



कार्यालय मुख्य आयुक्त  
OFFICE OF THE CHIEF COMMISSIONER  
सी.जी.एस.टी, केन्द्रीय उत्पाद शुल्क एवं सीमा शुल्क, भोपाल ज़ोन  
C.G.S.T., CENTRAL EXCISE & CUSTOMS, BHOPAL ZONE  
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C.No. II(03)06/CCU/BZ/2019

Bhopal 16.05.2019

Corrigendum

In order to incorporate further clarity in the Inter Commissionerate Transfer Policy, 2019 for Group 'B' Gazetted and Non Gazetted officers, issued under C.No. II(03)06/CCU/BZ/2019, the following words/sentences shall be inserted/replaced:

1. In place of Point No. (i), the following words and sentences shall be substituted:

"The jurisdiction of five CGST Commissionerates and part of Nagpur Zone will be considered for Inter-Commissionerate transfer and will include posting to Audit, Customs, Appeals, NACIN, CCO and loan basis appointment to Directorates which are situated in the respective Commissionerate and Nagpur Zone. Thus, the area of five CGST Commissionerates and part of Nagpur Zone shall be considered as station for the purpose of this policy. The maximum period of stay in a station shall be 8 years. Thereafter an officer will be liable for Inter Commissionerate Transfer."

2. The word "Commissionerate" in the 2<sup>nd</sup> line of point (ii), may be substituted with "Station".

3. In point No.(ix), after the words in the brackets, the following shall be inserted:

"and posting from Commissionerate Hqrs., beyond 50 kms for more than 330 days".

4. After point (x), the following shall be inserted.

- a. The tenure of posting in Customs Commissionerate will be of two years and Audit Commissionerate will be of three years.  
b. As far as possible, the posting in Audit Commissionerate, Customs Commissionerate, Directorates, NACIN and Chief Commissioner Office shall not be repeated.

5. This is issued with the approval of Chief Commissioner, Customs, CGST & Central Excise, Bhopal Zone, Bhopal.

  
(Ranjeet Kumar) 16.5.19  
Additional Commissioner (CCO)

Copy to:

- (i) The Chief Commissioner, Customs, CGST & Central Excise, Nagpur Zone.  
(ii) The Pr. Commissioner/Commissioner, CGST & Central Excise, Bhopal/Indore/Raipur/Jabalpur/Ujjain/Audit-Bhopal/Audit-Indore/Audit-Raipur/Indore-Customs.

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C. No. II(03)06/CCU/BZ/2019 / 5401-11

Bhopal, Dated: 16.06.2020

**AMENDMENT TO INTER-COMMISSIONERATE TRANSFER POLICY**

The Inter Commissionerate Transfer Policy has been issued under C.No. II(03)06/CCU/BZ/2019 and was amended under C.No. II(03)06/CCU/BZ/2019/2281-90 dated 16.05.2019.

2. In terms of the representations received from Staff side, discussions in JCM meeting and based on various representations received, following further amendment is done to the existing policy.

- (i) With reference to para (i) of the ICT policy, for determining the maximum period of stay at a station, the length of service rendered in Inspector and Superintendent Cadres both taken together shall be reckoned.
- (ii) In case of transfer on ICT, for senior Superintendents who have been displaced on account of Inter Commissionerate Transfer for second time or more, the period of stay criteria shall be maximum 330 days.
- (iii) The Officer, who has been considered for retention/repatriation as per para xi of ICT policy, or on other grounds without completing station tenure shall be posted for minimum one year at non sensitive posting.

o/c  
(Rajiv Kumar Agrawal)  
Additional Commissioner (CCO)

Copy to:

- (i) The Chief Commissioner, Customs, CGST & Central Excise, Nagpur Zone for wide circulation by way of publication on website and through service associations /individuals.
- (ii) The Pr. Commissioner/Commissioner, Customs, CGST & Central Excise, Bhopal/Indore /Raipur/Jabalpur/Ujjain/Audit-Bhopal/Audit-Indore/Audit-Raipur/Indore-Customs for wide circulation by way of publication on website and through service associations /individuals.
- (iii) The Webmaster, CCO Bhopal for publication on website.

o/c  
Additional Commissioner (CCO)





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C.No.II(03)06/CCU/BZ/2019


Bhopal, Dated 04.04.2019

### INTER-COMMISSIONERATE TRANSFER POLICY

In order to ensure transparency, objectivity and clarity in the transfers, in supersession of all previous ICT policies, the following policy is formulated based on the representations of staff associations and recommendation of Commissionerates and shall be followed for Inter Commissionerate Transfer & posting in respect of Superintendents/Inspectors of Bhopal Zone with immediate effect:

