



**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 Commissionerate Transfer Policy -2015 in
the cadre of Inspectors of Central Excise within
Hyderabad Zone.

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This policy is known as Inter Commissionerate Transfer Policy (ICT) and is in supersession of all earlier ICT policies. It is applicable to the Inspectors of Central Excise of Hyderabad Zone. The policy will be effective from 1st April, 2015 and will be reviewed in 2020.

1.All ICT 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.Inter Commissionerate Transfer:

(a) The tenure of posting in Hyderabad-I, Hyderabad-II, Hyderabad-III, Hyderabad-IV, Audit & Service Tax Commissionerates will be 4 years and it will be 2 years in Customs Commissionerate.

(b) (i) Posting in Customs Commissionerate will be based on the following criterion:-

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(a) Willing officers who had never worked in any of the Customs formations will be considered for posting to Customs Commissionerate of Hyderabad Zone according to their seniority and fitness (free from vigilance angle).

(b) For this purpose, working in Customs for less than six months will not be considered as 'worked in Customs formation'.

(c) Officers will be rotated after completion of tenure of one year in Headquarters in Customs Commissionerate to ICD, CFS and Air Cargo and vice-versa.

(d) Posting to Rajiv Gandhi International Airport will be 2 years.

(e) Any unfilled vacancies at RGIA either against 75% or 25% Quota will be filled up from the willing officers from any other commissionerates who have not worked at RGIA.

(f) In case of non willing or ineligible officers, Inspectors will be posted according to their seniority and fitness.

(ii) After completing two years of tenure in Customs Commissionerate, the officer will be posted to any other Commissionerate mentioned at para 2 (c) and (d).

(c) (i) Among the officers who have completed four years of tenure in a Commissionerate, the

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following officers will be considered first for posting to Audit commissionerate basing on the following criterion:

- (1) Officers should have completed 5 years in Inspector Cadre.
- (2) Officers who worked in Audit formation earlier would be preferred with two years cooling-off period.
- (3) Officers having Commerce / Accountancy/ Finance back ground and knowledge in ERP/SAP software packages would be given preference.

(ii) Officers repatriated from Vizag Zone would also be considered for posting to Audit Commissionerate basing on above criterion.

(iii) If any vacancies still exists after following the above criterion, officers with less than 04 years of tenure in other commissionerates, except Customs Commissionerates, will be considered based on the above criterion

- (d) After considering the officers for posting to Customs and Audit Commissionerate based on the above criterion, remaining officers due for rotation/deployment on repatriation within Hyderabad Zone will be posted to other Commissionerates to fill up the identified Vacancies. However as far as possible, officers would be posted to a Commissionerate where they did not work in the past.

3. Mofussil Postings:

(a)(i) Mofussil postings available in Hyderabad-I, Hyderabad-II & Hyderabad-III Commissionerates will be filled based on Hyderabad station seniority and the tenure will be for a period of two years. The tenure of Mofussil posting will be counted from ICT to ICT.

(b)(i) Lady officers are exempted from Mofussil postings. However, in case the lady officer is willing to be posted in Mofussil, they may be considered.

(ii) Officers retiring within two years may seek exemption from Mofussil posting which will be generally considered and in that case the officer will be assigned a non-sensitive charge. The period with reference to date of retirement would be computed as 30th June of the year for the purpose of the ICT.

(c) The officers posted in Mofussil area will be eligible for cooling-off period of two years for posting to Vizag Zone as per Inter Zonal Transfer Policy.

(d) The officers who are voluntarily working in Mofussil area beyond the prescribed tenure of two years or volunteer for out-of-turn Mofussil posting, will be liable to be posted to Vizag Zone after completing a cooling-off period of two years.

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- (e) The officers willing to continue in Mofussil area, will be allowed to work in Mofussil areas continuously for a maximum period of 4 years.
- (f) The officers returning from Mofussil postings are rotated as per the procedure mentioned at Para 2 (c) & (d).
- (g) Officers posted to SEZ/Directorates on deputation/ transfer or on loan basis will not be considered for posting to Mofussil during their tenure at such formations. However the period of deputation/transfer or on loan basis will be counted for zonal seniority.
- (h) The officers posted to SEZ/ Directorates on deputation/ transfer or on loan basis would be considered for posting to Mofussil formations without any cooling period based on their Hyderabad Zonal Seniority.

4. Tenure of posting:

- (a) Tenure of both sensitive and non-sensitive posts will be generally 2 years each except in Customs, where the non-sensitive posting will be generally 1 year. However, this will be subject to the availability of vacancies in the category of sensitive and non-sensitive and administrative requirement.
- (b) Under Mofussil posting, an officer can avail the facility of reduced tenure of one year in respect of Sirpurkagaznagar range and in that case he/she will not be entitled for transfer benefits.

(c) **Transition:**

For computing the period of posting, the cut-off date will be 30th June for the purpose of transfer within Hyderabad Zone.

5. Notwithstanding anything contained herein above, the administration reserves the right to effect any transfer/ non-transfer of any officer for administrative requirement/reasons.

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