



परमाणु ऊर्जा शिक्षण संस्था
(परमाणु ऊर्जा विभाग का स्वायत्त निकाय, भारत सरकार)
ATOMIC ENERGY EDUCATION SOCIETY
(An Autonomous Body under Department of Atomic Energy, Govt. of India)
Anushaktinagar, MUMBAI – 400 094
P & C SECTION

AEES/P&C/Req.Trf./(2017-18)/2017/

21/04/2017

Sub : **Transfer of AEES staff members on the basis of personal request – reg.**

This is in continuation of AEES circular No. AEES/P&C/Req.Trf./(2017-18)/2017/351 dated 17/04/2017 inviting applications in the prescribed format from the staff members of AEES who are willing to apply for their request transfer for the academic year 2017-18.

A duly constituted committee has reviewed the existing parameters for considering the request transfer of AEES staff members while earmarking the points for each parameter and furnished its recommendations to AEES. Competent Authority in AEES has examined the said recommendations and approved the said revised parameters which will be implemented for considering the request transfers of staff members for the academic year 2017-18. These approved parameters are enclosed for ready reference of the staff members of AEES. A copy of the said revised parameters to consider the request transfers of the staff members is also placed on AEES website (www.aees.gov.in) for ready reference.

All the staff members of AEES are requested to go through the said revised parameters/guidelines of request transfer and who wish to apply for transfer at their own request are advised to submit the duly filled in applications in prescribed format to the respective Heads of AEC Schools/Junior Colleges and Section Heads of Central Office, AEES latest by **29/04/2017** as prescribed in AEES Circular dated 17/04/2017.

Competent authority has also directed to inform all the Heads of AEC Schools/Junior Colleges to allow **all the staff members** (except in the case of new recruits/promotees who have not completed **three years of service** at the present place of posting as on 31/03/2017) who wish to apply for request transfer against AEES Circular dated 17/04/2017, and all such applications received from the staff members on or before **29/04/2017** be forwarded to Central Office, AEES latest by **08/05/2017**. Applications of staff members received from Heads of AEC Schools/Junior Colleges after 08/05/2017 will not be considered by AEES.

Heads of AEC Schools and Junior Colleges are requested that the contents of this letter be brought to the notice of all the staff members working under their direct control and the dated acknowledgement obtained thereon be forwarded to this office for record.

This issues with the approval of competent authority.

Encl : a/a


(G S R K V SARMA)
Chief Administrative Officer

All Heads of AEC Schools/Junior Colleges

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ATOMIC ENERGY EDUCATION SOCIETY
Anushaktinagar, Mumbai – 400 094

Revised parameters for considering request transfer of AEES staff
on the basis of evaluation points

Sl. No.	Revised parameters	Particulars	Maximum points accorded
1.	Both Wife and Husband are employed and are staying separately	<p>I <u>NORMAL CASES</u></p> <p><u>If both employed in AEES</u></p> <p>a) First three years of initial appointment – Nil point b) Fourth year onwards- 3 points for each completed academic year. (maximum of 30 points)</p> <p><u>If one of them is employed in AEES and other is employed in DAE then</u></p> <p>a) First three years of initial appointment – Nil point b) Fourth year onwards - 2 points for each completed academic year (as on 31st March) (maximum of 30 points)</p> <p>II <u>OTHER THAN DAE / AEES</u></p> <p>Spouse if working in any govt. sector (other than AEES/DAE Units) at the requested station or nearby requested station then</p> <p>i) <u>Less than 5 years of service from the date of initial appointment in AEES - Nil point.</u></p> <p>ii) <u>Above 5 years of service, 1 point for each completed year, maximum of 30 points.</u></p> <p>III <u>SPECIAL CASES</u></p> <p><u>If both wife and husband are employees of AEES/DAE and any other allied units of DAE working at two different places and having a kid of less than three years of age and have just completed three years of</u></p>	30 points

