

No.17-31/2016-GDS
Government of India
Ministry of Communications
Department of Posts
(GDS Section)

Dak Bhawan, Sansad Marg,
New Delhi-110001
Dated- 22.01.2020

Office Memorandum

Subject: Limited Transfer Facility for all categories of Gramin Dak Sevaks (GDS).

The undersigned is directed to convey approval of Competent Authority on the following guidelines to regulate the Limited Transfer facility of Gramin Dak Sevaks **in supersession** of all previous orders:-

1. Conditions of Transfer

- (i) The maximum number of chances to be provided for male GDSs is **ONE** only and **TWO** for female GDSs.
- (ii) The transfer will be at his/her own request and own cost to a vacant post at his/her place of choice to his/her/spouse home village or home division or a place recommended for medical treatment.
- (iii) A minimum engagement period of **TWO** years from the date of regular engagement on GDS Post will be mandatory for **male** GDS, before transfer request can be entertained.
- (iv) A minimum engagement period of **ONE** year from the date of regular engagement on GDS post will be mandatory for **female** GDS.
- (v) For PwD GDS and GDS having PwD dependents/Mentally retarded dependents, a minimum engagement period of **ONE** year from the date of regular engagement on GDS Post will be mandatory.

- (vi) Transfer request of GDS who are under put off duty or against whom any disciplinary action, Police case or Court case is pending will not be entertained.
- (vii) Past engagement period will be counted for assessing the eligibility for appearing in departmental examination as well as for annual increment. GDS will not have any claim to go back to the previous engagement /recruitment Unit/Division in any circumstances.
- (viii) When a GDS is transferred at his/her own request and the transfer is approved by the competent authority, she/he will rank junior in the seniority list of the new unit, to all the GDS of that unit who exist in the seniority list on the date on which the transfer is ordered, except in case of transfer within the same engagement/recruitment Sub Division/Unit /Division.
- (ix) Mutual Exchange facility can be provided to all GDS on completion of **ONE** year (**for Female GDS**) and **TWO** years (**for Male GDS**) engagement period as the case may be.
- (x) The GDS can be transferred on her/his request in following circumstances:-
- (a) BPM Level 2 to BPM Level-2 in TRCA slab 3
 - (b) BPM Level-1 to BPM Level-1 in TRCA slab-2.
 - (c) ABPM/Dak Sevaks Level-2 to ABPM/Dak Sevaks Level-2 in TRCA slab-2.
 - (d) ABPM/Dak Sevaks Level-1 to ABPM/Dak Sevaks Level-1 in TRCA slab-1.
 - (e) BPM Level-1 to ABPM/Dak Sevak Level-2(Postal/RMS) in same TRCA slab.