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16/9/22

H.C.P.

F.No.12-34/2017-A&A
Government of India
Ministry of Culture
(A&A Section)

Shri Meep
Sub
19/9/22

2nd Floor, CSL Building,
Shastri Bhawan, New Delhi.
Dated 7th September, 2022.

✓ To,

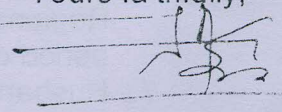
The Director
Anthropological Survey of India,
27, Jawaharlal Nehru Road,
Kolkata – 700016.

Subject:- Revised Guidelines for posting and transfer of the employees of the Anthropological survey of India – regarding.

Madam,

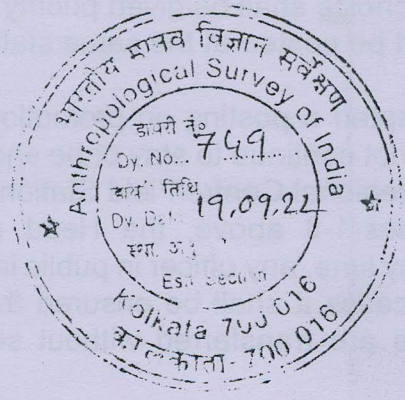
I am directed to refer to AnSI's letter No. 15-45/2017-Estt dated 12th August, 2022 on the subject mentioned above and to convey the approval of Hon'ble Culture Minister on the proposed Guidelines for posting and transfer of the employees of the Anthropological survey of India as submitted by AnSI vide their letter referred above.

Yours faithfully,



(A. N. Mishra)

Under Secretary to the Government of India
Tel : 2338 8169



16/09/22

**GUIDELINES FOR POSTING AND TRANSFER OF THE EMPLOYEES OF THE
ANTHROPOLOGICAL SURVEY OF INDIA**

(As approved by Ministry of Culture, Government of India vide its letter no.
F.No. 12-34/2017-A&A dated 07/09/2022)

1. All new research recruits shall ordinarily start their term at offices outside Kolkata (which includes the Eastern Regional Centre). The Eastern Regional Centre will be treated, except in this case, as a Regional Centre.
2. Officers shall ordinarily be liable for transfer on completion of a period of 5 years at an office, except at Port Blair in which case a period of service lasting 3 years and except at Shillong where a term of 4 years will suffice for transfer. An officer who has completed his/her term as above at Port Blair or Shillong and is seeking a transfer will be given special preference in the matter of posting at the Head Office, the Eastern Regional Centre or any other office of their choice. In deserving cases, such a transfer may be effected even by transferring an incumbent who has completed not less than 5 years at the office concerned.
3. All officers of the Survey liable to be transferred shall ordinarily be transferred from one Regional/Sub-Regional Centre/Field Station to another or to the Head Office and vice-versa after he or she has spent five years at a particular office. This may be a routine transfer which under normal circumstances should not be avoided. All officers should serve at least two terms outside the Head Office/Regional/Sub-Regional Centre/Field Station of their choice out of which one term should invariably in hard station during service career.
4. The request for transfer to a place of his/her choice will be considered only after he/she submits the completed report of his/her assigned work to the satisfaction of the Head of the Department.
5. An officer who has accepted the offer of promotion at a place must join there on promotion within the stipulated period otherwise it will be treated as refusal of promotion and necessary action will be taken as per Govt. instructions accordingly.
6. Among the officers seeking transfer to Kolkata (which includes the Eastern Regional Centre) or any other place of their choice, those who have put in a longer period of service outside Kolkata/place of their choice shall be given priority.
7. Husband and wife working in the Survey should be posted at the same station as far as possible.
8. An officer who has been offered and has accepted a posting on promotion at a place outside Kolkata must join there and shall not continue to stay or be shown in Kolkata against the post of any Regional/Sub-Regional Centre/Field Station.
9. Notwithstanding anything contained in Clauses-1-8 above, the Head of the Department, in his discretion, may transfer at any time, any officer in public interest or on compassionate ground, but in all such cases it shall be ensured that the projects in hand are completed and no posts are transferred without seeking concurrence of the administrative Ministry.

N.B. The word 'Officer' in the above guidelines connotes both Gazetted and Non-Gazetted Officers of Group 'A', 'B' & 'C'.

Sanjukta Mudgal
14/10/2022
(SANJUKTA MUDGAL)
DIRECTOR
निदेशक
DIRECTOR

भारतीय मानव विज्ञान सर्वेक्षण
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