

**GOVERNMENT OF ODISHA**  
**REVENUE & DISASTER MANAGEMENT DEPARTMENT**

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No. III EPT- 19 /2011-

9632

/R&D.M. dtd. 7.3.12

To

All Departments of Government  
All Revenue Divisional Commissioners  
All Heads of Departments  
All Collectors

**Sub : Carrier planning and Transfer policy for OAS-I(JB) Officers.**

In order to develop a carrier planning and transfer policy for OAS-I(JB) Officers and to formulate appropriate guidelines for ensuring efficient and responsive administration without causing undue hardship to the officers, formulation of a progressive carrier planning and transfer policy was under active consideration of Government.

Now Government after careful consideration have been pleased to decide a carrier development plan and transfer policy for OAS-I(JB ) Officers as follows :

(i) No officer shall be posted in his home district in posts like Tahasildar, B.D.O., Deputy Collector, Additional Sub-Collector, Sub-Collector, R.T.O. or L.A.O. etc.

Tahasildars and BDOs shall not be posted in their home Sub-Division.

(ii) Every OAS officer should work in KBK districts/Scheduled areas for at least 5 to 6 years in order to gain understanding of issues relating to administration in these backward areas.


(iii) All OAS officers must serve as Tahasildar and BDO for a period of two to three years each in order to gain experience in various aspects of governance.

(iv) After completion of service of 6 years in KBK/Scheduled areas, an officer may be posted in other areas, except in cases where the officer may opt to serve for longer period in such areas.

(v) An officer should normally hold a post at a particular station for a minimum period of two years and maximum period of three years. However, transfers before the period of two years and retention beyond a period of three years may be considered on administrative grounds and in exigencies of administration.

(vi) Posts normally held by OAS-I (JB) officers shall be classified in three phases. Phase-I may consist of posts of Tahasildar/BDO, Phase-II shall consist of posts like LAO, RTO, Deputy Collector, Superintendent of Excise, Additional Sub-Collector, AFA/US to RDC, LAO, Special LAO etc. and Phase-III of posts in Directorates/Secretariat. For proper career management each officer should preferably be posted to posts in all these phases. Normally an officer should be posted to Phase-II posts after holding posts in Phase-I for at least four to six years. Exceptions may however be made for officers promoted or selected to the service, considering their prior service experience. Phase-III posts should normally be manned by officers who have served in both Phase-I and Phase-II posts.

(vii) These guidelines shall however, not confer any right or claim upon any officer for being posted to or retained at any particular post/ station and all officers are required to abide by any orders or transfer or posting as decided by the Government.

  
3.3.12

(Dr. Taradatt)

Principal Secretary to Government

**Memo No.** 9633 / **R&DM., Dt.** 7.3.12

Copy forwarded to P.S. to Chief Minister, Odisha/ P.S. to Minister, Revenue & D.M. / P.S. to Chief Secretary, Odisha/ P.S. to Development Commissioner, Odisha/ for kind information of Hon'ble Chief Minister/ Hon'ble Minister, Revenue & D.M. / Chief Secretary / Development Commissioner respectively.

 2/3/11

Special Secretary to Government

**Memo No.** 9634 / **R&DM., Dt.** 7.3.12

Copy forwarded to all Officers/ all Branches of Revenue & D.M. Department for information and necessary action.

The OIC, IMU, Revenue & D.M. Department is requested to put the above policy in the website of the Department.

 3/3/11

Special Secretary to Government