

Government of Jammu and Kashmir
Health and Medical Education Department

Subject: **Transfer Policy in Health Department.**

Government Order No:- 210-HME of 2012.
D A T E D :- 13 -03-2012

In the interest of patient care and smooth functioning of health institutions especially those located in far-flung areas, sanction is hereby accorded to the following policy to be adopted in the matter of transfers/postings of the employees of Health Department with immediate effect:-

A. General Principles :

1. It shall be imperative for the department to maintain a complete database on transfers/postings of the employees.
2. While effecting the transfers/Postings, the qualification of the employees and the requirements of the health institutions shall be given utmost priority.
3. Postings shall be made on a rotational basis to sensitive/non-sensitive posts. The department shall identify sensitive and non-sensitive posts for posting of officers with the approval of the Minister Incharge.
4. Where both the husband and wife are in government service, they may be posted conveniently in the same institution/ District, as far as possible.
5. Physically challenged persons may be posted conveniently, subject to availability of the posts.
6. Orders once issued must be strictly complied with and if it is considered that any order requires modification for some compelling reason, it shall be done only after obtaining approval of the next higher authority in the Department.

B. Calendar for Transfers:

1. Transfers shall ordinarily be ordered in the first month of the financial year.
2. Transfer for Ladakh region shall be made as per the policy laid down for such transfers by the Ladakh Affairs Department.
3. Persons returning from leave, training or on revocation of suspension or on promotion shall be adjusted against the vacant posts.
4. The officers required to move first shall handover the charge within seven days of issue of the order, failing which he /she shall be deemed to have been relieved of his /her duties. This provision will not, however, apply to such cases where there are specific instructions for giving immediate effect to the transfers.

AS/RS

