

Government Of West Bengal  
Public Works Department  
Establishment Branch

No. : 140

Dated, the 16th Aug., 2013

NOTIFICATION

With a view to improve the efficiency of the Scheduled-'B' (English) Personal Assistants working under P.W.Dts., the Governor is pleased, in the interest of public service, to introduce a new transfer policy as detailed below with immediate effect and until further orders :-

- 1) An employee will be transferred from one place of posting/office to other places/offices after completion of 03 years of service in the respective place of posting.
- 2) An employee will be posted from his/her respective place of posting/office to other places/offices during the time of his/her next promotion even if he/she remains posted in that place/office for less than 03 years.
- 3) An employee should preferably be not posted in the same place of posting/office for more than once in his/her entire service period.
- 4) Preference should be given to an employee on attaining the age of 58 years or more, to be transferred to a place of posting/office which is near to his/her home subject to the availability of suitable vacancy.
- 5) In case where both husband and wife are in Govt. employment and stationed at the same place, effort will be made so that both can live in the same or nearby place.
- 6) Elected presidents, general secretaries and treasurers of the registered staff Association/unions (not exceeding three members) should not be transferred during their tenure at office for a single term only.
- 7) An employee should compulsorily be posted in a place/office situated in the Jangal Mahal Districts/North Bengal Districts at least for once in his/her entire service life.

By Order of the Governor,

SD/- S.K. Giri

Deputy Secretary-II to the  
Govt. of West Bengal,  
P.W.Department.

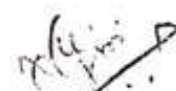
CONTD.....P/2.....

No. 1854(160)-E

Dated, the 19th August, 2013.

Copy forwarded for information and necessary action to:-

- 1) The Principal Accountant General (A&E), West Bengal, Treasury Buildings, Kolkata-1.
  - 2) The Pay & Accounts Office, Kolkata Pay & Accounts Office-I/II/III.
  - 3) The Treasury Officer,.....
  - 4) The Principal Secretary, P.W.Department.
  - 5) The Engineer-in-Chief & Ex-Officio Secretary, PWD.
  - 6) The Chief Engineer, PWD.
  - 7) The Chief Engineer (Electrical)-I, PWD.
  - 8) The Addl. Chief Engineer (H.Q.), PWD
  - 9) The Addl. Chief Engineer (Elect.)-I, PWD.
  - 10) The Deputy Secretary-I/II, PWD.
  - 11) The Assistant Secretary-I/II/III/IV, PWD.
  - 12) The Accounts Officer, PWD.
  - 13) The Cash & Pay Section, PWD.
  - 14) The Leave Cell, Establishment Branch, PWD.
  - 15) The Budget Cell, Estt. Branch, PWD.
  - 16) The Executive Engineer, I.T. Cell for uploading.
  - 17) The S.E.,.....Circle
  - 18) The Executive Engineer,.....Divn.
  - 19) Guard File.
- He is requested to send the name of the scheduled 'B' (English) P.A. attached with him, his date of birth, date of first appointment, name of the offices where he was posted from time to time since appointment with period of stay there.
- He is requested to send the name of the Scheduled-'BI' (English) P.A. attached with him, his date of birth, date of 1st appointment, name of the offices where he was posted from time to time since appointment with period of stay there.

  
Deputy Secretary-II  
P.W.D.