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M/2/11

Scott. II-27-60,001-17-11-48

EDUCATION AND PUBLIC HEALTH

(194) Department.

MS SERIES.

G.O. NO.

2262 Education.

Dated

13-7-1949.

OK
plg. copy
and brief

[Despatch Abstract.]

ESTABLISHMENT - Education Department - Transfers - Of officers - Reasons for transfers
to be recorded - Instructions issued.

Back Papers.

G.O.	No.	Department.	Date.	G.O.	No.	Department.	Date.
	643	18-3-38					
	1580	5-11-42					
	1930						
	157	34					

Further Papers.

G.O.	No.	Department.	Date.	G.O.	No.	Department.	Date.
	20	281					
	16	13/07					
	809	74					
	14	1/52					

I notice that the general instruction that no officer should be transferred from a station within a period of three years save for exceptional reasons is not being observed. Strict instructions should again issue to all heads of departments that whenever in the exigencies of service it is proposed to transfer an officer before the expiry of three years, specific reasons should invariably be given in support of the transfer.

P.S.K., 26-5-49.
H.Pr.

46488

Public (Services) Deptt.

Periodical transfer of officers is governed by individual orders issued in the concerned departments of the Secretariat. A copy of the Hon'ble Premier's note above may be communicated to the departments of the Secretariat for necessary action. The departments are requested to circulate the respective files to the Hon'ble Premier stating what action they have taken on his present orders. If approved, a copy of Hon'ble Premier's note and this note may be sent to the departments of the Secretariat.

P.K.H.
28-5-49.

Pub. O.P. 1990-49-1
14.5.49

K.V.R.
31-5-49.

To The Depts. of the Sect- * * *

K.Ramunni Menon,
14-6-49.
Chief Secretary to Govt.

Extract of Secretary's remarks and orders in circulation in C.No.46159.D1.49 regarding periodical transfer of officers. Departments of the Secretariat (including Public

U.O. Note No. 1990.49.1, dated 14th June 1949.

I would like to add that an annual return of transfers made for exceptional reasons, which should be stated, may be made by S.G. and other heads of departments for information of Government.

48864

J.M.L(obo Prabhu),
23-6-49
Secy.

T.S.S.R(ajan)
24-6-49.
H.M.(P.H.)

P.S.K(umaraswami Raja),
25-6-1949.
H.Pr.

(True extract).

Copy to A, D2, E1, E2, G1, G2, H1, and H2 sections.

(By Order)

[Signature]
Superintendent

The annual return referred to by Secretary at bottom of

94-2-25, 7.2.9
H.P.L.

Public (Services) Dept.

sent to the departments of the Secretariat.
copy of Hon'ble Premier's note and this note may be
they have taken on his present orders. If approved, a
files to the Hon'ble Premier stating what action
departments are requested to circulate the respective
departments of the Secretariat for necessary action. The
Premier's note above may be communicated to the
departments of the Secretariat. A copy of the Hon'ble
governed by individual orders issued in the concerned
Periodical transfer of officers is

P. K. H. 58-5-82

31-5-50
K.V.R.

Chief Secretary to Govt.
14-6-49.
K. Ramani Menon,

U.O. Note No. 1090.49.1. dated 14th June 1949.
To the Departments of the Secretariat (including Public)

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pol ante may also be required from him. A draft ^{order} Memo is submitted. May be circulated to H.M.(Edn.) and H.Pr. after issue.

9.7.49
11/7/49
A ready approved
in circulation - 12/3

Sub:- ESTABLISHMENT - Education Department - Transfers
Of officers - Reasons for transfers to be recorded -
Instructions issued.

9.7.49
11/7/49
Read: G.O. No. 501-Public (Ser.) dated 22-3-48.
G.O. No. 2787-Public (Ser.) dated 10-11-1948.

ORDER MS. NO. 2262 EDN., DATED 13.7.49

It has been brought to the notice of Govt that the general instructions that no officer should be transferred from a station ^{for a period of 3 years} for exceptional reasons is not being observed.

The Govt. direct that in future whenever in the exigencies of service an officer of the Edn. Department is transferred ^{before three years} specific reasons which warrant the transfer should be invariably recorded, by the authority making the transfer. This instruction does not apply to cases falling under G.O. 1980-Edn., dated 10-9-39.

