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आज़ादी का  
अमृत महोत्सव



भारतीय रेल / Indian Railways  
बनारस रेलइंजन कारखाना  
Banaras Locomotive Works  
वाराणसी - 221004, भारत / Varanasi - 221004, India



PSS -287

No-GM(P)/ER/PS&SSM/Pt-I

Office: General Manager(P)

Dated:- 13.01.2024

All Concerned  
BLW/Varanasi & Sealdah /BLW Camp office  
New Delhi.

Sub :-Policy Guidelines on Transfer & Posting of officers in Traffic Transportation and Commercial Department in Zonal Railways.

Reference above a copy of Railway Board's Letter No. IRTS Cadre/2024/2/Policy, dated 10.01.2024, is forwarded herewith for information and guidance.

DA- 1 Page.

**Copy for kind information:-**

PCEE, PCME, PFA, PCE, PCMM,  
PCMO, PCSC, PCPO, CVO

**Copy for information:-**

1. Join Secretary and staff council members.
2. Secretary SC/ST and OBC Association.
3. Secretary, RREA/BLW.
4. Ch. OS/Staff. GM/P & GMP (W) office.

13/01/24  
(Pius Minj)

Assistant Personnel officer/Staff

13/01/24  
For General Manager(P)



1355

**BHARAT SARKAR / GOVERNMENT OF INDIA  
RAIL MANTRALAYA / MINISTRY OF RAILWAYS  
(RAILWAY BOARD)**

No. IRTS Cadre/2024/2/Policy

New Delhi, 10.01.2024

**General Managers  
All Zonal Railways**

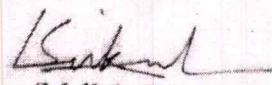
**Sub: Policy Guidelines on Transfer & Posting of officers in Traffic Transportation and Commercial Department in Zonal Railways**

These policy guidelines on transfer & posting of officers in Traffic Transportation and Commercial Department in Zonal Railways shall be supplementary to the extant policy guidelines issued from time-to-time governing transfers and postings by Railway Board.

1. Till confirmed Junior Administrative Grade (9 years of service), an officer must be given atleast one term each in Operating, Commercial and preferably one term in Safety/General. A term for this purpose will be a duration of minimum 1 year. This shall be applicable to Group A and Group B officers.
2. Till Selection Grade (12 years of service), an officer should, to the extent possible, be posted in Division/Field and thereafter, preferably in Zonal Headquarters.
3. Till Senior Administrative Grade (17 years of service), an officer must be given atleast one term in Zonal Headquarters. If an officer has not been given one term in Safety/General until confirmed JAG (as per SN 1 above), the officer may be given one term in Zonal Headquarters of an equivalent profile. A term for this purpose will be a duration of minimum 1 year.
4. In a particular division, an officer should not be a branch officer for more than 5 years in total i.e. combination of SrDOM/SrDCM/SrDSO. For posting as SrDOM, it is preferred that an officer has experience of working in a Junior Administrative Grade post, including ad-hoc positions, in Division/Zonal Headquarters/Railway Board.
5. On promotion from Group C to Group B, officers must be posted outside their current division for atleast a term of 1 year.

In addition to the above, it is clarified that PCOM shall be the cadre controlling officer at Zonal level for Traffic Transportation and Commercial Department, with PCCM the associate member in the placement committee. The above policy guidelines may be modified only in exceptional cases, by PCOM with prior consultation with AM/Traffic.

This has the approval of Board [M(O&BD)].

  
(Mallela Srikant)  
OSD/MOBD  
Railway Board