



Govt. of India

Ministry of Finance

O/o the Pr. Chief Controller of Accounts

Central Board of Indirect Taxes and Customs

(Expenditure Coordination Section)

1<sup>st</sup> Floor, DGACR, Building, I.P. Estate, New Delhi-110002

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No.Pr.CCA/CBIC/Expdr-Coord./Circular-Instructions/Vol-I/2023-24/159 Dated: 16.08.2023

**CIRCULAR**

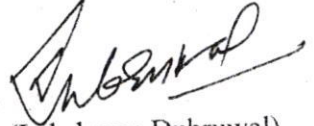
**Subject: Submission of half yearly Compliance Report on Rotational Transfer of Officers/officials Working on Sensitive Posts by 15<sup>th</sup> April/October of each year-reg.**

Please find enclosed herewith an OM No. C-11021/63/15/CGA/CVO/Office Guidelines/Vol. II/418 dated 03.08.2023 issued by Vigilance Section, O/o CGA Ministry of Finance, Department of Expenditure, New Delhi on the subject cited above.

All the Zonal Heads under O/o Pr.CCA, CBIC are requested to circulate the above OM to respective PAOs under their administrative control to remain in state of preparedness for furnishing the detail in the prescribed format sent by O/o CGA.

This issues with the approval of the Competent Authority.

Encl: as above

  
(Lakshman Dubruwal)  
Sr. Accounts Officer

To:

1. The Dy.CA O/o CA (WZ), CBIC, Mumbai.
2. The ACA O/o DCA(EZ), CBIC, Kolkata.
3. The Dy. CA O/o DCA(SZ), CBIC, Chennai.
4. The Dy. CA, (NZ), O/o Pr.CCA, CBIC.
5. All PAOs of NZ, CBIC
6. The Sr. AO (Admin), CBIC

Copy for information:

1. Sr. PS to Pr.CCA (CBIC)
2. PS to CCA (CM), CBIC
3. PA to DCA, CBIC
4. Sr. AO (ITD) requested to upload this circular on the ARPIT portal.

Pl. upload on ARPIT

GSTAT/239  
16/08/2023

2023  
16/08/2023  
AAO (AY)

MOST IMMEDIATE

No: C-11021/63/15/CGA/CVO/Office Guidelines/Vol.II/418

Government of India  
Ministry of Finance, Department of Expenditure  
Office of Controller General of Accounts  
Block-E, GPO Complex, INA, New Delhi-110023  
(Vigilance Section)

Date: 03.08.2023

OFFICE MEMORANDUM

Sub:-Submission of half yearly Compliance Report on Rotational Transfer of Officers/officials Working on Sensitive Posts by 15<sup>th</sup> April/October of each year-Reg.

A reference is invited to this office OM No. C-11021/63/15/CGA/CVO/Office Guidelines/Vol.II/229 dated 21.06.2022, 06.01.2023 & 15.03.2023 bringing to the notice the guidelines of DoPT & CVC regarding rotational transfer of officers/officials working on sensitive posts, for strict compliance.

2. The information from field Ministries/Depts. was received in the proforma prescribed in the OM dated 15.03.2023 of O/o CGA. From the information received, it has been observed that the Ministries/Depts. have implemented rotational transfers of officers/ officials working on sensitive posts.

3. However, there is need to periodically review and implement rotational transfers without fail. Keeping this in view, it has now been decided that the rotational transfers should be effected at least twice in a year and a six monthly report on the rotational transfer of the officers/officials working on sensitive posts may be furnished to this office by the 15<sup>th</sup> April/15<sup>th</sup> October of each year. Therefore, the next report in this year will fall due on 15<sup>th</sup> October, 2023 indicating the status as on 30<sup>th</sup> September, 2023.

4. The format in which report is to be submitted is attached & the above instructions are issued for strict compliance.

5. This issues with the approval of Competent Authority.

Encl.: As above

*Sanjai Singh*

(Sanjai Singh)

Jt. Controller General of Accounts (Vig.)

To

1. All Pr. CCAs/CCAs/CAs (Independent Charge)
2. CC(Pension), Director (INGAF), Jt. CGA (Admn.), O/o CGA, Jt. CGA (Admin), PFMS.



Copy to:

1. PPS to CGA
2. PS to Addl. CGA (HR & O)
3. PS to Addl. CGA (A&FR)
4. PPS to Addl. CGA (INGAF & CPAO)
5. Sr.AO (ITD), O/o CGA for uploading on website.
6. Guard file.

## Proforma

Name of Ministry/Department: \_\_\_\_\_

Half yearly report to be submitted by 15<sup>th</sup> April/ Oct. for the period ending on 31<sup>st</sup> March/30<sup>th</sup> Sept

**1. Status Of Rotation of Officers/Officials working on Sensitive Posts**

Post/ Level	Serial No.	Name of the Officers/Officials	Sensitive Section in which posted				Transferred to		Date of Transfer	Remarks
			Office	Section	From	To	Office	Section		
Sr. AOs										
PAOs										
AAOs										
Sr. Accts.										
Accts.										
LDCs										
DEOs										
MTSs										
Any other level										

(Post/Level-wise details to be provided)

**2. Officers/Officials holding sensitive charge and not transferred even after 2/3 years as on 31<sup>st</sup> March/ 30<sup>th</sup> Sept along with reasons**

Ser. No.	Name of Officers/Officials	Name of Section	Post/Designation	Posted Since	Reasons

