

Government of West Bengal  
Land & Land Reforms Department  
Section III, Appointment Branch  
Writers' Buildings  
Kolkata-700001

No-5233-Appnt.  
IE-03/2016

Date: 27.12.20

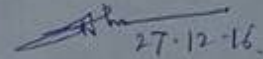
ORDER

The undersigned is directed by the order of the Governor that considering the importance and smooth running of works of this Department in the Districts of West Bengal the necessity of a transfer policy is felt for the SRO-I officers of this Department. After careful consideration of the matter, a Transfer Policy has been formulated as follows.

1. To facilitate transfer and posting in a rational manner, the districts may be divided in the following three zones :-
  - a) **Zone 1** - Darjeeling, Coochbehar, Jalpaiguri, Alipurduar, Uttar Dinajpur, Dakshin Dinajpur, Malda Purulia
  - b) **Zone 2** - Murshidabad, Nadia, Burdwan, Birbhum, Bankura, Paschim Medinipur, Purba Medinipur
  - c) **Zone 3** - North 24-Parganas, South 24-Parganas, Kolkata, Howrah & Hooghly
2. On promotion from the rank of SRO-II to SRO-I, an Officer will normally not be posted in the same district where he was serving before promotion.
3. An Officer of the grade of SRO I serving in the same post in a zone will be transferred after 2(two) years and shall be considered for transfer to his/her home district or close to home district after initially serving outside the home district subject to availability of vacancy in the home district in any substantive post earmarked for SRO-I. Normally SRO-I will not be posted as SDL & LRO in his/her home Subdivision.
4. For posting of Officers within the Home Zone, weightage will be given to his/her length of service left and tenure of service in home district in previous assignments.
5. Officers over 56(Fifty six) years of age may be retained in home district/Zone and/or may be transferred to home district/zone and in this respect due weightage will be given on age and senior most will be posted close to home district.  
Officers who have served less than 5 years in home zone /district in previous assignments shall be given priority over others in consideration of such postings as stated in para-4 & 5.
6. In case of husband and wife who are both in Government service, both may be posted, as far as practicable, in such a manner that they may be able to discharge their official duties without hampering their family life.
7. Prayers for premature transfer on personal grounds may be considered on merit basis such as physically disability/serious illness of the officers or any other dependent member of the family subject to satisfaction of the authority.
8. In case of death of officers from any zone, the Officers with home district in the said zones or who are willing to serve in these zones may on promotion be accommodated in any post within the respective home zone but not in the home district nor in the district where he was posted before promotion if that be in his/her home zone.

9. For officers in home district in Zone 3, they will on promotion be primarily posted outside home zone and officers with longest length of service left shall normally be posted farthest from home.
10. Officers, who are posted out of home zone and serving in Zone 1, may be eligible for transfer to home zone after 1 (one) year of service and those officers in Zone 2 may be eligible for transfer to home zone after 2 (two) years of service.
11. Officers with home in zone 1,2 and serving outside home zone if any vacancy arises, may be eligible for transfer to home zone after 1(one) year of service.
12. Officers, who have completed at least 4 (four) years of service are eligible for the post of Deputy DL & LRO as per this Department's Order No.4890-ISU dated 10.09.2003. This clause may however relax if the senior most SRO-I does not have the requisite seniority at any point of time when posts of Deputy DL & LRO are vacant. But to be eligible for the post of Deputy DL & LRO the officers concern need to serve in both ISU/Non ISU wing of the department and so there should be provision for interchangeability of officers between ISU and Non ISU wing. An Officer on promotion as SRO I may be posted in ISU/Non ISU wing but thereafter must be shifted to the other wing on completion of 3(three) years in any single wing.
13. Lady Officers with home in Zone 3 may not be normally posted in Zone 1 and vice versa. However, it may be considered on one's own option.

Apart from what has been stated above, the authority deserves every right and authority to transfer any officer anywhere in the State as the situation demands and in the interest of public service.

 27.12.16.

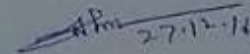
Additional Secretary  
to the Government of West Bengal

No: 5233/1(2)-Appit.

Date: 27.12.2016

Copy forwarded for information to:-

1. The Director of Land Records & Surveys and Joint Land Reforms Commissioner, West Bengal, 35, Gopal Nagar Road, Alipore, Kolkata-700 027
2. O.S.D. to Chief Minister, Government of West Bengal

 27.12.16.

Additional Secretary  
to the Government of West Bengal