GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)

No.2016/M(N)/509/1 Pt. 

New Delhi, dated: 01.01.2019

Director,
Neutral Control Organisation,
I.R.C.A. Building, State Entry Road,
New Delhi.

Sub: Transfer policy of N.C.O. officials.

It has been observed that there are discrepancies in issuing repeated transfer orders of N.C.O. officials from one place to other, within a short spell of time. Therefore, it has been decided that following guidelines should be followed while issuing transfer orders:

(a) Unless there are adverse reports or specific direction, transfer should happen only as per priority and or based on time based rotation.
(b) The priority register should be followed and transfer whenever vacancy arises, should be ordered as per priority.
(c) Those in the priority register, should be allowed to be revise their choice of transfer, during December and June of every year which should be updated at their own priority position.
(d) New application for own choice purely can be added throughout year at bottom of priority.
(e) For time bound transfer, more than 15 years posting at same location should be the criteria.
(f) Once, all 15 years posting cases are eliminated, This should be brought down to 12 years.
(g) For any posting, minimum 5 years should be the tenure, after which transfer should be done.

[Signature]
22/01/19
(h) When own request is the criteria, minimum 3 years tenure should be followed.

(i) Over and above, in specific cases, on any adverse report transfer can be carried out without priority/request/rotation consideration.

The instant transfer of Shri Sanjay Kumar Giri should be cancelled and he should be retained at his present posting at AMVVW.

The current vacant post at existing and new locations should be planned as per above.

This has the approval of EDME/Freight, Railway Board.

(Vivek Mohan)
Director/Mech.Engg. (Freight)
Railway Board