

अण्डमान तथा  
Andaman And



निकोबार राजपत्र  
Nicobar Gazette

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No. 170, Port Blair, Friday, December 5, 2014

अण्डमान तथा निकोबार प्रशासन  
ANDAMAN AND NICOBAR ADMINISTRATION  
सचिवालय / SECRETARIAT

**NOTIFICATION**

Port Blair, dated the 5<sup>th</sup> December, 2014

No.164/2014/F.No.1-27/95/D.III (PF).— In supersession of Notification No. 91/2014/F.No.1-27/95/D.III (PF) dated 11<sup>th</sup> July, 2014 and as amended vide Notification No.198/2003/F.No.1-27/2003/D.III (PF) dated 9<sup>th</sup> September, 2003 and in pursuance of the judgement dated 09.07.2001 pronounced by the Hon'ble High Court, Calcutta Circuit at Port Blair passed in CPA No.7 of 2001 arising out of WP No. 69/2000 (John M.Lobo-Vs-Lt. Governor and Others), the Lt. Governor (Administrator), A & N Islands is pleased to revise transfer guidelines for all Teaching and Non-Teaching Staff of the Education Department of A & N Administration, namely :-

**1. SHORT TITLE AND COMMENCEMENT :-**

- (i) These may be called revised guidelines for transfers / postings all Teaching and Non-Teaching Staff of Education Department of A & N Administration.
- (ii) They shall come into force with immediate effect.

**2. GUIDELINES ARE :-**

- (i) All the Schools located in UT of A & N Islands are divided into Zones as under :
- (a) Zone – I : Schools located in Great Nicobar, Little Nicobar, Nancowry, Katchal including Rut Land, Bamboonallah (Rut Land).
- (b) Zone – I (A) : Schools located in Afra Bay, Macachua, Pulolo, Pulopanja, East Bay Katchal, Dering, Kuitasuk, Dugong Creek, Strait Island, Macarthy Valley, Foster Valley, Cutbert Bay, Loukinallah-III, Loukinallah-IV, Haratikri, Badadabla, Paloon, Chuglumgum, Goojinallah, Budhanallah, Birsanagar, Sippitikri, Hanspuri, Borang, Nischintapur, Jaganalhdera, Narayan Tikri, Burmachad, Bandhannallah, Krishnanagar-I, Krishnanagar-II, Gopalnagar-II, Humberchad, Sagardeep, Ganesh Nagar-I, Ganesh Nagar-II, Shantinagar, Gandhinagar-II, Paschim Sagar-II, Chipoh, Garjantikri.
- (c) Zone – II : Schools located in Car Nicobar including very hard areas of South Andaman viz. Shoal Bay-19, Little Andaman and Long Island.
- (d) Zone – III : Schools located in North Andaman.
- (e) Zone – IV : Schools located in area from Baratang to Mayabunder including Neil & Havelock.
- (f) Zone – V : Schools located in South Andaman and Wimberly Gunj.
- (g) Zone – VI : Schools located in Municipal Area of Port Blair.

ii) Normally, all Teaching and Non-Teaching Staff during their service career are required to render minimum service in each Zone as given below :-

Zone - I : 02 years

Zone - I (A) : 01 year

Zone - II : 02 years / 03 years as the case may be

Zone - III & Zone - IV : 10 years

Zone - V & VI : 15 years

iii) Normally the minimum continuous tenure in each of the aforesaid Zones shall be as follows:

Zone - I : 02 years

Zone - I (A) : 01 year

Zone - II : Car Nicobar and Shoal Bay-19 with continuous posting of tenure of two years

For Little Andaman and Long Island with continuous posting tenure of three years.

Zone - III : 04 years

Zone - IV : 04 years

Zone - V : 05 years

Zone - VI : 05 years

However, Teachers who have served in Zone - I (A) for one year will be exempted from serving in Zone - I.

iv) The transfers shall normally take place at the beginning of academic session.

v) The Prime Criteria for transfers of all Teaching and Non-Teaching Staff would normally be the duration of stay in a particular zone. Teaching and Non-Teaching Staff posted in Zone - I (A) have to ensure continuous physical presence for full academic session failing which he/she has to serve in the same station for the next session also.

vi) In order to minimize transfers and to ensure continuity, normally no staff from outlying areas i.e. from Zones other than Zone - V & VI shall be transferred even, if they have completed their tenure without their written request. The request alongwith their preferred place of transfer should be submitted to the Directorate of Education by 31<sup>st</sup> December of every year. However, teachers and officers can be transferred / shifted on ground of disciplinary action, moral turpitude or complaints at any time even before completion of their tenure.

vii) Normally the request of teachers /officials whose spouses are also working in the Education Department for posting in the same station shall be considered sympathetically subject to availability of vacant posts for both of them at the station. The request for posting them together in Zone - V & VI shall be considered provided they have completed their tenure in Zone - I to IV. Otherwise, their cases will normally be considered for posting together in outlying areas. Similarly request of one of the spouses to allow to continue in a particular area will be decided on merit basis.

viii) Considering that a large number of teachers have their spouses working in non-transferable Govt. Service at Port Blair, it may not be possible to continuously keep the teachers posted at Port Blair. However, tenure will be reduced to half of the tenure fixed for other categories (except Zone-I A) of teachers in different Zones and their cases for transfer back or other Zones can be considered after they have completed half the tenure prescribed for Zone (Subject to completion of academic session).

ix) Request of teachers whose spouses are holding transferable posts in Govt. for their posting in the same will be considered on merit in consultation with respective Heads of the Department provided such proposals are received in time ( i.e. beginning of academic session). Only joint applications shall be entertained individual representation shall normally be rejected.

