

OFFICE OF THE PR. ACCOUNTANT GENERAL (A&E), JHARKHAND
DORANDA: RANCHI-834002

OFFICE ORDER

O.O. No. WM-I/T&P/2019-20/01


Date: 02.04.2019

Sub: Annual transfer and posting of Divisional Accounts Officers/Divisional Accountants

There are 86 (Eighty-six) Sr. Divisional Accounts Officers (Sr.DAO)/Divisional Accounts Officers (DAOs)/Divisional Accountants (DA) and Divisional Accountants (Probationers) due for transfer during the year 2019. The list of eligible officials is available in the office website (agjh.cag.gov.in) under Public Interface.

- (i) The officials are requested to send their choice of stations where he/she would like to be posted on transfer in the prescribed format under sealed covered letters marking them "Confidential" well in advance so as to reach this office on or before 22nd April 2019. The letter should be addressed to the Dy. Accountant General (W/F), O/o the Pr.AG (A&E), Jharkhand, Ranchi-834002.
- (ii) An official can mention the name of four stations (not Divisions) of his/her choice in **CAPITAL LETTERS**. The overwriting or crossing of name of the Station should be avoided.
- (iii) A copy of the Charge Report showing the date of taking over charge in the present Division, duly attested by the Executive Engineer should invariably be enclosed with the option letter.
- (iv) Options once exercised shall be final and no request for change of option shall be entertained.
- (v) Submission of choice of station does not confer any right on the official to demand for the same. His/her posting at a place of choice is subject to administrative convenience and public interest.
- (vi) The option received in any other format instead of the prescribed one is liable to be rejected.

Revised Gradation/classification of Divisions, Grade-wise list of vacant/likely to be vacated Divisions, , list of Stations, Pro-forma for option, list of officials eligible for transfer, detailed guidelines for transfer and posting (Hqrs letter dated 20 March 2015) and Logic/posting procedure being adopted are available in the office website under Public Interface at DAO/DA menu (agjh.cag.gov.in).


Sr. Accounts Officer (WM-I)

To

All Sr.DAO/DAO-I&II/DA/DA (P) concerned.

OFFICE OF THE PR. ACCOUNTANT GENERAL (A&E), JHARKHAND
DORANDA: RANCHI-834002

No. WM-I/T&P/2019-20/

Date: 02.04.2019

To

Sri/Smt.....
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Sub: Annual transfer and posting of Divisional Accounts Officers/Divisional Accountants

As per the transfer and posting policy of the Headquarters office communicated vide letter dated 20 March 2015, you are liable to be transferred during the year 2019. You are, therefore, requested to send your choice of stations where you would like to be posted on transfer in the prescribed format under sealed covered letters marking them "Confidential" well in advance so as to reach this office on or before 22nd April 2019. The letter should be addressed to the Dy. Accountant General (W/F), O/o the Pr.AG (A&E), Jharkhand, Ranchi-834002.

- (i) You can mention the name of four stations (not Divisions) of your choice in **CAPITAL LETTERS**. The overwriting or crossing of name of the Station should be avoided.
- (ii) A copy of the Charge Report showing the date of taking over charge in the present Division, duly attested by the Executive Engineer should invariably be enclosed with the option letter.
- (iii) Options once exercised shall be final and no request for change of option shall be entertained.
- (iv) Submission of choice of station does not confer any right on you to demand for the same. Your posting at a place of choice is subject to administrative convenience and public interest.
- (v) The option received in any other format instead of the prescribed one is liable to be rejected.

Revised Gradation/classification of Divisions, Grade-wise list of vacant/likely to be vacated Divisions, , list of Stations, Pro-forma for option, list of officials eligible for transfer, detailed guidelines for transfer and posting (Hqrs letter dated 20 March 2015) and Logic/posting procedure being adopted are available in the office website under Public Interface at DAO/DA menu (agjh.cag.gov.in).

Encl. Pro-forma for option


Sr. Accounts Officer (WM-I)

PROFORMA FOR OPTION

To

The Dy. Accountant General (W/F)
O/o the Pr. Accountant General (A&E), Jharkhand
Doranda, Ranchi
Jharkhand-834002

Sub: Choice of Station for transfer

Sir,

With reference to your O.O. No.WM-I/T&P/2019-20/01 dated 02.04.2019, I am to furnish the name of following four stations¹ according to my choice of preference.

01.....02.....
03.....04.....

