

POLICE ORDER No. 109

Principle to be observed in posting and transfer of officers and men.

The following orders, which are collected from previous orders regarding posting are to be carefully followed:—

- (1) No Circle Inspector or Sub-Inspector or Assistant Sub-Inspector posted to a police-station shall ordinarily be posted to the circle or police-station in which his home is situated.
- (2) There is less objection to officers such as Court Inspectors and Sub-Inspectors and Reserve Sub-Inspectors being posted to their home towns.
- (3) Elderly police officers (Including Ministerial officers) and men with large family commitments may be posted to their home districts or neighbouring districts, on request if exigencies of public service so permit.
- (4) Officers of and below the rank of Inspector (Including Reserve Inspector) and men who render not less than three years of meritorious service at the Police Training College Angul, shall have the option of reverting to districts of their choice.
- (5) Reserve Inspector, Sergeants, Reserve Sub-Inspectors, Court Sub-Inspector in charge of Malkhana and Head Clerks, Accountant, Assistant Accountants and Motor Vehicle clerks, who generally deal with Government cash, stores, furniture, etc., or are connected with the preparation of bills, should not be allowed to continue in the same post for more than three years. At the end of each financial year the Superintendent of Police and heads of other establishments will report to the Deputy Inspector-General and Assistant Inspector-General the names of those officers who are to complete the period of three years within the next twelve months so that they may be transferred.
- (6) Normally the maximum period of service in the Agency areas at one time should not exceed three years for all officers in superior service. An officer having completed this period, in Agency may be transferred to plains if and when occasion arises period however would not apply to those who have their homes in the Agency nor should the fixation of this maximum be interpreted to mean that a Government servant is given any right of transfer from the Agency or any new right of appeal if such transfer is refused when the maximum period of continuous service in the area had been completed. The above principles will not apply to those homes area in Agency areas.
- (7) As far as the exigencies of work permit, service in the unhealthy police-stations of a district should be limited to 18 months at a time and officers and men should have a spell of 2 years in comparatively healthy police-station before being reposted to an unhealthy police-station. Similarly, officers and men received on transfer from the Agency areas should be given a spell of 2 years in a healthy police-station.

Exceptions may be made in individual cases for special reasons such as break down in health or advanced age.

- (8) The following rules shall be observed regarding the periods for which officers and men shall remain in the same district, subdivision or police-station:—

*Inspectors*—Ordinarily, no Inspector shall remain for more than 10 years in the same district, and for more than 5 years in the same subdivision. Superintendents shall report the liability of these officers to transfer to other districts.

*Sub-Inspectors*—There is no limit to the period for which a Sub-Inspector may remain in one district. Ordinarily, a Sub-Inspector shall remain at one police-station or Court for three years only, but this period may, at the discretion of the Superintendent be extended to 5 years.

*Assistant Sub-Inspectors, Havildars and Constables*—Ordinarily, no Assistant Sub-Inspector, Havildar or Constable shall remain at the same police-station or Court for more than two years.

Ordinarily, no Constable shall remain on treasury or magazine guard duty for more than three months at a time at Subdivisions, and for more than one week at headquarters as on town patrol duty for more than one year at a time.

- (9) On or before the 31st of January every year, the Superintendents of Railway Police shall submit a list of officers and men who have completed or would be completing 5 years service in G. R. P. by 1st May next to the D. I. G. of Police, Railways, who in consultation with the other Deputy Inspectors-General of Police will fix up substitutes and issue orders of transfer by the 1st April of every year. The officers transferred to G. R. P. should join those establishments by the 1st week of May and their substitutes be relieved accordingly.

The Range Deputy Inspectors-General of Police will give a list of their nominees to the D. I. G. of Police, Railways, by the 25th of March.

Manual reference

Rules 775, 776, 778, 515 and 515-A

(Previous Police Order Reference No. 2 of 1955)