

GOVERNMENT OF PUDUCHERRY

ABSTRACT

Chief Secretariat - Higher and Technical Education - Transfer Policy for Group 'A' teaching staff in Government Arts & Science Colleges in this Administration and Kanchi Mamunivar Centre for Post Graduate Studies, Puducherry - Revised Orders Issued.

CHIEF SECRETARIAT  
(HIGHER AND TECHNICAL EDUCATION)

G.O. Ms. No. 26

Puducherry, dated 04.09.2017

READ: 1. G.O. Ms. No.56 dated 27/06/1991 of the Chief Secretariat (Education), Puducherry.  
2. I.D. Note No.6436/DHTE/Estt/E1/2016, dated 04.08.2017 and 28.08.2017 of the Director of Higher and Technical Education, Puducherry.

ORDER:

In the present scenario, formulation of a new transfer policy for Group 'A' teaching staff in Government Arts & Science Colleges in this Administration and Kanchi Mamunivar Centre for Post Graduate Studies, Puducherry has been under the consideration of the Government for some time now, as the existing transfer policy notified in the year 1991 vide G.O. first read above needs modifications to suit the present day needs.

2. In this context, the Director of Higher and Technical Education submitted a draft transfer policy after taking into consideration the suggestions put forth by the stake holders and service associations during the meeting held on 21.07.2017.

3. After careful examination of the views and suggestions offered by the stake holders and service associations, the Lieutenant Governor is pleased to approve the revised Transfer Policy for Group 'A' teaching staff in Government Arts & Science Colleges in this Administration and Kanchi Mamunivar Centre for Post Graduate Studies, Puducherry, as appended to this order.

4. This order supercedes earlier orders issued in this regard and takes immediate effect.

/BY ORDER OF THE LIEUTENANT GOVERNOR/

*F. P. Verbina Jayaraj*  
(F. P. VERBINA JAYARAJ) 4/9/17  
UNDER SECRETARY TO GOVERNMENT  
(HIGHER & TECHNICAL EDUCATION)



To  
The Director of Higher and Technical Education,  
Puducherry.

Copy to:

1. The District Collector, Karaikal.
2. The Regional Administrator, Mahe/Yanam.
3. The Director, Kanchi Mamunivar Centre for Post Graduate Studies Puducherry.
4. The Principals of all Government Arts & Science Colleges in this Union Territory
5. The Central Records Branch, Puducherry.
6. G.O. File / Spare copy.

**TRANSFER POLICY FOR GROUP "A" TEACHING STAFF OF GOVERNMENT COLLEGES**

**OBJECTIVES**

- a) To ensure the existing faculty members normally serve in their regions of residence as far as possible and at the same time to ensure that the regions with deficit staff are adequately staffed.
- b) To encourage the future recruits to settle in regions with deficit staff.

**Existing faculty**

- i. A faculty member will be posted in the region of his / her normal residence as far as possible. However, if there are excess faculty members having normal residence than the sanctioned strength in a particular region, they will be transferred to the regions with deficit staff, on rotation basis, on station seniority for a tenure of two years normally.
- ii. Not less than 50% of sanctioned strength of faculty posts in every discipline in a college shall be filled with regular staff which may include (1) faculty members of the same region of residence, (2) newly recruited faculty and (3) faculty from other regions having more than 50% of sanctioned strength.
- iii. The remaining can be filled by guest lecturers / contract lecturers / hourly paid lecturers as per the requirement. However, if adequate number of guest lecturers / contract lecturers / hourly paid lecturers are not available, the deficit can be made up with staff from other regions.

**New Recruits**

- i. The newly recruited faculty will normally be posted in regions with deficit staff.
- ii. The request of newly recruited faculty whose normal place of residence before joining the service is Puducherry / Karaikal / Mahe / Yanam regions will be considered as and when there is a vacancy in his / her region of residence for which the transfer request is made.
- iii. The request of newly recruited faculty whose normal place of residence before joining the service is not Puducherry / Karaikal / Mahe / Yanam regions, will be considered subject to the following conditions:
  - i. He / She should have completed a minimum tenure of 3 years.
  - ii. His / Her transfer shall not result in less than 50 % of regular staff where he/she is working.
  - iii. There should be a vacancy in the region for which transfer request is made

**Counselling**

- i. A faculty member who has completed one year of service is liable for transfer within the same region or to a region of non-residence on grounds of non-performance / non-co-operation / undesirable or unwarranted attitude and behaviour.
- ii. All the faculty members who are requesting for a transfer shall submit their applications before 31st March. Counselling will be held soon after commencement of vacation.



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**Station Seniority**

Station seniority will be based on total length of service in non-resident region as well as the resident region as a percentage (%) of total service rendered.

**Others**

- i. As far as possible, transfer order should be issued soon after completion of first semester or second semester after counselling.
- ii. A faculty member who has just three years or less than three years before his/her superannuation will be posted in the region of his/her residence.
- iii. The following medical cases will be considered for posting in the region of their residence normally, subject to production of Medical certificate issued by the Competent Authority:
  - a. Physically handicapped faculty members who require assistance of other family members in normal performance of duty / daily activities.
  - b. Cases of disabled dependent children.
  - c. Cases having old age parents who require physical support and care.
- iv. A faculty member whose child is studying in Class XII in a particular academic year will not be transferred during that academic year, as far as possible.
- v. As far as possible, husband and wife who are both Government servants, will be posted in the same region.
- vi. Priority will be given to the senior faculties who possess Ph.D. and guideship or who are handling research projects with external funding to the colleges, where M.Phil. / Ph.D. courses are offered.
- vii. Priority will be given to lady faculty members for posting them in colleges exclusively meant for girls.
- viii. In the interest of public service, and to accommodate claims & counterclaims, requests / complaints of various faculty members, transfers can be made without adhering to the above norms.

*F. P. Verbina Jayaraj*  
(F. P. VERBINA JAYARAJ) 4/9/17

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