

**OFFICE OF THE ACCOUNTANT GENERAL (A&E)-II,
UTTAR PRADESH, ALLAHABAD**

No. AE-II/03/WM-I/Gr.I/36/2018/Vol.I/ 388

Dated: 12-09-2018

Office Order

Accountant General has been pleased to formulate the following guidelines for considering transfer on request of officials of Divisional Accountant cadre:

- (1) Transfer on request will be considered as per administrative convenience on merit of the case by the three members Committee constituted for transfer/posting of Divisional Accountant cadre. Recommendation of the Committee will be put up to the Competent Authority for consideration and approval.
- (2) An official should only request for posting at his choice station(s) for consideration of the Competent Authority. Transfer on request will be considered only for station(s) of choice preferred by the official subject to the availability of vacant divisions and other administrative requirements.
- (3) Posting in an appropriately graded division is an administrative matter, as such, request for posting in appropriately graded division will not be considered as transfer on request.
- (4) The official should clearly mention in his application that his request is only for station(s). The official is required to enclose supporting documents along with his application in respect of his request.
- (5) If an appropriately graded division in the first available station of his choice is not available, he will be posted in the lower grade division vacant in that station.
- (6) Once the request is accepted amongst the choice of stations, the official concerned has to join the division within the prescribed time-limit. If he does not comply with the order, his name will be debarred for further request transfer till he becomes eligible for the next Annual General Transfer.
- (7) Normal tenure in a division is three years. During the two AGTs, only one request transfer will be considered in a tenure period of three years. After transfer on request has been accepted by the Competent Authority, further request transfer will be entertained only in sudden unforeseen exigency.

Sd.

Deputy Accountant General/ DACC

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Copy forwarded to the following for information and necessary action:

1. Secretary to Accountant General, Office of the A.G. (A&E)-II, U.P., Allahabad.
2. Accounts Officer/ITCG, Office of the A.G. (A&E)-I, U.P., Allahabad with the request to upload the Office Order on official website.
3. Shri Madan Singh, General Secretary of the U.P. DAO/DAs Association.
4. Notice Boards.


12.09.2018

Sr. Accounts Officer (WM-I)