

**RAILWAY PROTECTION FORCE**  
**Ministry of Railways, Government of India**

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No.2014/Sec(Spl)/6/12

New Delhi, Dated: 18/09/2014.

**Directive No. 32**

**Sub: Transfer of RPF/RPSF Personnel.**

In exercise of the powers conferred under Rule 28 of the RPF Rules 1987 read with Section 8 of the RPF Act 1957, and in supersession of Standing Order No.102, Standing Order 110 and Directive No.30, the following Directive is issued in respect of transfer of RPF/RPSF personnel:

**1) Tenure of officers / staff :**

Sl.	Particular	Tenure
1	Superior officers excluding those posted in the Railway Board	3 years (extendable by 01 year by DG/RPF)
2	Officers Posted in the Railway Board	5 years
3	All Inspectors	3 years (extendable by 01 year by DG/RPF)
4	Sub-Inspectors and Assistant Sub-Inspectors posted as Outpost In-charge	3 years (extendable by 01 year by CSC/RPF)
5	Other enrolled members of RPF	5 years
6	All enrolled members of RPSF for inter-Battalion transfers	5 years
7	All ranks in notified bad climate, out of way places and hard postings	2 years. However, those who give their willingness for continuing in difficult areas may be permitted to continue for a tenure not exceeding the tenure prescribed at Sl.No.1, 3, 4 & 5 as the case may be.

Note: Aforesaid tenures are prescribed as guidelines. They shall not preclude transfers at any time in exigencies of service or for administrative reasons as envisaged in Rule 90 of RPF Rules, 1987.

**2) Definitions :**

**a) Transfer:**

**RPF :** Any regular posting from one RPF Post / Outpost / coy / Unit of Office to another RPF Post / Outpost / Coy / unit of Office in the same Division or in another division of the same Zonal railway or of another Zonal Railway or to RPSF.

**RPSF:** Regular posting from one Battalion to another. Rotation of staff from one company to another in the same Battalion of RPSF shall not be treated as transfer.

**b) Tenure:** The period of posting for various ranks in various places prescribed by DG.

**c) Intermediary Grade :** A promotional grade where there is no direct recruitment.

**d) Initial Tenure:** Tenure at first place of posting on appointment to the Force.

**e) Working Couple :** Both spouses employed under the Central / State Government or in Autonomous Bodies / Public sector organization under Central / State Govts.

**f) Difficult areas:** Stations or places identified by CSCs and approved by DG RPF as difficult areas in view of bad climate, poor connectivity, lack of educational or medical facilities etc.,



- g) **Home Division** : As provided in Rule 93.3 of the RPF Rules.
- h) **Pre-mature Transfer** : Transfer before completion of tenure as prescribed by this Directive.
- i) **Competent Authority**: DG RPF, CSC RPF, IG RPSF, Sr.DSC / DSC RPF as the case may be.

### 3) General Guidelines :

- a) Ordinarily, all members of the Force shall be transferred after completion of tenure. No member of the Force shall remain at a particular place / office on completion of tenure.
- b) A member of the Force should not be posted after initial training to his / her home division in his / her first tenure. As far as possible, it may be ensured that the first and second tenures after initial training are at different place.
- c) If an enrolled member of the force is posted on promotion to the same post / outpost / Coy / Office / HQ, his / her tenure will be counted from the date of joining at that place in the previous rank.
- d) No enrolled member of the Force should be posted back to the same post / outpost before 10 years (12 years for Inspectors) from the date of sparing in previous tenure.
- e) Sub Inspectors and Constables transferred from one Zonal Railway to another on own request or on mutual transfer, shall be transferred as per their category (SC/ST/UR or OBC) depending upon the vacancy in that category in the zonal Railway where transfer has been sought, and shall go on bottom seniority of their rank in terms of rule 99.2 of RPF Rules, 1987.
- f) There shall ordinarily be no transfer in intermediary grades like Head Constable, Assistant Sub Inspector and Inspector, save due to administrative reasons by the competent authority.
- g) Mutual transfer of staff in intermediary grades may be considered, subject to the condition that all their batch mates must have been promoted to their rank in the Zone to which transfer is sought. All such mutual transfers shall be category-wise. In other words, RPF staff of a particular category willing to go to another Zonal Railway or vice versa, shall be considered for mutual transfer with the staff of similar rank and category only. Seniority of such staff shall be fixed in terms of rule 99.2 of RPF Rules, 1987.
- h) In cases of inter Zonal transfer and mutual transfer, CSC shall ensure that a declaration is taken from the staff concerned regarding their acceptance of changed seniority along with their request for transfer.
- i) Enrolled member of the Force undergoing major punishment or facing DAR proceeding/Trial in a criminal court shall not be considered for inter-zonal transfer on request. However, they can be transferred on administrative ground by the competent authority.
- j) Inter-zonal and mutual transfers of enrolled members of the Force, from one Zonal Railway to another, shall normally be considered on receipt of applications from the individuals when forwarded through proper channel. No request for transfer shall be considered unless it is received from the employee concerned himself/herself and through proper channel.
- k) A record of all request applications received will be maintained in a register, with an index, in the office of CSC and SrDSC. The concerned CSC, on finding the request admissible, shall obtain a



