

केन्द्रीय सूचना आयोग
Central Information Commission
बाबा गंगनाथ मार्ग/Baba Gangnath Marg
मुनिरका/Munirka, नई दिल्ली-११००६७/New Delhi -110067

Dated:-10 /12/2020

CIRCULAR

Subject: Rotational transfer policy applicable to staff in the Central Information Commission

Rotational transfer policy applicable to staff in the Central Information Commission is hereby circulated for information of all concerned.

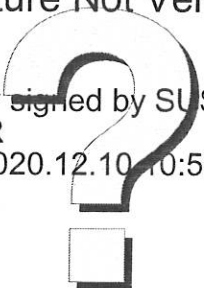
2. This has the approval of Chief Information Commissioner

(Sushil Kumar)
Deputy Secretary (Admn)
Copy to:-

1. PPS to CIC/ICs
2. PPS to Secretary
3. PS to Additional Secretary
4. JS(Admn) /JS(P&B) / JS (MR)
5. Director(Legal Cell)
6. All Deputy Secretaries/ Deputy Registrars/ Designated officers
7. DDO/Cash Section /CR 1 & CR 2 /Dak Section/Library/RTI Cell/ Legal Cell
8. Concerned task holders
9. Guard File

Signature Not Verified

Digitally signed by SUSHIL
KUMAR
Date: 2020.12.10 10:58:25 IST



File No: Admn-21023/1/2018-JS(Admn)-CIC-Part(1)

ROTATIONAL TRANSFER POLICY FOR CENTRAL INFORMATION COMMISSION


DATED : 10/12/2020

Central Information Commission has its own cadre with direct recruitment in the grade of UDC and Assistant and Stenographer Grade D. To ensure overall growth of an officer, exposure to different aspects of working of the Commission is very important. Therefore, routine circulation of officials among the sections is essential. With this view, maximum tenure in one section at a stretch as indicated against each grade below has been decided for posts other than those identified as sensitive vide office order No: Admn-22/1/2020-JS(Admn)-CIC 05/06/2020.

Post/Grade	Maximum tenure in one section at a stretch
UDC	5 Years
Assistant	5 Years
SO	5 Years
Deputy Secretary	6 Years

Post/Grade	Maximum tenure in one section at a stretch
Stenographer Grade D	5 Years
Personal Assistant	5 Years
PS	5 Years
PPS	6 Years
Sr PPS	6 Years

2. In the Commission, the nature of work in the secretariat and registries varies vastly. Thus to ensure that an officer has experience and knowledge about the working of both, alternate postings would be made as far as administratively feasible.
3. The Chief Information Commissioner shall have the power to waive/relax the maximum tenure limit if required due to administrative reasons.


(Sushil Kumar)
Deputy Secretary (Admn) 10/12/2020