



GOVERNMENT OF KERALA

Abstract

Higher Education - Technical - Establishment - Transfer norms for the employees of Technical Education Department except Engineering College Faculty, Ministerial Staff, Last Grade Staff and those who come under the DRB rules - Orders issued.

HIGHER EDUCATION (L) DEPARTMENT

G.O. (Ms.) No: 85/2013/H.Edn

Dated, Thiruvananthapuram, 25.03.2013

*Read:-*Letter No.EA2/48607/12 dated 19.02.2013 from the Director of Technical Education, Thiruvananthapuram

ORDER

As recommended by the Director of Technical Education as per the letter read above, Government are pleased to issue the following norms for transfer and postings of the employees of Technical Education Department except Engineering College Faculty, Ministerial Staff, Last Grade Staff and those who come under the DRB rules.

1. Every employee will be required to specify the place where he/she would like to get a posting or transfer. This place will be the District of his choice and hereinafter be called as 'home station'. In case of Idukki and Palakkad Districts, considering the extreme geographic and weather conditions, it will be divided into further zones. For declaring home station specific time should be allowed. If an incumbent not declared his/her home station within the specific time allowed, the station in which the incumbent holding the post will be declared as his/her home station. Employees will be allowed to change his/her home station, to a maximum of two times in his/her entire period of service.
2. Outstation service means service outside his/her home station, in all cadres put together.
3. Persons who have completed three years of outstation service will become eligible for a transfer to their home station. However, every one year service in the institutions in Wayanad District and Idukki District (Except Muttom and Purappuzha) and in Agaly (Palakkad District) will be counted as 1½ years. For service at a station which is 250 Kms and above way from the home station, every one year of service will be treated as 1¼ years.
4. One year service in the hill station will be counted as 1½ years outstation service. Transfer to Idukki and Wayanad even on request

should be considered as outstation service.

5. a) In order to provide eligible employee in his/her home station where there is no open vacancy, persons with less than three years of outstation service will be transferred in the matter indicated below:-

i) Persons without outstation service starting with the junior most.

ii) Persons with less than one year of outstation service starting with the junior most.

iii) Persons with less than two years of outstation service starting with the junior most.

iv) Persons with less than three years of outstation service starting with the junior most.

b) While transferring employees as provided in (a) above those who have served at farther outstations will be transferred to nearer outstation institutions when required to be transferred out.

6. In the case of an institution where all the employees have already completed three years outstation service, to provide for a person who have three or more years of outstation service, the following additional criteria will be followed:-

a) If the applicant has less outstation service than any person working in that Institution, no transfer will be given. When teachers working in an outstation institution are to be transferred out, the one with the longest service at that station to be transferred out first as far as possible.

b) If the applicant has equal or greater outstation service than any person working in that institution, the person, with the minimum of outstation service in that station will be transferred first. However, he will be disturbed only if the incoming person has a minimum of nine months longer outstation service than the person who is to be transferred out.

c) Other things being equal, among the persons who have to be transferred out to accommodate a person who has requested for a transfer to home station, the person with the longest period of service in that station will be transferred out first.

d) other things being equal, among the persons who have requested for transfer to a home station, the person who has been working farthest away from the station will be given priority.

7. Persons who have been given transfer to their home station after a minimum of three years of outstation service will not ordinarily be disturbed for a period of three years from the home station except in the case of promotion and other unexpected contingencies.

8. In the case of open vacancies, the person with the longest outstation service will be posted first, provided the open vacancy is in his/her home station.

9. Leave for study purpose/Deputation will not be considered as outstation service. On return from Deputation/Study leave/LWA for those who have not completed 3 years outstation service will be posted to institutions in Idukki and Wayanad first.
10. Existing Government orders prioritizing SC,ST, differently-abled, Ex-service, dependents of Defence personnel, Freedom Fighters' wife/husband, parents of mentally challenged, parents of deaf and dumb, inter-caste married etc. will be followed as per the General transfer norms.
11. State President and General Secretary of recognized service organisations will be eligible for a posting at the headquarters of the organisation.
12. Relinquishment of cadre promotion will not confer any special protection to employees in the matter of transfer.
13. Transfer in the period of two years prior to retirement will be avoided to the extent possible. Such employees will be posted in their home station as far as possible.
14. Length of service for the purpose of transfer and posting will be calculated as on 31st March, every year. All the general transfer to be effected before 30th June every year.
15. General transfer orders should be issued normally well before the re-opening of the academic year.
16. The above orders will be implemented taking into account also the general guidelines issued by Government from time to time.

(By order of the Governor)
Dr.K.M Abraham
Additional Chief Secretary to
Govt.

To

The Director of Technical Education, Thiruvananthapuram
All the Joint Directors (through the Director of Technical Education, Thiruvananthapuram)
All the Principals of Government Polytechnic /Engineering Colleges (through Director of Technical Education, Thiruvananthapuram)
The Principal Accountant General (Audit), Kerala, Thiruvananthapuram
The Accountant General (A&E), Keala, Kottayam
The Personnel & Administrative Reforms Department (vide U.O.No.4165/B1/13/P&ARD dated 7.3.2013)
Stock File/Office Copy.

Forwarded / By Order

Section Officer