

CIRCULAR

OFFICE OF THE
CONTROLLER GENERAL OF DEFENCE ACCOUNTS
ULAN BATAR ROAD, PALAM, DELHI CANTT-110010

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No. AN-I/1170/Transfer Policy

Dated the 8th October, 2015.

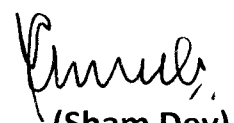
To

All IDAS Officers

Subject: Draft Transfer Policy for IDAS Officers, 2015.

Draft Transfer Policy for IDAS Officers, 2015 as recommended by the Committee constituted for the purpose is hereby placed on the CGDA's website for inviting comments of IDAS officers, by 15th October, 2015.

2. It is requested to kindly give your comments, if any, by email at an1-pinklist.cgda@nic.in or by fax.


(Sham Dev)

Joint Controller General of Defence Accounts (Admin.)

Draft Transfer Policy for IDAS Officers , 2015

The Indian Defence Accounts Service has a cadre composed of directly recruited officers inducted through the UPSC Civil Services Examination as well as promotee officers. Officers appointed to the Service have an all India liability including field service in or out of India.

The Defence Accounts Department is committed to serving the Services and other client organizations while at the same time providing optimum career progression options and individual growth and satisfaction to its officers.

A transfer policy is imperative for meeting the organizational goals and functional requirements of the cadre as well as individual aspirations, thereby creating a motivated work force with an appropriate work-life balance.

1. General principles:

These are guiding principles to be followed within the broad framework of prevalent GOI provisions and Organisational requirements/administrative compulsions.

- a. Transfers / Postings will be effected based on the recommendations of the duly constituted Defence Accounts Placement Boards for various levels.
- b. Organisational requirements with a focus on manning all Offices at all times and competing requirements of the Officers will be the guiding factors.
- c. The DoPT / GOI guidelines, as applicable, shall prevail (e.g. spouse, medical etc.).
- d. The department shall endeavour to notify transfers by February so as to enable their effect/implementation by April - May of the year so as to coincide with the academic year/financial year. However, transfers can be effected at any time of the year on other grounds, as well as administrative exigencies with recorded reasons.
- e. Transfers/postings arising out of other grounds like promotions/deputations/ retirements etc. will be effected as and when required.
- f. Officers with children in Class 10 and Class 12 will be given special consideration. In case of Class 12, retention will be considered till July of the calendar year.
- g. Officers may communicate 3 valid choice stations during December along with educational status of their children. In addition, they may also indicate one preferred tenure/category 3 station.

- h. As far as possible, other special requests may also be projected during this exercise to prevent avoidable displacements for the organization as well as the officer affected.

2. Career Progression:

A planned approach to cadre planning along with effective resource mobilization and associated individual growth of officers is proposed to be enabled through the following broad methodology of postings, as far as possible :

- a. Total career span under consideration excludes both the initial training phase at NADFM, before the first posting, and the period of HAG+ and beyond.
- b. In the initial years till Senior Time Scale level, the postings could be as follows:
 - First posting preferably in a Main office in the field e.g. Regional / Functional command /Factories under the supervision of a Controller.
 - Subsequent postings to be in a managerial capacity in an independent office (PAO/AAO/ZO PD etc) and finance and procurement related offices like IFA or C of A Fys- if not already served in previous posting(s).
- c. Opportunities like Defence Services Staff College at Wellington, IIPA, NDC etc. should be invariably utilized during the entire career span of the Officers.
- d. Atleast 4-5 stations may be served during the career span by all officers, including atleast one category 3/tenure station.
- e. A posting in a category 3 station will entitle the Officer to be considered for posting to one of the three valid choice stations.
- f. At least one deputation each at Deputy Secretary/Director level, JS level and Addl. Secretary level may be encouraged. Deputations both in India and abroad may be promoted.

3. Promotee Officers in IDAS Cadre:

- a. The cadre includes promotee officers also who require special attention due to their age and stage in career at which they converge with the mainstream IDAS Cadre.
- b. The promotee officers on promotion may preferably be posted to a different office / station from their present one.
- c. As far as possible administratively, change of station may not be considered if the officer is superannuating within the next one year.

