

GOVERNMENT OF ODISHA
REVENUE AND DISASTER MANAGEMENT DEPARTMENT

RESOLUTION

No. 15832 /R&DM, Bhubaneswar, dated the 15th April, 2026
RDM-GOEB-POLICY-0001-2026

**Sub: - Policy on transfer of Odisha Administrative Service (OAS), Group-A
(Junior Branch) officers**

To ensure effective, transparent, and responsive administration, Government in the Revenue & Disaster Management Department have been pleased to adopt the following provisions in order to regulate the transfer and posting of Odisha Administrative Service (OAS), Group-A (Junior Branch) officers in consonance with the transfer policy of the G.A. & P.G. Department enunciated from time to time.

1. The transfer of OAS-A (JB) officers shall be made during the general transfer period i.e. between 15th April to 15th June of every year. In the case of transfers that are necessary outside the permitted period, the competent authority is required to take the approval of the next higher authority. **(Erstwhile G.A. Department Circular No. 31918 dated 28.11.2014)**
2. An OAS-A (JB) officer shall generally hold a post in a particular station for a minimum period of two years and maximum period of three years continuously (both including leave periods). However, transfer of an officer before completion of two years in a particular station and retention beyond a period of three years may be considered on administrative grounds and in exigencies of administration and public interest. **[Para-V of Revenue & D.M. Department Circular No. 9632 dated 07.03.2012 and Para 2 (ii) of the erstwhile G.A. Department Circular No. 19538 dated 29.07.1991]**
3. The Controlling Officer shall relieve an OAS-A (JB) officer, who is transferred, within seven days of receipt of the transfer order, without any prejudice and any recommendation to hold back the office from any quarter. The officer on transfer should join in his/ her new place of posting within seven days from the date of issue of relief order from the Controlling authority, who would indicate in the said order to whom the transferred Officer will make over the charges. **(Para-7 of Book Circular-42)**




4. After the publication/ notification of the order of transfer of such officers, the controlling officer will have to relieve them within seven days failing which the officer on transfer will be deemed to have been relieved on the 8th day.
5. No OAS-A (JB) officer shall be allowed to remain in a particular district for more than six continuous years and no officer shall be allowed to work in a particular district for more than ten years in his entire service period (both including leave periods). **[Para 2(i) of erstwhile G.A. Department Circular No. 19538 dated 29.07.1991]**
6. Foreign service deputation of an OAS-A (JB) officer may be allowed for a maximum period of seven years. **(Finance Department O.M. No. 12593 dated 28.03.2011)**
7. Transfer and posting of an OAS-A (JB) officer in his/ her home district would not be considered. An OAS-A (JB) officer may be posted in his or her home district or allowed to continue in his or her home district within two years before his/ her retirement based on the request/ representation received from them by relaxing the restrictions above. However, such officers may not be posted as Tahsildar/ BDO/ LAO/ DSR. **Para 2 (iv) of erstwhile GA Department Circular No. 19538 dated 29.07.1991.**
8. An OAS-A (JB) officer who is a person with disability (PwD) with a percentage of disability of 40% or more and where the support of his/ her family is required, the transfer case of such an officer may be considered as per his/ her request/ representation.
9. OAS-A (JB) officers who are posted in KBK districts (Kalahandi, Nuapada, Sonepur, Balangir, Koraput, Malkangiri, Rayagada and Nabarangpur) including Kandhamal and Gajapati for at least three years of continuous service (excluding leave period), may after completion of three years, be considered for posting in other districts. However, the officers may opt to serve for a longer period in KBK district then the district where he/ she is posted.
10. For counselling and first posting of OAS-A (JB) officers from the vacancies under the Revenue & D.M. Department, the vacancies of KBK, Kandhamal & Gajapati and scheduled areas shall be given preference in the vacancies list so prepared for the purpose.



11. In case of transfer request received from the OAS-A (JB) officer on spouse ground, where his/ her spouse is also a Government/ PSU employee, their cases may be taken into consideration, and they may be posted at the same or nearby stations (except in their home district) keeping in view the administrative feasibility and necessity. However, they cannot claim it as a matter of right to stay together at a particular station. **(Erstwhile G.A. Department Circular No. 31359 dated 13.12.1991)**
12. All OAS-A (JB) officers must have field experience as Tahsildar/ BDO/ LAO/ DSR within the first six years of their careers.
13. Requests/ representations of OAS-A (JB) officers for transfer shall be examined by the Committee constituted by Revenue & Disaster Management Department as per extant guidelines/ instructions. The Committee shall submit their recommendations for orders of the competent authority.
14. All OAS-A (JB) officers are barred of bringing or attempt to bring any form of influence, direct or indirect to secure favourable transfer and posting. **(G.A. & P.G. Department Circular No. 33939 dated 11.11.2024)**
15. The policy shall not confer any right or claim upon any officer for being posted to or retained at any post/ station and all officers are required to abide by any orders or transfer or posting as decided by the Government. **(Para-VII of Revenue & D.M. Circular No. 9632 dated 07.03.2012)**
16. Whenever any provisions in Book Circular No.42 or any other Government Circular are found contrary or contradictory to the above-stated guidelines, these guidelines will be accordingly be modified.
17. Any of the above-mentioned principles are to be relaxed only in the public interest, administrative grounds or exigencies and in hard cases supported by detailed reasons to be recorded.

This supersedes all other Notifications/ Circulars/ Guidelines issued from time to time on the matter of transfer of OAS-A (JB) officers by the Revenue & Disaster Management Department.

By order of the Governor



(Dr. Arabinda Kumar Padhee)
Additional Chief Secretary

Memo No. 15833 /R&DM, dated 15th April, 2026

Copy forwarded to the P.S. to Chief Minister, Odisha/ P.S. to Minister, Revenue & D.M., Odisha, OSD to Chief Secretary, Odisha/ P.S. to ACS, Revenue & D.M. Department for kind information of Hon'ble Chief Minister/ Hon'ble Minister, Revenue & D.M., Odisha/ Chief Secretary, Odisha/ Addl. Chief Secretary, Revenue & D.M. Department respectively.

AW 15/04/2026

Additional Secretary to Government

Memo No. 15834 /R&DM, dated 15th April, 2026

Copy forwarded to the Special Relief Commissioner, Odisha, Bhubaneswar/ Secretary, Board of Revenue, Odisha, Cuttack/ IGR, Odisha, Cuttack/ Land Reforms Commissioner, Odisha, Cuttack/ Commissioner, Land Records & Settlement, Odisha, Cuttack/ Director, Land Records, Survey and Consolidation/ Executive Director, OSDMA, Bhubaneswar for information and necessary action.

AW 15/04/2026

Additional Secretary to Government

Memo No. 15835 /R&DM, dated 15th April, 2026

Copy forwarded to all Departments of Government/ all Head of Departments/ all Revenue Divisional Commissioners/ all Collectors/ all Branches of the Revenue & D.M. Department for information and necessary action.

AW 15/04/2026

Additional Secretary to Government

Memo No. 15836 /R&DM, dated 15th April, 2026

Copy forwarded to OSD, E-Governance Branch, Revenue & D.M. Department for information and necessary action.

He is requested to take necessary steps to upload the resolution in the Revenue & D.M. Department website.

AW 15/04/2026

Additional Secretary to Government