- x) Normally, teacher of one medium shall not be posted to other medium; however, in special cases where exigencies arise, services of other medium teachers can be utilized to serve immediate interest of the students.
- xi) The request of the teachers suffering from acute medical problems to stay in a particular area shall be decided by the department on case to case basis, provided such case are affirmed by the Medical Board.
- xii) Cases of woman teachers/officials whose husband has expired within one year preceding the date of application seeking posting at a desired place, the same may be considered on merit for such a posting for a period of three years from the date of demise of their spouse, subject to availability of vacancy.
- xiii) Representation of teachers against the order of their transfers/postings to a new station on the ground that their children are studying as regular student in Class XII shall be considered on merit and on case to case basis and their retention at the present station / transfer to the place where their wards are studying as regular student in Class XII will be one year (i.e. till the completion of such Board Examination). The case(s) of teachers whose child is studying in Class X and XI as regular student would also be considered on merit on case to case basis for their retention at present station provided that they have done a stint in Zone I & II. This concession would however be restricted to one child.
- xiv) Adjustment from one school to another which does not involve change of residence shall not be considered as a transfer but a mere adjustment.
- xv) Intra-Zonal transfers will be made by committee consisting of DEO and Principal as indicated below :

North Andaman	- DEO, North Andaman	- Chairman
South Andaman	- DEO, South Andaman	- Chairman
Wimberlygunj	- DEO, Wimberlygunj	- Chairman
Middle Andaman	- DEO, Rangat	- Chairman
Mayabunder	- DEO, Mayabunder	- Chairman
Car Nicobar	- Education Officer, Car Nicobar	- Chairman
Nancowry	- Education Officer, Car Nicobar	- Chairman
Campbell Bay	- Principal, Campbell Bay	- Chairman
Little Andaman	- Principal, Hut Bay	- Chairman
Havelock/Neil Island	- Principal, Havelock / Neil Island	- Chairman

Vice Principal/Head Master of Govt. Sr. Sec. / Sec. / Middle Schools of the area concerned shall be members of the Committee. However, Intra-Zonal transfers should be implemented only after getting approval from the Directorate of Education.

- xvi) Teachers who attained age of 55 years or above shall be considered for their desired place of posting as far as possible subject to the following conditions:-
- Those who have already served the prescribed tenure atleast in Four Zones and with service of prescribed tenure in any one of the Hard Zones namely Zone I, II & III.
  - Those whose children may be studying in Class XII in Port Blair area or respective stations of their posting.
  - Genuine request desired posting on medical grounds, subject to written recommendations of Medical Board.
  - Those who have already crossed 59 years of age and are retiring within the academic session itself and transferring them at mid-way of the session may not be in the public interest, apart from causing additional burden on Govt. in the shape of transfer TAs claim.

The cases falling in the above four categories, the teachers who have already been attained 55 years will be posted or continued at the posting of their choice, subject to availability of vacancy.

- xvii) On initial Appointments / Promotion, he/she shall normally be posted to Zone – I / Zone – II / Zone – III / Zone – IV.
- xviii) If necessary, a rotational transfer policy of two years shall be implemented for isolated subjects in respect of vernacular mediums such as Bengali, Tamil and Telugu due to non-availability of sufficient vernacular medium schools in all Zones or limited no. of schools in a particular Zone.
- xix) Normal transfer policy will be implemented for all teachers /officials who are posted / engaged in the office establishments due to necessity and other Administrative reason.
- xx) In order to maintain complete transparency in transfers and postings, all details related to transfers and postings will be uploaded in the website of the Directorate of Education and transfer requests may be made online.
- xxi) Officials shall not bring pressure from any Political Party or any Association etc. to influence their individual transfers and postings promotion etc. Doing so may entail initiation of disciplinary action against them for violating Rule 20 of the CCS (Conduct) Rules, 1964.
- xxii) It is reiterated that Transfers in General shall continue to be guided by the welfare of the students' community, vacancies in different Schools/Zones and public interest.
- xxiii) These instructions are to be treated as general guidelines and do not purport to cover all exigencies and situations and should not be understood as derogating the authority of the concerned officer to transfer a Govt. Servant at any time in the exigencies of service and for consideration of administrative convenience which may arise from time to time.
- xxiv) If any deviation from the norms as contained in this guidelines hereinabove has to be resorted to for any reason whatsoever, the same shall have to be done with the due approval of the Administrator.