“No-objection” certificate from the CSC of the destination zone and submit the same for approval of DG RPF along with mutually agreed lists, category wise vacancies as well as Priority list of staff seeking transfer of each rank with category separately for each Zone where transfer has been sought, by 15<sup>th</sup> October. A reconciliation meeting may be held in December.

- l) Enrolled member transferred from one Zonal Railway to another on request, will not normally be allowed to seek further inter-zonal transfer before 5 years.
- m) Particulars of enrolled members of the Force, who have undergone specialized training courses like ‘Commando Course’, ‘Bomb Detection / Disposal Course’, ‘Armourer Course’, ‘Band Course’, ‘Dog Handlers training’, ‘Driving Course’, etc. shall be mentioned in the relieving letter, so that their services are utilised in their respective fields of expertise as far as practicable.
- n) While making routine periodic transfers, option for choices of three battalions / divisions / posts / outposts, as the case may be, should be obtained by the competent authority. However, the same shall be considered subject to administrative requirements, vacancy, previous postings, length of service, seniority etc.
- o) Periodical transfer on completion of prescribed tenure shall be done in such a way that the movement of member of the Force may, as far as possible, be completed before new academic session begins so that dislocation of children’s education is minimal. Officers and staff who complete their tenure on or before 31<sup>st</sup> March should be transferred in the same year and those who complete their tenure later should be transferred during the next general transfer.
- p) Periodical transfers shall invariably be ordered by 31<sup>st</sup> March. In case the date of joining new place of posting is between 31<sup>st</sup> March and 30<sup>th</sup> June, the deemed date of start of tenure at new place of posting shall be the date of order of transfer.
- q) Once the member of the Force has been transferred, he / she shall be spared for the new place of posing immediately.
- r) Cases of non-compliance of transfer order shall be informed to the authority who had issued the order within one month from the date of issue of the order for further necessary action along with reasons for non-sparing. Non-compliance of transfer order and non-reporting of such cases shall be liable for disciplinary action.
- s) The provisions of tenure and periodical transfer shall not apply for transfers on administrative ground and to enrolled members of the Force posted in Dog Squad, Bomb Squad, Band and as Armourers, Drivers and Ancillary staff.
- t) Members of the Force transferred on request shall not be entitled to avail transfer related facilities like Transfer Pass, Kit Pass, Journey Time, Transfer Grant etc.
- u) CSC may consider inter-divisional transfer to meet administrative exigencies at the time of promotions.
- v) While transferring members of the Force from one station to another, the fact that his / her spouse is posted at a particular station, if brought to notice by the concerned staff, should be kept in mind. Working couple should be posted at the same or nearest station, as far as possible.



- w) No officer shall pass any transfer orders if he / she is under orders of transfer, or is due to retire within the next three months.
- x) Submission of false grounds / documents for request transfer may be taken up under DAR.
- y) At the end of the each month, CSC will intimate to DG RPF all cases in which premature transfer was ordered by him or by Sr. DSC/DSC in his zone, clearly stating the reasons for such transfer.
- z) Any extraneous influence for seeking transfer, including that which is resorted to through relatives, Hon'ble MPs / MLAs and other outsiders, shall be treated as an act of indiscipline as well as an act unbecoming of a member of the Force and defaulters may be taken up under relevant rules and instructions on the matter.
- aa) LPC and Service Records should immediately be forwarded to the place of posting of the concerned staff. Transfer of Provident Fund should also be ensured without delay.
- bb) Request for transfers, other than mutual transfer or on "Working Couple" grounds, shall be considered only on extreme compassionate grounds, on grounds of life threatening disease to self, spouse, children or parents, subject to administrative considerations.