4. Categorization of stations:

Stations where IDAS officers can be posted have been categorized based on the twin criteria of number of posts available/ popularity & degree of difficulty. Indicative list is at Annexure- A.

CAT 1	Stations with two or more SAG/ HAG posts available, which are considered to be popular.
CAT 2	Stations other than Category 1, 3 and 4, which are not so popular but also not hard or tenure Stations.
CAT 3	Stations other than Category 1, 2 and 4, which are not tenure stations by definition, but are remote or relatively hard.
CAT 4	Govt. notified tenure stations.

5. Tenures :

- a. For the government notified tenure stations and J&K, the laid down provisions will prevail.
- b. A minimum tenure of 2 years shall be ensured in a station.
- c. Continuous station tenure may be 3 years further extendable upto 5 years at a stretch.
- d. As far as possible, stay in one office may not exceed a maximum of 3 years.
- e. Overall tenure in a station including one deputation may be 15 years.
- f. Deputation at Joint Secretary level and above may be in addition to the 15 year overall tenure.
- g. Criteria for considering competing requirements:
 - Prevailing GOI provisions
 - Past posting record at the station.
 - Time spent outside the station.
 - Past profile of postings.
 - Residual service.
- h. Criteria for manning offices for which there are no volunteers:
 - Past profile of postings.
 - Officers who have served only in popular stations to be considered first.
- i. Long term Training Courses (6 months and above) not to be included for counting tenure at a station.
- j. EL/CCL/Study Leave more than 3 months /90 days will be excluded for computing the minimum station tenure of 2 years.

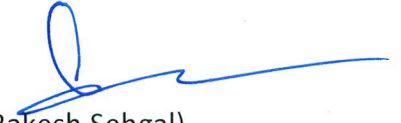
k. The maximum tenure at a station may be considered for relaxation in case there are no competing requirements and/or volunteers for the same and if administratively acceptable.



(Kavita Garg)
Sr. Dy. CGDA(AN)
Member Secretary



(Inderjeet Kumar)
CDA RTC Bangalore



(Rakesh Sehgal)
PCDA(Navy) Mumbai



(SS Sandhu)
Addl. CGDA

REPORT OF THE INTERNAL COMMITTEE
DRAFT TRANSFER POLICY, IDAS OFFICERS

Ref : CGDA No. AN-I/1170/Transfer Dated 29/07/2015

1. An internal Committee, comprising the following members, was constituted vide HQrs letter under reference (Annexure -1), for preparation of a draft Transfer Policy for IDAS Officers :
 - Sh. SS Sandhu, IDAS, Addl. CGDA
 - Sh. Rakesh Sehgal, IDAS, PCDA(Navy) Mumbai
 - Smt. Inderjeet Kumar, IDAS, CDA RTC Bangalore
 - Smt. Kavita Garg, IDAS, Sr. Dy. CGDA(AN) – Member Secretary
 - a. The Committee examined Transfer Policies of various Civil Services and Govt Departments and existing guidelines available with the Department (Annexure -2, List of Policies and other documents examined by the Committee) .
 - b. In its preliminary meeting, various relevant issues, which are perceived to impact Transfer/Postings, organizational objectives and individual requirements were shortlisted. These were translated into a questionnaire and posted on the CGDA Website, seeking response and suggestions from the Cadre (Annexure- 3 Questionnaire posted on the CGDA Website).
 - c. Only 28 responses were received by the cut-off date of 15.08.2015. In the absence of adequate response by due date the date for submission of responses was extended to 30.08.15. On extension a total of 70 responses were received by 30.08.2015. One or two responses have been received subsequently too, though before submission of this report (Annexure -4, List of responses received).
2. The main issues/areas of concern, which were included in the questionnaire and also emerged after examining the responses received are as follows:
 - a. Should we look at Zones in the Organisation?
 - b. General criteria for transfer and frequency thereof.
 - c. Tenure, status of deputations and different types of Leave, while computing stay in a station/zone.
 - d. Broad Career Profile that an Officer would be expected to have.
 - e. Any other suggestions.
3. A threadbare examination and analysis of the responses received revealed that an institutionalization of the process of transfers is indeed required. On some issues largely divergent views were received. Some of these ideas, like

zones are non-implementable,. However, it is accepted that a transparent method of communicating the individual choices/requirements regarding postings is desirable.