My previous posting history for the last 12 years is given below;

Sl No	Place of posting, Name of Division and Station	From (Date)	To (Date)
1			
2			
3			
4			

Yours faithfully,

(Full Signature)

Name(Capital letters) : _____
Designation : _____
Present Division and Station : _____
Date: : _____

¹ Overwriting, crossing while writing choice of station is not permitted.

DISTRICT-WISE NAME OF THE STATIONS

Sl No.	District	Station-1	Station-2	Station-3	Station-4
1	Bokaro	Bokaro	Tenughat		
2	Chatra	Chatra			
3	Deoghar	Deoghar	Madhupur		
4	Dhanbad	Dhanbad			
5	Dumka	Dumka			
6	East Singhbhum	Galudih, Ghatshila, Musabani	Jamshedpur		
7	Garhwa	Garhwa	Nagar Utari		
8	Giridih	Giridih	Bagodar, Dumri		
9	Godda	Godda	Mahagama		
10	Gumla	Chainpur, Gumla			
11	Hazaribag	Hazaribag	Barhi	Banaso	
12	Jamtara	Jamtara	Kundahit, Nala		
13	Khunti	Khunti			
14	Koderma	Koderma			
15	Latehar	Latehar			
16	Lohardaga	Lohardaga			
17	Pakur	Pakur			
18	Palamu	Medininagar	Panki	Japla	
19	Ramgarh	Ramgarh			
20	Ranchi	Ranchi	Bundu		
21	Sahebganj	Sahebganj	Barhet	Barharwa	
22	Saraikela	Adityapur	Chandil	Icha Chaliyama, Rajnagar	Saraikela
23	Simdega	Simdega			
24	West Singhbhum	Chaibasa	Chakradharpur	Manoharpur	

LOGIC/POSTING PROCEDURES TO BE ADOPTED

Documents available:

- (a) Seniority-wise list of eligible Sr. DAO/DAO-I/DAO-II/DA due for transfer. This list has their posting history, current posting, 3 years APAR grading, performance during last three years and choice of stations given by the officers/officials.
- (b) Grade-wise list of vacant/likely to be vacated divisions. This list is indexed on average expenditure of last three years (2014-15, 2015-16 and 2016-17) +District + Station.
- (c) List of Stations and station-wise vacancies.

Eligibility/Grade:

Sr. DAO	:	A (Very Heavy Divisions)
DAO-I	:	B (Heavy Divisions)
DAO-II	:	C (Medium Divisions)
DA	:	D (Light Divisions)

For Sr. DAO

- Pick-up first name from (a) above and trace 1st choice of station as per his grade from (b) above, if found, allot, if not;
- Move to 2nd choice of station as per his grade, if found, allot, if not;
- Move to 3rd choice of station as per his grade, if found, allot, if not;
- Move to 4th choice of station as per his grade, if found, allot, if not;
- Finally post him in any station in "A" grade division for even distribution of overall vacancy. If "A" grade division is not found anywhere then only next lower grade station will be considered in the first/second/third/fourth choice of station, failing which other choice of stations will be considered as per administrative exigencies.

For DAO-I &II/DA:

- Pick-up first name from (a) above and trace 1st choice of station as per his grade or one grade up, if vacant, from (b) above, if found, allot, if not;
- Move to 2nd choice of station as per his grade or one grade up, if vacant, if found allot, if not;
- Move to 3rd choice of station as per his grade or one grade up, if vacant, if found allot, if not;
- Move to 4th choice of station as per his grade or one grade up, if vacant, if found allot, if not;
- Finally post him anywhere (in any station) in appropriate grade division for even distribution of overall vacancy. If appropriate grade division is not found anywhere then only next lower grade station will be considered in the first/second/third/fourth choice of station, failing which other choice of stations will be considered as per administrative exigencies.
- Repeat till all DAO-I&II/DA is posted.

