

भारत के नारकोटिक्स आयुक्त  
केन्द्रीय नारकोटिक्स ब्यूरो  
भारत सरकार, वित्त मंत्रालय  
19, माल रोड, मुरार, ग्वालियर- 474006



Narcotics Commissioner of India  
Central Bureau of Narcotics  
Government of India  
Ministry of Finance

19, The Mall, Morar, Gwalior (M.P.) - 474006

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F.No. II(4)8/Estt/AGT/2021-57-65

Dated : 30<sup>th</sup> March, 2021

To,

The Chief Controller of Factories,  
New Delhi.

The Deputy Narcotics Commissioner,  
Neemuch/ Kota/ Lucknow.

The General Manager, GOAW,  
Ghazipur/ Neemuch.

Sir,

**Sub: Annual General Transfer- 2021 -C/reg.**

The AGT for the year 2021 is likely to be done during the month of April-June 2021. For this purpose it has been decided to call for options for place of posting from all personal who are due for transfer as per prevailing AGT Policy (available on website www.cbn.nic.in).

2. All personnel who have completed their tenure at their place of posting as per said transfer policy on the cut-off date i.e., 31.12.2020 may submit information in the enclosed **Performa-I** clearly indicating 5 preferences for a place of posting. Those personnel who have completed their tenure in the respective unit of posting and are due for transfer out of unit shall **strictly provide their five options outside the present unit** of posting. Similarly, those personnel who are due for rotation within unit on completion of 2 years shall **provide their options only within the present unit of posting**. Those personnel who prefer to be retained at their present place of posting shall be required to provide valid reasons along with evidence, if any for their retention. Further, it may be informed that in case of non submission of option by a person, it will be presumed that he/she is willing to be posted anywhere in CBN/CCF. The preference for place of posting once exercised will be final and will not be allowed to be withdrawn at a later date.

3. All representations received for transfer on compassionate grounds from personnel who are otherwise not due for transfer, may also be accompanied by duly filled up Performa I & III with your specific recommendations on the request made by the person. Those personnel requesting for transfer on medical grounds may be asked to provide documentary evidence in support of their ailments. **Requests for transfer from one unit to another unit will be entertained only at Hqrs. level.**

4. **Performa-II** may kindly be used to forward, in a consolidated manner, all the options/representations (in r/o personnel due for transfer) received from various

personnel in field formations headed by you. All options and representations from the personnel under your jurisdiction/charge may be sent to this office in a single bunch after duly segregating them grade wise/cadre wise with index of the representations attached. List of personnel who were on leave, training etc. in excess of 15 days in Class 'C' Station, as mentioned in AGT Policy, if any, may also be sent to this office separately. The consolidated statement in the prescribed Performa-II may please be sent to this office. **Performa-III** may kindly be used to provide consolidated information separately in respect of personnel who have submitted representation for their transfer.

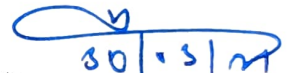
5. The complete information in respect of personnel working under your charge in all the cadres may please be sent to this office latest by 25.04.2021 so as to enable this office to consolidate the data within time limit. Any representations received after the said date shall not be entertained unless it is recommended by you on account of circumstances which emerged after the due date. It may be mentioned that the requests for transfer would be considered keeping in view the overall vacancy position and also subject to availability of substitutes where minimal staff strength is required to be maintained.

6. In view of the ensuing AGT it is requested that no transfer/rotation orders be issued by the unit Deputy Narcotics Commissioners till the completion of AGT 2021 exercise at Hqrs. level.

7. This issues with the approval of Narcotics Commissioner

Encl: As above.

Yours faithfully,

  
30/03/21  
(Pranesh Gupta)

Asstt. Narcotics Commissioner  
Joint Commissioner (In-situ)

OIC

Copy forwarded for information to:

1. Departmental Website/Notice Board/Guard Fill.

  
30/03/21  
(Pranesh Gupta)

Asstt. Narcotics Commissioner  
Joint Commissioner (In-situ)

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