4. The following issues were deliberated at length with a view to evolving a simple, pragmatic and transparent Transfer policy, which would provide a broad framework along with desirable flexibility too:

a. **Zones –**

- i. The concept of Zone was examined from the Organisational point of view while at the same time enabling an Officer to have stability for family while being posted in preferred/contiguous regions/zones over a period of time, and complying with the Service liability across the country.
- ii. While several models of zones were offered by the Officers and explored by the Committee as well, the idea is found unimplementable.
- iii. Zones in other Services such as Income Tax, Railways etc are based on almost a homogeneous work composition across States and regions which are then divided into departmental Zones or Regions.
- iv. The idea was explored based on functional zones covering an optimum number of the Departmental functions, geographical zones with contiguous stations, seen in the light of accessibility as per the Indian railway network and regions of contiguous states.
- v. DAD has a variety of functions but the Offices are not equitably distributed across the country, rendering it difficult to have any rational permutation/combination of zones.
- vi. Pushing this idea would result in complicating the process of transfers/postings, which would defeat the purpose of this exercise. It was therefore decided not to pursue this idea.

b. **General criteria for transfer and the rationale behind the proposal –**

- i. The policy will operate within the prevailing GOI directions and provisions.
- ii. Change will be driven by competing requirements of various officers or administrative compulsions clearly recorded, with a focus on manning all Offices at all times.

c. **Broad Career Profile –**

- i. A broadly structured career profile, ensuring coverage of maximum types of functional areas of the dept. in the initial years, will serve the interest of both, the organization and the individuals. It will ensure exposure to a variety of functions as well as Offices/Stations and help in developing all-round personalities of the Officers by the time they reach the SAG level.
- ii. By this time, personally also the Officers would require more stability, e.g. with regard to children's education.
- iii. With this intent, it is proposed that the initial posting after probation may be under supervision of a Controller, followed by a combination of management centric charge of an independent office or finance and procurement function like IFA, till the Senior Time Scale level. A deputation till NFSG would ensure the desired exposure to the functioning of the Govt through its Ministries.
- iv. A deputation at JS level and if possible at the Addl Secretary level too, would complete the career profile of an Officer and should definitely be considered.
- v. A judicious utilization of the Deputation reserve would also be a tool for Cadre management.

d. **Annual /Rotational Transfers based on Annual General Assessment**

The department should endeavour to notify transfers by February so as to ensure their implementation by April - May of the year, broadly coinciding with the Academic and financial years.

- i. The idea of submission of choices by the Officers has been well received. This will provide an institutionalized, transparent and effective method to the officers to communicate their requirements to the HQrs.
- ii. This will also result in some predictability and allow the officers to plan their career without compromising their family commitments.
- iii. These choices along with the educational status of the children can go into a database at the HQrs and will assist in

informed decision-making while considering transfers/postings.

- iv. This can be an Annual exercise and will result in an assessment of the organizational and individual requirements.

e. **Categories of Stations-**

- i. The IDAS is a small Cadre. Authorised posts are spread over approx 100 Stations. While Zones are rendered counter-productive, it appeared irrational to equate Stations which are popular or have a larger number of posts at various levels, with those which have limited posts and are smaller or non-popular.
- ii. However, it is a fact that while many Officers are desirous of being in larger/popular stations, there are others who are desirous of serving in the not so popular/smaller stations. It is, therefore, imperative to look at a logic which would fulfil the primary Organisational objective of manning all Offices at all times, while at the same time allowing the Officers to fulfil their personal commitments and obligations.
- iii. Accordingly, the available stations have been examined as per the number of posts available/authorized, their popularity, other opportunities like depositions, as well as the average tenure in an office which would enable an Officer to make a meaningful contribution along with finding stability in personal issues of family, accommodations and schooling etc.
- iv. The proposed categorisation of stations is based on the above examination. The inclusion of stations in these categories may be finalized by the Administration based on the ground information and knowledge available with them.