*Note : The above mentioned conditions shall not apply in respect of transfers ordered by the competent authority on administrative ground or on request in genuine cases in orderly rooms.*

#### **4) Conditions for Inter Zonal Transfer :**

- a) Sub-Inspectors and Constables in RPF shall be eligible for inter-Zonal transfer on completion of 10 years of service, including training period, and for Mutual transfer or transfer on "working couple" grounds on completion of 3 years of service, including training period.
- b) Transfer in the rank of Sub-Inspector shall take place only against the vacancies of direct recruitment quota, depending upon the vacancies in the concerned categories (SC / ST / UR or OBC) in the Zone for which the request is made.
- c) Before recommending eligible candidates for inter-zonal transfer, CSC shall take into consideration the vacancies of Head Constables, Assistant Sub Inspectors & Inspectors and the adverse impact of the transfers from one Zone to another Zone on the current & anticipated vacancy position of the zone in concerned ranks.

#### **5) Company rotation and Inter Battalion Transfer in RPSF :**

Following procedure shall be adopted in addition to the aforesaid guidelines:

- a) Inter Battalion transfer of enrolled members of the Force who have completed full tenures in a Battalion may be ordered by IG RPSF.
- b) COs in RPSF shall normally not allow enrolled members of the Force to continue in any Company for more than 5 years and shall rotate them to another Coy in the same Battalion. Rotation from Operational Coy to HQ Coy before 5 years shall be done only with the approval of IG RPSF.

#### **6) Transfer from and to Production Units :**

Member of the Force posted in production units will, on completion of their tenure, be liable for transfer to controlling / concerned Zonal Railways and vice-versa.



Production Unit / Metrol Rail Kolkata  
 CLW, Chittaranjan / Metrol Rail Kolkata  
 DLW, Varanasi  
 DMW, Patiala / RCF, Rae Bareilly / Kapurthala  
 RWF, Yelahanka  
 ICF, Chennai  
 RWF, Bela / RCF, Harnaut

Controlling/Concerned Railway  
 Eastern Railway  
 North Eastern Railway  
 Northern Railway  
 South Western Railway  
 Southern Railway  
 East Central Railway

**7) Premature Transfer :**

As per Rule 93.2 of RPF Rules, 1987, no enrolled members of the Force shall ordinarily be transferred from one station to another, unless he / she has been at that station for the normal prescribed tenure, without the specific approval of the CSC concerned.

**8) Establishment Boards :**

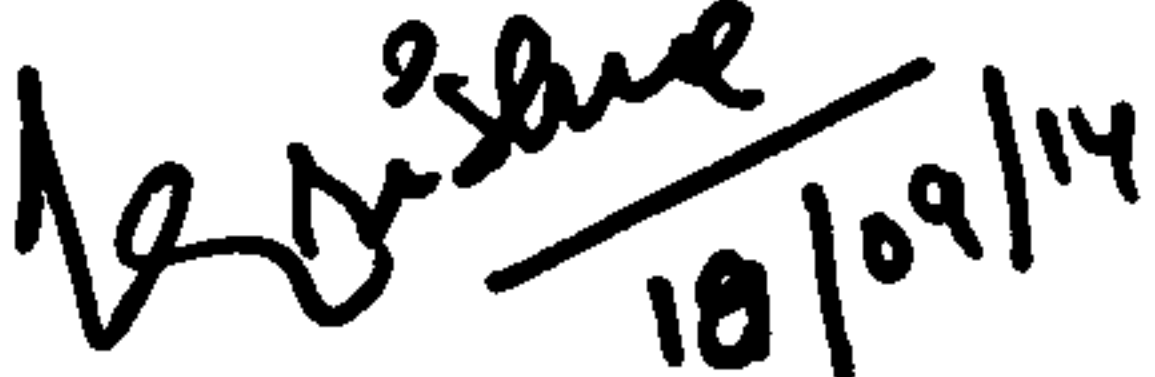
To ensure fairness and transparency in transfers and postings of RPF personnel, following Establishment Boards are constituted in the RPF :

