X. Joining Time R 125-138

A. This is the time allowed to join a new post or place on transfer.

This is admissible:

a) When transferred while on duty; and

b) When transferred while on leave.

The item (b) above is further classified:

##### on return from earned leave

##### on return from leave other than EL when the person has no sufficient information about his new appointment.

B. How granted

1. When there is no change of office or building: No joining time
2. For less than 8 km of distance from old station: One day

(when relieved from the old station on the AN of Saturday, Sunday the next day is counted as the day for this purpose. R 126)

Note: A transfer shall be held to involve a change of station, only when the distance between two places is 8 km or more.

1. For a distance of 8 km and above:
	1. Preparation time: 6 days
	2. Journey time as below:

(i) Rail-for every 500 km and fraction-1 day each

 (ii) Road- for every 150 km and fraction-1 day each

#####  (iii)Air- Actual time required for the journey (Part of a day is treated as one day)

1. Ocean steamer- for every 350 kms or part there of - 1 day each
2. River steamer – for every 150 kms or part there of – 1 day each
3. Other public conveyance – for every 25 km or part – 1 day each

4. Sundays are excluded for the calculation of joining time in ordinary course. But for

 maximum period of 30 days, Sundays are included.R.127

5. Normally holidays are included in the Joining time. But, when holidays follow joining time, joining time is deemed to have been extended to cover such holidays. R. 127.

6. When transferred while on transit, a second preparation time will not be allowed. R.130

7. When transfer is subsequently cancelled, the period from the date of relief and rejoining

 duty has to be treated as joining time. R.130

8. When transferred while on EL, the person has to join duty at the new place, only after the expiry of leave and admissible joining time. If he joins duty at the new station, before the expiry of leave, the availed portion of EL will be reduced by the admissible amount of joining time. R.131.

9. When joining time is combined with vacation, the person may join duty only at the end of vacation.R.132

10. Normally, joining time is not allowed in the case of transfer, at request. But journey time under item (3) above will be allowed. Note below. R. 136

11. As per rule 15 part II KSRs, a journey on transfer is held to begin or end at the actual residence of the officer concerned. Hence for the calculation of joining time, the distance of journey can be reckoned from residence to residence. But, it is to be noted that a government servant shall reside within 15 km of distance from his Head Quarter.

C. Exercise:

An officer working in Thiruvananthapuram was transferred to Malappuram and relieved of his duties from the old station on the afternoon of 4th October (Monday) 2004. Distance: from his residence to central railway station, Thiruvananthapuram 11 km (rd), Thiruvananthapuram to Tirur 373 km (Rail) Tirur to Malappuram 29 km (road).

Ans: Preparation time : 6days

Journey time:

1. for rail journey of 373 km -1 day
2. for road journey of 40 km (11+29) -1

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He will join duty at Malappuram on the FN of 14th. (R 125-127)

D. Comment

* + - * 1. Mr. X was transferred to an office at a distance of 6km from the office where he was working. He was relieved on 6th (Saturday) morning. He joined duty at the new office on 8th (Monday) morning. (See R 126 and GD to R.137. He should have joined duty in the new office on the afternoon of 6th (Saturday) itself. His action was irregular).
				2. An officer was transferred from Kasargode to Thiruvananthapuram (580 km rail) and was relieved on the afternoon of 9th (Friday). He reported for joining duty in the new office on the forenoon of 20th Tuesday. (See R 125-127. Correct action)