

**No.A-15014/1/2015-Ad.II
Government of India
Ministry of Home Affairs
Directorate of Coordination
Police Wireless**

Block No.9, C.G.O. Complex,
Lodhi Road, New Delhi-3.

Dated: 26.10.2015

OFFICE MEMORANDUM

Subject: Transfer policy of the Directorate of Coordination Police Wireless

In supersession of all the instructions issued earlier in respect of policy on transfer in Directorate of Coordination Police Wireless (DCPW), the following instructions are laid down for the information and compliance of all concerned.

2. The role of DCPW is operational in nature and its establishments/stations are located in National, States & Union Territories capital. The official(s) of this Directorate is, therefore, liable to be transferred anywhere in India, in the public interest, as per the vacancy position in the Directorate at a given time.

3. The transferable official(s) must serve ATLEAST ONCE in any of the ISPW stations in the N.E. region and Island Territories during his/her entire service in the DCPW. The tenure of service at these stations will, however, be only TWO years in case of official(s) who have rendered ten years or more service at the time of issue of transfer/posting order to such stations and THREE years for those whose service is less than ten years. The period of tenure will commence from the date of joining of duty at these station. These tenure periods are as described in the rule framed by the Government of India and as amended from time to time.

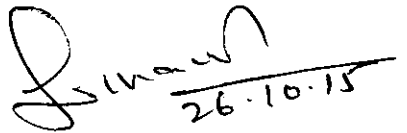
4. The transfer will normally be made as per the "station seniority" related to the concerned trade/category on first come first go basis except for those who are required to be moved out earlier on completion of the mandatory tenure in the NE region or in one of the Island Territories stations. The minimum tenure for Normal Station except stations in N.E. Region and Island Territories will be three years and the maximum tenure is six years.

5. The normal transfer orders will invariably be issued by the end of February of the year and all the transfer movement will be completed, latest by 30th June of that year. The exact date by which official(s) will be relieved, on their transfer, will invariably be mentioned in the transfer/posting order. It will be implicitly ensured by the concerned officer that the official(s) under orders of transfer are relieved by the due date as mentioned in the transfer order. The pay and allowances of such official(s) will become payable only at the new posted duty stations, after the specified dates. It will be sole responsibility of the official(s) himself to apply for TA./DA in time within one week after the issue of transfer orders. The responsibility for making rail journey reservation for the onward journey, well in time, will also be that of the official(s) concerned. No excuse, whatsoever, on this account, will be acceptable for delaying his move.

6. On promotion, the official(s) will be allowed to complete minimum tenure if the vacancy exists in the promotional post in the same station otherwise the person will be transferred out.
7. Official(s) due for superannuation in the next two years (by 30th June of that year), will normally not be considered for transfer except on compelling administrative/operational ground or when such a person is promoted against a vacancy occurring in a particular station or makes a specific request, on his own, for a posting to another station. However, such official(s) who request posting to their home stations or to choice stations, as their last tenure, all possible efforts will be made to post them accordingly, subject to exigencies of service.
8. Female employees will also be governed equally by this "Transfer Policy". However, due consideration will be given to Government of India's guideline contained in the Department of Personnel and Training O.M. No.28034/7/86-Estt(A) dated 03/04/1986 while considering their posting to a station.
9. The official(s) joining their parent department upon completion of their deputation period, the tenure of posting at new station will be taken from the date of joining in that station.
10. The request for mutual transfer will be considered when both the official(s) have completed their half tenure period (half of minimum tenure in case of normal station & one/one-half as regards to N.E./Island stations) & subject to operational and administrative feasibility.
11. The transfer to Sensitive posts, the official(s) will be posted/rotated strictly after every three years.
12. The guidelines of DOP&T will be followed on posting of spouse at the same station, and posting of disabled Govt. Official(s)/parents of disabled children. The posting of differently able official(s) be considered case to case.
13. The details of official(s) and available vacancies be kept ready and will be provided to the concerned as & when demanded. The posting on promotion & transfer be recommended by a placement committee and approved by the competent authority in the Directorate.
14. The Leave & Training period exceeding six months will be treated as long term.
15. The request of the official(s) for transfer will be considered up to 31st December of the year with three preference of posting duly supported with valid documents/certificates/proof, wherever applicable. These applications will be considered on merit keeping in view the administrative & operational requirements. Principle of "Interest of the service" will be dominant consideration.
16. The transfer of an official(s), if ordered on compassionate grounds, will be at his/her own expense and he/she will not be entitled to any transfer TA/DA. The tenure of posting on 'compassionate grounds' will be only one year and the official(s) will invariably be transferred to another station after one year's stay at the new station to which he/she is posted on compassionate grounds.

17. Any representation against order of transfer already issued should be submitted within 15 days of the date of issue of the order already issued. Unless this representation is accepted, in writing by the competent authority at this Directorate, the official(s) will move to a new station of posting on due date, as ordered. The plea that he/she has submitted a representation which has not been finalized will not be accepted as a given reason for non-compliance of the transfer order.

18. Notwithstanding the above, the Director, DCPW will be fully empowered to authorize transfer of any official(s), at any time of the year. He will also be authorized to order any deferment/cancellation of a transfer order, in special genuine cases of extreme hardship/ compassion, at his discretion, depending on the merit of a case.


26.10.15
(Dr. S. Vinayak)
Deputy Director(Admn)

Copy to:

1. All officers of DCPW
2. All Sections of DCPW
3. All ISPW Stations
4. File