CAT 1	Stations with two or more SAG/ HAG posts available, which are considered to be popular. This category covers stations like Delhi, Mumbai, Pune, Hyderabad-Secunderabad, Bengaluru, Kolkata, and others.
CAT 2	Stations other than Category 1, 3 and 4, which are not so popular

	but also not hard or tenure Stations.
CAT 3	Stations other than Category 1, 2 and 4, which are not tenure stations by definition, but are remote or relatively hard.
CAT 4	Govt. notified tenure stations.

f. **Tenure –**

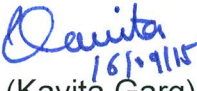
- i. Tenure stations will be governed by the prevailing provisions.
- ii. The tenures proposed for various categories of stations are based on a combination of factors which would affect the choices of officers and result in competing demands.
- iii. Total career span under consideration excludes both the initial training phase at NADFM before the first posting and the HAG+ and beyond.
- iv. The tenure of an officer at a particular station directly affects his own professional and personal life as also the right of a fellow officer for the same station. Therefore, tenure at a station and associated factors of deputation, long leave etc are of paramount importance to a Transfer Policy.
- v. Minimum and maximum tenures are proposed as guidelines to enable both the Department and the individuals to have a semblance of predictability and stability. A minimum of 2 years and a possible maximum of 5 years at one stretch, with the condition of not more than 3 years in an Office will take care of all categories of stations while ensuring continuity in a station with more than one office.
- vi. The overall cap of 15 years in a station of any category, including posting in the Department including at least one deputation will provide opportunity for the officers to serve at preferred stations along with service at more than 3-4 stations which is desirable for a wholistic development through exposure to different functional areas.
- vii. The stay at different stations will get regulated by virtue of the categorization.
 - Stations with one office will function in the framework of minimum 2 yrs and maximum 3 years in an office.
 - Stations with more than one office may have an extended period of 5 years at one stretch in one stint.

- Hard/Tenure Stations will be governed by relevant provisions.
- viii. Long term Training Courses (6 months and above) not to be included for counting tenure at a station.
 - ix. EL/CCL/Study Leave more than 3 months /90 days will be excluded for computing the minimum station tenure of 2 years.

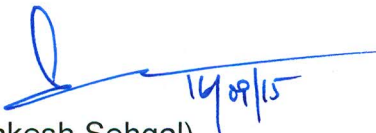
g. **Deputations -**

- i. DAD Offices are spread all over the country but with varied concentration in different regions. Delhi has a concentration of approx 20-25% of total posts and approx. 35-40% of SAG/HAG posts excluding the deputation opportunities. Presently more than 90% deputation reserve is utilized in Delhi.
- ii. Deputations are opportunities for professional development and should be encouraged. While doing so we need to optimally utilize the deputation reserve which leads to better promotion within the cadre, extension of deputation tenure may result in denial of opportunity to the fellow officers to proceed on deputation and professional enrichment.
- iii. The first deputation opportunity for an Officer will arise only at DS/Director level at approx 10 yrs or later. These opportunities are limited largely to Delhi and to some extent to the other metropolitan/larger Stations. However, deputations may not be available to all officers or some of them may not be inclined to seek one. Therefore a balance has been attempted in this regard by proposing to include the first deputation in the tenure served in a station, wherever the opportunity exists.
- iv. JS and above level deputations are largely Delhi centric. An Officer who is empanelled and on the Offerlist, irrespective of his tenure in any other Station, will invariably have to serve either at Delhi or one of the larger/popular Stations while on JS level Deputation. These have therefore been proposed to be considered over and above the proposed total tenure at a station.

5. The Draft Transfer Policy has been proposed keeping the above factors in mind while suggesting broad guidelines which will facilitate maximum benefit for the organization as well as for Officers.


(Kavita Garg)
16/09/15
Sr. Dy. CGDA(AN)
Member Secretary


(Inderjeet Kumar)
16/09/15
CDA RTC Bangalore


(Rakesh Sehgal)
16/09/15
PCDA(Navy) Mumbai


(SS Sandhu)
16/09/15
Addl. CGDA

Annexures

to

Report of the internal committeeDraft transfer policy, IDAS officersDated 16th September, 2015Ref : CGDA No. AN-I/1170/Transfer Dated 29/07/2015

1	Annexure -1	HQrs letter Constitution of the Committee
2	Annexure -2	List of Policies and other documents examined by the Committee
3	Annexure- 3	Questionnaire posted on the CGDA Website
4	Annexure -4	List of responses received
5	Annexure -5	Categorization of stations – Indicative list

Annexures

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**Office of the Controller General of Defence Accounts
Ulan Batar Road, Palam, Delhi Cantt-110010**

Tele No. 011-25674834

Fax No. 011-25674780

Subject:- Transfer Policy, IDAS officers of Ministry of Defence.

