

भारत के नियंत्रक-महालेखापरीक्षक का कार्यालय
9, दीन दयाल उपाध्याय मार्ग,
नई दिल्ली - 110 124



संख्या: 854-स्टाफ (नियुक्ति-II)/80-2025/खंड-9

OFFICE OF THE COMPTROLLER &
AUDITOR GENERAL OF INDIA
9, DEENDAYAL UPADHYAYA MARG,
NEW DELHI-110 124

दिनांक / DATE 06.10.2025

सेवा में

महानिदेशक लेखापरीक्षा,
रक्षा सेवाएं,
सातवाँ तल, 'ए' ब्लॉक,
रक्षा कार्यालय परिसर, अफ्रिका ऐवन्यू,
नई दिल्ली - 110 023.

Sub: Draft Transfer and Posting Policy of Defence Audit Personnel in Indian Audit & Accounts Department - regarding.

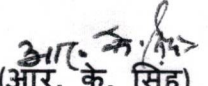
Sir,

I am directed to state that the proposed draft Transfer and Posting Policy of Defence Audit Personnel in Indian Audit & Accountants Department, as forwarded by the Defence Wing, has been approved by the Deputy Comptroller & Auditor General (HR, IR, Coord & Legal).

2. The approved draft Transfer & Posting Policy is enclosed herewith for information and appropriate action.

भवदीय

Encls: As above


(आर. के. सिंह)

वरिष्ठ प्रशासनिक अधिकारी (स्टाफ नियुक्ति-II)

22

Draft Transfer & Posting Policy of Defence Audit personnel in Indian Audit & Accounts Department

1. This document provides guidelines for administering the Transfers and Postings (T&P) of Defence Audit Personnel in IA&AD. **These Transfers and Postings would be affected through a T & P Board comprising of all HoDs of Defence Field Offices and DG (Defence), HQ. Members Convener of the T&P Board would be DGADS, New Delhi.**
2. All employees and officers of Defence Audit Wing are liable to be transferred anywhere in India at short notice as per administrative requirements.
3. **Gazetted Officers will be subject to transfer after completion of tenure of 05 years in an office to another office within the same station and after 10 years to another station.** This would be without prejudice to the right of T&P Board to transfer a person on administrative grounds and the exigencies of work even before the stipulated period of 5 years.
4. **Tenure based all India transfer liability may be applicable only for Gazetted Officers and out-station transfer of Non-Gazetted staff would be done on administrative exigency and personal request.**
5. An officer/staff, in ordinary circumstances, would be transferred to another station on promotion to the post of AAO and SAO.
6. Officials may give five stations of choice **excluding place of current posting** as their preferences for postings. While the preferences of individual officials will be given due consideration, transfer will be made as per administrative requirements.
7. T&P Board while making transfer and postings will take into account the number of vacancies at different stations, place of choice for the employee, work requirements, seniority of employees, station seniority and other relevant factors. Guidelines for posting husband and wife at the same station will be followed as far as practicable and feasible.
8. The officer/employee once transferred may be considered for a transfer back to his/her previous office/choice station as and when vacancies arise in that office/station provided she/he has served a minimum tenure of two years.
9. Personnel due to retire within four years may not be transferred except on administrative grounds or request from them. As far as possible and administratively convenient, choice posting will be considered in respect of officers/ officials retiring within four years.

10. An employee who returns from deputation or long leave exceeding six months or so may be retained at the same station, if any vacancy exists or on the basis of administrative requirements. However, the period of posting prior to such deputation/leave at the station would be considered for the purpose of counting tenure of the officer at the station.
11. Transfer requests of employees on grounds of education, health, posting of spouse, aged parents *etc.* are to be sent to DGADS, New Delhi with specific recommendations of the HoD. The recommendations/non-recommendation of these requests would be sent by the concerned HoD to DGADS, New Delhi within a month of their receipt **with a copy to the concerned employee**. These requests with positive recommendations will be considered by the next Transfer and Posting Board depending on vacancy and administrative requirements *etc.* In case of non-recommendation, the employee can appeal to the T&P Board through the Member Convener *i.e.* DGADS, New Delhi. DGADS, New Delhi would place the appeal for consideration of the T&P Board. The second and final appeal would lie with the Dy. CAG (Defence).
12. The T&P Board shall generally meet on a half yearly basis in April and October to consider transfer/posting cases as on the date of the meeting. The T& P Board could meet earlier than six months, if needed. Six monthly reports on the transfers affected under the Policy with deviations, if any, would be submitted by DGADS, New Delhi to Dy CAG (Defence) in June and December each year.