

No. 12-10/2023-STG-I  
Government of India  
Ministry of Communications  
Department of Telecommunications  
Sanchar Bhawan, 20 Ashoka Road, New Delhi  
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Dated the 26 July, 2024

**OFFICE MEMORANDUM**

**Subject:** Revision in composition of placement committees for transfer/ posting in respect of officers of ITS Group 'A'- reg;

The undersigned is directed to refer to OM dated 12.07.2024 of Admn.Coord Section, DoT HQs on the subject "*Standardization of recommending and approving levels for transfer and posting of officers of DoT*" vide which the recommending and approving levels for transfer and posting of officers of DoT has been revised (copy attached).

2. Accordingly, the compositions of placement committees for recommending transfer/posting of officers in different grades of ITS Group 'A' is as tabulated below:

<b>Grade of the officer transferred/ Posted</b>	<b>Composition of placement committee</b>
HAG & above	<ul style="list-style-type: none"> <li>• Member(S)</li> <li>• DG(T)</li> <li>• AS(T)</li> </ul>
SAG	
JAG/ Director	<ul style="list-style-type: none"> <li>• Member(S)</li> <li>• DG(T)</li> <li>• AS(T)</li> </ul>
Below JAG in Group 'A'	<ul style="list-style-type: none"> <li>• DDG(Pers.)</li> <li>• DDG(Estt.)</li> <li>• JS(A)</li> </ul>

3. This issues with the approval of Secretary (T).

Encl as above;

Signed by Bijender Singh

Date: 26-07-2024 12:12:14

**(Bijender Singh)**

Under Secretary to the Government of India

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Copy to:

1. PPS to Hon'ble MoC/ Hon'ble MoSC;
2. PSO to Secretary (T);
3. PSO to Member(S) / Member(T) / Member(F)/ DG (Telecom), DoT HQs;
4. AS(T), DoT HQs;
5. CVO, DoT HQs;

6. JS(A), DoT HQs;
7. US (SNG)/ADG (APAR)/AD (STG-1)/AAO (STG-I), DoT HQs;
8. Order Bundle/PA to US(SGT) for uploading this order on DoT website.

**No.30-18/2024/Admn.Coord  
Government of India  
Ministry of Communications  
Department of Telecommunications**

Sanchar Bhavan, New Delhi

Dated : 12 July, 2024

**OFFICE MEMORANDUM**

- Sub: (i) Delegation of powers regarding forwarding of applications of Officers of DoT-controlled Services for deputation outside the Department**
- (ii) Standardization of recommending and approving levels for transfers and postings of DoT Officers**

The undersigned is directed to state that presently, the delegation of power as regards forwarding of Deputation proposals for posting outside the Department in respect of different Services for which Secretary(T) is the Cadre Controlling Authority (viz. ITS, IP&TAFS, IRRS, BWS) is not uniform. Similarly, there is need to revise and standardise the recommending & approving levels for transfers & postings of Group-A officers.

For harmonising the above, delegation of powers as listed below is approved with immediate effect:

**A) For Deputations**

Sl. No.	Item	Level of Officer (s) covered	Authority or to whom delegated
1	Deputation and its extension upto 5 year term	Group- A officers	Hon'ble MoC for SAG & above Secretary (T) for below SAG
2	Deputation and its extension upto 5 year term	Group B Officers	Member/F for IP&TAFS; Member/S for ITS, BWS; Member/T for IRRS
3	Extension of Deputation period beyond the 5 <sup>th</sup> year	All Group-A	Hon'ble MoC
		Below Group-A	Secretary (T)

**Note: All long-term trainings for Group-A Officers to be put up to Secretary (T) for approval.**



**B) For Transfers & Postings in the Department (including Dept. of Posts for IP&TAFS)**

Cadre/ Service	Level of Officer Transferred/ posted	Present composition of Transfer Committee	Revised Composition of Committee	Present Approving Authority	Revision in Approving Authority, if any
ITS	HAG and above	Secretary(T) Member(S) Member(T)	<ul style="list-style-type: none"> <li>Member(S)</li> <li>DG (T)</li> <li>Non-Cadre HAG/HAG + Officer nominated with approval of Secretary (T)</li> </ul>	HMOC	HMOC
	SAG				Secretary(T)
	JAG/Director	Member(S) Advisor(O) Advisor(T)	<ul style="list-style-type: none"> <li>Member(S)</li> <li>DG (T)</li> <li>Non-Cadre HAG/HAG+ Officer nominated with approval of Secretary (T)</li> </ul>	Secretary (T)	Secretary (T)
	Below JAG in Group-A	Director (Staff), Director (Estt.), US(SGT)	<ul style="list-style-type: none"> <li>DDG/Pers</li> <li>DDG/Estt.</li> <li>Non-Cadre SAG Officer nominated with approval of Secretary (T)</li> </ul>	Sr.DDG/ DDG (Pers)	Member (S) for the Transfer & posting. However, file to be put up to Secretary (T) for approval on overall vacancy position prior to finalisation of proposal
IP&TAFS	HAG and above	Secretary(T), Member(F), Advisor(F)	<ul style="list-style-type: none"> <li>Member(F),</li> <li>CGCA,</li> <li>Non-Cadre HAG/HAG + Officer nominated with approval of Secretary (T),</li> <li>HAG/HAG + level nominee of Secretary (Posts) in case DOP post is involved</li> </ul>	HMOC	HMOC
	SAG	In case DOP officer is involved then Secretary DOP will also be included.			Secretary (T)
	JAG/Director	Advisor(F), DDG(E&T),	<ul style="list-style-type: none"> <li>Member(F)</li> <li>CGCA</li> </ul>	Member (Fin)	Secretary (T)