Sl.	Purpose	Constitution of Board
1)	To recommend transfer and postings in gazetted ranks in DIG and above	Chairman : DG/RPF Member : ADG/RPF Member : IG/Admn
2)	To recommend transfer and postings (tenure and on request) by DG/RPF in gazetted ranks below DIG	Chairman : ADG/RPF Member : IG/Admn Member : IG/RPSF
3)	To recommend inter Railway transfers and postings (on request) by DG/RPF in non-gazetted ranks	Chairman : ADG/IG(C&I) Member : IG/Admn Member : DD/Sec(E)
4)	To recommend inter divisional transfer and postings (tenure) by CSC in rank of Inspector	Chairman : Addl.CSC/Dy.CSC Member : Two senior most Sr.DSCs of zone.
(ii)	To recommend inter divisional transfers and postings (non-tenure) by CSC in all non-gazetted ranks	Chairman : Addl. CSC/ Dy.CSC Member : Two senior most Sr.DSCs of zone.
(iii)	To recommend inter divisional transfers and postings to be ordered by Addl. CSC (tenure) in non-gazetted ranks below Inspector.	Three senior most officers of the zone i.e Dy.CSC/ Sr.DSC/ DSC with the senior amongst them as the Chairman.
5)	To recommend intra divisional transfers and postings (tenure or request) to be ordered by Sr.DSC/ DSC in non – gazetted ranks upto SI.	Two senior most ASC (s) of the division with the senior acting as the Chairman (where only one ASC is there he will recommend)
6)	<b>RPSF :</b> i) To recommend inter battalion transfer & postings (tenure) by IG/RPSF in the rank of Inspector and non-tenure in all non-gazetted ranks. ii) To recommend inter battalion transfers & postings (tenure) to be ordered by DIG/RPSF in non-gazetted ranks below Inspector	(a) Chairman : DIG/RPSF (b) Members : Two senior most Sr.Cos / COs  (a) Three CO's with the senior most acting as the Chairman.

*Signature*

9) The provisions of the superseded Standing Order No.102, in so far as they related to the transfer of RPSF personnel to RPF, shall continue to apply to those direct recruit Sub-Inspectors and Constables of RPSF who are in service, and have submitted their option for transfer to RPF, on the date of issue of this Directive.

10) Power to relax all or any of the above instructions / guidelines shall vest only with DG RPF.

  
18/09/14  
(Krishna Chaudhary)  
Director General

Copy to:

1. Chief Security Commissioners RPF of all Zones, ICF, KRCL, CORE, Construction.
2. IG/RPSF, Railway Board.
3. Director, JR RPF Academy, Lucknow.

GOVERNMENT OF INDIA  
MINISTRY OF RAILWAYS  
(RAILWAY BOARD)

2014/Sec(Spl)/6/12

Dated: 28.05.2015

**Directive 32 - Addendum**

Several lady Sub-Inspectors and lady Constables have voiced their grievances to DG/RPF during Sammelan and Orderly Room, and have requested for inter-railway (Zonal) transfer primarily on domestic grounds.

The matter has been examined. Keeping in view that the newly recruited women personnel, have genuine personal issues, in addition to performing duty as a member of the Force, DG/RPF has approved following addendum in Para 4(a) of Directive 32 –

The following shall be added at the end of Para 4(a):

“However, in cases of request transfer of women Sub-Inspectors and women Constables the eligibility for inter-zonal transfer shall be 05 years of service from the date of appointment after completion of training.”

The following para may be inserted as Para 4(d), (e), (f) & (g):

- 4(d) All request transfers shall only be at the request of the Sub-Inspector/Constable concerned. Provisions regarding transfer on request as prescribed in RPF Rules, 1987 and Railway Establishment Rules shall apply.
- 4(e) No Constable/Sub-Inspector will be considered for inter zonal transfer who is facing any D&AR/Vigilance Inquiry/Criminal Case or against whom any inquiry under any criminal law/under D&AR or vigilance manual is contemplated or pending.
- 4(f) Transfer of Constables and Sub-Inspectors shall subject to vacancies in the respective categories, with UR and OBC being treated as a single category.
- 4(g) All request transfers shall only be at the bottom seniority of the rank, in the zone requested for.

