



सत्यमेव जयते

भारतीय लेखापरीक्षा और लेखा विभाग

कार्यालय महानिदेशक लेखापरीक्षा

दक्षिण पूर्व मध्य रेलवे, बिलासपुर- 495004

Indian Audit and Accounts Department

Office of the Director General of Audit

South East Central Railway, Bilaspur- 495004

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लोकहितार्थं सत्यनिष्ठा
Dedicated to Truth in Public Interest

No. BSP/Admn./31-1/Transfer/2014/ 1412

Date: 09/08/2019

Office Memorandum

Sub: - Transfer and Posting of Gr. 'B' & 'C' officials.

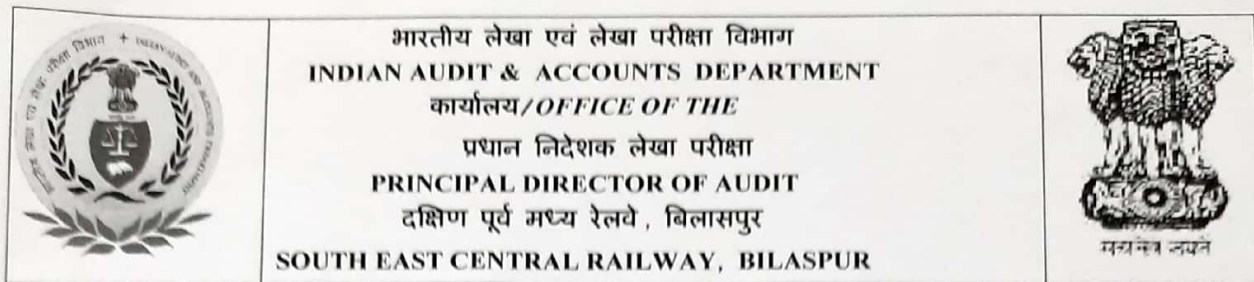
In terms of Hqrs. Circular No. 1-Staff wing/2014 issued vide letter no. 10-Staff (App-II)/63-2013 dated 06.01.2014, following Transfer and Posting Boards have been reconstituted for the transfer and posting of all Gr. 'B' & 'C' officials of this office.

	Transfer and Posting of	Accepting Authority		Member of Committee
1	Gr. 'B' (Non Gazetted) and Gr. 'C' Officials	Director	1	Shri R. Giri, Sr. AO (Chairperson)
			2	Shri B.K. Dubey, AO/ Admn. (Ex-Officio member)
			3	Shri C.R. Bag, AO
2	Gr. 'B' (Gazetted) Officers	Director General of Audit	1	Shri Azhar Jamal, Director (Chairperson)
			2	Shri P.K. Mahapatra, Sr. AO
			3	Shri B.K. Dubey, AO/ Admn. (Ex-Officio member)

This issues with the approval of the Director General of Audit.

Director

To,
All Sr. Audit Officers/ Audit Officers,
All sections at HQRs Bilaspur and
Branch Offices at Raipur & Nagpur.



Detailed guideline on Transfer and Postings of Gr. B (Gazetted) officers.

1. Introduction

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 this detailed guideline on transfer and posting of the staff and officers of the Office of the Principal Director of Audit South East Central Railway, Bilaspur is formulated by the members of Transfer and Posting Board constituted for the purpose by the competent authority after a detailed discussion. Main purpose of this 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.

2. Composition of office

Office of the Principal Director of Audit, South East Central Railway, Bilaspur is situated at Bilaspur, Chhattisgarh. At present, it has Branch Offices as under:

- Divisional Audit Office, SEC Railway, Bilaspur, Chhattisgarh.
- Divisional Audit Office, SEC Railway, Raipur, Chhattisgarh
- Workshop Audit Office, SEC Railway, Raipur, Chhattisgarh
- Divisional Audit Office, SEC Railway, Nagpur, Maharashtra
- Workshop Audit Office, SEC Railway, Nagpur, Maharashtra

3. Applicability and effect

These policy guidelines shall be applicable to all the Group B Gazetted Officers working under the Principal Director of Audit, SEC, Railway Bilaspur and shall be effective from April 2014.

