

कार्यालय रक्षा लेखा महानियंत्रक
OFFICE OF CONTROLLER GENERAL OF DEFENCE ACCOUNTS
उलान बटार मार्ग, दिल्ली छावनी - 110010
ULAN BATAR MARG, PALAM, DELHI CANTT - 110010

No. AN/X/10001/2/2015

Dated: 20/11/2017

To

All PCsDA/CsDA/ and PCA (Fys)

Subject: Transfer Policy: Sports quota recruits and sports personnel of national and international repute.

Transfer Policy guidelines for sports quota recruits have been circulated through HQrs office letter dated 11/8/2015. It states that as teams are not participating in many tournaments, players can be considered for posting to their home States/choice stations. For individual games, sports persons can participate at national/international events as and when organized. The circular further states that sports quota recruits may be considered for posting to their home States/choice stations as per rules and administrative feasibility. All transfer requests of these personnel are allowed to be routed through Volunteer list/normal channel on completion of the prescribed tenure.

2. Since then, various references have been received from individuals who are sports quota appointees. In the meeting of DASCBC held on 23/02/17, it has been decided that consultation of DASCBC may be obtained for transfer of Sports quota recruits and also other sportsmen of National level and above.

3. Keeping in view the administrative constraints vis-à-vis general transfer policy as well as consultation of DASCBC prior to processing transfer requests of sports quota recruits, a need is felt to review the guidelines relating to the stay at a station by the sports quota individuals and following guideline is framed:

- i. Sports quota recruit and sportsperson of national and international repute may be recommended by the DASCBC for posting to their home State they representing at national or international level for a period of ten years from their date of appointment or till they attain the age of 35 years' subject to administrative feasibility. However, they have to submit a duly authenticated certificate from the state sports authority concerned to their controlling authority, on annual basis, in support of their sporting activities undertaken by them during the year and same will be examined by the DASCBC for their recommendation for retention at the same state or transfer to any other place at par with others. Similarly, if a sports person becomes coach of national or international level team after active sport age, his/her transfer request will also be examined in a similar manner.
- ii. After completion of above stipulated period, the sports quota recruits/other sportsmen of National/International level, will be treated at par with other employees of the Department in the matter of transfers.

- iii. The cases of these sports personnel who are presently serving at stations other than the state whom they are representing in their sporting career, may also be considered, in terms of above guidelines subject to administrative feasibility.
- iv. It has also been decided that the PCsDA/CsDA will be assigned the teams of a particular sport/discipline. The PCsDA/CsDA will be responsible for nurturing and grooming of their respective teams.
- v. Further, the performance of sports persons will also be closely monitored on quarterly basis to ensure that there is no dip in their performance. The recommendation will be sent to DASCB periodically for monitoring purpose at their level.
- vi. These individuals will also have to participate / represent team DAD as and when called for doing so including attending of training/preparatory camp for duration/location as fixed by the DASCB or PCDA/CDA concerned.
- vii. The transfer request forwarded to HQrs office on sports ground must be supported with annual certificate as mentioned in para 3 (i) and quarterly report as mentioned in para 3 (v) above. These requests are to be examined by DASCB and forwarded to Admin Section concerned with their recommendations.

4. The guidelines contained in para 3 above are meant to guide the exercise of transfer of sports quota recruits and sports personnel of national and international level to the extent administratively feasible. These guidelines are not intended to create any entitlement of any kind.

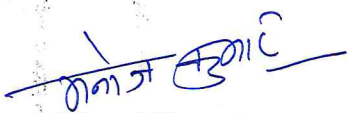

(Mustaq Ahmad)
Dy. CGDA (AN)

Copy to:

DASCB (Local)/AN-VI/
AN-IV/AN-IX/AN-II Section (Local)

For information & necessary action.

IT &S Wing (Local)...With the request to upload the same on the website of HQrs office.


(Manoj Kumar)
Sr. AO (AN)

OFFICE OF CONTROLLER GENERAL OF DEFENCE ACCOUNTS

उलान बटार मार्ग, दिल्ली छावनी - 110010

ULAN BATAR MARG, PALAM, DELHI CANTT - 110010

No. AN/X/10001/2/2013

Dated: 07 September 2015

To

All PCsDA/CsDA/PCA (Fys).

