

भारत के नियंत्रक-महालेखापरीक्षक का कार्यालय,
10, बहादुर शाह जफर मार्ग, नई दिल्ली-110124
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23 SEP 2024

सेवा में,

1. भारतीय लेखापरीक्षा एवं लेखा विभाग के सभी विभागाध्यक्ष,
2. प्रधान निदेशक (वाणिज्यिक)
3. प्रधान निदेशक (राजभाषा)
4. निदेशक (कार्मिक)

Sub: Transfer and Posting Policy for Rajbhasha cadre officials in Indian Audit & Accounts Department (IA&AD).

महोदय/महोदया,

In suppression of the earlier Transfer & Posting Policy, the Competent Authority has approved the new Transfer & Posting Policy of Rajbhasha cadre officials. A copy of the new Transfer & Posting Policy is enclosed herewith for reference and information.

भवदीय,

मृणाल

(मृणाल चावला)

सहायक नियंत्रक महालेखापरीक्षक (अराज.-II)

Transfer and Posting Policy for Rajbhasha cadre officials in Indian Audit & Accounts Department (IA&AD)

Applicability:

The transfer and posting policy will be applicable to All India Rajbhasha cadre officials. Officials in the local Rajbhasha cadre will not be covered by this policy.

Principles:

2. The following principles shall be the basis for the transfer and posting policy:
 - i. Office requirements and administrative convenience will have precedence over the convenience of individual officials.
 - ii. Transfer or posting to a particular station cannot be claimed as a matter of right by officials.
 - iii. Mere existence of vacancies at a particular station does not entitle officials serving outside the station to get posted to that station. Filling up of vacancies is a prerogative of Administration, which is exercised keeping in view the overall vacancy position across the offices and exigencies of work.
 - iv. Administration will accommodate officials to their choice station subject to the conditions mentioned in the transfer and posting policy.

3. Categorization of stations:

3.1 As per the Government of India, Department of Official Language, the states have been categorized into three regions i.e. A, B & C. The details of states falling under the said regions are mentioned below:-

Region	Name of the states
A	(i) Bihar (ii) Chhattisgarh (iii) Haryana (iv) Himachal Pradesh (v) Jharkhand (vi) Madhya Pradesh (vii) Rajasthan (viii) Uttar Pradesh (ix) Uttarakhand (x) UT of Delhi & (xi) UT of Andaman & Nicobar Island.
B	(i) Gujarat (ii) Maharashtra (iii) Punjab (iv) UT of Chandigarh.
C	States and UTs other than 'A' & 'B' above i.e (i) Andhra Pradesh (ii) Arunachal Pradesh (iii) Assam (iv) Goa (v) Jammu & Kashmir (vi) Karnataka (vii) Kerala (viii) Manipur (ix) Meghalaya (x) Mizoram (xi) Nagaland (xii) Odisha (xiii) Sikkim (xiv) Tamil Nadu & Puducherry (xv) Telangana (xvi) Tripura and (xvii) West Bengal.

4. General principles to be observed by the Transfer/Posting Committee:-

4.1 Generally, transfer will be carried out on the basis of the requirements of the offices. The official in Rajbhasha cadre will have all India transfer liability.

4.2 A directly recruited Junior Translator will be posted to a station as per his/her merit and State preference exercised subject to availability of vacancy at the station(s).

4.3 The officials shall generally have tenure of posting at a station upto 7 years except for the stations in J&K, Andaman & Nicobar Island and the North Eastern Region including Assam, Arunachal Pradesh, Manipur, Meghalaya, Mizoram, Nagaland, Sikkim and Tripura.

4.4 Posting at any station in J&K, Andaman & Nicobar Island and the North Eastern Region including Assam, Arunachal Pradesh, Manipur, Meghalaya, Mizoram, Nagaland, Sikkim and Tripura will generally be for the period upto 2 years. On completion of 2 years at these stations, an official may be given priority for posting at a station of his/her choice, subject to availability of vacancy.