SENIORITY-WISE LIST OF OFFICIALS DUE FOR TRANSFER IN 2019

Sl No	Name(S/Sri)	Designation	Name of the present Division
1	F.A.Pradeep Minz	Sr.DAO	RDD (RWA) Works Division, Ranchi
2	Shiva Prasad Banerjee	Sr.DAO	Road Division, Ranchi
3	Tanmoy Dey	Sr.DAO	NH. Division, Hazaribagh
4	Ashok Kumar No.VI	Sr.DAO	Minor Distributary Division No.12, Mango, Jamshedpur
5	Sanjay Kumar No. IX	DAO-I	Road Division, Sahebganj
6	Sanjay Kumar No.X	DAO-I	Drinking Water & Sanitation Division, Sahebganj
7	Pankaj Kumar Singh	DAO-II	RDD (RWA) Works Division, Gumla
8	Manohar Prasad Gupta	DAO-II	RDD (RWA) Works Division, Sahebganj
9	Ashish Kumar Keshri	DAO-II	Drinking Water & Sanitation Division, Khunti
10	Amit Kumar No.1	DAO-II	Rural Development Spl. Division, Saraikela
11	Pankaj Kumar Choudhary	DAO-II	Galudih Right Canal Division No.1, Musabani
12	Ashok Paswan	DAO-II	Road Division, Godda
13	Sanjiv Kumar	DAO-II	Road Division, Chatra
14	Deepak Kumar No.2	DAO-II	Minor Irrigation Division, Khunti
15	Parmanand Kumar	DAO-II	Ganga Pump Canal Division, Sahebganj
16	Santosh Kumar Sharma	DAO-II	Drinking Water & Sanitation Division, Chatra
17	Alok Ranjan	DAO-II	Building Division, Khunti
18	Ravi Ranjan	DAO-II	Rural Development Spl. Division, Pakur
19	Vikram Kant	DAO-II	Drinking Water & Sanitation Division, Pakur
20	Avinash Priyadarshi	DAO-II	Minor Irrigation Division, Chatra
21	Mahesh Thakur	DAO-II	RDD (RWA) Works Division, Godda
22	Dhirendra Kumar	DAO-II	Drinking Water & Sanitation Division, Jamshedpur
23	Sudhir Kumar No.II	DAO-II	Swaranrekha Canal Division, Ghatshila
24	Kamlesh Kumar Amar	DAO-II	Drinking Water & Sanitation Division Adityapur, Saraikela
25	Dhananjay Kumar	DAO-II	Rural Development Spl. Division, Godda
26	Sheo Shambhu Ram	DAO-II	Drinking Water & Sanitation Division No.1, Dumka
27	Ajay Kumar	DAO-II	Irrigation Division, Deoghar
28	Shambhu Kr.Choudhary	DAO-II	Kharkai Canal Division, Chaibasa
29	Ratnesh Kumar	DAO-II	Building Division, Jamshedpur
30	Koushlendra Kumar	DAO-II	Building Division, Pakur
31	Ranjeet Kumar Pathak	DAO-II	Building Division, Gumla
32	Ashok Yadav	DAO-II	Rural Development Spl. Division, Chatra
33	Sujeet Kumar	DAO-II	Minor Distributary Division No.03 Mango, Jamshedpur
34	Munna Kumar	DAO-II	Rural Development Spl. Division, Sahebganj
35	Manoj Kumar No.2	DAO-II	Rural Development Spl. Division, Chaibasa
36	Ashok Kumaresh	DAO-II	Building Division, Lohardaga
37	Dinesh Das	DAO-II	Drinking Water & Sanitation Division, Bokaro
38	Rajendra Mahto	DAO-II	RDD (RWA) Works Division, Koderma
39	Shivdhani Kumar	DAO-II	Kharkai Link Canal Division, Musabani
40	Sourabh Mukherjee	DA	Drinking Water & Sanitation Division (Mech), Gumla
41	Sagar Gupta	DA	Irrigation (Mechanical) Division, Deoghar
42	Mehtab Sabir	DA	Swaranrekha Dam & Barrage Design Division, Adityapur