The undersigned is directed to state that an internal committee comprising the following members has been constituted by the Competent Authority for preparation of the draft policy on transfer of IDAS officers in the Department.

1. Shri S S Sandhu, IDAS, Addl. CGDA
2. Shri Rakesh Seghal, IDAS, PCDA(Navy) Mumbai
3. Smt. Inderjeet Kumar, IDAS, CDA, RTC, Bangalore
4. Smt. Kavita Garg, IDAS, Sr. Dy. CGDA (AN) - Member Secretary

2. Accordingly, all available relevant documents are enclosed herewith.

3. The undersigned is further directed to state that Competent Authority has further desired that Committee may finalize the draft transfer policy within a period of one month.


(AN Das)
Jt. CGDA(AN)

Shri S S Sandhu, IDAS, Addl. CGDA

File No. AN-1/1170/Transfer Policy Date: 29 /07/2015

Copy to:

1. Shri Rakesh Seghal, IDAS, PCDA (Navy), Mumbai
2. Smt. Inderjeet Kumar, IDAS, CDA, RTC, Bangalore
3. Smt. Kavita Garg, IDAS, Sr. Dy. CGDA (AN), CGDA, Delhi Cantt.

List of Policies and other documents examined by the Committee.

Sl. No.	Policies and other documents examined by the Committee
1	Rough Draft Transfer policy prepared by the section
2	List of Hard/ tenure stations in r/o staff
3	Guiding principles for transfer/ posting framed by the DAPB
4	Road map for posting and professional development of directly recruited officers
5	Recruitment Rules of IDAS
6	Various Govt. Orders
7	Notifications of DAPB
8	Transfer policy in respect of Staff
9	Transfer policy of Survey of India
10	Guidelines on transfer policy issued by CBDT
11	Transfer policy of Central Labour Services
12	Transfer policy of Deptt. of Posts
13	Transfer policy of ITS/ GCS Deptt. of Telecom
14	Transfer policy of Indian Civil Accounts Service
15	Transfer policy of Indian Revenue Services
16	Transfer policy of Dte. General of Civil aviation
17	Transfer policy in EPFO
18	Transfer policy of Custom and Central Excise
19	Transfer policy Punjab Govt.
20	Draft Transfer policy Railway Board

**Office of the Controller General of Defence Accounts
Ulan Batar Road, Palam, Delhi Cantt-110010**

Tele No. 011-25674834

Fax No. 011-25674780

Subject:- Transfer Policy, IDAS officers.

An internal committee has been constituted by the Competent Authority for preparation of the draft policy on transfer of IDAS officers in the Department with in a period of one month vide HQrs letter dated 29/07/2015.

2. Accordingly, a questionnaire pertaining to transfers of officer is circulated herewith calling for the comments / views / suggestions of all concerned for consideration by the committee.

3. It is requested that your comments/views - if any, with reasons may please be sent via e-mail at kavitag@nic.in latest by 15th of August 2015.


(Kavita Garg)
Member Secretary

All IDAS Officers
(Through CGDA Website)