4. Definition

- (1) For the purpose of transfer and posting, Office of the Principal Director of Audit, South East Central Railway, Bilaspur (C.G) and Divisional Audit Office, SEC Railway, Bilaspur, Chhattisgarh shall be treated as **Head Quarter Office**.
- (2) For this purpose, the remaining four branch offices mentioned at (2) above shall be treated as **Outstation offices** and services rendered in these offices will be called outstation service.
- (3) Further, offices at Raipur (C.G) shall be treated as **Nearer Outstation** and offices at Nagpur shall be treated as **Farthest Outstation**.

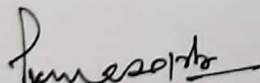
5. Procedure to be followed for transfer subject to administrative convenience and exigency of public service,

- (1) Subject to administrative convenience attempts will be made for transfer and postings in the month April or before keeping in view of the benefit of scholastic year of the children.
- (2) Minimum period of retention at outstation will be two years and there will be no minimum tenure at Head Quarter Office at Bilaspur as the majority (75% approx) of the officials are required to be posted there. This will help minimize the transfer liability.
- (3) Minimum tenure of two years will be maintained for each cadre. For this purpose, Audit Officer & Sr. Audit Officer will be treated as one cadre.
- (4) In case of vacancy in outstation offices in any cadre, new appointee (by direct recruitment or by promotion) will move first and thereafter 2nd junior most onwards of the cadre will follow. In cases where simultaneous vacancy will be arising in Nearer Outstation and Furthest outstation, the Sr. most among the juniors will have option to choose nearest outstation. In this way, outstation offices will be manned on


rotational basis. For second and subsequent term which will also be of two years, the person with two years or more outstation service at farthest outstation in any cadre will be considered for nearest outstation subject to vacancy and his preference will be above the new recruits / new promotee/ junior most due for transfer.

- (5) Officials seeking transfer to outstation on personal ground or medical ground will be given preference over the junior most/ new appointee / 2nd and subsequent transferee due to be transferred.
- (6) On completion of two years tenure at outstations officials will be brought back to head quarter office. In case he wants to continue at outstation he will be allowed to continue and no transfer will be made.

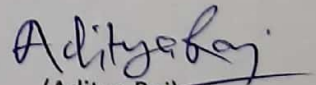
- 6. The officials on attaining the age of 58 years and above shall be exempted from transfer liability.
- 7. Government of India's (DOPT) instructions on posting of husband and wife at the same station shall be kept in view during transfers and postings
- 8. Any particulars case or situation not covered in any of the above provision would be duly deliberated by the existing Board of transfer and posting and recommend for further action on reasonable and impartial manner.
- 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.


(P. K. Mahapatra)

Sr. Audit Officer/ Administration


(S. K. Mandal)

Sr. Audit Officer (TA)


(Aditya Raj)

Deputy Director

Accepted

F. Sr. 2

प्रधान निदेशक लेखा परीक्षा
दक्षिण पूर्व मध्य रेलवे, बिलासपुर
Principal Director of Audit
South East Central Railway, Bilaspur



भारतीय लेखा एवं लेखा परीक्षा विभाग
INDIAN AUDIT & ACCOUNTS DEPARTMENT
कार्यालय/OFFICE OF THE
प्रधान निदेशक लेखा परीक्षा
PRINCIPAL DIRECTOR OF AUDIT
दक्षिण पूर्व मध्य रेलवे, बिलासपुर
SOUTH EAST CENTRAL RAILWAY, BILASPUR



Detailed guideline on Transfer and Postings of Gr. C and Gr. B (non gazetted) staff

1. Introduction

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 this detailed guideline on transfer and posting of the staff and officers of the Office of the Principal Director of Audit South East Central Railway, Bilaspur is formulated by the members of Transfer and Posting Board constituted for the purpose by the competent authority after a detailed discussion. Main purpose of this 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.

