

No. X-12/1/2019-SPN-II-Part (1)
 Government of India
 Ministry of Communications
 Department of Posts
 (Personnel Division)

Dak Bhawan, Sansad Marg
 New Delhi – 110 001
 Dated: 24-06-2024

To,

- (a) All Chief Postmasters General,
- (b) Chief General Manager, BD / Parcel / PLI Directorate
- (c) CGM CEPT / Director RAKNPA / Director, All Postal Training Centres
- (d) Addl. Director General, Army Postal Service
- (e) All General Manager (Finance) / Director of Accounts (Postal)

Subject: Guidelines for rotational transfers of Group 'C' officials, Group 'B' (Non-Gazetted) officials and Assistant Superintendent of Posts (Group 'B' Gazetted) - reg.

Madam/Sir,

Keeping in view the fact that now there is no surge of COVID-19, the Competent authority has approved to withdraw the instructions on rotational transfer issued vide letter No. X-12/2/2023-SPN-II dated 26.04.2023. Accordingly, provisions of transfer guidelines issued vide letter no. 141/141/2013-SPB-II dated 17.01.2019 are restored in respect of rotational transfer of all Group 'C' officials, Group 'B' (Non-Gazetted) officials and Assistant Superintendent of Posts (Group 'B' Gazetted).

2. Further, consequent upon merger of PA(SBCO) with PA(PO), para 5 (xiii) of transfer guidelines issued vide letter no. 141/141/2013-SPB-II dated 17.01.2019 are modified as under:

Para 5(xiii) – Consequent upon merger of PA(SBCO) with PA(PO), there are situation where SBCO branches are being manned by both PA(SBCO) and PA(PO) officials. As such, separate guidelines for rotational transfer of PA(SBCO) and PA(PO) working in SBCO Branch shall be as under:-

(A) Rotational transfer of PA(SBCO) officials:

- (a) Existing Transfer and Placement committee for transfer of PA(SBCO) employees shall continue to consider transfer of PA(SBCO) officials.
- (b) PA(SBCO) officials completing their post tenure shall be transferred against sanctioned establishment of PA(SBCO) within the cluster of Divisions.
- (c) In case, only one officials of PA(SBCO) cadre is completing his / her post tenure and no matching is available, extension of one year shall be granted with approval of PMG / CPMG, as the case may be.
- (d) In case, there is only one post / official in PA(SBCO) cadre within the cluster of Divisions, he / she may be transferred to any other establishment of PA(SBCO) outside cluster of Divisions but within the Region, as per his / her choice.
- (e) In case there is only one post / official in PA(SBCO) cadre in Region /

Circle, official may be posted to his office of choice where SBCO Branch is functional, along with the post held by him / her. In such a case, one post of PA(PO) will be deployed to Division from where such official has been transferred.

(B) Rotational transfer of PA(PO) officials in SBCO Branch:

(a) Transfer and placement committee at Division level shall consider transfer / posting of PA(PO) officials in SBCO branch to the extent of PA(PO) establishment in a particular office.

(b) Officials working single / double handed post offices or looking after Savings Bank counter operations in Post offices, after completing their post tenure shall not be posted in SBCO branch.

(c) It should also be ensured that an official who was looking after Savings Bank counter operation in LSG or above offices within one year of completion of post tenure shall also not be posted in SBCO Branch.

(d) Further, any official who has been identified directly or indirectly linked with any Savings Bank related fraud / misappropriation or are suspicious of such activities in last five years should also not be posted in SBCO branch.

(e) There shall be a gap of three years (equal to one post tenure) between two postings in SBCO branch.

3. These guidelines shall come into the force with immediate effect. Above modification in the transfer guidelines may be brought to the notice of all concerned.

Yours faithfully,

(Vangara Prasad)
Assistant Director General (SPN)

Copy to:

- (a) PS to Minister of Communications /Minister of State for Communications
- (b) Sr. PPS to Secretary (Posts) / Director General Postal Services
- (c) Sr. PPS/PPS to Members of Postal Services Board / Addl. DG (Coordination)
- (d) Sr. DDG(Vigilance) & CVO / All Dy. Directors General
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