

website

भारत सरकार
वित्त मंत्रालय
केन्द्रीय नारकोटिक्स ब्यूरो
19, माल रोड, मुगार, ग्वालियर- 474006



Government of India
Ministry of Finance
Central Bureau of Narcotics
19, The Mall Road, Morar, Gwalior
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F.No.II(3)2/Estt/AGT/2025-94

Date: 22, January, 2025

To,

The Chief Controller of Factories,
New Delhi.

The Dy. Narcotics Commissioner,
Neemuch/ Kota/ Lucknow

The General Manager,
Neemuch/ Ghazipur.

Sir,

Subject:- **Annual General Transfer – 2025 – C/reg.**

The AGT for the year 2025 is likely to be done during the month of Feb-March 2025. For this purpose, it has been decided to call for options for place of posting from all personnel 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. 31.12.2024 may submit information in the enclosed Proforma-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 The preference for place of posting once exercised will be final and will not be allowed to be withdrawn at a later date.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 Proforma 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. Request for transfer from one unit to another unit will be entertained only at Headquarters Level.

4. Perform-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 not available for duty in excess of 15 days in Class 'C' station due to reasons mentioned in Annual General Transfer Policy may also be sent to this office separately. The consolidated statement in the prescribed

Proforma-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 05.02.2025 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 recommended by you on. 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 Dy. Narcotics Commissioner till the completion of AGT 2025 exercise at Headquarters Level.

7. This issues with the approval of the Narcotics Commissioner.

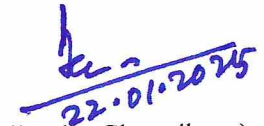
Yours faithfully,



(Brijendra Chowdhary)
Dy. Narcotics Commissioner

Copy forwarded for information and necessary action.

- ✓ Website / Guard File.



(Brijendra Chowdhary)
Dy. Narcotics Commissioner