43	Neelay Pandey	DA	Irrigation Division Kundahit, Jamtara
44	Raman Kumar	DA	Minor Irrigation Division, Latehar
45	Gaharvar Nitesh Singh	DA	Drinking Water & Sanitation Division (Mech) Division, Chaibasa
46	Abhishek Kumar Singh	DA	Kharkai Canal Division Rajnagar, Saraikela
47	Amlesh Kumar	DA	Design Division No.2, Daltonganj
48	Ravindra Kumar Amaresh	DA(P)	Minor Irrigation Quality Control Division, Ranchi
49	Deepak Kumar Prajapati	DA	Waterways Division No.1 Chainpur, Gumla
50	Ajit Kumar	DA	Soil Investigation AP Division, Ranchi
51	Sanjay Kumar No.XII	DA(P)	Investigaton and Research Division, Garwah
52	Kumar Sourav	DA(P)	Konar Canal Division Dumri, Giridih
53	Dhiraj Kumar	DA	Auranga Construction Division Panki, Daltonganj
54	Mahesh Kumar Meena	DA	Mechanical Division Banaso, Hazaribagh
55	Chanchal Kumar Mishra	DA	Waterways Division No.1 Chainpur, Gumla
56	Jayant Gautam	DA	Irrigation Division No.2 Jamtara
57	Shekhar Sharma	DA	Kharkai Dam Division No.2 Icha Chaliyama, Saraikela
58	Jeetesh Kumar Tiwari	DA(P)	Kandwan Dam Division, Nagarutari, Garwah
59	Akash Sharma	DA	Minor Distributary Division Kuldangal, Camp Nala, Jamtara
60	Manish Kumar Baidya	DA	Waterways Division, Gumla
61	Pravin Kumar	DA	Mechanical Division Mandal, Latehar, Camp Daltonganj
62	Vinay Prasad	DA(P)	Minor Irrigation Division, Pakur
63	Bipin Kumar	DA(P)	Waterways Division Bishunpur, Patan, Daltonganj
64	Rohit Kumar	DA(P)	Planning & Monitoring Divison, Daltonganj
65	Ms. Dipeeka Kumari	DA(P)	Minor Irrigation Division, Koderma
66	Pappu Kumar Gupta	DA(P)	Waterways Division No.1, Chakradharpur
67	Praveen Kumar Rangey	DA(P)	Planning & Monitoring Division, Adityapur
68	Saurrow Kumar	DA(P)	Mechanical Division, Icha Chaliyama, Saraikela
69	Shakher Suman	DA(P)	Swaranrekha Canal Division, Galudih
70	Vikash Ranjan Mallik	DA(P)	Waterways Division, Daltonganj
71	Bikku Kumar	DA(P)	Waterways Division, Chaibasa
72	Brijesh Kumar Singh	DA(P)	Design Division No.2 Adityapur, Saraikela
73	Rakesh Ranjan	DA(P)	Irrigation Division No.2, Sikatia, Camp-Madhupur, Deoghar
74	Sharad Pandey	DA(P)	Planning, Quality Control & Monitoring Division, Deoghar
75	Saurabh Chauhan	DA(P)	Tenughat Dam Division, Tenughat, Bokaro
76	Pardeep	DA(P)	Quality Control Division, Daltonganj
77	Sumit Kumar	DA(P)	Design Division No.4, Deoghar
78	Dev Kumar	DA(P)	Purchase Construction Material & Tender Control Division,(SPU) Adityapur, Saraikela
79	Vikram Kumar No.2	DA(P)	Quality Control (AP) Division, Daltonganj
80	Shubham Kumar	DA(P)	Canal Revenue Division, Doranda, Ranchi
81	Sunil Kumar Sahu	DA(P)	Punasi Dam Division, Deoghar
82	Vivek Kumar Jaiswal	DA(P)	Irrigation Division Barharwa, Sahebganj
83	Yogendra Kumar Rana	DA(P)	Minor Distributary Division No.9, Galudih
84	Rakesh Kumar Ravi Das	DA(P)	Irrigation Division No.1 Barhet, Sahebganj
85	Amit Kumar No.III	DA(P)	Design Division No.3, Adityapur, Saraikela
86	Laxman Singh Meena	DA(P)	Canal Design Division No.1, Jamshedpur