Subject: Transfer Policy.

Reference: This office letters no. AN/X/10092/1/96/1 dated 22/8/96, 0600/AN-X/Vol. XXI dated 28/3/14 & no. 25012/AN-X/2014 dated 15/7/14.

The issue regarding centrally controlled status of Kerala for transfers/posting of officials up to the level of AAO has been examined in the light of the feedback received from PCDA (Navy) Mumbai, CDA Chennai and CDA (R&D) Bangalore. It has been decided with the approval of the competent authority to de-centralize the stations located in Kerala State for the purpose of transfer/posting of staff and officers (up to AAO), at par with other stations.

2. Accordingly, this will enable PCsDA/CsDA to rotate staff within their command in and outside Kerala as per their administrative requirement and as per transfer policy issued by HQrs for all other Controllers.

3. HQrs letter dated 22/8/96, para 13.3 of annexure enclosed with HQrs letter dated 28/3/14 and list of Centrally Controlled Station attached with HQrs letter dated 15/7/14 may therefore, please be treated as modified to the above extent.

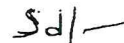


(Kavita Garg)

Sr. Dy. CGDA (Admin)

Copy to;

1. AN-II Section (Local) for information please.
2. AN-IX Section (Local) for information please.
3. AN-III Section (Local) for information and necessary action, if any.
4. EDP Centre (Local) with the request to upload the same on official website.



(Sandeep Lakhanpal)

Sr. AO (Admin)

कार्यालय रक्षा लेखा महानियंत्रक
OFFICE OF CONTROLLER GENERAL OF DEFENCE ACCOUNTS
 उलान बटार मार्ग, दिल्ली छावनी - 110010
ULAN BATAR MARG, PALAM, DELHI CANTT - 110010

No. AN/X/10001/2/2014

Dated: 21 September 2015

To

All PCsDA/CsDA/PCA (Fys)

Subject: Transfer Establishment: DAD – Introduction of Annual Volunteer List instead of two Half Yearly Volunteer Lists.

Half Yearly volunteer list of April was re-introduced in the year 2007, keeping in view the difficulties being faced by staff serving in hard/tenure stations and to address the grievances of the individuals regarding non-inclusion of their names in the October volunteer list (main list). Accordingly, individuals, who could not apply in the October list were allowed to forward their names in the April list of following year.

2. The position has been reviewed in the HQrs Office in consultation with both the Associations and the issue was also deliberated in the 47th Steering Committee Meeting of JCM III level held in this office on 30/7/15, on the request of Association members. After detailed examination of the subject it has been decided that the transfer requests of individuals to their choice stations which are being forwarded to the HQrs twice in a year viz April and October may henceforth be an annual exercise instead of half yearly. Accordingly, the transfer requests of individuals to their choice stations may be obtained only once in a year and the report may be sent to this HQrs so as to reach this office latest by 31st August each year. The main purpose is to synchronize transfers with school Academic session as far as possible.

3. PCsDA/CsDA are requested to forward individual applications as per instructions issued in para 3 of HQrs circular no AN/X/10050/10/2014 dated 8/8/14 in the prescribed manner/format. However, repatriation requests of officials serving at hard and tenure stations will continue to be dealt with para 3.3 of General Transfer Policy, Annexure to para 368 of OM Part I.

4. This change may please be noted and volunteer list for year 2015-16 may please be furnished by 10th October 2015 positively to enable HQrs to finalise the transfers by February next year. Requests received after that date will be considered for next year unless there is some compelling ground and requests are furnished through DO letters of Controllers duly indicating the merits and reasons for not submitting the same in time. In this regard it is relevant to mention that considering transfer requests in adhoc manner affects the full chain and should be discouraged at the Controllers level.

5. In view of the above, Para 12 of HQrs letter dated 28/3/14 may please be treated as modified to the above extent.

Kavita
 (Kavita Garg)

Sr. Dy. CGDA (Admin)

Copy to:

1. AN-II Section (Local)..... for information please.
2. AN-III Section (Local).....for information and necessary action, if any.
3. AN-IX Section (Local)... for information please.
4. AN-IV Section (Local).... for information please.
5. EDP Centre (Local).... With the request to upload the same on official web-site.