**Proviso:** However the facility of request transfer shall be limited to only one opportunity in the entire career, for such Sub-Inspectors and Constables (Men & Women).

This issues with the approval of DG/RPF.

  
(Sunil Kumar Singh)  
DIG/Policy & TS  
Railway Board

Copy :

Chief Security Commissioners/RPF All Zonal Railways, ICF, KRCL, CORE, Construction,  
Director, JR RPF Academy, Lucknow & IG/RPSF/Railway Board

All Branches, Security Directorate, Railway Board

भारत सरकार GOVERNMENT OF INDIA  
रेल मंत्रालय MINISTRY OF RAILWAYS  
(रेलवे बोर्ड RAILWAY BOARD)

रेल भवन, नई दिल्ली - ११०००१, तिथि  
Rail Bhavan, New Delhi - 110001, dated 02.12.2015

No. 2014/Sec(Spl)/6/12

**Sub: Amendment to Directive 32**

Para 3 (w) of Directive 32, dealing with transfer of RPF / RPSF personnel, has been brought to my notice recently, which is considered to be against the practice and rules followed in other Forces and in the Ministries.

As such, in the interest of administration, discipline and promotion related postings etc., and in exercise of the powers conferred under Rule 28 of the RPF Rules, 1987 read with Section 8 of the RPF Act, 1957, and also para 10 of the Directive 32, it is hereby ordered that following provision is inserted in Directive 32, in place of para 3(w), by repealing the existing para 3 (w) of Directive 32, issued on 18.09.2014:

"No officer who is herself / himself under orders of transfer shall pass any transfer orders in respect of her/ his subordinates under any circumstances. Similarly, no officer posted in zones, divisions, production units, training centres, Academy or in Batallions, who is due to retire within the next one month, shall issue any orders of transfer affecting the personnel under her/ his command. However, if transfer of a particular individual is deemed absolutely necessary, the same may be ordered with the prior approval of the CSC in case of RPF / RPSF personnel up to the rank of Sub Inspector, and the Director General / RPF in case of Inspectors."

  
(Rajiva Ranjan Verma)  
Director General / RPF  
Railway Board

02/12/15

Copy to

1. Chief Security Commissioners RPF of all Zones, ICF, KRCL, CORE, Construction.
2. IG/RPSF, Railway Board
3. Director, JR RPF Academy, Lucknow

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GOVERNMENT OF INDIA  
MINISTRY OF RAILWAYS  
(RAILWAY BOARD)

No.2014/Sec(Spl)/6/12

New Delhi, Dated 02/01/2016

**Directive 32 - Addendum**


The issue of inter-zonal transfer of non-gazetted staff of RPF, specially the provision of second inter-zonal transfer from one zone to another was discussed in CSCs' Conference on 10/12/2015, and it was decided that the provision of more than one time inter-zonal transfer from one zone to another may be considered.

As such, in the interest of administration and in exercise of the powers conferred under Rule 28 of the RPF Rules, 1987 read with Section 8 of the RPF Act, 1957, and also para 10 of the Directive 32. It is hereby ordered to delete the Proviso of para 4 of the Directive 32 that reads as under:

“Proviso: However the facility of request transfer shall be limited to only one opportunity in the entire career, for such Sub-Inspectors and Constables (Men and Women).”

Further, para 3 (l) of Directive 32 is also substituted as under:

Amended para 3 (l): Enrolled member transferred from one zonal railway to another zone (except in RPSF), will not normally be allowed to seek further inter-zonal transfer before completion of 7 years in the new zone.


  
(Rajiva Ranjan Verma) 02/01/16.  
Director General  
Railway Protection Force

Copy:

Chief Security Commissioners/RPF, all Zonal Railways, RPSF, Production Units, Construction, Core.

Directors, JRRPF Training Academy, LKO and ZTC Moula-Ali.

All Branches, Security Directorate, Railway Board.

