

SURVEYOR GENERAL'S COMMUNICATION NO.2

POLICY ON TRANSFER / POSTING

1. In order to provide a balanced experience, knowledge of all aspects of Surveying, relief to those serving at hard areas, courses at Survey Training Institute and to maintain sufficient manpower to meet the departmental obligations transfer / postings within the Department are necessary. Transfer and Postings effect everyone in the Department, and therefore, in order to provide an equitable and just basis, a firm policy on this subject is necessary. Henceforth the implementation of postings and transfers shall be carried out in accordance with the following policy guidelines;-
 - a. In accordance with laid down Instructions of Government of Pakistan maximum opportunity shall be provided to every official to serve closest to his home for as long a period as possible during the course of his service. Female official in particular shall be displaced / posted out only when compelled by exigencies of service or on their own willingness. Particular care shall be taken not to dislocate spinsters/ unmarried female officials. This however, cannot form the basis for any representation for posting out. Every case shall be decided on merit. Decision of Surveyor General of Pakistan shall be final and binding.
 - b. All categories of staff shall be subject to posting / transfer to all stations depending upon the requirement of manpower at a particular station/ Circle / Directorate. Minimum period of stay at every station shall be three years unless/ otherwise dictated by service conditions.
 - c. Quetta and Murree shall be considered as hard stations/ areas and tenure of officials posted there shall generally be restricted to three years, unless/ otherwise dictated by certain specified factors.
 - d. Posting to hard stations / areas will be dictated by longest stay at a station including total service in all categories. If an official is willing to stay at a hard station for longer duration of time on his own willingness / accord, he may be permitted to do so with prior approval of the Surveyor General of Pakistan.
 - e. Technical Assistants, Survey Officers. Assistant Directors and Deputy Directors shall have at least one / two tenures of 3 years in a field circle/ Directorate in each grade/ capacity except the reproduction staff.
 - f. Posting / attachment to / with Survey Training Institute as a student shall not be counted for tenure at Rawalpindi/ Islamabad.
 - g. B-I/II employees are locally recruited therefore they shall not be posted out except under specific orders of Surveyor General of Pakistan/ Deputy Surveyor General.
2. The above instructions are subject to revision/ refinement at any future time.