-sd-

(Manoj Kumar)
 Sr. AO (Admin)

**Office of the Controller General Of Defence Accounts
Ulan Batar Road, Palam, Delhi Cantt-10**

No. 060/AN-X/Vol. XX

Date :18. 01.2012

To,
PCsDA/CsDA/PCA (Fys)/CsFA(Fys)

Sub: Transfer Policy guidelines for New Recruits.

Ref: HQrs Office letter No. 0600/AN-X/Vol. XVI dated 17.05.2002

Keeping in view the administrative constraints vis-à-vis representations from new recruits a need was felt to review the guidelines relating to the stay at a station by new recruits on initial posting. Hithertofore the new recruits are required to serve at the station of their initial posting for a period of five years for male officials and three years for lady recruits, before they are considered for transfer to their station of choice.

2. In order to strengthen manpower management, the issue has been reconsidered and it has been decided to revise the minimum tenure for all new recruits including SAS Apprentice and MTS to two years for ladies and 3 years for male recruits. On completion of prescribed tenure, they would be eligible to submit their request for transfer to his/her choice station, which will be considered as per their turn provided no disciplinary action is contemplated/pending against them. The eligibility for consideration for posting to their choice stations would be assessed with reference to their work and conduct at the place of their initial posting judged by the respective Controller while recommending the case.

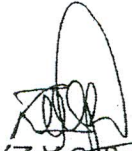
3. It is reiterated that the individuals joining the Department undertake a liability to serve anywhere in the country or abroad. As such the above policy in no way entitles them for transfer to a choice station or transfer out from their initial posting.

4. As per policy for posting/transfer in Jammu & Kashmir state, circulated under HQrs office letter No. 0600/AN-X/Vol XVII dated 20/11/2003, the new recruits would be required to put in a stay of two

years at Leh, Srinagar, Rajouri and Surankot and the remaining period at other stations as decided by PCDA (NC), Jammu. As regards new recruits serving under CDA (PD) and PCDA (BR), their cases would continue to be referred to the HQrs office for their placement/reversion from J&K region.

5. The above guidelines may also be followed for transfer within the organization of the PCsDA/PCA (Fys)/CsDA and CsFA (Fys) as per their administrative convenience.
6. The above bears the approval of the CGDA.

Please acknowledge receipt.


(Z.V.S. Prasad)
Jt. CGDA (AN)

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Speed Post

No. AN/X/600/XIX/2009/PF
Office of the CGDA
West Block-V, RK Puram
New Delhi
Dt. 26/10/2009

To

The Officer-in-Charge
AI/IV Section (Local)


Sub: Transfer Policy for Northern Region

A Copy of transfer policy for Northern Region bearing no. AN/X/0600/XIX/2009 dated 26/10/2009 is enclosed please for information and necessary action at your end. The transfer policy may also be circulated to the IFAs borne on proforma strength.


(NK BAJAJ)
FOR CGDA

Copy to:-

1. The President,
AIADDA(HQ) Kolkata – For Information please.
2. The president,
AIDAA(CB) Pune – For Information please.


(NK BAJAJ)
FOR CGDA

Transfer Policy for Northern Region

1. Consequent upon the re-organisation of Western and Northern Command of Indian Army, a sizable number of DAD sub-offices, located within the administrative jurisdiction of PCDA(NC) especially, located at Jammu and Pathankot have shifted under the administrative jurisdiction of PCDA(WC) Chandiarh. This has led to shrinkage of manpower base available with the PCDA(NC) Jammu to rotate his manpower between tenure/hard stations and peace stations. Number of transfers of officers/staff of PCDA(NC), Jammu from peace to hard stations have increased, which has caused administrative difficulties and injustice to the staff who are suffering due to frequent transfers.

