

TAMIL NADU GENERATION AND DISTRIBUTION CORPORATION LIMITED

SECRETARIAT BRANCH
144, Anna Salai,
Chennai-2.

Memo. No. 000005/A18/A181/2017-2, dated 03-01-2017.

Sub: ESTABLISHMENT – TANGEDCO – Class I Service – Transfer
and postings – Guidelines - Reiterated.

Ref: i) Memo.No.69140/IR1(3)/96-1, (Adm. Branch) dt.11.06.1996.
ii) Memo.No.00005/A18/A181/2017-1, dated 02-01-2017.

In supersession of the instructions issued in the Memo second cited, the following instructions with regard to streamlining the transfer and postings are reiterated: -

- a) During the academic year, transfers need not be done as a matter of routine. Request transfers on medical grounds, transfers due to vigilance complaints and on promotion can be done;
- b) The Request Transfer Application from the Class I Officers will be collected twice in a year i.e. **1st to 20th of January and 1st to 15th of July** of each year;
- c) All the Request Transfer Applications received shall be entered in '**Register of Request Transfer**' and the official concerned intimated with the register number;
- d) The Register of Request Transfer shall be submitted to the competent authority while considering for promotion/transfer;
- e) All the eligible Request Transfer Applications received and registered in the seniority register as on 31.12.2016 to the respective category in respect of Class I Officers stand cancelled. Only the eligible Request Transfer Applications received from 01.01.2017 will be considered.

- f) The conditions stipulated in the Memo first cited, remains unaltered.
- g) These orders will come into force with immediate effect.
2. The receipt of this Memorandum shall be acknowledged.

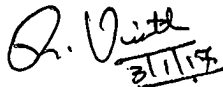
M. SAIKUMAR,
CHAIRMAN CUM MANAGING DIRECTOR.

To
All Chief Engineers.
All Superintending Engineers.
All Chief Financial Controllers/TANGEDCO & TANTRANSCO.
The Chief Internal Audit Officer/Audit Branch.
The Residential Audit Officer/Chennai-2.

Copy to:

The Chairman-cum-Managing Director's Table.
The Managing Director/TANTRANSCO.
All Directors/TANGEDCO & TANTRANSCO.
The Secretary/TANGEDCO/Chennai-2.
The Legal Adviser/TANGEDCO/Chennai-2.
All Officers in Secretariat Branch/Chennai-2.
The Executive Assistant to Chairman-cum-Managing Director's Office.
All Assistant Personal Officers/Administrative Branch, Chennai-2.
The Assistant Personnel Officer/Tamil Development – for publication in the Bulletin (2 copies)

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SECTION OFFICER.