2. The D.P.I. is requested to send to Govt. every year in the month of July a return of transfers made in his dept. The return should contain the exceptional reasons which necessitated the transfers.

To
The D.P.I.

2 Shamsi

9.7.49
11/7/49

Sub:- Retrenchment and Reorganisation Committee - Recommendation - Frequent transfers of Officers to be avoided - Orders issued.

ORDER:-

The Retrenchment and Re-organisation Committee has recommended by way of economy in expenditure on Travelling Allowance that frequent transfers of officers should be stopped. The Government accept the recommendation and direct heads of Departments to see that Officers are not transferred from their places unnecessarily. Where, however, an officer has to be transferred, the instructions issued in G.O. Ms. 501, Public (Services) dated 2-3-1948 should be followed.

(By order of His Excellency the Governor)

K. Ramunni Menon,
Chief Secretary to Government.

~~True copy~~

Copy of G.O. No. 501 Public (Services) dated 2nd March 1948.

Sub:- Public Services - Transfers in the middle of year to be avoided in view of inconvenience caused to children's education, etc. - Instructions issued.

order:

It has been brought to the notice of Government that a number of transfers are made in all departments at all times of the year, sending even low-paid officers to places at long distances. Such transfers cause lot of inconvenience in the matter of children's education and the officers find it also difficult to get housing accommodation. Except in the case of transfers found quite necessary due to exigencies of service, all transfers should, as far as possible, be made only during the summer vacation time, and intimation of such transfers should be given in the month of March to the concerned officers. Transfers in the middle of the year need not be made simply because officers may have finished the prescribed term of service, if any, in a particular place.

(By order of His Excellency the Governor)

K. Ramunni Menon,
Chief Secretary to Government.

/true copy/

Re. No. 1953 C4/49 dated 18-8-49.

Office of the Director
Public Instruction,
Madras.

From

The Director of Public Instruction, Madras.

To

The Secretary to Government,
Education and Public Health Department.

Sub:

Appointments and Transfers--Transfers of Officers in the
Education Department--Reasons for transfers to be
recorded--Instructions of Government.

Sir,

Ref: G.O. No. Ms. Education, dated 13-7-49.

In their orders Mis. No. 1980 Law (Education) dated 10-9-34 the Director was requested to see that administrative Officers in the Education Department (D.E.Os, Dy. Inspectors, etc.,) are not retained in the same posts for a period in excess of three years. In the other two G.Os, read in the Government order dated 13-7-49, referred to above, the Government have instructed that all transfers should, as far as possible, be made only during the summer vacation and that all-transfers-- Officers should not be transferred unnecessarily.

2. I request that a copy of the Government orders, if any, containing the general instructions that no officer should be transferred from a station within a period of three years, may be kindly furnished to me for reference, as such general instruction are not given in the G.Os referred to in paragraph 1 above.

Yours faithfully,

for Director of Public Instruction.



6435 A-1
28.8.49

No G.O. has apparently stipulated that transfers shd. not be made within three years. Pub. (Sr.) may offer their remarks before a reply is sent to the G.O.

17.9.49
21.9.49

23/9/49

Pub (Sr.) Dept.

Edn. & P.H. (A)

PUBLIC (SERVICES) DEPARTMENT

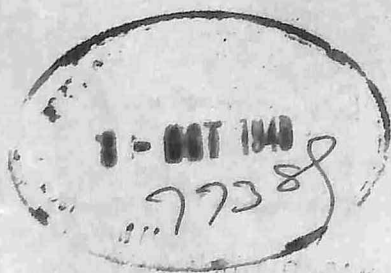
Submitted that orders prescribing the term of service in any particular ~~place~~ are issued in the departments of the Secretariat ~~concerned~~ in respect of the services and posts with which they are concerned. No general order prohibiting the transfer of officers within 3 years has been issued in this department. It was left to each department to issue such instructions in the matter, as were administratively convenient. But whenever a modification or other point arose in regard to the orders issued in the departments of the Secretariat, this department used to communicate the variation required to the departments who would then issue separate orders individually. Accordingly the orders of H.Pr. dated 26th May 1949 directing that strict instructions should again issue to all Heads of Departments that whenever in the exigencies of service it is proposed to transfer an officer before the expiry of 3 years specific reasons should invariably be given in support of the transfer were communicated to the departments of the Secretariat ~~for necessary action~~.

