



(2008-2010)

APSEB ENGINEERS' ASSOCIATION (AP STATE VIDIYUT ENGINEERS' ASSOCIATION)

(Regd. No. 874 of 1975)

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To,

The Chairman & Managing Director,
APTRANSCO,
VIYUTHSODHA, HYDERABAD

Hyderabad

14.05.2009

Sir,

Sub: APSEBEA — General Transfer Policy for the employees of
DISCOMS - Guidelines for Transfers for a period 5 Years –
Submitted.

The guidelines for effecting General Transfers for the year 2009 are
submitted as under for favorable consideration.

- Employees retiring on or before 30.06.2010 need not be transferred.
- Head quarters protection shall be given for Office-bearers of Association and Unions. The Protection will be for the incumbents whose names have already been intimated to Circle Office/Corporation Office as on the date of this order.
- Employees whose spouse is working in Government Departments at the present station are to be transferred within the respective District only.
- Physically Handicapped employees may be accommodated in some other post in the same station.
- The employees (either Self or Spouse or Dependent Children) who are suffering from chronic diseases such as Cancer, Heart Operation, Neuro Surgery, T.B. and any transplantation are to be transferred to some other post in the same station. If there is no post to accommodate, the employee is to be transferred to a place nearest to the present place. This is applicable to only for those employees who have already submitted Medical Bills for re-imbusement for the above diseases.

- f) Request transfers may be considered after completion of one year of service in the present post against clear vacancies on genuine grounds.
- g) While implementing the transfer policy, priority should be given to fill up the vacancies in rural areas.
- h) Break in Service (for any reason) for less than 6months at a time will be treated as continuity of service.
- i) Preference shall be given to graduate Engineers while posting Section Officers in city/town Operation as per B.P.Ms 484 Dt 11.07.1975
- j) In respect of Engineering services, priority shall be given to the employees working in other than Operation for posting in Operation wing.
- k) In respect of DISCOM headquarters, Corporate office shall be treated as a circle against column(2) and as a station against column(3).
- l) The Corporate Office service is to be treated as service at one station for the purpose of computing 5 years of service in a station.
- m) While affecting the transfers, change of function (I.e. Operation, MRT, Office, DPE, Construction, CBD& Lines etc.) shall be followed. Among these functions, who ever is not having experience in operation wing, shall be posted in operation to the extent possible.
- n) While implementing transfers the criteria mentioned in column (3) of the statement is to be considered first.
- o) The total transfers in any cadre be limited to 30% of the cadre strength of the existing employees, in the order of seniority of the service as per the criteria given.
- p) A copy of the list of the employees who are to be transferred is to be sent to the CGM(HRD) /Corporate office by 25th of April and also to be displayed in the Notice Boards of the competent authorities.
- q) All the transfer orders shall be issued on or before 5th of May and to be implemented on or before 15th May.

In this connection, it is requested that, once the orders on transfer policy are issued, it is to be implemented without any deviation. Also, in case of any major changes to the above guidelines submitted, the views of the Association may be taken.

Criteria for Transfers :

Cadre	Employees completing 3 years in the present cadre in the Same post as on 31.05.2009	Employees completing 5 years in the present cadre in the same station as on 31.05.2009
1	2	3
All employees in O&M Service	To be transferred from one Section to another Section in the same Sub-Division	To be transferred from One Sub-Division to another Sub-Division.
Sub-Engrs/ Provincial Employees	To be transferred from the present Post to other Post within the Division	To be transferred from one Division to another Division.
Upto JAO Cadre in Accounts service	To be transferred from the present Post to other Post within the Division	To be transferred from One Division to another Division.
AE/AAE and ADE and its equivalent cadres of other Services	To be transferred from the present Post to other Post within the Circle.	To be transferred out side the Station at which they are working with the circle.
DE and above and its equivalent cadres of other Services	To be transferred from the present Post to other Post.	To be transferred out side the Station in which they are working.

Only requests of the employees who have completed


(a) 5 years of service in the same cadre in a circle/district or

(b) 9 years of service in all cadres put together in a circle/district

shall be considered for the transfer to other Circle / District .

Thanking you,

Yours faithfully,


(Er. A. SUDHAKAR RAO)
Secretary General

Copy Submitted to the:

1. Joint Managing Director (HRD, Comml, IPC, Reforms)
2. Chairman & Managing Director, APCPDCL, Hyderabad
- 3. Chairman & Managing Director, APSPDCL, Tirupathi
4. Chairman & Managing Director, APNPDCL, Warangal
5. Chairman & Managing Director, APEPDCL, Visakhapatnam