



**OFFICE OF THE CHIEF COMMISSIONER
CUSTOMS, CENTRAL EXCISE & SERVICE TAX
BASHEER BAGH : HYDERABAD – 500 004.**

C.No.II/39/11/2014-Estt.CC(HZ) Date: 25.03.2015

Sub:Inter Zonal Transfer Policy-2015 (IZT) for the
Common cadre of Inspectors of Central Excise,
Hyderabad and Vizag Zones.

* * *

This policy is known as Inter Zonal Transfer Policy (IZT) and is in supersession of all earlier IZT policies. It is applicable to the common cadre of Inspectors of Central Excise, Hyderabad & Vizag Zones. The policy will be effective from 1st April, 2015 and will be reviewed in 2020.

1. All IZT orders will be issued as far as possible in the month of April of the year, but not later than 31st May of the year.

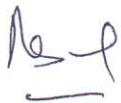
2. IZT on promotion:

- (i)** All officers from Hyderabad Zone on promotion will be transferred to Vizag Zone for a period of three years in case of a male officer. Such transfer will be effected only during the AGT. The said three years of service in Vizag zone shall be taken to have been completed only when the officers complete 990 days in Vizag Zone. The period of deputation, if any, during the period of posting in Vizag zone, period of unauthorized leave including Extra Ordinary

Leave (EOL), if any, would be excluded for computing the said period in Vizag zone.

The lady officers are exempted from posting to Vizag Zone on promotion and will be given table posting for three years.

- (ii) The tenure in Vizag Zone would be computed as on 30th June of the year.
- (iii) If any officer is retained in Hyderabad Zone on promotion due to non-availability of vacancy or due to rationalization of vacancies in Vizag Zone, he will be transferred as if on promotion basis, either when a vacancy arises in Vizag Zone or during next AGT, whichever is earlier.
- (iv) In the event on non-availability of promotee officers, Inspectors who have never worked earlier in Vizag Zone, will be transferred first for a period of three(3) years in the order of their tenure seniority in Hyderabad Zone.
- (v) On completion of the three year period as applicable in case of male officers (effectively 990days as per the Method of Computation of tenure in Vizag Zone, mentioned above), the officer will be transferred back to Hyderabad Zone.
- (vi) Officers promoted but were exempted from IZT on any ground, would be considered for transfer to Vizag Zone on promotion basis, when the cause of such exemption ceases to exist.
- (vii) All officers transferred to Vizag Zone on promotion prior to this policy will be considered for transfer to Hyderabad Zone as per the IZT policy-2013.

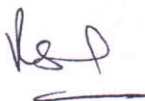


3. Premature Transfer/Deputations:

- (i) Subject to administrative convenience / requirement, an officer may be prematurely transferred back to Hyderabad Zone on extreme Compassionate grounds like medical exigencies, etc. and in that case he will be liable for transfer back to Vizag Zone in the next AGT or when the reasons for such premature transfer, cease to exist; and he shall have to complete the residual tenure or a minimum tenure of one year (effectively 330 days - as per the method of computation of tenure in Vizag Zone, mentioned above), whichever is higher in Vizag Zone.
- (ii) Officers, who during their tenure in Vizag Zone proceed on deputation or posted to RGIA, would be posted back to Vizag Zone on completion of the deputation/RGIA posting and they shall have to complete their residual tenure or one year (effectively 330 days - as per the Method of Computation of tenure in Vizag Zone, mentioned above), whichever is higher in Vizag Zone.
- (iii) The officers who had worked in any Customs formation will not be considered for deputation to RGI Airport under 25 % quota, from Vizag Zone.

4. IZT from Vizag Zone to Hyderabad Zone:

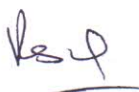
- (i) An officer in the Inspector cadre who had done minimum tenure of 04 years in Vizag Zone may apply for transfer to Hyderabad Zone. On such transfer the officer will be placed at the bottom of Hyderabad Zonal Seniority of long standing stay in Hyderabad Zone, as on the date of joining. The condition of the said 04 years will be waived or reduced in case of extreme compassionate grounds viz. medical exigencies etc.



- (ii) Request for transfer from Vizag Zone to Hyderabad Zone except in the case of extreme compassionate grounds, as mentioned above, would be considered at the time of AGT only, subject to availability of vacancies in Hyderabad Zone.

5. Exceptions:

- (i) Officers retiring within two years will not be normally transferred from Hyderabad Zone to Vizag Zone or vice-versa except in cases on request from the individual officer. The cut-off date for calculating the period of two years will be 30th June of the relevant year for the purpose of AGT.
- (ii) DOPT guidelines for transfer and postings on spouse ground will be followed as far as possible keeping in view the local conditions and administrative convenience. Officers retained in Hyderabad Zone on spouse ground will be assigned a non-sensitive charge for two years.
- (iii) Request from single parent (i.e. divorcee & widow/widower only) for retention in Hyderabad Zone on the grounds of child studying in class XII standard or equivalent will be generally considered. The officer retained on this ground will be assigned a non-sensitive charge during the period of such retention.
- (iv) The officers posted to Chief Commissioner's Office & Commissioner (Appeals) Office of Hyderabad Zone are exempted from transfer/rotation to Vizag Zone/Moffussil Transfers during their tenure in the said offices. The officers transferred out of the said offices would be considered for transfer/rotation to Vizag Zone/Moffussil postings based on their Zonal seniority.



- (v) The officers posted to Directorates in Hyderabad Zone on transfer basis or rotation basis in terms of Board's letter F.No.A.11019/08/2013-Ad.IV dated 09-09-2014, would be exempted from transfer to Vizag Zone/ Moffussil posting during their tenure in the Directorates. On completion of their tenure in the Directorate on transfer basis or rotation basis, they would be considered for transfer/rotation to Vizag Zone/ Moffussil posting based on their Hyderabad Zonal seniority without any cooling off period.
- (vi) The officers posted to SEZs in Hyderabad Zone on transfer basis in terms of Board's letter F.No.A.35017/39/2008-Ad.II dated 27-03-2009, would be exempted from transfer/rotation to Vizag Zone/ Moffussil posting during their tenure in SEZs. On repatriation from SEZ, they would be considered for transfer/rotation to Vizag Zone /Moffussil posting based on their Hyderabad Zonal seniority, without any cooling period.

6. General

- (i) Notwithstanding anything contained herein above, administration reserves the right to transfer any officer on the ground of administrative exigencies/reasons/requirement, with the approval of the Chief Commissioner, Hyderabad Zone.
- (ii) The officers repatriated from Moffussil formations will be posted to Vizag Zone after completion of cooling period of two years. The two years period will be counted with reference to the AGT.
- (iii) The parity of vacancy position in the cadre of Inspector in Hyderabad & Vizag Zone shall be maintained in the ratio of sanctioned strength.
- (iv) Direct Recruit(DR) Inspectors will be posted to Vizag Zone to the extent it is necessary to maintain the parity in vacancies in the two

zones. A list of available DR inspectors will be drawn as per their seniority and the officers will be posted alternately to Hyderabad Zone and Vizag Zone in the ratio of vacancies in the two zones. While doing so, request for posting to Vizag Zone will be generally considered.

* * * *

log