



No:1822/PRD-22098/31/2023- JT BDO SEC-Dept.of PRD

Dated: 21-04-2025

ORDER

**TRANSFER AND POSTING POLICY OF JOINT BLOCK DEVELOPMENT OFFICERS UNDER PANCHAYATS
AND RURAL DEVELOPMENT DEPARTMENT**

Formulation of a rational policy for transfer and posting of the Joint Block Development Officers under the Panchayats & Rural Development Department, who are directly involved in the execution of different public service works in rural areas of West Bengal, as well as playing an important role in discharging Administrative duties of the concerned offices, was under active consideration by the Department for some times past. The matter has since been carefully examined keeping in view the objective of smooth functioning of all the concerned offices under the P&RD Department and also the existing norms/policies for transfer and posting in respect of Joint Block Development Officers' Services under this Department have also been examined for the sake of parity.

Now, after careful consideration of the matter and in the interest of public service, the following policies relating to transfer and posting of Joint Block Development Officers of this Department are described here under:

A) Transfer and posting to be done by following the principles given below:

1. The transfer and posting of Joint Block Development Officers in the Cadre of West Bengal Civil Service (Group-C) under P&RD Dept. shall normally be made after every 3 (three) years of tenure of official posting.
2. Different districts of the State shall be grouped into following three (3) zones and transfer and posting of Joint Block Development Officers shall be made among these zones:

Zone A	Zone B	Zone C
Kolkata, Howrah, North 24 Parganas, South 24 Parganas, Nadia, Murshidabad.	Hooghly, Purba Medinipur, Paschim Medinipur, Jhargram, Birbhum, Bankura , Purba Bardhaman, Paschim Bardhaman, Purulia	Malda,Uttar Dinajpur, Dakshin Dinajpur, Cooch Behar, Alipurduar, Jalpaiguri, Darjeeling, Kalimpong

3. Joint Block Development Officers having home town in any of the Zone A, B and C shall serve at least twice in rest of the Zones during their service tenure.
4. Joint Block Development Officers having home-district in a zone shall be considered for posting in that zone other than home-district, after completion of at least 6 (six) years of service in the post of Joint Block Development Officer.

5. Joint Block Development Officers shall not be posted in his/her home-town except the cases recommended by the Departmental State Level Committee on exceptional circumstances. However, Joint Block Development Officers can opt for a district in a zone nearest his/her home town once during his / her service tenure.
6. Joint Block Development Officers shall not be posted in the same Place/District of previous posting till two consecutive transfers. Similarly, they will not be posted in any district of the Same Zone till two consecutive transfers.
7. The Senior Joint Block Development Officers having experience of at least eight years in the said post shall be considered to be posted at the State Headquarters, District Headquarters and Training Institutes of the Department for at least 2-3 years during their service tenure.
8. Transfer of Joint Block Development Officers shall not be done within one year of his/her superannuation.
9. Deputation of Joint Block Development Officers in this Department / WBSEC/ other departments, if deems fit, will be made for a period of 3 years only and a transfer policy as mentioned here shall be applicable.
10. **Exception to the policy laid above:**
 - a. Transfer & Posting of any Joint Block Development Officer on administrative grounds & public interest shall be done at any time on or before completion of the tenure of normal posting.
 - b. Requests from Joint Block Development Officers for transfer & posting on exceptional ground shall be examined by the Departmental State Level Committee (DSLCL) and on recommendations of this committee, such requests shall only be considered on the following grounds :
 - Children's higher education i.e., Higher Secondary & above
 - Serious illness of the Joint Block Development Officer / any member of the family of the Joint Block Development Officer.
 - Transfer on Spouse posting (government service) ground.
 - Office bearers of Association

B) Departmental State Level Committee (DSLCL) for Transfer & Postings:

For considering all aspects of services related to Joint Block Development Officers, a Departmental State Level Committee (DSLCL) is hereby constituted, having following members:

- | | |
|---|-------------------|
| 1. Commissioner, Panchayats & Rural Development | - Chairperson |
| 2. Special Secretary / Additional Secretary in-charge of Joint BDO Cell | - Co-Chairperson |
| 3. Joint Secretary, Joint BDO Cell | - Member |
| 4. Senior Deputy Secretary, Joint BDO Cell | - Member convenor |

The DSLCL will recommend cases for transfer and posting of the Joint Block Development Officers to the Secretary of the P&RD Dept.

C). Training & Capacity Building:

1. At the entry level of service , every Joint Block Development Officer shall undergo one month orientation training programme before joining their place of posting.
2. In case of promotion to the post of Joint Block Development Officer, they shall undergo 15 (fifteen) days orientation training.
3. Every Joint Block Development Officer shall undergo a mid-term training programme of 15 (fifteen) days at least after 04 years of service tenure.

This policy has been framed for providing structured transfer and posting of Joint Block Development Officers in various districts. However P&RD Department can post such Joint Block Development Officers as per requirement depending on reasonable administrative ground and on account of public service and such transfers done on discretion of competent authority will be implemented.

This order is issued in the interest of public service and shall take immediate effect.



Secretary,
Panchayats & Rural Development Department,
Government of West Bengal

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Copy forwarded for kind information to:

1. The Pr. Accountant General (A & E), West Bengal, Treasury Buildings, Kolkata.
2. The District Magistrate, _____
3. The Additional Secretary / Joint Secretary (Establishment Cell), P&RD Department.
4. The Joint Secretary, IT Cell, P&RD Department to arrange for uploading this Notification in the website of this Department.
5. P.S. to HMIC, P&RD Department for kind appraisal of HMIC.
6. The District Panchayats & Rural Development Officer, _____
7. Sr. PA to the Secretary, P&RD Department for kind appraisal of Secretary.



Secretary,
Panchayats & Rural Development Department,
Government of West Bengal