

OFFICE OF THE PR.CONTROLLER OF DEFENCE ACCOUNTS  
NORTHERN COMMAND  
NARWAL PAIN  
SATWARI JAMMU

CIRCULAR

Sub:- Transfer Policy DAD .

It has been decided by the Competent Authority to formulate a fresh rotational Transfer Policy and sensitive policy for staff upto AAO level serving in peace stations under the administrative control of this organization.

Accordingly transfer policy has been drafted, keeping in view administrative feasibility as per Annexure.

In view of above, it is requested to forward any suggestions within 15 days from issuance of this circular.

No.AN/I/28/GS/Vol-07

Dated:- 06/09/2017

Sd/-  
Accounts Officer (AN)

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Accounts Officer (AN)

**Brief parameters of Transfer Policy being adopt by PCDA (NC) while posting of AAO/staff in peace stations i.e Jammu, Pathankot and Udhampur:-**

All stations under administrative control of this organization are divided into two categories i.e. Hard Tenure stations and Peace stations.

**Hard Tenure Stations.**

At present PCDA (NC) has five tenure stations nominated by Hqrs office i.e. Srinagar, Leh, Rajouri, Poonch and Badharwah. Transfers of these five tenure stations are being centrally controlled by HQrs office.

**Peace Stations.**

PCDA (NC) has three peace stations i.e. Jammu, Udhampur and Pathankot under its domain and transfer between these three peace stations is being controlled by PCDA (NC). Jammu is HQrs office of the Principal Controller of Northern Command and a popular station. Geographically it is placed at center of both the stations i.e. Udhampur and Pathankot. As per existing practice, all postings are being controlled by PCDA (NC) for these peace stations-on station seniority basis upto AAO level. It has been observed by the competent Authority to promulgate the transfer policy of peace stations and sensitive Assignments under PCDA (NC).

**Broad Transfer Policy**

Subject to the transfer policy of HQrs Office, the following transfer policy will be followed for transfer between peace stations.

- Jammu, Udhampur and Pathankot will be treated as peace stations
- The minimum period of tenure to all the peace stations will be of three years. After three years one can apply for transfer to the other two peace stations. His/her request will be normally considered subject to availability of vacancies.
- Station seniority roster will be maintained in HQrs office i.e. PCDA (NC) Jammu
- Individuals above 58 year of age will not be considered for posting between peace stations on seniority basis, unless the person volunteers himself.. However, if a person with age of more than 58 years is posted at a peace station other than his choice station, his request may be considered sympathically as per administrative feasibility.
- Ladies would not be exempted for posting to these peace stations.
- The compassionate cases (including physically handicapped individuals) would be considered for exemption on case to case basis as per laid down procedure.
- Whenever any vacancy arises at the two peace stations i.e. Udhampur and Pathankot other than Main office Jammu, Volunteers with minimum of 02 (Two)



years of stay at peace station will be called for posting to these peace stations. Persons having minimum stay of 02 (Two) years at the station can apply for the posting between these stations at Own Expense. Persons having rendered three years or more of service at peace station can volunteer at state expense. If no volunteer is available, Person above four years of stay at peace station will be considered for Transfer to peace station from station seniority rosters as per administrative feasibility.

#### **Broad Sensitive Transfer Policy at Peace stations**

Vacancies falling in sensitive assignment in three peace stations under the administrative control of this organization are being filled on recommendation of BOO consisting of two IDAS officers and one Sr AO/AO as members and Addl CDA/Jt CDA as chairperson duly accepted by the Competent Authority.

- One sensitive roster is prepared with number of times the individual has served on sensitive assignment from amongst the AAOs/Staff serving at these peace stations i.e. Jammu, Udhampur and Pathankot. In never served category, seniority will be taken from the date of joining whereas in served category the seniority will be from the last sensitive served.
- The posting to sensitive assignment may be decided on quarterly basis one month advance.
- The individuals with APAR grading of six and above for last three preceding years are eligible. Individual,
  - i) having average/adverse APAR grading during three preceding years,
  - ii) having less than two years in retirement, or
  - iii) drawing EDP allowance shall not be considered for posting on sensitive assignment.
- In case of any disciplinary case, nonperformance complaint, long absentee notice during the year under consideration, the individual would rather be ignored for posting on sensitive assignment till finalization of enquiry/complaint case as decided by Competent Authority.
- The cooling off period of two years served on sensitive assignment for being considered again for posting on sensitive assignment and one year at the station is mandatory.
- Tenure on sensitive assignment is 02 (Two) years for AAO and 03 (three) years for Adrs/Sr Adrs.
- Clerks are not being considered for sensitive assignment in terms of Para 115 of OM part-I. However, in exceptional circumstances in case of non-availability of a suitable auditor, clerks with grading of 08 and above could also be considered for sensitive assignment.

- If the stay of an individual is less than two years at a station, then he/she would not be considered for sensitive assignment at out station, but he/she would be considered for sensitive, if the vacancy has risen at same station.
- If any individual serving in sensitive assignment is considered for transfer to another station in the same command before completion of half of the tenure on sensitive assignment, he/she may be posted at the new station on sensitive assignment as per administrative feasibility, to complete the residual period of tenure.

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