List of Vacant/ Likely to be Vacant Divisions for T&P 2019

SI No	Name of the Divisions	Station	District	Grade	Remarks
1	Tenughat Dam Division, Tenughat, Bokaro	Tenughat	Bokaro	C	L2V
2	Drinking Water & Sanitation Division, Tenughat, Bokaro	Tenughat	Bokaro	C	L2V
3	Road Division, Chatra	Chatra	Chatra	B	L2V
4	Drinking Water & Sanitation Division, Chatra	Chatra	Chatra	C	L2V
5	Rural Development Special Division, Chatra	Chatra	Chatra	C	L2V
6	Minor Irrigation Division, Chatra	Chatra	Chatra	C	L2V
7	Irrigation Div. No.1 Sikatia, Deoghar	Madhupur	Deoghar	D	V
8	Irrigation Division No.2 Sikatia, Camp-Madhupur, Deoghar	Madhupur	Deoghar	D	L2V
9	Punasi Dam Division, Deoghar	Deoghar	Deoghar	C	L2V
10	Irrigation Division, Deoghar	Deoghar	Deoghar	C	L2V
11	Irrigation Mechanical Division, Deoghar	Deoghar	Deoghar	D	L2V
12	Planning, Quality Control & Monitoring Division, Deoghar	Deoghar	Deoghar	D	L2V
13	Design Division No.2, Deoghar	Deoghar	Deoghar	D	V
14	Design Division No.4, Deoghar	Deoghar	Deoghar	D	L2V
15	RD Special Division, Dhanbad	Dhanbad	Dhanbad	B	V
16	Drinking Water & Sanitation Division No.1, Dumka	Dumka	Dumka	D	L2V
17	DW&S (Mech) Division, Dumka	Dumka	Dumka	D	V
18	Field Survey (AP) Division, Dumka	Dumka	Dumka	D	V
19	RDD(RWA)Works (AP) Division, Dumka	Dumka	Dumka	D	V
20	Swaranrekha Canal Division, Ghatshila	Ghatshila	E. Singhbhum	B	L2V
21	Swaranrekha Dam Division No.1 Ghatshila	Ghatsila	E. Singhbhum	D	V
22	Galudih Right Canal Division No.1, Musabani	Galudih\	E. Singhbhum	B	L2V
23	Minor Distributary Division No.9, Galudih	Galudih\	E. Singhbhum	C	L2V
24	Kharkai Link Canal Division, Musabani	Musabani	E. Singhbhum	B	L2V
25	Kharkai Dam Division No.1, Musabani	Musabani	E. Singhbhum	D	V
26	Minor Distributary Division No.12, Mango, Jamshedpur	Jamshedpur	E. Singhbhum	B	L2V
27	Minor Distributary Division No.3, Mango, Jamshedpur	Jamshedpur	E. Singhbhum	C	L2V
28	Building Division, Jamshedpur	Jamshedpur	E. Singhbhum	C	L2V
29	Drinking Water & Sanitation Division, Jamshedpur	Jamshedpur	E. Singhbhum	C	L2V
30	Swaranrekha Canal Division Gangudih, Jamshedpur	Jamshedpur	E. Singhbhum	D	L2V
31	Minor Distributary Division No.8, Jamshedpur	Jamshedpur	E. Singhbhum	D	V
32	Canal Design Division No.1, Jamshedpur	Jamshedpur	E. Singhbhum	D	L2V

33	Investigation Research Division, Garhwa	Garhwa	Garhwa	D	L2V
34	Kandwan Dam Division Nagarutari, Garhwa	Nagarutari	Garhwa	D	L2V
35	Konar Canal Division, Dumri, Giridih	Dumri	Giridih	C	L2V
36	RDD (RWA) Works Division, Godda	Godda	Godda	A	L2V
37	Road Division, Godda	Godda	Godda	A	L2V
38	RD Special Division, Godda	Godda	Godda	B	L2V
39	RDD (RWA) Works Division, Gumla	Gumla	Gumla	B	L2V
40	Building Division, Gumla	Gumla	Gumla	D	L2V
41	Waterways Division, Gumla	Gumla	Gumla	D	L2V
42	Drinking Water & Sanitation (Mech.) Division, Gumla	Gumla	Gumla	D	L2V
43	Waterways Division No.1, Chainpur, Gumla	Chainpur	Gumla	D	L2V
44	Waterways Division No.2 Chainpur, Gumla	Chainpur	Gumla	D	L2V
45	N.H.Division Hazaribagh	Hazaribagh	Hazaribagh	B	L2V
46	Minor Irrigation Division, Hazaribagh	Hazaribagh	Hazaribagh	D	V
47	Waterways Division No.2, Hazaribagh	Hazaribagh	Hazaribagh	D	V
48	Konar Canal Division, Banaso, Hazaribagh	Banaso	Hazaribagh	C	V
49	Mechanical Division Banaso, Hazaribagh	Banaso	Hazaribagh	D	L2V
50	Irrigation Division Kundahit, Jamtara	Kundhit	Jamtara	D	L2V
51	Minor Irrigation Division, Jamtara	Jamtara	Jamtara	D	V
52	Irrigation Division, Jamtara	Jamtara	Jamtara	D	V
53	Irrigation Division No.2, Jamtara	Jamtara	Jamtara	D	L2V
54	Irrigation Division, Nala, Jamtara	Nala	Jamtara	D	V
55	Minor Distributary Division Kuldangal, Camp Nala, Jamtara	Nala	Jamtara	D	L2V
56	Minor Irrigation Division, Khunti	Khunti	Khunti	C	L2V
57	Drinking Water & Sanitation Division, Khunti	Khunti	Khunti	C	L2V
58	Building Division, Khunti	Khunti	Khunti	D	L2V
59	Road Division, Koderma	Koderma	Koderma	A	V
60	RDD (RWA) Works Division, Koderma	Koderma	Koderma	C	L2V
61	Minor Irrigation Division, Koderma	Koderma	Koderma	D	L2V
62	Minor Irrigation Division, Latehar	Latehar	Latehar	D	L2V
63	Building Division, Lohardaga	Lohardaga	Lohardaga	C	L2V
64	Minor Irrigation Division, Lohardaga	Lohardaga	Lohardaga	D	V
65	RD Special Division, Pakur	Pakur	Pakur	B	L2V
66	Drinking Water & Sanitation Division, Pakur	Pakur	Pakur	C	L2V
67	Building Division, Pakur	Pakur	Pakur	D	L2V
68	Minor Irrigation Division, Pakur	Pakur	Pakur	D	L2V
69	RDD (RWA) Works Division, Palamu	Medininagar	Palamu	B	V
70	Waterways Division, Daltonganj	Medininagar	Palamu	D	L2V
71	Design Division No.2, Daltonganj	Medininagar	Palamu	D	L2V
72	Mechanical Division, Mandal, Latehar, Camp at Daltonganj	Medininagar	Palamu	D	L2V

