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Government of India
Dept of Defence Production
Ministry of Defence
Dte General of Quality Assurance
DHQ PO New Delhi - 11

A/96995/RTP/DGQA/Adm-7B

30 Mar 2011

All DGQA Establishments
(as per DGQA Standard List)
Less Gp 'E' & 'F'

**ROTATIONAL TRANSFER POLICY JTOs, TECHNICAL/
SCIENTIFIC STAFF FOR DGQA ORGANISATION**

1. Reference Ministry of Defence letters No. 6(2)/88/D(Inspection) dated 07 Mar 1988 as amended by letter No 6(2)/88/D(Inspection) dated 18 May 1990.
2. The Rotational Transfer Policy of JTO, JTO(S), Technical and Scientific Officer/Staff of DGQA cadre has been reviewed, in view of the merger, restructuring of various posts/cadres and the existing state of manpower vis-à-vis the existing and the envisaged workload commitments. The revised Rotational Transfer Policy is given in succeeding paragraphs.
3. All Tech/Scientific Officer/Staff occupying sensitive appointments will be rotated within the Station on completion of five years service. If it is not possible to rotate within the Station they will be posted to nearest station where vacancy exists.
4. All directly recruited Technical and Scientific cadre personnel (JTO, JTO(S), Chageman and Scientific staff) will be rotated on completion of 5 years of initial posting to a new station for grooming and multi-skilling in domain of diverse technology product/equipment to create wherewithal in the Organisation to deal with State of Art Tech equipment. No application for compassionate posting will be entertained under ordinary circumstances during this tenure of 5 years.
5. Subject to para 3 & 4 above, Technical and Scientific cadre personnel will be rotated from one station to another on completion of 10 years service in the station as on 1st Jan of the year in which rotation is due. The total continuous service from the grade of erstwhile CM-I and SA-I will be counted for reckoning 10 years service in the station.
6. An employee having his son/daughter in Class X, XI or XII may be considered, on request, for retention at the same station. The retention in a station will be considered for a maximum period of two years. An employee however, may opt for premature transfer in case he/she anticipates retention beyond two years on account of education of more than one son/daughter.
7. Orders for rotational transfer will normally be issued by Mar each year.

8. Persons having less than five years service for superannuation as on 01 Jan of the year are exempted from rotational transfer.

9. An individual posted out on rotational transfer will not ordinarily be posted back to the same station from where he was posted even on extreme compassionate grounds. He can request for posting to a station other than his earlier station on completion of 3 years tenure. Such applications will be considered on merits at an appropriate level, say the ADGQA of the concerned discipline in DGQA.

10. There will be a compulsory tenure of 3 years in the following hard stations :-

- (i) Bolangir
- (ii) Itarsi
- (iii) Chandrapur
- (iv) Machhalipatnam
- (v) Bhandara
- (vi) Sahajahanpur
- (vii) Varangaon
- (viii) Medak

If an individual has not served in the hard station he will be posted to a hard station on first rotation or first promotion irrespective of vacancies available at the station where he is serving.

11. Persons posted in a hard station can apply for posting to a station of their choice on completion of 3 years service in the hard station. Such persons will get priority for posting to their choice station on all other categories including promotion in situ. Application to be prioritized based on the length of service at the hard station, for determining choice

12. Notwithstanding all the above provisions, if an individual is to be transferred out from a station or retained in the same station at any time on account of technological requirements, specialized training or administrative reasons the same will be submitted for personal approval of DGQA, who will accord his approval only after he is fully satisfied about the circumstances of the case. The DGQA shall submit an annual return to the Ministry in the month of Jun listing all such cases.

13. These instructions will take effect from the year 2011. The Govt letters mentioned in Para 1 are superseded.

14. This has the approval of Ministry of Defence.


(SN Singh)

Addl DGQA(Adm)
For Dir Gen Quality Assurance