

Shastri Bhawan, New Delhi
Dated: 26 March, 2018

OFFICE MEMORANDUM

TRANSFER POLICY 2018 FOR OFFICERS/ OFFICIALS WORKING IN SOIL AND LAND USE SURVEY OF INDIA (SLUSI)

The officers/officials working in Soil and Land Use Survey of India (SLUSI) have all India transfer liability. They will be transferred to any of the Centres of SLUSI viz Ahmedabad, Bangaluru, Hyderabad, Kolkata, Nagpur, Noida, Ranchi and Headquarter at New Delhi or any other centre that may be set up in future, in the exigencies of public service.

2. It has been decided to lay down following general / broad guidelines for undertaking periodical transfer of Group 'A', Group 'B' (Gazetted) and Group 'B' (Non-Gazetted) officers among various centres. **The transfer policy for Group 'C' officials would be issued separately.**

I. Tenure of officers/officials

S.N.	Grade	Tenure
1.	Sensitive post	3 years
2.	Group 'A'	5 years
3.	Group B (Gazetted)	7 years
4.	Group B (Non- Gazetted)	10 years

* Wherever there are specialised and isolated posts in any centre, having no counterpart in other centre, the above tenures will not be applicable.

II.

Transfer on promotion

- (a) On promotion, Group 'A' and Group 'B' (Gazetted) officers shall be posted out of the Centre if he /she has served in the same Centre in any capacity for a period exceeding the prescribed tenure for the promotion post. However, an officer, who has not completed the prescribed tenure, will also be transferred out on promotion, in case there is no vacancy to accommodate him/her in the same centre.
- (b) On promotion, the inter-centre transfer of Group 'B' (Non-Gazetted) officers will be done, subject to availability of vacancy at the time of promotion.
- (c) If the officer/official is due for superannuation within two years, he / she will be considered for posting of his/her choice as far as possible. In case of non-availability of vacancy of the promotional post, the officer/official will be transferred to another centre.
- (d) If the officer/official is due for superannuation within one year, he/she may not be transferred except at his/her own request or on administrative grounds.

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III. Rotational transfer

- (a) Group 'A' and Group 'B' (Gazetted) officer, as far as possible and subject to availability of posts, may be rotated from one seat to another within the centre after every three years for non-sensitive posts.
- (b) Group 'A' and Group 'B' (Gazetted) officer, who has completed the prescribed tenure in a sensitive post, will be transferred between the Centres.
- (c) If the officer is due for superannuation within two years, he/she will be considered for posting his/her choice as far as possible. In case of non-availability of vacancy, the officer/ official will be transferred to another centre.
- (d) Group 'B' (Non-gazetted) Technical and Non-Technical officials will be transferred from one seat to another, within the same centre on completion of three years on a particular seat.
- (e) Rotational transfer will be done in February-March of each year, so that education system of children of officers may not suffer and they could join other centre freely.

IV. Officers exempted from transfer under RTP

Officers of all grades within two years of superannuation will be exempted from rotational transfers.

V. Preference of posting

- (a) Officers/officials due for transfer on rotational basis can submit in writing their place of preferred posting (maximum three). They will be considered for posting as per their preferences, which, however, would be subject to availability of existing vacancies. Preferences shall not confer right for posting at a given station.
- (b) On promotion, Group 'B' (Non-Gazetted) officers can submit in writing their place of preferred posting (maximum three). They will be considered for posting as per their preferences, which, however, would be subject to availability of existing vacancies. Preferences shall not confer right for posting at a given station.
- (c) In case of isolated posting, involving repatriating from deputation, long leave, study leave, training, etc., the officers/officials will be informed of the vacancies and their preference will be considered before deciding posting.

VI. Parameters for posting

- (a) Due consideration may be given in case of working couples/ windows and other special category cases.
- (b) The requests for posting at a place of choice received from officials who have children with special needs, may be considered sympathetically on the merits of each case. Such requests for posting at a place of his / her choice may be accommodated to the extent possible.
- (c) Total tenure of an officer would remain the same when he is promoted before completion of the tenure in a lower post i.e. the tenure of lower and higher posts will be counted together at one centre/ seat.
- (d) Persons who have rendered more service at a particular station will be posted/ transferred out first. If an officer comes back to the previous centre of posting

before rendering less than 6 months service at the new centre, his tenure at that centre will be counted from the date of his earlier posting i.e. his tenure will not be counted from the date of his latest posting.

- (e) Requests for 'mutual transfer' will be considered by the competent authority in the Ministry of Agriculture and Farmers Welfare, on case-to-case basis, considering facts and circumstances of the case. No request for backtracking from the mutual exchange arrangement will be entertained under any circumstances. Mutual transfer will be allowed for specified period only. Request for mutual transfer of officers/ officials on completion of half of the tenure will only be considered.

3. Ministry of Agriculture and Farmers Welfare, Department of Agriculture, Cooperation and Farmers Welfare, Natural Resources Management Division shall be the competent Authority to transfer / posting of Group 'A' officers working at various centres of SLUSI. However, the transfers of Group 'B' officers shall be done by Chief Soil Survey officer (CSSO) on the basis of recommendations of committee given at Annexure. The transfers on rotation within the same Centre may be done by the CSSO under intimation to the Ministry.

AK Shukla
26.3.18

(Harit Kumar Shakya)
Under Secretary (NRM/RFS)

To,

✓ Chief Soil Survey Officer
Soil and Land Use Survey of India
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New Delhi.

Copy to:-

- (i) PS to Hon'ble AM
- (i) PPS to Secretary, AC&FW
- (ii) PPS to CEO, NRAA
- (iii) PS to JS (NRM/RFS)
- (iv) Director (NRM/RFS)
- (v) US (E-1)/US (Vigilance)
- (vi) Guard file