No.CDR.II/584/1/2019
Government of India
Ministry of External Affairs
(PSP Division)

Patiala House Annexe
Tilak Marg
New Delhi-110001
December 27, 2018.

Subject: Addendum to CPO Transfer Board Meeting to consider transfers of CPO Officers/Officials -- representations for...

Reference is invited to Ministry's circular of even number dated 17th December, 2018 inviting representations for transfer.

2. The representations of Group 'B' Non-Gazetted and Group 'C' officials (including Stenographers and JHTs) for transfers, who do not fall within the Transfer Policy Guidelines 2018, will be considered from a "Surplus" Station to a "Deficit" Station, irrespective of Zone, which are defined as follows:

(i) "Surplus" Station : A Passport Office will be considered a "Surplus" Station if the working strength of a particular Grade of employees is more than of its sanctioned strength.

(ii) "Deficit" Station : A Passport Office will be considered a "Deficit" station if the working strength of a particular Grade of employees is less than its sanctioned strength.

3. The concerned official must have completed or is going to complete three years of tenure in his/her present station on or before 31.03.2019, as stipulated in the Transfer Policy Guidelines 2018. The Transfers shall not lead to working strength in excess of sanctioned strength, if any, of the posts in any of the Passport Offices.

4. While every effort will be made to accommodate the request of each individual, however, it may not be possible to accede to all such requests due to exigencies of service/public interest.

5. All POs may circulate this information in their Offices and forward their representations by Speed Post only so as to reach to the undersigned on or before 15th January 2019.

6. This issues with the approval of Joint Secretary (PSP) & Chief Passport Officer.

(Sahib Singh)
Deputy Passport Officer (PVE, PVA & Cadre)

All Passport Offices

Copy to OSD (PSP), PMU with the request to upload this circular on the website of passportindia.gov.in