

Shri Jitai, Guwahati
A copy of this order to all concerned
and kept a copy in the personal file of the
Principal Secretary

DD Baidya
DD (Mussawir)
Guwahati file
B

GOVERNMENT OF ASSAM
DEPARTMENT OF PERSONNEL : PERSONNEL (B)
DISPUR ::: GUWAHATI

No. ABP. 116/01/7

Dated Dispur, the 22nd May, 2002.

OFFICE MEMORANDUM

Subject : TRANSFER AND POSTING OF GOVERNMENT OFFICIALS

Government Office Memorandum Nos. ABP. 40/91/117 dtd. 19-4-1992 and ABP. 116/01/4 dtd. 04-02-2002 clearly lay down the policy for transfer and posting of Government officials. Frequent transfer and posting not only leads to avoidable expenditure on T.A/D.A etc. but also demoralizes Government officials. In order to streamline the system, the following further instructions are issued :-

- 1) Provisions contained in Government Office Memorandum No. ABP. 116/01/4 dtd. 04-02-2002 are to be strictly complied with by all Departments/Offices. No exception is to be made under any circumstances. The aforesaid Office Memorandum is equally applicable for all officers/staff under various Directorates of Government Departments.
- 2) It is further noticed that some Departments frequently change the transfer orders without any justification. This practice is to be stopped forthwith. Henceforth modification of any transfer order, once issued, would require the approval of Hon'ble Chief Minister, Assam and the modification must be made only on justifiable ground.
- 3) Henceforth, the concept of transfer season is introduced in consideration of some inevitabilities. The months of December and January would constitute the transfer season. The Departments/Directorates would be competent to effect transfers and postings of Government officials having completed three years only during the transfer season. Any transfer outside the transfer season would require the approval of Hon'ble Chief Minister, Assam. However, this shall not be applicable to officials being posted on promotion against vacant post as well as an official having completed three years being moved to fill up a vacancy caused due to death, retirement etc. or an officer being moved out on disciplinary grounds.

4) All Administrative Departments are to formulate and promulgate a comprehensive transfer and posting policy within three months. Personnel (B) Department will act as nodal Department for the purpose.

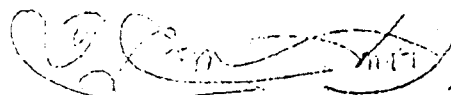
Sd/ J.P. Saikia, IAS
Commissioner & Secretary to the Govt.
of Assam, Personnel Department.

Memo No. ABP. 116/01/7-A : Dated Dispur, the 22nd May, 2002.

Copy to :-

- 01) Commissioner & Secretary to the Governor of Assam, Dispur.
- 02) Commissioner & Secretary to the Chief Minister, Assam.
- 03) PS to Ministers/Ministers of State, Assam.
- 04) ps to Chief Secretary, Assam.
- 05) Chairman, Assam Administrative Tribunal, Guwahati.
- 06) Chairman, Assam Board of Revenue, Guwahati.
- 07) PS to Additional Chief Secretary, Assam.
- 08) All Principal Secretaries/Commissioner & Secretaries/ Secretaries to the Government of Assam. They are requested to arrange formulation and promulgation of a comprehensive transfer and posting policy within the time stipulated in the light of this Office Memorandum.
- 09) Secretary, Assam Public Service Commission, Jawaharnagar, Guwahati - 22.
- 10) Secretary, Assam Legislative Assembly, Dispur.
- 11) All Commissioners of Divisions.
- 12) All Heads of Departments.
- 13) All Deputy Commissioners.
- 14) Principal Secretary, Karbi Anglong Autonomous Council, Diphu/ Rabha Hasong Autonomous Council, Dudhnoi, Goalpara District/ Mising Autonomous Council, Gogamukh, North Lakhimpur/Lalung (Tiwa) Autonomous Council, Morigaon.
- 15) All sub-Divisional Officers.

By order etc.,



Deputy Secretary to the Government
of Assam, Personnel (B) Department

22.05.02.