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- Workshop Audit Office, SEC Railway, Raipur, Chhattisgarh
- Divisional Audit Office, SEC Railway, Nagpur, Maharashtra
- Workshop Audit Office, SEC Railway, Nagpur, Maharashtra

3. Applicability and effect

These policy guidelines shall be applicable to all the Group C and Group B Non Gazetted Staff working under the Principal Director of Audit, SEC, Railway Bilaspur and shall effective from April 2014.

4. Definition

(1) For the purpose of transfer and posting, Office of the Principal Director of Audit, South East Central Railway, Bilaspur (C.G) and Divisional Audit Office, SEC Railway, Bilaspur, Chhattisgarh shall be treated as **Head Quarter Office**.

(2) For this purpose, the remaining four branch offices mentioned at (2) above shall be treated as **Outstation offices**. And services rendered in this office will be called outstation service.

(3) Further, offices at Raipur (C.G) shall be treated as **Nearer Outstation** and offices at Nagpur shall be treated as **Farthest Outstation**.

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(1) Subject to administrative convenience attempts will be made for transfer and postings in the month April or before keeping in view of the benefit of scholastic year of the children.

(2) Minimum period of retention at outstation will be two years and there will be no minimum tenure at Head Quarter Office at Bilaspur as the majority (75% approx) of the officials are required to be posted there. This will help minimize the transfer liability.

(3) Minimum tenure of two years will be maintained for each cadre. For this purpose, Auditor & Sr. Auditor will be treated as one cadre.

(4) In case of vacancy in outstation offices in any cadre, new appointee (by direct recruitment or by promotion) will move first and thereafter 2nd junior most onwards of the cadre will follow. In cases where simultaneous vacancy will be arising in Nearer Outstation and Furthest outstation, the Sr. most among the juniors will have option to choose nearest outstation. In this way, outstation offices will be manned on rotational basis. For second and subsequent term which will also be of two years, the

person with two years or more outstation service at farthest outstation in any cadre will be considered for nearest outstation subject to vacancy and his preference will be above the new recruits / new promotee/junior most going first time.

(5) Officials seeking transfer to outstation on personal ground or medical ground will be given preference over the junior most/ new appointee / 2nd or subsequent transferee due to be transferred.

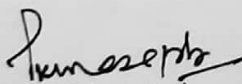
(6) On completion of two years tenure at outstations officials will be brought back to head quarter office. In case he wants to continue at outstation he will be allowed to continue and no transfer will be made.

6. The officials on attaining the age of 58 years and above shall be exempted from transfer liability.

7. Government of India's (DOPT) instructions posting of husband and wife at the same station shall be kept in view during transfers and postings

8. Any particulars case or situation not covered in any of the above provision would be duly deliberated by the existing Board of transfer and posting and recommend for further action on reasonable and impartial manner.

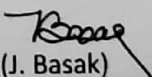
9. The above policy guidelines may be reviewed as and when required for addressing any new issues or the existing issues adversely affecting the officials. In such cases, the Board will deliberate, document and recommend additions / modifications of above guidelines.


(P. K. Mahapatra)

Sr. Audit Officer/ Administration

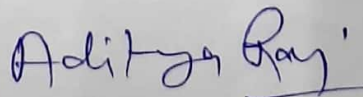

(S. K. Mandal)

Sr. Audit Officer (TA)


(J. Basak)

Sr. Audit Officer/Report

Accepted,



आदित्य राज (आई ए एवं ए एस)
उप निदेशक लेखा परीक्षा
Dy. Director of Audit
ब. पू. म. रेल्वे, बिलासपुर
B.E.C. Railway., Bilaspur