even distribution of overall vacancy*. If “A” grade division is not found anywhere then only next lower grade station will be considered in the first/second/third/fourth choice of station, failing which other choice of stations *will be considered as per administrative exigencies*.

#### For DAO-I &II/DA:

- Pick-up first name from (a) above and trace 1<sup>st</sup> choice of station as per his grade or one grade up, if vacant, from (b) above, if found, allot, if not;
- Move to 2<sup>nd</sup> choice of station as per his grade or one grade up, if vacant, if found allot, if not;
- Move to 3<sup>rd</sup> choice of station as per his grade or one grade up, if vacant, if found allot, if not;
- Move to 4<sup>th</sup> choice of station as per his grade or one grade up, if vacant, if found allot, if not;
- Finally post him anywhere (in any station) in appropriate grade division *for even distribution of overall vacancy*. If appropriate grade division is not found anywhere then only next lower grade station will be considered in the first/second/third/fourth choice of station, failing which other choice of stations *will be considered as per administrative exigencies*.
- Repeat till all DAO-I&II/DA is posted



सत्यमेव जयते

No. 02-Staff (Appt.)/132-2013

भारत के नियंत्रक एवं महालेखापरीक्षक का कार्यालय  
9, दीन दयाल उपाध्याय मार्ग, नई दिल्ली - 110 124

OFFICE OF THE  
COMPTROLLER & AUDITOR GENERAL OF INDIA  
9, Deendayal Upadhyaya Marg, New Delhi-110 124

दिनांक / DATE \_\_\_\_\_

05<sup>th</sup> January 2022

To

All Pr. Accountants General / Accountants General/  
Sr. Deputy Accountant General/Deputy Accountant General(A&E),  
(Having Divisional Accountants cadre)

Subject: Transfer and posting of Divisional Accounts Officers/ Divisional Accountants – Instructions regarding.

Reference: Hqrs. circular No. 502-Staff (Appt.131-2015 dated 20.03.2015 regarding Transfer and posting of Divisional Accounts Officers/ Divisional Accountants

Sir / Madam,

Transfer and postings in the Divisional Accounts Officers/ Divisional Accountants cadre are governed by the guidelines issued vide Hqrs. circular dated 20.03.2015 under reference.

2. Para 5 (i) of the circular dated 20.03.2015 under reference specified that "The tenure of posting shall normally be three years in a particular 'Division' and six years at a particular 'Station'. **Incumbency period for the past 12 years is to be taken into account for this purpose.**
3. This office has been receiving representations stating that the tenure of posting (12 years) for the purpose of re-posting in a particular station may be reduced to some extent.
4. The request has been examined and the competent authority has decided to reduce the incumbency period from 12 years to 10 years.
5. This will be applicable from the ensuing transfer/posting cycle of 2022.
6. All other clauses of Circular dated 20.03.2015 will remain unchanged.

Yours faithfully,

(Supriya Singh)

Asstt. Comptroller & Auditor General (N)





सत्यमेव जयते

No. 502 - Staff (Appt.) / 131 -2015

भारत के नियंत्रक-महालेखापरीक्षक का कार्यालय  
9, दीन दयाल उपाध्याय मार्ग, नई दिल्ली - 110 124  
OFFICE OF THE  
COMPTROLLER & AUDITOR GENERAL OF INDIA  
9, Deendayal Upadhyaya Marg, New Delhi-110 124  
20<sup>th</sup> March 2015

दिनांक / DATE

To

All the Pr. Accountants General/ Accountants General (A&E)  
(Cadre Controlling Authority in respect of Divisional Accountants cadre)

Subject: Transfer and postings of Divisional Accounts Officers/Divisional Accountants.

Sir/Madam,

Transfers and postings in the Divisional Accounts Officers/Divisional Accountants cadre are governed by the guidelines and instructions contained in this office circular letter no. 1008-NGE (Appt.)/10-2010/Vol.II dated 23.08.2010 and letter No. 352-staff (Appt.)/132-2013 dated 22.03.2013. The existing guidelines/instructions have been reviewed and the following guidelines are issued superseding the existing guidelines.

#### 1. Classification of Divisions:

The Divisions shall be classified as follows to match the four tiers of the cadre of Divisional Accountants:

Sl. No	Category of Division	Category of Incumbent	Percentage of Divisions
1	Very Heavy Divisions	Sr. Divisional Accounts Officers	15%
2	Heavy Divisions	Divisional Accounts Officers - Gr. I	25%
3	Medium Divisions	Divisional Accounts Officers - Gr. II	25%
4	Light Divisions	Ordinary Grade Divisional Accountants	35%

(a) The above classification shall be based on:

- the average annual expenditure, including deposit works, if any, for the last three years. Exact monetary limit for each category may, however, be fixed by the respective Principal Accountants General/Accountants General (A&E) depending upon the expenditure in the respective States; and
- Other aspects like nature of the work assigned to the Divisions and the territorial jurisdiction of the Divisions.

