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SCHOOL & MASS EDUCATION DEPARTMENT

NOTIFICATION

The 5th February, 2013

Sub: Guidelines for Mutual Transfer of Elementary Teachers in the State.

No. 3064-I-SME-(G)-129/2012(PT.)/SME.—Proposal for Mutual transfer of Elementary Teachers are received in different manners for which there is no uniformity to consider the applications. Government after careful consideration have been pleased to formulate the following model guidelines for consideration of mutual transfer of elementary teachers in the State:—

1. The proposals for mutual transfer shall be submitted by the field functionaries to the Director, Elementary Education, Odisha in the month of November of the year.

2. The Director, Elementary Education will examine each case as to whether due procedure has been maintained as per the policy, i.e. recommendation of respective D.Is / Collectors etc. The DEE(O) will send the consolidated proposal to the S&ME Department by the end of December of the year.

3. No piecemeal proposal shall be entertained in the Department.

4. The Department after scrutiny of the proposal shall sought for clarification if any from DEE, Odisha within 31st January.

5. The DEE, Odisha will submit compliance by 15th February.

6. The Department will approve the proposal by end of February of the year.

7. The Director, Elementary Education after receipt of the Government approval shall issue orders of transfer by the end of March so that the transferred teachers will be able to join in his/her new place of posting within the month of April of that year.

8. The teachers having at least minimum 3(three) years of service for superannuation shall be considered for mutual transfer. On transfer the long leave till retirement is not accepted.

9. The mutual transfer will be made only against same category of teachers i.e. Assistant Teacher (regular) against Assistant Teacher (regular) or regular Zilla Parishad Teacher against regular Zilla Parishad Teacher.

10. The teacher working in the safe district shall be relieved first and after his/her joining, the teacher of the difficult area will be relieved thereafter.

11. The mutual transfer is applicable to a teacher only once in his/her total service period.

12. After joining of the teacher on mutual basis, the position of the concerned teacher will remain below the respective cadre in that Education District and will remain as Junior most teacher in the respective cadre in that calendar year. Both the teachers shall submit undertakings to this effect at the time of giving their willingness for such transfer.

13. Since, the transfer is on the request of both the teachers, no T.A., D.A. will be claimed by any of the transferee.

This shall come to effect immediately.

By Order of the Governor

USHA PADHEE

Commissioner-*cum*-Secretary to Government