  
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GOVERNMENT OF INDIA  
MINISTRY OF RAILWAYS  
(RAILWAY BOARD)

2014/Sec(Spl)/6/12

New Delhi, dated 11.02.2016

**Directive 32- Addendum**

In view of extant provisions with regard to tenure of faculty members in Railway Training Centers and Training Institutes, the issue has been examined with respect to tenure of faculty in Training Centers of RPF/RPSF and JR RPF Academy, Lucknow. Accordingly, addendum, as under, is hereby made in Directive 32 (Transfer of RPF/RPSF Personnel), issued vide letter of even no. dated 18.09.2014 and subsequently modified vide letters of even no. dated 28.05.2015, 02.12.2015 and 02.01.2016.

After Para 4 (Conditions for Inter Zonal Transfer), Para 4A shall be added, as under-

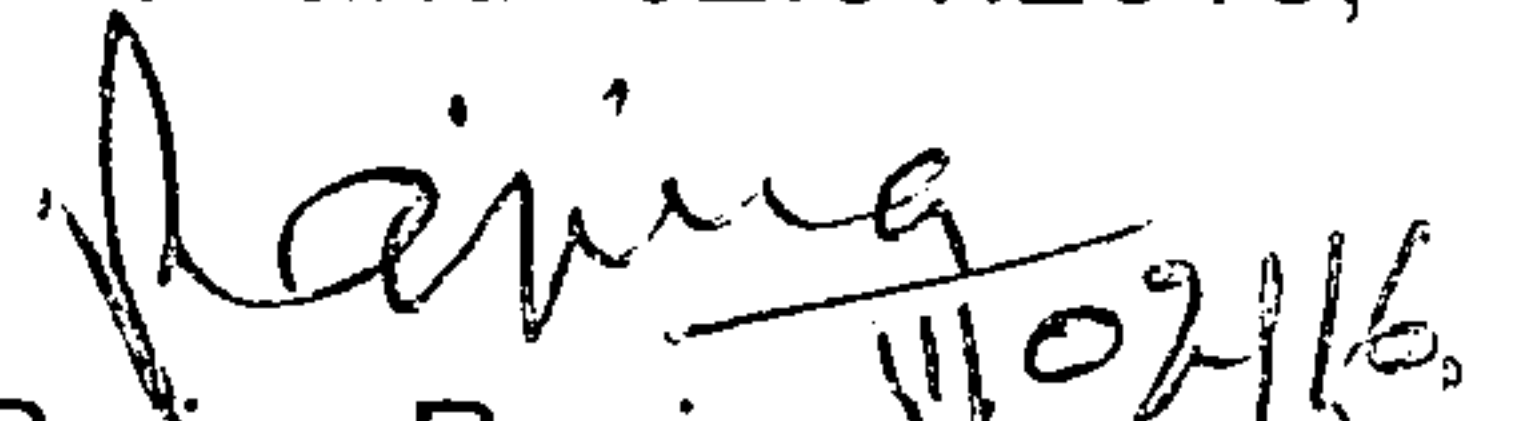
**4A: Transfer of faculty members posted at Training Centers/JR RPF Academy, Lucknow-**

Tenure of Faculty members, posted in training centers of RPF/RPSF, as well as JJR, will remain same, as prescribed for other Force personnel. However, extension to the tenure may be granted, on year to year basis, with the approval of DG/RPF, as under-

Particulars	Recommending authority
i) Faculty members, whether gazetted/non-gazetted (indoor as well as outdoor), in RPF/RPSF Training Centers	Recommended by Principal of RPF/RPSF Training Center and forwarded to Railway Board by CSC/RPF/RPSF
ii) Principal, Training Centers	Recommended and forwarded to Railway Board by CSC concerned
iii) Faculty members (Gazetted/non gazetted), indoor as well as outdoor, in JR RPF Academy, Lucknow	Recommended and forwarded to Railway Board by Director/JJR
iv) Director, JR RPF Academy, Lucknow	DG/RPF

Proposal may be forwarded, 04 months in advance, for extension of tenure of the faculty, with necessary justification.

All other terms and conditions, laid vide Directive 32 and subsequent addendums to above Directive, dated 28.05.2015, 02.12.2015 and 02.01.2016, remain same.

  
(Rajiva Ranjan Verma)  
Director General/RPF  
Railway Board

Copy: Chief Security Commissioners/RPF/All Zonal Railways, ICF, KRCL, CORE, Const., RDSO, JR RPF Academy, Lucknow, IG/RPSF, Railway Board  
All Officers, Security Dte., Railway Board