File No: AN-I/ 1170/ Transfer Policy Dated : 06 /8/2015

Questionnaire for Framing Transfer Policy for IDAS officers

1. Periodicity /Frequency of Transfer - Tenure
 - (a) What should be the general criteria for transfers?
 - (i) Annual/Rotational
 - (ii) Request on special grounds like spouse, medical, children education etc.
 - (iii) On promotion
 - (iv) Administrative exigencies
 - (v) Any others
 - (b) What should be the broad plan for postings /transfers in the initial years (upto JAG)?
 - (i) 1st posting with Regional (Army) /functional commands (payment functions).
 - (ii) Independent Offices like PAO/AAO/ZO etc (managerial functions)
 - (iii) IFA (Finance & procurement)
 - (iv) CFA (Fys) (Finance & procurement)
 - (c) Should we follow the zone model for transfers by classifying our offices/ stations into zones? If yes.
 - (i) What should be the Zone composition?
 - (ii) Should zones be classified as Home, Contiguous and Outside zone?
 - (iii) What should be maximum continuous tenure in a station/ zone?
 - (iv) What should be maximum tenure in each Zone in entire service?
 - (v) How many zones should be covered during the entire service?
 - (vi) Any other model for transfers?
2. Views on the following are requested:
 - a) Gen/Rotational transfers to be issued by February end to enable implementation by 30th April -31st May.
 - b) Separate transfer guidelines for HAG.
 - c) No transfer except on request in the last year of service.
 - d) Deputation period to be included in period of stay in a station/zone.
 - e) Study leave/Earned leave/CCL more than 6 months should be excluded from station/zone tenure.
 - f) Maximum 3 tenures on deputation during service till JS level.
 - g) 2 years tenure at least in one organization upto HAG.
 - h) Total tenure in a station/zone to be not more than 10/15 years.
 - i) 3 valid choice stations/zone to be provided by individuals making a request on completion of maximum tenure.
 - j) If there is more than one volunteer for a station/ zone, the criteria for prioritizing their requests.
3. Any other Suggestion.

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**Office of the Controller General of Defence Accounts
Ulan Batar Road, Palam, Delhi Cantt-110010**

Tele No. 011-25674834

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Subject:- Transfer Policy, IDAS officers.

Please refer to Questionnaire on Transfer Policy for IDAS uploaded on HQrs website on 07/08/2015, where in comments of all IDAS officers were requested.

2. The committee has received suggestion / inputs only from 28 IDAS officers out of total strength of 483 officers.

3. It is requested to kindly send your comment to the committee duly supported with analysis and data so that committee can take cognizance of the considered views of the IDAS officers.

4. The last date for receipt of comments was 15/08/2015. However, the same is now extended to 30/08/2015. Copy of the questionnaire is attached. Responses may be emailed at kavitag@nic.in and an1-pinklist.cgda@nic.in.


(Kavita Garg)
Member Secretary

All IDAS Officers
(Through CGDA Website)

File No: AN-I/ 1170/ Transfer Policy Dated : 26 /8/2015

Sl.No.	Name	Designation
1.	Shri Nayyar Varun	NIFM, Faridabad
2.	Shri T Kabilan	Jt.CDA
3.	Shri Arun Mazumdar	ACDA
4.	Shri Sanjay kumar singh	IFA
5.	Shri P I Negi	IFA
6.	Shri Rajesh Sharma	CDA
7.	Dr. P K Jena	Dy.IFA
8.	Shri T Kabilan	Jt.CDA
9.	Shri S K Das	DCDA
10.	Shri Vijay Kumar	IFA
11.	Shri T Kabilan	Jt.CDA
12.	Shri A. Ramaiah	CDA
13.	Shri Devi Kumar	IFA
14.	Shri Nanda Dulal Das	ACDA
15.	Dr. Dale Mahesh Bhagwat	DCDA
16.	Shri Vikram Rajapure	ACDA
17.	Ms. Pooja Bhatt	ACDA
18.	Shri Jatinder Goswami	Dy.IFA
19.	Shri Satya Pratap Singh	Jt. CDA
20.	Smt. Richa Misra	CDA
21.	Shri MH Khan	Dy. Director
22.	Shri K K Das	ACDA
23.	Shri Suchindra Misra	IFA
24.	Shri Dharam Singh	ACDA
25.	Shri Ramesh Chander	DCDA
26.	Shri Arulanadan R	Dy.CFA
27.	Shri T.K. Hangzo	IFA
28.	Shri N. Nehisial	PCDA
29.	Shri S G Dastidar	Controller Aid Accounts & Audit
30.	Shri Gaurav	ACDA
31.	Shri Sahil Goyal	ACDA
32.	Smt. Vidhu Aggarwal	AC of A
33.	Shri Amit Prasad	IFA
34.	Shri Satish Pendharkar	CDA
35.	Shri S K Choudhary	CDA
36.	Shri Pramod Kumar	CDA
37.	Shri Vishvajit Sahay	Joint Secy.
38.	Shri KVR Murthy	Joint Secy.
39.	Shri M S Saravanan	Jt.CDA
40.	Shri M A Linclon	PCDA
41.	Shri Vikas Ojha	ACDA
42.	Shri Ramesh Chander	ACDA
43.	Shri D R Negi	CDA
44.	Shri M Srinivas	IFA