73	Planning and Monitoring Division, Daltonganj	Medininagar	Palamu	D	L2V
74	Quality Control Division, Daltonganj	Medininagar	Palamu	D	L2V
75	Quality Control (AP) Division, Daltonganj	Medininagar	Palamu	D	L2V
76	Waterways Division Bishunpur, Patan, Daltonganj	Japla	Palamu	D	L2V
77	Auranga Construction Division Panki, Daltonganj	Panki	Palamu	C	L2V
78	Road Division, Ranchi	Ranchi	Ranchi	A	L2V
79	RDD (RWA) Works Division, Ranchi	Ranchi	Ranchi	A	L2V
80	Soil Investigation A.P. Division, Doranda, Ranchi	Ranchi	Ranchi	D	L2V
81	Minor Irrigation Quality Control Division, Ranchi	Ranchi	Ranchi	D	L2V
82	Ground Water Investigation, Division Ranchi	Ranchi	Ranchi	D	V
83	Design Division No.2, Doranda, Ranchi	Ranchi	Ranchi	D	V
84	Canal Revenue Division, Doranda, Ranchi	Ranchi	Ranchi	D	L2V
85	REO Soil Investigation Division, Ranchi	Ranchi	Ranchi	D	Vacant on 1.07.19
86	RWD Quality Control (AP) Division, Chakradharpur, Camp at Ranchi	Ranchi	Ranchi	D	V
87	Road Division, Sahebganj	Sahebganj	Sahebganj	A	L2V
88	RDD (RWA) Works Division, Sahebganj	Sahebganj	Sahebganj	B	L2V
89	Drinking Water & Sanitation Division, Sahebganj	Sahebganj	Sahebganj	B	L2V
90	Ganga Pump Canal Division, Sahebganj	Sahebganj	Sahebganj	B	L2V
91	Rural Development Special Division, Sahebganj	Sahebganj	Sahebganj	C	L2V
92	Irrigation Division Barharwa, Sahebganj	Barharwa	Sahebganj	D	L2V
93	Irrigation Division No.1, Barhet, Sahebganj	Barhet	Sahebganj	D	L2V
94	RD Special Division No.1, Saraikela	Saraikela	Saraikela	B	L2V
95	Kharkai Canal Division Rajnagar, Saraikela	Rajnagar	Saraikela	D	L2V
96	Mechanical Division, Chandil, Saraikela	Chandil	Saraikela	D	V
97	Kharkai Dam Division No.2, Icha Chaliyama, Saraikela	Icha Chaliyama	Saraikela	D	L2V
98	Mechanical Division Icha Chaliyama, Saraikela	Icha Chaliyama	Saraikela	D	L2V
99	Kharkai Canal Division, Adityapur, Saraikela	Adityapur	Saraikela	A	V
100	Drinking Water & Sanitation Division, Adityapur, Saraikela	Adityapur	Saraikela	C	L2V
101	Design Division No.3, Adityapur, Saraikela	Adityapur	Saraikela	D	L2V
102	Planning and Monitoring Division, Adityapur	Adityapur	Saraikela	D	L2V
103	Swaranrekha Dam & Barrage Design Division, Adityapur,	Adityapur	Saraikela	D	L2V

