

No. Per(AP-B)E(3)-17/2012  
Government of Himachal Pradesh  
Department of Personnel

From

The Chief Secretary to the  
Government of Himachal Pradesh.

To

1. All the Administrative Secretaries to the Government of Himachal Pradesh.
2. All the Heads of Department in Himachal Pradesh
3. All the Divisional Commissioners, Himachal Pradesh
4. All the Deputy Commissioners in Himachal Pradesh.
5. All the Managing Directors/Chief Executive Officers/ Secretaries/Registrar of Boards/ Corporations/Govt. Universities/Autonomous Bodies etc. in H.P.

Dated Shimla-2

26<sup>th</sup> April, 2023

Subject: Comprehensive Guiding Principles-2013" for regulating the transfer of State Government employees

Sir/Madam,

I am directed to invite your attention to the subject cited above and to say that "Comprehensive Guiding Principles -2013" for regulating the transfer of State Government employees has been issued vide Office Memorandum of even number dated 10-07-2013. Para 10 of the above principles governing normal stay at a station stipulate that the State Government can transfer any officer/official at any time irrespective of stay, in view of administrative exigency, in the public interest. Normally the tenure/stay of an officer/official at one station is three years, which is not be applicable to the certain officers.

2. Instances have come to the notice of State Government that these principles are not being adhered to strictly and officers/officials posted in the border areas of the State, who have completed their normal tenure are not being transferred. Further, the sincere efforts are also not being made by the concerned Department(s) to post them as per provisions contained in the said Comprehensive Guiding Principles -2013 and on rotation basis.

  
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3. It has been decided by the Government that the process strictly as per provisions contained in the said Comprehensive Guiding Principles -2013 for transfer of such officers/officials, who have completed their normal tenure in the border areas of the State may be initiated by the concerned Department(s) forthwith and orders be issued after obtaining the prior approval of the Hon'ble Chief Minister through the concerned Minister-in-charge. It may also be ensured that the said orders be issued scrupulously and the official work in the border areas may not suffer for want of working personnel. The conditions of substitute may also be stipulated invariable in the transfer order, wherever necessary, in the public interest.

4. These instructions may be adhered strictly in letter and spirit and may also be brought to the notice of all concerned for strict compliance. The instructions can be seen at the website [www.himachal.nic.in/personnel](http://www.himachal.nic.in/personnel).

Yours faithfully,



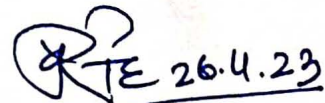
(Balbir Singh)

Deputy Secretary (Personnel) to the  
Government of Himachal Pradesh  
Tel. No. 0177-2880851

Endst. No. Per(AP-B)E(3)-17/2012-Part V Dated Shimla -2, the ~~25~~<sup>26</sup> April, 2023

A copy is forwarded to the following for information and necessary action:-

1. The Principal Secretary to the Chief Minister, Himachal Pradesh, Shimla-171002.
2. The Principal PS to the Chief Minister, Himachal Pradesh, Shimla-171002.
3. The Private Secretaries to all Ministers, Himachal Pradesh, Shimla-171002.
4. The PS to Chief Secretary to the Government of Himachal Pradesh, Shimla-171002.
5. Guard file.



Deputy Secretary (Personnel) to the  
Government of Himachal Pradesh