With these remarks the file may be returned to E & P.H.

E.P.H. Dept. (A)

Public (Ser. A) No. No.
3769/49-1
6.10.49.

A draft Memo. is subd.



PT.
8.10.49
M/10/10/49

M/10/10/49

Memo No. 64315-A-2 — Dm. d/ — 10/10/49.

Transfers of officers.

Ref: — From the S.O.L. No. 1953-C4/49, d/ — 18.8.49

The S.O.L. is informed that no Govt. order specifically prohibiting the transfers of officers within three years, ~~had been issued before~~.

To the S.O.L.

contd. 13/10/49

PT.
9.10.49

M/10/10/49

M/10/10/49

From:

The Director of Public Instruction,
MADRAS--6.

To:

The Secretary to Government,
Education & Public Health Department,
Fort St. George, MADRAS.

R.C.No.1953-C4/49 dated 11 November, 1949.

Sir:

Sub: APPOINTMENTS & TRANSFERS--Transfers of Officers
in the Education Department--Reasons for transfers
to be recorded.

Ref: G.O.Ms.No.2262 Edn., dated 13.7.1949 and Memorandum
No.64315 A.2 Edn., dated 10.10.1949.

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With reference to paragraph 2 of the G.O. quoted
above, I have the honour to state that although the number of
transfers in the Education Department has been comparatively
large in recent years, it cannot be considered that any of the
transfers was unnecessary. The main reasons for ordering a
large number of transfers in recent years have been the follow-
ing:-

- 1) Expansion of the Department and sanction of a number
of new posts in the Collegiate, Administrative and
Professional Sections.
- 2) A tendency for officers of all ranks and grades to
avail themselves of leave, after the continuous
strain borne during the war years.
- 3) Occurrence of frequent vacancies consequent on the
persons appointed not sticking to their posts but
securing employment elsewhere with better prospects.
- 4) The presence of a good deal of emergency candidates
who leave off their appointments all on a sudden.
- 5) Growing importance to regional languages which has
necessitated the adjustment of staff in schools and
colleges during the present transition period.
- 6) Deputation of a large no. of School Assistants and
Inspecting Officers for Basic Training in the Basic
Training Centres in this Province or at Wardha.
- 7) Conversion of ordinary training schools into Basic
Training Schools which process necessitates a good
number of transfers.
- 8) When vacancies arise in the posts of Dy. Inspectors of
Schools, School Assistants have to be transferred
to the vacancies in the Inspectorate, filling the
resultant vacancies in Schools by the appointment
of outsiders under emergency provisions. As out-
siders cannot directly be posted to the Inspecto-
rate, transfers have to be ordered.
- 9) To add to these, a general discontent among the low-
paid Govt. servants who somehow or other try to
avoid long-distance transfers necessitating in

more transfers than are actually necessary. This happens in the case of members of the Ministerial service.

From the above it may be observed that the reasons for transfers are many, although some of the transfers may not be for exceptional reasons. I may point out that preparation of a return of the kind referred to in the G.O. will involve a good deal of work in my office and in the sub-ordinate offices. I also think that the recording of the exceptional reasons for each transfer made within the three-years limit may give room for appeals in each case and tell ultimately upon discipline. In the circumstances stated above, I have to state that in the Education Department transfers are bound to be more frequent than in other Departments. However, as far as possible, transfers in the Department will be reduced to the absolute minimum. I, therefore, request that no return of the kind called for in the G.O. under reference need be insisted on for the Education Department.

Yours faithfully,

D. O. Pautas apichua
15. 11. 49

Gsk:15.11.49.

FOR DIRECTOR OF PUBLIC INSTRUCTION.

Edm. J. O'H. Sept. (A)

Reasons (1) to (4) & (9) at p. 1 ante are not peculiar to the Edu. Dept. Yet, for the other reasons urged & considering the amount of labour & time that will be involved in the preparation of the returns, the S.S.I.'s request above may be allowed. He may at the same time be told that particularly in the Scholastic & the Collegiate ^{in the middle of the year} minimizing transfers ^{the} previous instrns. for shd. be observed ~~with~~ ^{with} all rigidity.

