

DREDGING CORPORATION OF INDIA LIMITED
(A Government of India Undertaking)
VISAKHAPATNAM

Ref: DCI/PA/1/2/89

Date: 18.03.1989

Sub: Transfer and Postings of personnel of DCIL Guidelines – Reg.

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The Heads of the Departments are kindly aware that the matter with regard to formulating guidelines, for transferring employees on the Shore Establishment came-up for discussions at the Heads of the Departments' Meeting with CMD, sometime during the month of December' 88. This issue was also discussed with the Union representing the non-executive employees and also the Officer's Association. After considering the relevant aspects, it has been decided with the approval of CMD, to indicate the following broad guidelines in this regard:-

- i) Transfers of employees will continue to be effected basing on the recommendations of the Heads of the Departments/Heads of the Projects, however, subject to overall operational and administrative requirements;
- ii) Transfers will be effected to the extent possible, before commencement of the academic year, so as to enable the employees concerned, to secure admission of their children in the schools, at the new places of posting. If it is, however, unavoidable due to operational/administrative requirements, commencement of a new Project etc., such transfers may be effected, at any time, during the year;
- iii) It may be endeavored to keep such employees at the new places of posting for a period of two years or so, depending, however, upon the requirement of the post at the project, including operational/administrative requirements. This provision will, therefore, not confer any right on an employee, for being retained at a particular project for 2 years or for a longer period;
- iv) The overall seniority, work requirement at the Projects, suitability, length of service of a particular employee at Head Office vis-à-vis at Projects etc., will also be kept in view, while effecting a transfer ;

- v) In case, where appointments/promotions are made against specific posts, sanctioned for a particular project, the question of considering transfer to Head Office should not be arise, as a matter of routine;
 - vi) Notwithstanding the above, the employees are liable to be transferred to any Project, without assigning any reasons, as per the exigencies of work and on the basis of recommendations, if any, of the Vigilance Department or any other Government Investigating Agency, as the case may be ;
2. The above guidelines will not be applicable to short terms projects, coming under the purview of Para 6 (a) or Project Allowance Rules of the Corporation.
3. All the Heads of the Departments/ Heads of the Projects are requested to keep the above guidelines in view, while recommending/effecting transfers of employees from one place to other.

Sd/-(V.DWARAKAVAS)
JT.GENERAL MANAGER (P&A)

Cc to: PS to CMD – for kind information of CMD