2. After detailed examination at HQrs office to overcome the situation, the matter was examined in consultation with the effected controllers i.e. PCDA(WC) & PCDA (NC), and Staff Associations i.e. AIDAEA(HQ) Kolkata and AIDAA(CB) Pune. After taking into account the suggestions of PCDA(NC), PCDA(WC) and the staff associations, it has been decided to promulgate the following transfer policy for Northern Region:-

Broad Policy

- Leh Srinagar/Rajouri/Bhadarwah/Poonch will be treated as hard tenure stations.
- The period of tenure to all the hard/tenure stations i.e. Leh/Srinagar/Bhadarwah/Poonch will be for two years i.e. Physical stay of 20 months. It will be ensured on reversion that individuals are given choice station, out of the three choice stations mentioned by him as far as administratively feasible. For Leh, which is an extremely hard station, the individual will be considered for their posting to one of the two choice stations opted by him.
- Posting to all the five hard/tenure stations will be centrally controlled by the CGDA office irrespective of offices organizations.
- Leh being the extremely hard station, persons above 50 years will not be considered for posting to Leh unless the person volunteers himself.
- Individuals above 54 years of age will not be considered for posting to tenure stations, unless the person volunteers himself. There would be cooling period of 3 years between two postings to tenure stations. For Leh the cooling period will be 5 years.
- The Officer/staff already served at Leh twice will be exempted from further posting to Leh, except if any one volunteers himself.
- Person posted to hard/tenure station will report first, one month in advance from the date of relief of the transferee from hard/tenure station.

Criteria for posting

- Posting to hard/tenure station will be made from amongst volunteers.
 - If volunteers are not available then (a) the Station seniors in all the commands in J&K Region will be considered for posting to hard/tenure stations. (b) If the roster at (a) is exhausted, station seniors of Western, Northern, PD and BR Command from the offices located at Punjab, Haryana, Chandigarh, Himachal Pradesh, Western UP and Delhi will be considered (c) If no station senior is available even after that, organisation seniors in Punjab, Haryana, Himachal Pradesh, Chandigarh, Western UP, and Delhi, from all commands will be considered for posting to Hard/Tenure Stations.
 - Organisation Senior/Station Senior roster will be prepared in HQrs Office by calling information from commands on half yearly basis.
 - Persons above 3 years of stay at peace station will be considered for transfer to hard station as per administrative feasibility.
 - Ladies would be exempted from posting to hard/tenure unless they themselves volunteer for it.
 - The compassionate cases(including physically handicap), would be considered for exemption on case to case basis as per laid down procedure.
3. This issues with the approval of the CGDA


(PUNEET AGARWAL)
DY. CGDA(AN)

No. AN/X/0600/XIX/2009/PF

Dt. 26/10/2009

22 JA

OFFICE OF THE C.I.G.D.A., ULAN BATAR
ROAD, PALAM, DELHI CANTT

No. AN/1001-1/2014

Date: 08/08/2014

To

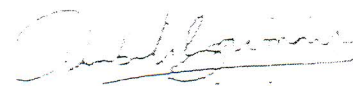
The PCDA (New)
Mumbai.

Subject: Transfer Establishment DAG.

Reference: Your D.O. letter no. AN/139 dated 3rd May, 2014.

Please refer to your communication cited under reference regarding posting of staff in the office of AO (P) Sea Bird, New Delhi.

2. In order to specifically cater to the requirement of Project Seabird and keeping in view additional workload entrusted to the said office, the competent authority has reviewed the status of Delhi being a centrally controlled station for your office and has decided to allow your office to rotate staff (up to AAO level) for Delhi station (IN/OUT) as per your administrative requirement.



Ambedkar Bhatnagar
Sd/- CIGDA (AN)

Confidential

No. 0600/AN-X/Vol. XVII
Office of the CGDA
West Block V, R.K. Puram
New Delhi – 110066

Dated: 20 /11/2003

Sub: Transfer Policy – New recruits.

Ref: This HQrs circular bearing No. 0600/AN-X/Vol. VI
Dated 17/5/02.

In modification of the existing policy of a mandatory stay of five years at their initial place of posting, the new male recruits posted to Leh, Srinagar, Rajouri and Surankot may be required to spend only two years at these stations which is normal tenure for the rest of the staff. These new recruits will have to spend three years at other stations as decided by the PCDA (NC) within Northern Command for being eligible for consideration for a posting to a choice station. It has also been decided that newly promoted SOs(A) posted to the above stations on provisioning may also have a tenure of two years instead of three years at present.

2.