Pub. (scr.) may see

7/12/69

9. Pub (Sec) 7

May be agreed to subject
to (a) no transfer during the
middle of the year (b) an annual
return of transfers made in relaxation
of the rules, with reasons for the same,
be submitted to Govt

Page (Ser) A

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PUBLIC (SERVICES) DEPARTMENT.

Please see the D.P.I.'s letter and the note of
E.&.P.H. from p.1 ante. Attention is, in this ^{connection,} ~~connection~~
~~ion~~, invited to the general orders regarding transfer
of officers since issued in G.O.Ms.4037 Public (Ser)
dated 21-11-1949. E.&.P.H. may draw the attention
of the D.P.I to these general orders and ask him to
observe the procedure set out there instead of sending
a consolidated annual return.

Note revised.

Pub. (Ser. A) /
U. S. No. 4935/49-1
17. 12. 49

Public's suggestion above may be
accepted. A draft Memo. is subd. After
~~revising the paper may be "reconsidered"~~

19.
21.12.49

22/12/19

22/12/2018

22
(was not G.O. of 13/7
appears in connection
with letter from him) / 22

$$\begin{array}{r} 22 \\ \hline \times 1 \end{array}$$


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D

10 14 E.O.H.(A)

Memo. no. 88541-A-2 - Edu. d/ 22-11-49

Transfers of officers in Edu. Dept. - Recording of spl. reasons.

Ref: - from the D.B.I., no. 1953-54/49, d/ - 11-11-49.

86
28/12 C.F. 12

(P)

The attention of the D.B.I. is invited to G.O. no. 4037-P.(S.) d/ - 21-11-49 on the subject of the procedure set out herein. The annual return of transfers, prescribed in para 2 of G.O. no. 2262-Edu. d/ - 13-7-49, need not be sent.

Mr. G. M. S. 20/12/49
To the D.B.I.

P.F. 21.12.49
22/12/49

AM 22/12/49 22/11

PUBLIC SERVICES --- Transfer of Officers --- Instructions issued

PUBLIC(SERVICES)DEPARTMENT

G.O.Ms.No.4037

Dated 21st November 1949.

O R D E R

In G.O.No.Ms.2121 Public (Services) dated 11-7-1944 orders were issued to the effect that in view of the serious congestion of railways then prevailing, officers should not be transferred from one station to another to fill short vacancies of less than three months' duration. The Government have considered the question whether or not these orders should be cancelled now and have come to the conclusion that as the war which was responsible for the congestion has ended, there is no longer any justification to keep the order in force. The Departments of the Secretariat and the Heads of Departments are therefore informed that the orders issued in the above G.O. are hereby cancelled. At the same time it should be clearly understood that the orders that the Government have issued from time to time deprecating frequent transfers hold good.

It is observed that officers are being transferred from their stations within the period specially prescribed for periodical transfers in respect of their departments or after a short time of their taking charge of new stations, without sufficient justification. In G.O.No. Ms.501, Public (Services) dated 2-3-1948 and G.O.No.Ms.2787, Public (Services) dated 10-11-1948, Government have already issued instructions to the effect that frequent and unnecessary transfers of officers during all times of the year should be avoided with a view to economy in expenditure to Government as well as to save the officers concerned from inconvenience. The Departments of the Secretariat and the Heads of Departments are informed that no officer should be transferred from a station within the

prescribed term for periodical transfers or where no such term has been ~~xxx~~ prescribed, within a period of three years, save for exceptional reasons. Where, however, an officer has to be transferred earlier in the exigencies of public service, special reasons should be invariably given in support of the transfer, and a copy of the order of transfer together with a copy of the special reasons recorded should be forwarded to the immediate official superior of the officer ordering the transfer. The official superior should satisfy himself that the reasons given are satisfactory.

(By order of His Excellency the Governor)

K. Ramunni Menon,
CHIEF SECRETARY TO GOVERNMENT.

To the Departments of the Secretariat.
To all Heads of Departments (including Collectors and Dist. Judges)
Copy to the Secretary, Madras Public Service Commission.
Copy to the Chairman, Tribunal for Disciplinary Proceedings.

TRUE COPY
FORWARDED/BY ORDER

[Signature]
SUPERINTENDENT.

[Initials]
21/11

Bhp.21/xi.