

	<p>केंद्रीय कर के प्रधान आयुक्त का कार्यालय OFFICE OF THE PRINCIPAL COMMISSIONER OF CENTRAL TAX हैदराबाद जीएसटी आयुक्तालय HYDERABAD GST COMMISSIONERATE जीएसटी भवन, एल बी स्टेडियम रोड, बशीर बाग, हैदराबाद-500 004 GST BHAVAN, L B STADIUM ROAD, BASHEERBAGH, HYDERABAD- 500004 Phone No.040-23241117 / 23240725 Fax No. 040-23299204 e-mail:cgst.hydcommr@gov.in</p>	 <p>IS 15700 : 2005 Certified Commissionerate</p>
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C.NO.II/ 39/36/2020-Estt(CCA)

Date:- 07-07-2020

CIRCULAR

Subject: - Estt – Guidelines/instructions for transfer of officers of Group-‘B’ and ‘C’, Cadre Control of Hyderabad Zone on Deputation/Loan basis – regarding

The following will be the norms for considering applications of the officers of Group – ‘B’ and ‘C’, working under Cadre Control Authority, Hyderabad Zone, seeking transfer on Deputation/Loan basis. The instructions may be circulated among the officers of your Zone/Commissionerate for information and guidance.

I. **Policy for posting of officers on Loan basis:-**

- i. No posting of officers outside of Zone on loan basis in any cadre will be considered. Commissionerates are hereby requested not to forward any applications of any officers in any grade.
- ii. All the officers who have completed their tenure on loan basis within Zone/outside zone have to report back immediately in any case not later than 31.08.2020 (keeping in view, the present lockdown conditions) to join their parent Commissionerate. Failure to comply with this will result in non-drawl of salary from the month of September,2020 onwards.

II. **Policy for posting of officers on Deputation:-**

- i. Deputation requests will be considered only against vacancy circulars issued by seeking Organizations and on fulfilling conditions laid down therein including

completion of the requisite service or 3 years' of service whichever is higher, as the case may be.

- ii. Cooling off period of 2 years will have to be strictly complied with before forwarding the applications for the next deputation.
 - iii. Officers who have already been on deputation for 50% of their career shall not be considered, so as to give opportunity to other officers.
 - iv. Maximum of 4 applications in a calendar year will be considered for forwarding in respect of an officer.
 - v. The applications requesting for deputation in duplicate should be submitted complete in all respects, duly signed and the Bio-data verified by the administrative officer of the concerned Commisisonerate.
 - vi. All applications for deputation against vacancy circulars issued are to be forwarded through proper channel to the Cadre Controlling Authority. No advance copy will be entertained.
 - vii. Incomplete applications received after the due date will not be forwarded.
- III. This issues with the approval of the Competent Authority.



(Dr.D.Purushotham)
Principal Commissioner

Copy submitted:-

- 1 The Chief Commissioner, Customs and Central Tax , Hyderabad Zone/Vizag Zone.
- 2 The Principal Commissioner/Commissioner, Customs and Central Tax, Hyderabad/Medchal/Secunderabad/Rangareddy/Customs/Audit-I/Audit-II/Appeals-I/Appeals-II Commissionerates, Hyderabad Zone.

Copy to

1. The Superintendent (Computer section), for placing on Zonal website.
2. Notice Board.