

Government of India  
Ministry of Mines  
Indian Bureau of Mines

No. A-22011/1/28/2017-ENG

Nagpur, Dated : 27/02/2017

CIRCULAR

The Meeting of the Annual Transfer Committee is likely to be held shortly for the year 2017-18. Therefore, the Controller General, IBM has decided to call for applications for transfer from Group 'B'(NG) & 'C' officials pertaining to the following three categories as follows:-

- (1) Group 'B'(NG) & 'C' officials who are willing to be transferred from one station to other station of their choice at own cost.
- (2) Group 'B'(NG) & 'C' officials who have completed their residency periods considering the lower limit of residency period as per Transfer Policy of Group 'B'(NG) & 'C' (Non Gazetted Posts) as uploaded in the IBM website.
- (3) Group 'B'(NG) & 'C' officials who want their transfers to and fro in North Eastern Region as per the Government instructions in this regard.


The applications for transfer may be submitted by the concerned Group 'B'(NG) & 'C' officials to the Head of Office, IBM, HQ, Nagpur through proper channel with recommendations of respective controlling officer within 15 days from the date of issue of this Circular in the prescribed format enclosed.

Encl: As stated.

  
(Capt. S.S. Chaudhary)  
Chief Administrative Officer &  
Head of Office

To

- (1) All the Divisional/Zonal/Regional/Sub Regional/Sectional/RMPL Heads of IBM.
- (2) OIC, TMIS, IBM, Nagpur for uploading of this Circular in IBM Website.

  
( S. Sen )  
Administrative Officer

Format for Transfer on request / Transfer under policy

1. Name & Designation of Officer
2. Present station of posting:
3. Date since posted at the present station
4. Choice of station of posting [in chronological order(i)(ii)(iii) in case of transfer under policy]
5. How many years of service left
6. No. of previous transfers
7. Reasons in chronological order (i)(ii)(iii)
8. Remarks, if any

Signature of the applicar

Recommendation of the controlling officer

Signature of controlling offi