For PCDA (NC) Jammu only

This disposes your No. AN/I/07/Vol-IV dated 30/6/02003. Male new recruits initially posted at other stations/Command and posted to the above stations before completion of five years at their initial station of posting may also be repatriated to stations in Northern Command after a tenure of two years at Leh/Srinagar/Rajouri/Surankot so as to enable them to complete five years before considering them for choice station postings.

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NO.0600/AN-X/Vol.XVI
OFFICE OF THE CGDA
WEST BLOCK-V, R.K.PURAM
NEW DELHI-110066
Dated: 17th May,2002

To

All Pr CsDA
Pr.C of A/Cs (Fys) Kolkata
All CsDA
Jt.CDA (Funds) Meerut

Subject: Transfer Policy - New Recruits.

The new recruits joining the Department are posted at stations, which are often at a long distance from the places they belong to. As per policy followed hitherto fore the new recruits are required to serve at the station of their initial posting for a period of ten years before they are considered for a transfer to their choice station.

2. The HQrs office has been receiving a large number of representations from such new recruits for a posting to their choice stations earlier than the period of 10 years.

3. A comprehensive review has revealed that the earlier policy caused hardship in some cases. It is felt that the minimum stay of 10 years at the initial place of posting could be suitably reduced without compromising the staffing needs of the Department. Accordingly, it has been decided to lay down the following fresh guidelines for transfer of new recruits :

- (a) The new recruits are now required to serve for a period of five years at the station of their initial posting. In respect of new lady recruits, the period of initial posting would be three years.
- (b) After completion of the aforementioned period, these officials may volunteer for transfer to their choice stations through half yearly reports if an inter-command transfer is involved. Their cases will be considered along with other

volunteers subject to the availability of vacancies at their choice stations and work needs of the organization. 9

(c) The prescribed period of stay will remain the same as mentioned at (a) above even when the new recruits are posted to a tenure/hard station.

(d) They will be eligible for consideration for posting to their choice stations only after their work and conduct has been good at the place of their initial posting. They will not be considered eligible in case any disciplinary action is pending or contemplated against them or during the currency of any penalty imposed on them.

4. It needs no emphasis that the individuals joining the Department undertake a liability to serve anywhere in the country or abroad. The policy bestows no right on them for transfer to a choice station or transfer out from their choice station after a posting there.

5. The above guidelines may also be followed for transfers within the organization of the PCDA/PCA (Fys)/CsDA and CsFA (Fys).

6. The new policy guidelines have the approval of the CGDA.

7. Please acknowledge receipt.

N. Neihzial
(N. NEIHSIAL)
Dy. CGDA (AN)

Copy to:

AN-IV Section (local).. for necessary action please.

Sd/ x x x x x x
(S. JAGANADHA RAO)
For CGDA

Circular

Confidential

NO: 0600/AN/X/Vol-VIII
Office of the
Controller General of Defence Accounts,
West Block-V, R.K. Puram, New Delhi-66.
Dt. 26/2 February 1983.

To

All Controllers of Defence Accounts,
The Controller of Accounts (Fys) Calcutta,
The Jt. CDA (Funds) Meerut.

Subject:- Exclusion of service rendered by employees of
D.A.D. in Group 'D' for the purpose of
determining station seniority.
0000000

The question as to whether service rendered by an employee of D.A.D. in Group 'D' category should be excluded while computing the station seniority for the purpose of transfer from one station to another, has been under consideration in this office. It has been decided by the CGDA that the entire period of service rendered in Group 'D' by an e-mployee will be excluded while determining his station seniority for the purpose of transfers.

2. This may kindly be noted for compliance.
3. Please acknowledge receipt.

P. B. Bhattacharjee
(P.B. Bhattacharjee) 24/2/83

for Controller General of Defence Accounts

L. B. L.
26/2

Copy to:-

AN/II and AN/IV Sections (Local)

2

11

For CDA (TD) and CDA (BR) only

Service particulars of new recruits directly posted to the above stations under your organization, if any may please be intimated. Particulars of those posted to the above stations before completion of five years at their initial station of posting, as mentioned in para 2 above, if any, may also be furnished so as to enable this HQrs to examine the matter further.

(Signature)
(V. RAJAGOPALAN)

FOR CGDA

2.11.11

Copy to:

AN/IV Section (local).
AN/LX Section (local).

For information.

(Signature)
(V. RAJAGOPALAN)
AO (AN)