

	<p style="text-align: center;"> <b>केंद्रीय शुल्क के प्रधान आयुक्त का कार्यालय</b>  <b>OFFICE OF THE PRINCIPAL COMMISSIONER OF CENTRAL TAX</b>  <b>कड़ेर नियंत्रण प्राधिकारी CADRE CONTROLLING AUTHORITY</b>  <b>हैदराबाद जीएसटी आयुक्तालय</b>  <b>HYDERABAD GST COMMISSIONERATE</b>          जीएसटी भवन, एल बी स्टेडियम रोड, बशीर बाग, हैदराबाद-500 004          GST BHAVAN, L B STADIUM ROAD, BASHEERBAGH, HYDERABAD-500004          Phone No.040-23241117 / 23240725 Fax No. 040-23299204          e-mail: estthyd.1@gmail.com       </p>	
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C.NO.II/39/28/2020-Estt.CCA

Date: 22- 07-2020

**INTER ZONAL TRANSFER POLICY- 2020**

Subject: - Inter Zonal Transfer (IZT) Policy 2020 in the common cadre of Inspector of GST in Hyderabad and Visakhapatnam Zones – regarding.

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**1. Applicability:-**

This new policy viz. Inter Zonal Transfer Policy,2020 (IZT, 2020) is necessitated in view of expiry of the existing Inter Zonal Transfer policy,2015 dated 25-3-2015 and it is applicable to the common cadre of Inspector of Central Tax and Customs, Hyderabad and Visakhapatnam Zones. This policy is made with a view to maintain parity of vacancies with reference to sanctioned strength in the cadre of Inspector between Hyderabad and Visakhapatnam Zones. Accordingly, these transfer policy guidelines would supersede all the previous guidelines/policies issued in the past. This policy is effective from AGT, 2020 for a period of five years i.e. till 2024 [AGT 2024]. Further, any amendment/corrigendum/review to the policy due to major jurisdictional changes, etc, which affects the common cadre of Inspectors of Hyderabad and Visakhapatnam Zones, can be taken up by the administration at any point of time in the larger interest.

This policy would be subject to the instructions/guidelines issued/to be issued from time to time by the CBIC and the Department of Personnel & Training, Government of India.

Inter Zonal Transfer orders in terms of this policy would be issued as far as possible in the month of April.

**2. Criteria for Transfer To Visakhapatnam Zone:-:**

- i. The transfer of officers to Visakhapatnam Zone would primarily be of those officers who have never worked in Visakhapatnam Zone in the cadre of Inspector taking into consideration 'station seniority'. In case of further requirement of transfer of officers to Visakhapatnam Zone, the criteria of 'station seniority' would be followed. Entire jurisdiction of Hyderabad Zone is considered as 'station'.
- ii. While deciding/determining 'station seniority' among the officers joined on the same day in cadre of Inspector, sequence of transfer would be from junior most officer and thereon. For example;- x,y,z....., who were promoted(PR)/joined (DR) to the post of Inspector on the same day, in such a case sequence of transfer would be z,y,x.....



### **3. Tenure in Visakhapatnam Zone:-**

- i. The tenure in Visakhapatnam Zone under criteria of 'never worked' would be for a period of two years (660 days) in case of male officers and a period of one year (330 days) in case of lady officers. However officers transferred under criteria of 'station seniority' tenure in Visakhapatnam Zone would be one year (330 days).
- ii. On completion of tenure in the Visakhapatnam Zone, the officer would be transferred back to Hyderabad Zone. The tenure in Visakhapatnam Zone would be computed as on 30<sup>th</sup> June of the relevant year for the purpose of AGT.
- iii. All kinds of leave [except the casual leave] and any kind of unauthorized absence would be deducted for computing the said tenure in Visakhapatnam zone.

### **4. Premature Transfer/Deputations:**

- i. If an officer is prematurely transferred back to Hyderabad Zone on extreme compassionate grounds like medical exigencies / requirement/ on any reason, etc, he/she would be liable for transfer back to Visakhapatnam Zone in the next AGT or when the reasons for such premature transfer cease to exist, to complete their residual tenure or a minimum tenure of one year (as per the method of computation of tenure in Visakhapatnam Zone, mentioned above), whichever is higher in Visakhapatnam Zone.
- ii. Officers during their tenure in Visakhapatnam Zone proceeding on deputation or posted to RGIA, Hyderabad, would be posted back to Visakhapatnam Zone on completion of the deputation/RGIA, Hyderabad, posting and they shall have to complete their residual tenure or a minimum tenure of one year (as per the method of computation of tenure in Visakhapatnam Zone, mentioned above), whichever is higher in Visakhapatnam Zone.

### **5. IZT from Visakhapatnam Zone to Hyderabad Zone:**

- i. An officer in the cadre of Inspector who has completed a minimum tenure of 4 years in Visakhapatnam Zone may apply for transfer to Hyderabad Zone. However, the condition of the said 4 years would be waived or reduced in case of extreme compassionate grounds viz. medical exigencies etc.
- ii. Request for transfer from Visakhapatnam 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.

### **6. Exceptions:**

- i. Officers retiring within two years would not be normally transferred from Hyderabad Zone to Visakhapatnam Zone or vice-versa except in cases on request from the individual. The cut-off date for calculating the period of two years would be 30<sup>th</sup> June of the relevant year for the purpose of AGT.
- ii. Officers seeking out of turn transfer to Visakhapatnam zone would be normally considered.
- iii. Lady officers would be exempted from transfer under criteria of 'station seniority' to Visakhapatnam zone.



- iv. As regards posting of Husband and wife in the same station, the DOPT's guidelines would be followed. The officers can seek exemption on spouse ground on one occasion only, for a period of 2 years. Officers retained in Hyderabad Zone on spouse ground would be assigned a non-sensitive charge during the period of such retention.
- v. Physically challenged persons are exempted from transfer to Visakhapatnam zone subject to fulfillment of DOP&T guidelines.
- vi. Request for retention in Hyderabad Zone on the grounds of child studying in class XII Std. or equivalent would be generally considered. The officer retained on this ground would be assigned a non-sensitive charge during the period of such retention.
- vii. The officers posted to Directorates/SEZs in Hyderabad Zone on deputation/loan basis would be exempted from transfer to Visakhapatnam Zone during their tenure in the Directorates/SEZs. Tenure in Directorates/SEZs would be counted for determining 'station seniority'. However, on completion of their tenure in the Directorates/SEZs, they would be considered for transfer to Visakhapatnam Zone based on their 'station seniority' without any cooling off period.
- viii. Request for retention on extreme compassionate grounds like medical exigencies would be considered and in such cases the officer would be assigned non-sensitive charge till he/she transferred to Visakhapatnam Zone. He/she would be transferred to Visakhapatnam Zone during immediate AGT or when such reason for retention ceases to exist.

**7. Procedural guidelines:-**

- i. Direct Recruit (DR) Inspectors would be posted to Visakhapatnam Zone to the extent of maintaining parity of vacancies between the two zones. Sequence of posting would be alternate among the available candidates based on merit order at the time of appointment. While doing so, request for posting to Visakhapatnam Zone would be generally considered.
- ii. The officers repatriated from Moffussil posting would be transferred to Visakhapatnam Zone only after completion of cooling period of 4 (four) years. The period would be counted towards station seniority with reference to the ensuing AGT.
- iii. The representations pertaining to/arising out of such transfers routed through proper channel only would be addressed.
- iv. 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.

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