



OFFICE OF THE CHIEF COMMISSIONER,  
CUSTOMS, CENTRAL EXCISE & SERVICE TAX,  
HYDERABAD ZONE, HYDERABAD

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C.NO.II/39/11/2014-ESTT.CC(HZ)

Dt.11.03.2015.

Sub: Inter Zonal Transfer Policy-2015(IZT) for the common  
Cadre of Superintendents of Central Excise, Hyderabad  
and Vizag Zones.


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This policy is known as the Inter Zonal Transfer Policy (IZT) and is in supersession of all earlier IZT policies. It is applicable to the common cadre of Superintendents of Central Excise, Hyderabad & Vizag Zones. The policy will be effective from 1<sup>st</sup> April, 2015 and will be reviewed in 2020.

1. All IZT orders will be issued as far as possible in the month of April of the year, but not later than 31<sup>st</sup> May of the year.

**2. IZT on promotion:**

(i) All officers from Hyderabad Zone on promotion will be transferred to Vizag Zone for a period of three years in case of a male officer and for a period of one year in case of a Lady Officer. The said three years /one year periods of service in Vizag Zone shall be taken to have been completed only when the officers complete

  
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990/330 No. of days in Vizag Zone. The period of deputation , if any, during the period of posting in Vizag Zone, all kinds of leave except the casual leave and any kind of physical absence which was not authorised , would be deducted for computing the said period in Vizag Zone.

- (ii) The tenure in Vizag Zone would be computed as on 30<sup>th</sup> June of the year. However, due to delay in Annual General Transfer(AGT), 2014, the cut-off date for AGT,2015 will be taken as 31.08.2015.
- (iii) If any officer is retained in Hyderabad Zone on promotion due to non-availability of vacancy or due to rationalization of vacancies in Vizag Zone, he/she will be transferred as if on promotion basis, either on a vacancy arising in Vizag Zone or during next AGT, whichever is earlier.
- (iv) On completion of three year/one year period as applicable (effectively 990/330 days as per the Method of Computation of tenure in Vizag Zone, mentioned above), the officer will be transferred back to Hyderabad Zone.
- (v) Officers promoted as Superintendent in the Cadre Restructuring (CR-2014) who were not sent to Vizag Zone, will be considered first for transfer to Vizag Zone. The juniormost officers in the seniority list would be

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sent first. The remaining officers promoted during CR-2014, will be considered for transfer to Vizag Zone during AGT, 2016. Such transfer of the Superintendents promoted during CR-2014, in IZT-2015/2016 would be treated as transfer on promotion, but not as transfer on rotation.

- (vi) Officers promoted during/prior to CR-2014, but were exempted from IZT-2015 or any future IZT, on any ground, would be considered for transfer to Vizag Zone on promotion basis, when the cause of such exemption ceases to exist.
- (vii) All officers transferred to Vizag Zone on promotion prior to CR-2014 will be considered for transfer to Hyderabad Zone as per the IZT policy-2013.
- (viii) However, the officers who were transferred on promotion during 2013, as per the IZT policy prevailing then, will be considered for transfer to Hyderabad Zone on completion of two years, without the transfer benefits, if they so desire.

### **3. IZT on rotation basis:**

- (i) Subject to IZT on promotion to Superintendent Cadre mentioned above, the remaining vacancies, would be filled on rotation basis from

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Superintendents of Hyderabad Zone and based on the Zonal Seniority.

- (ii) Regular roster of all Superintendents of Hyderabad Zone will be maintained and Superintendents who are long standing in Hyderabad Zone will be sent to Vizag Zone on rotation basis to work for a period of one year in Vizag Zone(330 days – as per the method of Computation of tenure in Vizag Zone, mentioned above).
- (iii) However, Lady Officers are exempted from such transfer on rotation basis,
- (iv) However, the officers who were transferred on rotation basis during 2014, as per the IZT policy prevailing then, will be considered for transfer to Hyderabad Zone on completion of one year, without the transfer benefits, if they so desire.

#### **4. Premature Transfer/Deputations:**

- (i) Subject to administrative convenience/ requirement, an officer may be prematurely transferred back to Hyderabad Zone on extreme compassionate grounds like medical exigencies, etc. and in that case he/she will be liable for transfer back to Vizag Zone in the next AGT or when the reasons for such premature transfer, cease to exist and he/she shall have to complete his/her residual tenure or a minimum tenure of one

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