

**Transfer /Placement Policy for Group A Officers of the
Indian Civil Accounts Service, 2013**

1) Introduction

The Indian Civil Accounts Service (ICAS), established consequent upon Departmentalization of Accounts in 1976, is a premier "Gr. A" Accounting Service in Government of India. The initial induction into the ICAS was by deputation and transfer of personnel from the Indian Audit and Accounts Department. Since 1977, direct recruits to ICAS are selected from the Civil Services Examination conducted by Union Public Service Commission. An organization functioning under the Controller General of Accounts has been created in the Department of Expenditure of the Ministry of Finance.

In order to streamline and ensure transparency in the existing cadre management, it is imperative to lay the transfer policy. This policy has been formulated to provide for a planned approach in cadre planning and to cater to the resource mobilization of the officers in an effective manner. The policy laid down will meet all necessary and functional requirements in a balanced manner ensuring the adequate exposure and growth of individual officers.

2) Saliient Features of the Transfer/Placement Policy

The saliient features of the Transfer policy for Group A Officers of the service are as follows:

1. The posting policy has been formulated for officers at different levels. The policy formulated shall come into effect from the date of issue. The general transfer orders shall be issued by 30th April and, in any case, not later than 31st May of the year. However, transfer can be affected at any time of the year based on administrative exigencies.
2. The transfer guidelines shall not be applicable to the transfer and postings of Pr. CCAs/Addl. CGAs.
3. A correct and complete data base is a sine qua non for implementing the Policy. The Group A section of the Office of CGA shall ensure that a data base containing the profiles of all Groups 'A' officers is created and regularly updated.
4. Transfer will take place on completion of tenure, deputation, promotion or any other functional requirements. For this purpose the grant of Senior Time Scale and NFSG will not be treated as promotion.

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5. Directly recruited Group A officers after completion of probation shall preferably be considered for posting at CGA Headquarters only after having six years of service at field offices.
6. The normal tenure of posting in any Ministry/ Department at Delhi and/ or at any other station outside Delhi shall be three years extendable up to a maximum of five years. An officer, who has already served outside Delhi, shall be considered for posting outside Delhi only after every other officer who is yet to serve outside Delhi has been posted and has served at another station. Preferences of individual officers will be taken into account while deciding stations of posting outside Delhi. For vacant posts where eligible officers are not available in that grade, additional charge of such posts shall not be held by any officer serving in a higher grade.
7. Maximum tenure in one Ministry in one spell will be for a maximum period of 3 years continuously. There will be a minimum of 3 years gap in placing the officer to the same Ministry.
8. Posting of CAs to Ministry/Departments where they have independent charge will normally be on the basis of seniority. This shall apply also in cases where additional charge of such vacant posts has to be given.

3) Postings in J&K/North Eastern States

The states of Jammu & Kashmir and North East may be considered postings for the cadre for tenure of two years. In case the officer is willing, the same may be extended up to a period of five years.

4) Deputation

Deputations shall be encouraged at all levels and normally no willing officer will be denied such an opportunity, subject to exigencies of cadre management. Seniority and individual preference shall be the norm governing such offers. Deputation terms and conditions in India and abroad for the ICAS officers shall be regulated as per the DOPT guidelines issued from time to time.

5) Postings on Compassionate Grounds

Cases of posting on medical/compassionate ground will be examined by the Office of CGA which may refer medical ground cases to medical boards, if required. In case of working couples, if the spouse of an officer is working outside the department, posting in the same station as the spouse may be allowed subject to the guidelines of the Department of Personnel & Training (DOPT) on this issue.

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6) Earned/Study Leave


An officer under orders of transfer shall be granted Earned Leave or Study Leave only after he joins his new place of posting. Period under such leave will not count towards cooling off from stay at a station.

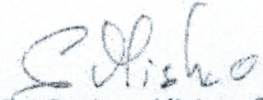
7) Transfer on administrative grounds /public interest


Notwithstanding anything contained in this policy the CGA may, if necessary to do so in public interest, transfer or post any officer to any station or post as per administrative convenience/exigencies.

Committee was constituted with due approval of CONTROLLER GENERAL OF ACCOUNTS vide order No.CDN/MF.CGA/Misc/2013/1062 dated 15th May, 2013. Committee after due deliberation submits this report.


Sh. Anthony Lianzuala, Pr CCA(CBDT)
Chairman


Sh. S.K. Mathur, Jt CGA
Member


Dr. Sanjeev Mishra, CCA(Home)
Member


Sh. Raju Sharan, CCA(I&B)
Member