		<p><u>service from the date of their initial appointment and wish to apply for a transfer to join the spouse, then such employees will be given a bonus point of 5 which will also subject to maximum of 30 points.</u></p> <p>(i) + 5 bonus points will be added, only if the employee shows active stay at the station as on 31st of March of that academic session.</p> <p>(ii) + 5 bonus points will not be awarded if, <u>period of continuous absence of 30 days or more (which includes all sorts of leave/absence).</u></p> <p>(iii) Bonus 5 points may be awarded <u>only once</u>. It may not be accounted for in subsequent years.</p>	
<p>2.</p>	<p>A staff member or his/her spouse or dependent, if any, suffering from serious ailment for which the required medical facility is not available at the present place of posting or any dependent is physically challenged and the employee applies for a transfer to avail treatment.</p> <p>(Note : The statement in this regard should be supported by a certificate issued by a CHSS, Medical Officer or Head of the Department of DAE Unit)</p>	<p>Medical Ground/DFP/Incident of death of spouse/own son/own daughter, if occurred in last two years (as on March 31st of the year.)</p> <p>AEES/DAE Employees- Self 20 points Spouse 15 points Children (natural and adopted) 10 points</p> <p>For Dependent parents:</p> <p style="text-align: center;">Above 60 years – 10 points Below 60 years – 05 points</p> <p><u>In case of tie, DFP cases will be preferred. Subject to maximum of 20 points.</u></p> <p>*** Serious Ailment which may be considered (during the course of service period)</p> <ol style="list-style-type: none"> 1. Cancer 2. Paralytic Stroke 3. Renal failure 4. Coronary Artery Disease 5. Thalassamia 6. Parkinson' Disease 7. Motor Neuron Disease 8. Severe Arthritis 9. Any other ailment of severe/serious nature <p>Note (i): For proving all above, valid medical certificate issued by CHSS Medical Officer/Head of the medical division of DAE/DAE unit/Medical</p>	<p style="text-align: right;">20 points</p>

		<p>Note (i): For proving all above, valid medical certificate issued by CHSS Medical Officer/Head of the medical division of DAE/DAE unit/Medical Superintendent is compulsory to attach.</p> <p>Note (ii): If husband and wife are employees of AEES and both of them request for transfer on same grounds for a particular place, points on these grounds can be earned by either of them. However, priority will be given to consider the transfer of both the employees subject to availability of vacancies.</p>	
3.	Active Stay at station as on 31 st March. Period of continuous absence of 30 days or more (Which includes all sorts of leave/absence) shall not be counted.	<p style="text-align: center;"><u>RURAL / URBAN CASES</u></p> <p>(i) <u>First 3 years of service – Nil point, whether posted at urban or rural</u></p> <p>(ii) After completion of three years, for each completed year, if request transfer asked for:</p> <p style="margin-left: 40px;"> Urban to Urban - 1 point Rural to Urban - 2 points Rural to Rural - 3 points Urban to Rural - 5 points </p> <p>(Subject to maximum of 15 points)</p>	15 points
4.	Number of Administrative transfers to outstations	<p style="margin-left: 40px;"> 1) 1 time - 1 point 2) 2 times - 2 points 3) 3 times - 4 points 4) 4 times - 6 points 5) 5 times - 8 points 6) More than 5 times - 10 points 7) *Punishment transfer - Nil point </p> <p>(* such cases to be seen / certified only by the competent authority)</p>	10 points
5.	Service of the employee	<p style="text-align: center;"><u>NEAR TO SUPERANNUATION</u></p> <p style="margin-left: 40px;"> Less than 1 year or 1 year- - 15 points Less than 2 years or 2 years - 12 points Less than 3 years or 3 years - 10 points Less than 4 years or 4 years - 8 points Less than 5 years or 5 years - 5 points More than 5 years to 8 years - 2 points More than 8 years - Nil point </p> <p>Subject to maximum of 15 points and will be counted at</p>	15 points

		every applied request transfer yearly.	
6.	APAR grading for the last five years	<p>Below average - Nil point (per year) Good - 1 point (per year) Very Good - 1.5 points (per year) Outstanding - 2 points (per year)</p> <p>Subject to maximum of 10 points</p>	10 points