45.	Shri Suchindra Misra	IFA
46.	Shri Sanjeev Kumar	PCDA
47.	Shri Sham Dev	Jt.CGDA
48.	Smt. Rasika Chaube	PIFA

Annexure A to the Draft Transfer Policy
Categories of Stations- Indicative list

Based on information regarding authorized posts available as on 01-09-2015

I. Category 1-

a. 2 or more SAG/HAG Posts authorized

Sl.No	Station	State
1	ALLAHABAD	UP
2	AVADI, CHENNAI	Tamilnadu
3	BANGALORE	Karnataka
4	CHANDIGARH / CHANDIMANDIR	Punjab
5	DEHRADUN	UK
6	HYDERABAD, SECUNDERABAD	AP
7	JABALPUR	MP
8	JAIPUR	Rajasthan
9	KOLKATA, ISHAPORE, COSSIPORE	W Bengal
10	LUCKNOW	UP
11	MEERUT	UP
12	MUMBAI	Maharastra
13	NAGPUR, AMBAJHARI	Maharastra
14	PUNE, KAMPTEE, KIRKEE, DEHU ROAD	Maharastra

II. Category 2 – Stations other than CAT 1, 3 and 4

Sl.No	Station	State
1	AGRA	UP
2	AHMEDABAD	Gujrat
3	AHMEDNAGAR	Maharastra
4	AMBALA	Maharastra
5	AMBERNATH	Maharastra
6	BAREILLY	UP
7	BELGAUM	Karnataka
8	BHANDARA	Maharastra
9	BHATINDA	Punjab
10	BHOPAL	MP
11	BHUSAWAL	Maharastra
12	BIKANER	Rajasthan
13	CANNANORE	Tamilnadu
14	CHEOKI	UP
15	COCHIN	Kerala
16	DANAPUR, PATNA	Bihar
17	DEVLALI ,NASHIK	Maharastra

18	DUM DUM	W Bengal
19	EZHIMALA	Kerala
20	FAIZABAD	UP
21	FATEHGARH	UP
22	GHANDINAGAR	Gujrat
23	GOA	Goa
24	GOPALPUR	Orrissa
25	GORAKHPUR	UP
26	GWALIOR	MP
27	HAZRATPUR	UP
28	ITARSI	MP
29	JAMMU, UDHAMPUR, NAGROTA	J&K
30	JALANDHAR	Punjab
31	JAMNAGAR	Gujrat
32	JODHPUR	Rajasthan
33	JORHAT	Assam
34	KANPUR	UP
35	KARWAR	Goa
36	KATNI	MP
37	KHAMARIA	MP
38	LANSDOWNE	UK
39	MANALI	Himachal Pradesh
40	MATHURA	UP
41	MEDAK	AP
42	MHOW	MP
43	MURADNAGAR	UP

44	PATHANKOT	Punjab
45	RAMGARH	Jharkhand
46	RANGAPAHAR	Nagaland
47	RANIKHET	UK
48	ROORKEE	UP
49	SAUGOR	MP
50	SHAHJAHANPUR	UP
51	SILIGURI	W Bengal
52	SUBATHU	Himachal Pradesh
53	SUKHNA	W Bengal
54	SULUR	Tamilnadu
	SHIMLA	Himachal Pradesh
55	TRICHY	Tamilnadu
56	TRIVANDRUM	Kerala
57	VARANASI	UP
58	VIZAG	AP
59	WELLINGTON	Tamilnadu
60	YOL	Himachal Pradesh

III. Category 3 – Stations other than CAT 1, 2 and 4

Aruvankadu, Bolangir, Balasore, Chanda, Leh. Srinagar, Varangaon

IV. Category 4- Tenure stations as per Govt. notification

NER, Andaman & Nicobar, Sikkim