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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.