(b) The classification of the Divisions on the basis of (a) above must be reviewed every three years.

#### 2. Constitution of a Committee on transfers and postings:

- A three member Committee on transfer and postings comprising the Group Officer in-charge of Works Accounts and two other IA&AS officers of the rank of Sr. Deputy Accountant General/Deputy Accountant General from the sister office(s) to be

nominated by the concerned Pr. Accountant General/Accountant General shall be constituted in the month of March/April of each year. The said Committee shall function for the entire year ending March of the subsequent year.

- (b) The Committee shall meet at regular intervals, or as and when required by the Pr. Accountant General/Accountant General.

**3. Functions of the Committee:**

Committee shall consider:

- (a) All cases of annual transfers/postings;
- (b) All other transfers affected during the year; and
- (c) All cases of additional charge / link charge(s).

**4. Parameters to be considered by the Committee:**

- (i) The Committee shall consider the following broad parameters while recommending the cases for postings/transfers:
  - (a) Transfer and posting should, as far as possible, be made only once in a year and annual transfers should be timed so that these do not disturb the academic session;
  - (b) List of Divisions likely to fall vacant during the year should be published well in advance;
  - (c) Divisions should be properly graded by following the criteria as mentioned in paragraph 1 and further instructions issued in this regard from time to time;
  - (d) Posting of the officers should be made in the appropriately graded Divisions as far as possible;
  - (e) Option for posting in particular station(s) should be called for from the individuals and efforts should be made to accommodate the officers at the place of their choice as far as possible, subject to availability of vacancy and administrative exigencies;
  - (f) In case of overall vacancies, the same should be evenly distributed across the State as far as possible;
  - (g) The adverse comments given by the Inspecting Officers auditing the accounts of the Divisions(s), adverse remarks made by the Executive Engineers on the performance of the Divisional Accounts Officers/Divisional Accountants on their performance as reflected in their Annual Performance Appraisal Reports and their performance in proper and timely submission of accounts should be kept in view while taking a decision on posting and transfer;
  - (h) Additional charge of more than one Division to one officer should be avoided unless absolutely essential under the circumstances.
- (ii) The Committee shall record in the proceedings the considerations that weighed with them in making each posting, entrustment of additional charge, etc. The proceedings should also include an assurance that the prescribed procedure has been adhered to scrupulously.
- (iii) In case of any deviation in respect of (a) to (h) above, detailed reasons should be recorded by the Committee.

- (iv) In case of any disagreement by the Pr. Accountant General/Accountant General with the recommendations of the Transfer Committee, the concerned Pr. Accountant General/Accountant General shall give detailed reasons in writing for the disagreement and full justification for modification(s) to the recommendations made by the Committee.

**5. Tenure of Posting:**

- (i) The tenure of posting shall normally be three years in a particular 'Division' and six years at a particular 'Station'. Incumbency period for the 12 years preceding the year in which the transfers are being made is to be taken into account for this purpose.
- (ii) A Sr. DAO/DAO/DA retiring on superannuation within next three years, may be allowed 'Station' of his choice subject to the condition that:
- (a) a vacant Division is available in the 'Station' in which he/she had not served during past twelve years; and
  - (b) such choice of posting is not in continuation of six years of posting in that 'Station'. However, he/she may be considered for continuation of posting in that Division, if he/she is retiring on superannuation in next 12 months (to be reckoned from 01<sup>st</sup> May), if so opted by him/her.
6. Classification of Divisions, List of vacant Divisions, Divisions likely to fall vacant may be brought out and displayed prominently on the office notice board and the website of the office concerned continuously for at least a month. After the annual general transfer, the list of vacant divisions and criteria adopted for allocation of additional/link charge must also be brought out and displayed prominently on the office notice board and the website of the office concerned. A consolidated transfer / posting order should also be placed on the website of the office concerned immediately after annual general transfers. All other posting and transfer orders should also be uploaded on the website immediately after issue. These will also include orders for additional charges.
7. The above guidelines may be widely publicised by putting them on the notice board(s) /website and should be strictly adhered to.

Yours faithfully,

  
(Ranjit Singh)

Asstt. C. & Ar. G. (N)