By order and in the name of the Lieutenant Governor, A & N Islands.

Sd./-  
Assistant Secretary (Edn.)



असाधारण

EXTRAORDINARY

प्राधिकार से प्रकाशित

Published by Authority

सं. 269, पोर्ट ब्लेयर, मंगलवार, 31 अक्टूबर, 2017

No. 269, Port Blair, Tuesday, October 31, 2017

अण्डमान तथा निकोबार प्रशासन  
सचिवालय

अधिसूचना

पोर्ट ब्लेयर, दिनांक 31 अक्टूबर, 2017

सं. 261/2017/फा.सं. 8-10(1243)/शि./स्था./सीसीबी/2016.- उप राज्यपाल (प्रशासक), अण्डमान तथा निकोबार द्वीपसमूह एतद्वारा अण्डमान तथा निकोबार असाधारण राजपत्र दिनांक 05.12.2014 की अधिसूचना सं. 164/2014/ फा.सं. 1-27/95/डी. III (पीएफ) में प्रकाशित अण्डमान तथा निकोबार प्रशासन के शिक्षा विभाग के सभी शिक्षण और गैर-शिक्षण कर्मचारियों के स्थानांतरण / तैनाती के मार्गदर्शी सिद्धांतों में निम्न अनुसार संशोधन करते हैं :-

1. संक्षिप्त नाम व प्रारंभ :-

- इसे अण्डमान तथा निकोबार प्रशासन के शिक्षा विभाग के सभी शिक्षण और गैर-शिक्षण कर्मचारियों के स्थानांतरण / तैनाती (संशोधित) के मार्गदर्शी सिद्धांत, 2017 कहा जा सकेगा।
- यह तत्काल प्रभाव से लागू होगा।

2. संशोधन

- मार्गदर्शी सिद्धांत में विद्यमान खण्ड 2 के उप-खण्ड (v) की प्रविष्टि को इस प्रकार से प्रतिस्थापित किया जाएगा :

“सभी शिक्षण और गैर-शिक्षण कर्मचारियों के स्थानांतरण के लिए प्रमुख मानदंड किसी विशेष क्षेत्र में उनके निवास की अवधि होगी। एक बारी में 20 दिन या एक वर्ष में 50 दिन से अधिक अवकाश लेने पर उनके कार्यकाल में वृद्धि होगी (मातृत्व अवकाश, पैतृत्व अवकाश, बीमारी के साथ अस्पताल में भर्ती होने पर छुट)।”

- मार्गदर्शी सिद्धांत में विद्यमान खण्ड 2 के उप-खण्ड (xv) की प्रविष्टि को इस प्रकार से प्रतिस्थापित किया जाएगा :

“क्षेत्रीय अधिकारियों द्वारा संबंधित विद्यालय के प्रमुख से परामर्श कर अंतर्क्षेत्रीय स्थानांतरण का प्रस्ताव सचिव को प्रस्तुत किया जाए”।

उप राज्यपाल, अण्डमान तथा निकोबार द्वीपसमूह के आदेश से तथा उनके नाम पर,

ह./-

(एम. के. सुलैमान)  
सहायक सचिव (शिक्षा)

**ANDAMAN AND NICOBAR ADMINISTRATION  
SECRETARIAT**

**NOTIFICATION**

Port Blair, dated the 31<sup>st</sup> October, 2017

No. 261/2017/F.No.8-10(1243)/Edn./Estt./CCB/2016.— The Hon'ble Lt. Governor, Andaman & Nicobar Islands (Administrator) hereby amend the guidelines for transfer/posting of all Teaching and Non-Teaching Staff of Education Department, A&N Administration published in A&N Administration's Extraordinary Gazette vide Notification No. 164/2014/F.No.1-27/95/D.III(PF) dated 05<sup>th</sup> December, 2014 as follows :

**1. SHORT TITLE AND COMMENCEMENT :-**

- i. These may be called amendment guidelines for transfer/ posting of all Teaching and Non-Teaching Staff of Education Department of A&N Administration (Amendment) Guidelines, 2017.
- ii. This shall come into force with immediate effect.

**2. AMENDMENT**

- i. The existing entries Sub-Clause (v) of Clause 2 of the guidelines is substituted as under :

*"The prime criteria for transfers of all Teaching and Non-Teaching Staff would normally be the duration of stay in a particular zone. Leave for more than 20 days in one spell or 50 days in a year will extend the tenure (Maternity, Paternity, Illness with hospitalization exempted)".*

- ii. The existing entries Sub-Clause (xv) of Clause 2 of the guidelines is substituted as under :

*"The Intra-Zonal transfer proposal is to be submitted to the Secretary by the Zonal Officers in consultation with HOS concerned".*

By order and in the name of the Lieutenant Governor, A&N Islands.

Sd./-  
**(M.K. Sulaiman)**  
Assistant Secretary (Edu.)