



महानिदेशक, लेखापरीक्षा का कार्यालय (केन्द्रीय), कोलकाता
 OFFICE OF THE DIRECTOR GENERAL OF AUDIT (CENTRAL), KOLKATA
 जि. आइ. पी. बिल्डिंग, 8, किरण शंकर राय रोड, कोलकाता - 700001
 G. I. P. BUILDING, 8, KIRAN SANKAR ROY ROAD, KOLKATA - 700001



Office Order (Admn. Series) No. 177

Dated: 30.09.2024

(For all circulation through e-mail & Notice Board)

Transfer/Posting Policy - Reg.

- i. The tenure of posting of officials transferred to the Branch Offices at Port Blair and Guwahati for the first time shall continue to be of two years, which would be calculated from the date of joining of the officials at the Branch Offices. Similarly, the tenure of posting of officials transferred to the Branch Offices at Port Blair and Guwahati for the second time shall continue to be of one year and one and a half years, respectively.
- ii. However, the officials transferred to the Branch Office, Port Blair, will have an option to seek early repatriation, upto six months before completion of normal tenure, which may be considered on the basis of the facts and circumstances of the case.
- iii. Repatriation requests in all cases for both the Branch Offices, upon approval of the respective Group Officer, have to be forwarded to the Main Office, well in advance and in no cases later than three months from the requested date of repatriation/ scheduled date of repatriation.
- iv. Officials who continue at the Branch Offices beyond their prescribed tenure, would be eligible for additional House Rent Allowance (HRA) up to three years of posting, subject to fulfillment of extant provisions in this regard. However, the same would be paid only in those cases where the officials are retained in public interest. The Group Officer at the Branch Office concerned would certify, in each such case, whether the continuation of officials at the Branch Office, beyond their normal tenure, would be considered to be in public interest. Such certification can only be made under the approval of **the DGA(C), Kolkata, which would be sought invariably in each case by the Branch Office directly.**

This will come into force with effect from the date of issue of this Office Order.

This issues with the approval of the DGA(C), Kolkata, in supersession of Office Order (Admn. Series) No. 246, dated 06.12.2022.

(Handwritten Signature)
 निदेशक (प्रशासन)

No. Admn./C/Misc/Policy Matters/ 1129 (1 – 27)

Dated: 30.09.2024

Copy to the:

1. Director (Inspection)
2. Director, Branch Office, Port Blair
3. Director (RAIDT)
4. Deputy Director (RADT - I)
5. Deputy Director (RADT - II)
6. Deputy Director, Branch Office, Guwahati
7. Welfare Officer
8. Secretary to the Director General of Audit
9. Sr. Audit Officer (Admn.), Branch Office, Port Blair
10. Sr. Audit Officer (Admn.), Branch Office, Guwahati
11. Sr. Audit Officer (ITRA Co-ordination)
12. Sr. Audit Officer (CRAD Headquarters)
13. Sr. Audit Officer (GSTA Headquarters)
14. Sr. Audit Officer (OAD Headquarters)
15. Sr. Audit Officer (Entitlement)
16. Sr. Audit Officer (Confidential)
17. Sr. Audit Officer (Record)
18. Sr. Audit Officer (Pension & Training)
19. Sr. Audit Officer (Central & Accounting)
20. Sr. Audit Officer (IT Cell)
21. Sr. Audit Officer (ITA)
22. Director (Administration)'s Secretariat
23. Hindi Officer
24. Asst. Audit Officer (IT Cell) – for uploading this Office Order on the website of this office.
25. Office Order File
26. Admn. Wizard Seat – for circulating this Office Order through e-mail.
27. All Staff Associations


वरिष्ठ लेखा परीक्षा अधिकारी (प्रशासन)