



कर्मचारी भविष्य निधि संगठन

Employees' Provident Fund Organisation

(श्रम एवं रोजगार मंत्रालय, भारत सरकार)

(Ministry of Labour & Employment, Govt. Of India)

(मुख्य कार्यालय) / Head Office

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www.epfindia.gov.in , www.cpfindia.nic.in

No. HRM-IV/III/14(2)2002/Genl/Pt.

Dated:

To

All Addl. Central P.F. Commissioner (Zones)

All RPFC-Incharge,

All Officer in charge, SROs,

29 अप्रैल 2011

Sub: Inter-Regional transfer in the cadre of SSA.

Sir,

This office is in receipt of large number of applications received from field offices requesting Inter Region Transfer of SSAs for transfer to different regions. In this regard it is informed that there is no provision of inter regional transfer in the cadre of SSA from one region to another as recruitment in SSA cadre is done on regional basis based upon vacancies in the region. However, Inter Regional transfer request are considered only on compassionate grounds depending upon facts of the case subject to administrative exigencies, staff position/requirement in the region from where transfer is sought and vacancy position/requirement in the region where transfer is requested.

This issue has been re-examined and to streamline the process, the requests of Inter Regional transfers. Following guidelines are issued :

1. All requests should be carefully examined and only genuine cases should be forwarded.
2. All requests should be forwarded in the format as attached as Annexure "A".
3. All requests would be considered only after official has completed 3 years of service. Therefore, only those cases where SSA has completed 3 years of service should be forwarded. In this regard, your attention is also invited to one of the condition mentioned in the offer of appointment at Para 2(v) wherein it is mentioned that no application for transfer request would be entertained before completion of 3 years from the date of joining.
4. Transfer would be made on the following terms & conditions:
 - (i) He/She will be accommodated as a junior most SSA in the transferred Region with effect from the date of joining;
 - (ii) His/Her pay will be fixed in the cadre of SSA as per relevant rules.
 - (iii) The transfer being allowed at his/her own request, he/she will not be entitled to any TA/DA and joining time.
 - (iv) His/Her past service rendered would not be counted for the purpose of appearing in the departmental examination.

5. Applications received through proper channel **ONLY** would be considered.
6. In case any attempt is made to bring any political or other outside influence disciplinary action as per rules would be initiated.

All request application received would normally be kept for consideration upto three years.

In case transfer request is considered, the official would be posted to the political state. Further posting would be done by ACC (Zones) in case there is more than one Region in the political state or by RPFC-In charge of region as the case may be.

It is therefore requested that request for inter regional transfer of SSA should be examined as per above. The contents of this circular be brought to the notice of all concerned.

These instructions are applicable with immediate effect.

(This issues with the approval of CPFC).

Yours faithfully,


(S.R. JOSHI)

Addl. Central P.F. Commissioner (HR)

29/4/2011

Encl: As above

Copy to:

- (i) FA & CAO
- (ii) Chief Vigilance Office
- (iii) All Addl. CPFC, Head Office
- (iv) Director (NATRSS)
- (v) All Deputy Director (Vigilance), Zones/Headquarter
- (vi) Director, Audit and All Zonal Audit Offices
- (vii) All RPFCs (ZTIs)
- (viii) Director (OL) for Hindi Version
- (ix) PS to CPFC
- (x) Secretary General, EPF Officers Association, Head Office, New Delhi
- (xi) Secretary General, AIEPF Staff Federation, Chandigarh
- (xii) RPFC(NDC) with request to upload on website
- (xiii) Guard File

ANNEXURE "A"

Request For Inter Regional Transfer In SSA Cadre

1	Name & Designation	
2	Date of Birth	
3	Category (GEN/SC/ST/OBC/PH)	
4	Present Post Held	
5	Date since when present post is held	
6	Initial Appointment in EPFO (Designation, Date & Place)	
7	Place of Posting with Date	
8	Whether Probation completed or not	
9	Place where transfer sought	
10	Whether applied for Inter Regional Transfer earlier. If yes, was the transfer ordered	
11	Whether clear from vigilance angle (Yes/No)	
12	Reason for request	

Signature of applicant

Certified

RPFC (Admn.)/OIC