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(A Govt. of Maharashtra Undertaking)
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HRD/O&M/F.No.5/ **09642**
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CIRCULAR

Sub : Transfer Policy of MSEDCL – Issuance of Transfer Orders through HRMS only.


Ref : 1) Administrative Circular No.514 dated 10/08/2015.
2) Circular No. HRD/O&M/F.No.5/08619 dated 19/04/2018.

The various provisions regarding guidelines for general transfers, tenure for transfers of various cadres, guidelines for request transfers etc. are notified vide Administrative Circular No.514 dated 10/08/2015. The detailed time table to effect general transfers is also notified under Para 3 of the said Administrative Circular.

2. It is to bring to the notice of all Transferring Authorities in the field that, the instructions are already issued vide Circular at reference No. 2 regarding effecting the general transfers for the year 2018. The instructions in the past are also issued regarding generation and issuance of transfer orders only through HRMS. However, it is observed that, in spite of these clear instructions some of the field offices are issuing transfer orders out of HRMS.

3. It is therefore instructed to all Transferring Authorities in the field that all the transfer orders are to be issued through HRMS only. It is also to be noted that the concerned Transferring Authority and transfer order issuing Authority in the field will be liable for disciplinary action if it is found that the transfer orders are issued manually or out of System.

4. This Circular is available on R-APDRP Portal.


(Chandrashekhar Yerme)
Executive Director (HR)