

EASTERN POWER DISTRIBUTION COMPANY OF ANDHRA PRADESH LIMITED
CORPORATE OFFICE :: VISAKHAPATNAM
P&T Colony, Seethammadhara, Visakhapatnam – 530 013
CIN : U40109AP2000SGC034117

Memo No.HRD/Estt-I/ EPCOR-06001(01)/1/2023-ESTT-I/COR/E-422994/
D.No. I/479588 /2023, Dt. 30 .05.2023

Sub:- APEPDCL- HRD- Estt-I – Transfer & Postings of Energy Assistants
(JLM- Grade-II) for the year 2023-2024 – Guidelines/Instructions –
Orders - Issued.

Ref:- 1.GO Ms.No.05, GVWV & VSWS Department, Dated:25.05.2023
2.Rc.No.222/F/GSWS/2023, dt. 27.05.2023 of the Director,
GVWV & VSWS Department, Govt. of AP.

The Government have issued guidelines for request transfer of Village and
Ward Secretariat employees in the G.O.1st cited.

2. In order to ensure the right placement of employees to secure optimum
productivity, it is necessary to replace the employees with transfers. Now, after
careful examination, it has been decided to issue the following guidelines for
transfer of Energy Assistants (JLM Grade-II),

I. Principles for Transfers and Postings:

- a. The Energy Assistants recruited under 2019 & 2021 Notifications, who have completed two years of service as on the date of issue of this orders are eligible to apply.
- b. Transfers shall be effected only "on Request" & "Mutual" basis only. Application for transfer shall be submitted through ONLINE.
- c. The unit for transfer is the unit of the appointment i.e., within Divisions. Transparent declaration of vacancies: EEs shall publish the list of vacancies available.
- d. The lien & seniority in the parent Division/Circle will be foregoen if the request for transfers is outside parent Division/Circle and last rank in the Division/Circle is accepted.
- e. Not more than 20% of staff working in the present Division shall be disturbed.
- f. Employees will be provided an option to declare their choice sections.
- g. No request transfer will be considered for the employees to Energy Assistants in their native Gram Panchayat / Ward.
- h. Request of employee having any disciplinary charges/ ACB/ Vigilance cases pending against him shall not be considered.

i. If a section has less than 50% staff working, EEs ensure outflow matches the inflow in such sections.

j. Final Seniority list in each Category shall be displayed in the Portal

k. The Circle authorities would submit the above inter-circle transfer proposals to Corporate Office/APEPDCL.

II. **Grounds of transfer:**

Applicants are arranged into the following three (3) Categories –

i) CATEGORY A–Within the Division Transfers

ii)CATEGORY B- Division to Division Transfers within Circle

iii)CATEGORY C– Inter Circle Transfers

Applications for transfers within the Divisions are processed first and within Circle Division to Division, followed by the Applications for inter Circle transfers. The employees who get Inter Division transfer shall take the last rank among the Employees of the opted Division of the same designation irrespective of the year of recruitment.

CATEGORY A – Within the Division Transfers :

All the Applicants who have requested for transfer are arranged into the following priority groups:

a.Single women/Widow.

b. Medical grounds (either self or spouse or dependent children or dependent parents) suffering from cancer, Heart Disease, Neuro – Surgery, Kidney transplantation, Bone TB.

c. Spouse grounds (Such applicants shall invariably produce (a) Marriage Certificate and (b) Certificate from the employer along with the employee ID, whose spouse working in the State Government including Public Sector Undertaking/State Universities/Municipalities/Cooperative Institutions/Aided Institution etc/ Central Government/ Central Government Institutions/ Central Universities etc shall be considered.

c. Mutual transfer – Provision for only one option of section will be provided in the portal.

CATEGORY B & C – Division to Division within Circle, Inter Circle Transfer

Applications are allowed only on the following two grounds :

i. Spouse Grounds

ii. Mutual Requests

Note: Requests for transfer on any other grounds shall not entertain.

Spouse grounds: Employee whose spouse working in the State Government including Public Sector Undertaking/State Universities/ Municipalities/ Cooperative Institutions/Aided Institution etc/ Central Government / Central Government Institutions/ Central Universities etc shall be considered. Such applicants shall invariably produce (a) Marriage Certificate and (b) Certificate

from the employer along with the employee ID.

Applicants are serially arranged based on the Merit rank in their respective Division selection list. In case of a tie, priority as per Date of Birth.

Mutual transfer – Provision for only one option of section will be provided.

3) The Transfer process for JLM Grade-II should be completed on or before 10th June, 2023.

4) Transferred employees should be relieved by the Controlling Officers concerned within one week on receipt of the orders.

5) These orders are available in APEPDCL website and can be accessed at the address <http://www.apeasternpower.com> .

PRUDHVI TEJ IMMADI
CHAIRMAN & MANAGING DIRECTOR

To
All the Superintending Engineers/ APEPDCL
All the Executive Engineers/ APEPDCL

Copy to:

The Dy.EE/Tech.-I to CMD's Peshi / APEPDCL / Visakhapatnam
The Dy.EE/Tech. / Director (Operation) / APEPDCL / Visakhapatnam
The Dy.EE/Tech. / Director (Projects) / APEPDCL / Visakhapatnam
The AO / Director (Finance & HRD)'s Peshi / APEPDCL / Visakhapatnam
All the Chief General Managers/ APEPDCL/ Visakhapatnam
All the General Managers/ APEPDCL/ Visakhapatnam
All the Deputy General Managers/ HRD/ APEPDCL/ Visakhapatnam
The Company Secretary/ APEPDCL/Visakhapatnam
The Pay Officer/ APEPDCL/ Corporate Office/ Visakhapatnam
The Accounts Officer/ CPR/ Corporate Office/ Visakhapatnam
The Stock File