104	Purchase Construction Material & Tender Control (SPU) Division, Adityapur, Saraikela	Adityapur	Saraikela	D	L2V
105	Design Division No.2 Adityapur, Saraikela	Adityapur	Saraikela	D	L2V
106	Central Store and Camp Division, Chandil, Saraikela	Chandil	Saraikela	D	V
107	Kharkai Canal Division, Chaibasa	Chaibasa	W. Singhbhum	B	L2V
108	RD Special Division, Chaibasa	Chaibasa	W. Singhbhum	B	L2V
109	Waterways Division, Chaibasa	Chaibasa	W. Singhbhum	C	L2V
110	Drinking Water & Sanitation Mechanical Division, Chaibasa	Chaibasa	W. Singhbhum	D	L2V
111	Waterways Division No.1, Chakradharpur	Chakradharpur	W. Singhbhum	D	L2V
112	Electric Works Division, Dhanbad	Dhanbad	Dhanbad	NSP	VNSP
113	Advance Planning Division, Sahebganj	Sahebganj	Sahebganj	NSP	VNSP
114	Ground Water Investigation Division, Dumka	Dumka	Dumka	NSP	VNSP
115	Minor Irrigation QC Division, Dumka	Dumka	Dumka	NSP	VNSP
116	M.P.I. & Jal Vigyan Division, No.2, Deoghar	Deoghar	Deoghar	NSP	VNSP
117	Advance Planning Division, Daltonganj	Medininagar	Palamu	NSP	VNSP
118	Ground Water Investigation, Division, Hazaribagh	Hazaribagh	Hazaribagh	NSP	VNSP
119	Design & Monitoring Division, Hazaribagh	Hazaribagh	Hazaribagh	NSP	VNSP
120	Quality Control Division, Hazaribagh	Hazaribagh	Hazaribagh	NSP	VNSP
121	M.P.I. & Jal Vigyan Division, No.2 Ranchi	Ranchi	Ranchi	NSP	VNSP
122	Planning & Investigation, Division, Ranchi	Ranchi	Ranchi	NSP	VNSP
123	ADB Project RCD, Ranchi	Ranchi	Ranchi	NSP	VNSP
124	RD Special Division, Ramgarh	Ramgarh	Ramgarh	NSP	VNSP



सत्यमेव जयते

No. 502 - Staff (Appt.) / 131 -2015

भारत के नियंत्रक-सहायक-परिक्षक का कार्यालय
9, दीन दयाल उपाध्याय मार्ग, नई दिल्ली - 110 124
OFFICE OF THE
COMPTROLLER & AUDITOR GENERAL OF INDIA
8, Deendayal Upadhyaya Marg, New Delhi-110 124
20th March 2015

दिनांक / DATE _____

To

All the Pr. Accountants General/ Accountants General (A&E)
(Cadre Controlling Authority in respect of Divisional Accountants cadre)

Subject: Transfer and postings of Divisional Accounts Officers/Divisional Accountants.

Sir/Madam,

Transfers and postings in the Divisional Accounts Officers/Divisional Accountants cadre are governed by the guidelines and instructions contained in this office circular letter no. 1008-NGE (Appt.)/10-2010/Vol.II dated 23.08.2010 and letter No. 352-staff (Appt.)/132-2013 dated 22.03.2013. The existing guidelines/instructions have been reviewed and the following guidelines are issued superseding the existing guidelines.

1. Classification of Divisions:

The Divisions shall be classified as follows to match the four tiers of the cadre of Divisional Accountants:

Sl. No	Category of Division	Category of Incumbent	Percentage of Divisions
1	Very Heavy Divisions	Sr. Divisional Accounts Officers	15%
2	Heavy Divisions	Divisional Accounts Officers - Gr. I	25%
3	Medium Divisions	Divisional Accounts Officers - Gr. II	25%
4	Light Divisions	Ordinary Grade Divisional Accountants	35%

(a) The above classification shall be based on:

- (i) the average annual expenditure, including deposit works, if any, for the last three years. Exact monetary limit for each category may, however, be fixed by the respective Principal Accountants General/Accountants General (A&E) depending upon the expenditure in the respective States; and
- (ii) Other aspects like nature of the work assigned to the Divisions and the territorial jurisdiction of the Divisions.