*[Handwritten signature]*

		DDG(F&PAA), DoP	<ul style="list-style-type: none"> <li>• Non-Cadre HAG/ HAG+ Officer nominated with approval of Secretary (T)</li> <li>• HAG/HAG+ level nominee of Secretary (Posts) if DOP post is involved</li> </ul>		
	Below JAG in Group-A	DDG(E&T), Director (SEA), Director (PA-Admn) DoP	<ul style="list-style-type: none"> <li>• DDG(E&amp;T),</li> <li>• DDG(F&amp;PAA), Dept of Posts</li> <li>• Non-Cadre SAG Officer nominated with approval of Secretary (T)</li> </ul>	Member (Fin)	Member (Fin) – for the Transfer & posting. However, file to be put up to Secretary (T) for approval on overall vacancy position prior to finalisation of proposal
IRRS	HAG and above	Secretary(T), Member(T), Wireless Advisor	<ul style="list-style-type: none"> <li>• Member(T)</li> <li>• Wireless Adv.</li> <li>• Non-Cadre HAG/HAG+ Member nominated with approval of Secretary (T)</li> </ul>	HMOC	HMOC
	SAG			HMOC	Secretary(T)
	JAG/Director	Member(T), Wireless Advisor, Director (WMO), DS (Admn.II)	<ul style="list-style-type: none"> <li>• Member(T)</li> <li>• Wireless Adv.</li> <li>• Non-Cadre HAG/HAG+ Member nominated with approval of Secretary (T)</li> </ul>	Secretary(T)	Secretary (T)
	Below JAG in Group-A			<ul style="list-style-type: none"> <li>• Wireless Adv.</li> <li>• Dir./WMO</li> <li>• Non-Cadre SAG Officer nominated with approval of Secretary (T)</li> </ul>	Secretary(T)

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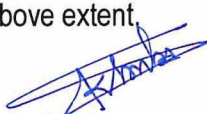


					position prior to finalisation of proposal
BWS	HAG and above	Secretary(T), Member(T), AS(T), Sr.DDG (BW)	<ul style="list-style-type: none"> <li>Member (S)</li> <li>Sr.DDG/BWS*</li> <li>Non-Cadre HAG/HAG+ Member nominated with approval of Secretary (T)</li> </ul> (* SrDDG/TEC in case SrDDG/BWS is not in position)	HMOC	HMOC
	SAG			HMOC	Secretary(T)
	JAG	Member(T), Sr.DDG(BW), JS(A)	<ul style="list-style-type: none"> <li>Member (S)</li> <li>Sr.DDG (BWS)/ DDG(BWS)</li> <li>Non-Cadre HAG/HAG+ Member nominated with approval of Secretary (T)</li> </ul>	Secretary (T)	Secretary (T)
Below JAG in Group-A		<ul style="list-style-type: none"> <li>Sr.DDG (BWS)/ DDG(BWS)</li> <li>DDG(Estt)</li> <li>Non-Cadre SAG Officer nominated with approval of Secretary (T)</li> </ul>	Member (S) - for the Transfer & posting. However, file to be put up to Secretary (T) for approval on overall vacancy position prior to finalisation of proposal		

**Note:** 1. No change in existing practice/policy for transfer & postings of Group-B & Group-C officials.

2. Channels of submission of Divisions/Wings & Transfer Policy will stand modified to the above extent.

3. This issues with the approval of the Hon'ble MoC.

  
 (Sudhir Kumar Sinha)  
 DS/Admn.

To,  
 DDG/Pers.; DDG/Estt., DDG/E&TF., JS/A; DDG (Admn)/DG(T); Jt. CGCA (Coord); Dir/WMO; DDG/Trg. & CB

Copy to :

1. PS to Hon'ble MoC; PS to Hon'ble MoSC
2. PSO to Secretary(T); PSO to Secretary (Posts)
3. PSOs to Member(F); Member(S); Member(T); WA/WPC; DG(T); CGCA
4. PSO to AS(T) & Admn(USOF)
5. Director(Coord.) for appropriate modifications in the Compendium of Channels of Submission and levels of disposal
6. E-office Notice Board
7. Guard File