- i. The maximum period of stay in a Commissionerate shall be 8 years. Thereafter he/she will be liable for Inter Commissionerate Transfer.
- ii. In case of transfer on ICT on completion of station tenure of 8 years at a Commissionerate, an officer will be repatriated only after completion of 660 days. The 660 days will be counted from the date of joining in the Commissionerate. For counting the 660 days, the leave availed by an officer during this period shall not exceed 60 (except CL & RH) days. If exceeded, the period of stay in that Commissionerate will be extended to the extent of such leave.
- iii. On promotion, the officer will be transferred out of his/her parent Commissionerate. The repatriation of officers transferred on promotion shall also be regulated as described in point (ii) above.
- iv. The tenure of an officer in a sensitive charge/post, shall not exceed a period of two years. In exceptional circumstances, with the prior approval of Chief Commissioner, the tenure may be extended by one year and in any case not beyond that.
- v. Posting at DGGI, DRI, SEZ and ED and other Directorates on rotation/deputation will be treated as posting in respective station.
- vi. The postings on loan/rotation to directorates like DGGI/DRI/NACIN and other Directorates shall be for a period of 2 years. The transfer on deputation to DGGI/DRI/NACIN and other Directorates shall be for a period of 3 years. An extension beyond this shall be with the prior approval of Chief Commissioner in exceptional case. In any case, the deputation period shall not exceed 5 years.
- vii. The officers who are posted in DGGI/DRI/NACIN and other Directorates on deputation, rotation/loan basis shall not be allowed deputation before they complete 3 years of cooling off period.
- viii. Cooling off period of 3 years shall also be applicable to officers repatriated from SEZ.
- ix. For counting the tenure of 8 years, the tenure in CCO and NACIN up to maximum period of 2 years (irrespective of longer stay) shall not be counted.

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- x. Posting of officers in Audit Circles will be done by the concerned Commissionerate in consideration of the history of posting.
- xi. As far as possible, the following cases can be considered for retention/repatriation on request supported by documentary evidence:
- (a) Cases of extreme compassionate grounds such as life threatening self-illness or dependent's illness.
  - (b) Children studying in Class X/XII in the academic year in which promotion/ICT is due.
  - (c) Officers having less than 3 year of service to superannuation shall be kept out of the routine transfer exercise.
  - (d) In case of spouse working in Central /State Government Offices/PSUs, subject to the condition that his/her spouse is in non-transferable job.
  - (e) Single parent having children less than 18 years of age will be posted to his/her place of choice as far as possible.
  - (f) Differently abled persons and the care givers of differently abled persons shall be kept out of the routine exercise of transfer.
- xii. The Cadre Controlling Authority may order transfers in deviation of the policy on account of exceptional / unforeseen circumstances or administrative grounds and for reasons to be recorded in writing. The jurisdictional Commissioners may have AGT policy for the transfer of officers within the Commissionerate. However, it is suggested that the principles followed in the Inter-Commissionerate Transfer Policy, should be made applicable in AGT also.

  
(Ranjeet Kumar)  
Additional Commissioner (CCO) 4.4.19



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C. No. II(03)06/CCU/BZ/2019/ 2964

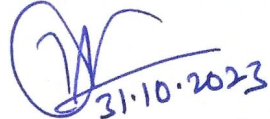
Bhopal, dated 31.10.2023

**ADDENDUM TO THE INTER-COMMISSIONERATE TRANSFER POLICY**

In para (iv) of the Inter-Commissionerate Transfer Policy in the grade of Inspector/ Superintendent issued vide C. No. II(03)06/CCU/BZ/2019 dated 4.4.2019 and further amended on 16.5.2019 and 16.6.2020, it is stipulated that the tenure of an officer in a sensitive charge shall not exceed a period of two years. In exceptional circumstances, with the prior approval of the Chief Commissioner, the tenure may be extended by one year and in any case not beyond that.

2. However, the cooling off period between two sensitive postings has not been specifically mentioned in the policy. Therefore, for clarity in rotation of officers between sensitive and non-sensitive charges, the following paragraphs are hereby inserted, after para (iv) in the transfer policy:

- “(iv)(a) No officer shall be posted in a sensitive charge before completing the cooling off period of one year in a non-sensitive charge.
- (iv)(b) If due to any administrative exigencies, any officer is to be given a sensitive charge as an additional charge along with his main non-sensitive charge, prior approval of the Chief Commissioner may be obtained by the Principal Commissioner/Commissioner.
- (iv)(c) If there is shortage of officers who are due for sensitive charge, then as far as possible, the additional sensitive charge should be given to officers coming from non-sensitive charge after completing the cooling off period.”

  
(Faraz Ahmad Qureshi)  
Additional Commissioner

Copy to:

- (i) The Chief Commissioner, CGST & Central Excise, Nagpur Zone for information please.
- (ii) The Principal Commissioner/Commissioner, CGST, Bhopal/Indore/Raipur/Jabalpur/Ujjain; Audit, Bhopal/Indore/Raipur; Appeals, Bhopal/Indore/Raipur; Customs Commissionerate, Indore for information please.