

No.A-22015/1/2019-DPAR/SS.II(1)/PF4  
GOVERNMENT OF PUDUCHERRY  
DEPARTMENT OF PERSONNEL & ADMINISTRATIVE REFORMS  
(PERSONNEL WING)

-oOo-

Puducherry, dated 08.10.2020.

**MEMORANDUM**

Sub: Public Services – Transfer and Posting of Superintendents and Assistants – Instructions / Relieving Orders - Issued.

- Ref: 1. This Dept.'s Memo. of even number dated 16.06.2020.  
2. This Dept.'s Memo. No. A-22015/3/2019-DPAR/SS.II(1)/PF2, dated 21.02.2020 and 28.08.2020.  
3. This Dept.'s G.O. Ms. No.3 dated 21.01.2019.

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As per the transfer policy, "Transfer / posting orders shall be implemented within 15 working days from the date of issue of the Orders and the transferred official shall be relieved without waiting for substitute". But, it is observed that most of the Superintendents and Assistants who were transferred vide Memoranda first and second cited are yet to be relieved by the concerned Heads of Departments/ Heads of Offices.

2. Therefore, the Heads of Departments / Offices concerned are directed to relieve the Superintendents and Assistants without waiting for substitute **on or before 15.10.2020** failing which they shall "**stand relieved**" with effect from 16.10.2020 Forenoon.

// BY ORDER //

A handwritten signature in black ink is written over a date stamp. The date stamp is "8.10.2020" written in a stylized, slanted font.

(V. JAISANKAR)  
UNDER SECRETARY TO GOVERNMENT (PERSONNEL)

To

The Heads of Departments/Offices concerned.

Copy to:

1. The Director of Accounts & Treasuries, Puducherry  
- with a request not to allow drawal of salary from the present place of posting from 16.10.2020 onwards.
2. The Individuals concerned. ---- "**Thro' proper channel**".
3. The P.A. to Secretary (Personnel), Chief Secretariat, Puducherry.
4. The P.A. to Special Secretary (Personnel), Chief Secretariat, Puducherry.
5. Spare copy.