(b) The classification of the Divisions on the basis of (a) above must be reviewed every three years.

2. Constitution of a Committee on transfers and postings:

- (a) A three member Committee on transfer and postings comprising the Group Officer in-charge of Works Accounts and two other IA&AS officers of the rank of Sr. Deputy Accountant General/Deputy Accountant General from the sister office(s) to be

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13

nominated by the concerned Pr. Accountant General/Accountant General shall be constituted in the month of March/April of each year. The said Committee shall function for the entire year ending March of the subsequent year.

- (b) The Committee shall meet at regular intervals, or as and when required by the Pr. Accountant General/Accountant General.

3. Functions of the Committee:

Committee shall consider:

- (a) All cases of annual transfers/postings;
- (b) All other transfers affected during the year; and
- (c) All cases of additional charge / link charge(s).

4. Parameters to be considered by the Committee:

- (i) The Committee shall consider the following broad parameters while recommending the cases for postings/transfers:
 - (a) Transfer and posting should, as far as possible, be made only once in a year and annual transfers should be timed so that these do not disturb the academic session;
 - (b) List of Divisions likely to fall vacant during the year should be published well in advance;
 - (c) Divisions should be properly graded by following the criteria as mentioned in paragraph 1 and further instructions issued in this regard from time to time;
 - (d) Posting of the officers should be made in the appropriately graded Divisions as far as possible;
 - (e) Option for posting in particular station(s) should be called for from the individuals and efforts should be made to accommodate the officers at the place of their choice as far as possible, subject to availability of vacancy and administrative exigencies;
 - (f) In case of overall vacancies, the same should be evenly distributed across the State as far as possible;
 - (g) The adverse comments given by the Inspecting Officers auditing the accounts of the Divisions(s), adverse remarks made by the Executive Engineers on the performance of the Divisional Accounts Officers/Divisional Accountants on their performance as reflected in their Annual Performance Appraisal Reports and their performance in proper and timely submission of accounts should be kept in view while taking a decision on posting and transfer;
 - (h) Additional charge of more than one Division to one officer should be avoided unless absolutely essential under the circumstances.
- (ii) The Committee shall record in the proceedings the considerations that weighed with them in making each posting, entrustment of additional charge, etc. The proceedings should also include an assurance that the prescribed procedure has been adhered to scrupulously.
- (iii) In case of any deviation in respect of (a) to (h) above, detailed reasons should be recorded by the Committee.

- (iv) In case of any disagreement by the Pr. Accountant General/Accountant General with the recommendations of the Transfer Committee, the concerned Pr. Accountant General/Accountant General shall give detailed reasons in writing for the disagreement and full justification for modification(s) to the recommendations made by the Committee.

5. Tenure of Posting:

- (i) The tenure of posting shall normally be three years in a particular 'Division' and six years at a particular 'Station'. Incumbency period for the 12 years preceding the year in which the transfers are being made is to be taken into account for this purpose.
- (ii) A Sr. DAO/DAO/DA retiring on superannuation within next three years, may be allowed 'Station' of his choice subject to the condition that:
- (a) a vacant Division is available in the 'Station' in which he/she had not served during past twelve years; and
 - (b) such choice of posting is not in continuation of six years of posting in that 'Station'. However, he/she may be considered for continuation of posting in that Division, if he/she is retiring on superannuation in next 12 months (to be reckoned from 01st May), if so opted by him/her.
6. Classification of Divisions, List of vacant Divisions, Divisions likely to fall vacant may be brought out and displayed prominently on the office notice board and the website of the office concerned continuously for at least a month. After the annual general transfer, the list of vacant divisions and criteria adopted for allocation of additional/link charge must also be brought out and displayed prominently on the office notice board and the website of the office concerned. A consolidated transfer / posting order should also be placed on the website of the office concerned immediately after annual general transfers. All other posting and transfer orders should also be uploaded on the website immediately after issue. These will also include orders for additional charges.
7. The above guidelines may be widely publicised by putting them on the notice board(s) /website and should be strictly adhered to.

Yours faithfully,


(Ranjit Singh)
Asstt. C. & Ar. G. (N)