4.5 An official, who has completed a prescribed tenure of 7 years at a station will be asked to give stations of their choice, in order of preference. He/she will be accommodated at their choice of station as far as possible as per availability of vacancy and Administrative convenience.

4.6 In the centralized Rajbhasha Cadre Sanctioned Strength (SS) in 'A' & 'B' regions combined is roughly equal to 'C' Region and there are considerable cases of forgo of promotion to avoid posting in 'C' Region. To ensure that officials are distributed evenly throughout the offices and to motivate employees to opt for stations located in 'C' region (except for J&K, Andaman & Nicobar Islands and the North Eastern Region including Assam, Arunachal Pradesh, Manipur, Meghalaya, Mizoram, Nagaland, Sikkim and Tripura), may be given preference for posting to a station of their choice upon completion of 03 (three) years of service there, subject to availability of vacancy and Administrative convenience.

4.7 In case two or more officials exercise the same choice of station, officials will be given priority in the following order of preference:-

- (i) Officials who have completed two years tenure in J&K, Andaman & Nicobar Islands and the North Eastern Region including Assam, Arunachal Pradesh, Manipur, Meghalaya, Mizoram, Nagaland, Sikkim and Tripura.
- (ii) Officials belonging to Divyang category.
- (iii) Spouse cases as per existing guidelines of DoPT.
- (iv) Officials superannuating in the next two years within each category, as per seniority of the officials (as per the All India seniority list).
- (v) Officials who have exercised option as per Clause 4.6 above.

4.8 During the entire service period, each official shall have a mandatory two year tenure in at least one of the following States: J&K, Andaman & Nicobar Islands and the North Eastern Region including Assam, Arunachal Pradesh, Manipur, Meghalaya, Mizoram, Nagaland, Sikkim and Tripura. The mandatory two-year tenure includes 15 days given to relieve the official and admissible joining time. The following categories of officials are exempted from this mandatory 2 years clause:-

- (a) Officials belonging to Divyang category.
- (b) Officials superannuating in the next 02 years.

Note: Willing officials will be considered for the mandatory posting. If willing officials are not available, senior most officials in the post as per their date of joining in the Rajbhasha cadre, who have completed 07 (seven) years of service as on 01st January each year in the Rajbhasha cadre, will be considered for the mandatory two year posting.

4.9 On promotion, the officials would be allowed to give options of station for consideration for posting. An effort would be made to accommodate their options to the extent possible, subject to seniority, availability of vacancies and administrative exigencies.

4.10 The acceptance of refusal of promotion will depend on the discretion of the Competent Authority. If officials decline the promotion, they may be adjusted at the same station (subject to the approval of the Competent Authority), but not more than 07 (seven) years from the date of joining at the present station. After completion of 07 (seven) years, they will be posted outside the present station.

4.11 A deputation outside IA&AD, if circulated by Staff Wing/HQ, may be considered at the discretion of Cadre Controlling Authority i.e. Director General (Staff).

4.12 Officials who have been posted at other offices on deputation, on repatriation they will be posted as per administrative convenience and available vacancies except for station from where they have gone on deputation as well as station where they served while on deputation.

4.13 Request for mutual transfer shall not be entertained.

5. Transfers/Postings:

5.1 The transfers/postings will be decided by the Principal Director/Director General (Staff) on the recommendations of a committee comprising of three IA&AS officers in the rank of Director/Deputy Director nominated by the Principal Director/Director General (Staff).

Exceptions:

5.2 Deputy Comptroller and Auditor General (HR & Staff) shall be the competent authority to relax one or more provisions of this transfer and posting policy and make such exceptions in individual cases as he/she may deem fit.

6. Effective date:

6.1 This transfer and posting policy will come into effect from the date of its issue and shall supersede all previous instructions, orders, guidelines etc. issued on the subject. Posting orders issued will be effective from 1st January of the relevant year.
