

OFFICE OF THE DIRECTOR GENERAL OF AUDIT, CENTRAL, KOLKATA

8, K.S. ROY ROAD, G.I.P. BUILDING, KOLKATA- 700 001

Office Order (Admn. Series) No. 31.

Dated: 22 April 2016

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

Amendments to existing transfer/posting policy

In order to bring in a parity in transfer liability of officials posted at Main Office, Kolkata and the Branch Offices at Port Blair and Guwahati as well as to address certain other issues regarding deployment of officials, the following amendments have been made to the existing transfer/posting policy:

- (i) A combined roster of officials in each cadre posted at Main Office and the Branch Offices taken together would be drawn (based on seniority as per existing transfer/posting policy) containing names of such officials who are yet to be transferred outside the respective Office.
- (ii) Whenever vacancies arise at the Branch Offices, officials from the above list would be considered for transfer to the respective Office in the order in which their name appear in the list.
- (iii) Among the officials appearing in the said list, officials at Main Office, Kolkata would be considered for transfer to either of the Branch Offices (where the vacancy is created) and officials at the Branch Office would be considered for transfer to the Branch Office other than their present Branch Office/Station.
- (iv) In order to ensure stability of functioning of the Branch Offices, at a time, only one of the officials in any given cadre at a particular Branch Office would be transferred in the above manner. Next official would be transferred when the previously transferred official joins back at the Branch Office i.e. from where the Official was originally transferred.
- (v) Till further review, the AAOs who have directly joined at the Branch Office, Guwahati on deputation basis would be kept outside the purview of the above combined roster for transfer.
- (vi) Further, it is experienced that progress of work at Branch Office, specially work on Performance Audit and Thematic Audit is affected severely at the crucial juncture on account of transfer/repatriation of Main Office officials adhering to transfer-posting policy of the Office, even if they are engaged in ongoing work. Hence, considering the administrative exigencies, stipulated tenure of officials posted at Branch Office concerned may be extended as per requirement of the situation and at the discretion of the competent authority.
- (vii) In addition to the above, it has been observed that due to the present policy of transfer of junior-most AAOs, mostly lesser experienced AAOs are transferred to the Branch Offices. The same has reportedly been affecting the quality of work at

the Branch Offices. So, the situation needs further review of existing transfer & posting policy in respect of AAOs and the changes, if any, would be notified shortly.

This issues with the approval of Director General of Audit.

Sd/-

Senior Audit Officer (Administration)

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- (ii) Deputy Director (Inspection)
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- (vi) Deputy Director (Branch Office, GHY)
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- (xii) Office Order File, Admn. Section
- (xiii) AAO (IT Cell) for uploading this Office Order of the website of the Office

Sh. Anjay 20/16.

Senior Audit Officer (Administration)