

**Aditya Prasad Padhi, IAS**  
Chief Secretary, Odisha



GOVERNMENT OF ODISHA

Phone : (0674) 2536700 (O)  
(0674) 2534300 (O)  
Fax : (0674) 2536660  
Email : csori@nic.in

No.PT7-GAD-SER2-TP-0001-2016 361 /CS  
Bhubaneswar, Dated the 6<sup>th</sup> Jan, 2017

To

All Secretaries to Government  
Director General and Inspector General of Police, Odisha, Cuttack  
All Revenue Divisional Commissioners,  
All Heads of Department  
All Collectors.


**Sub: General Elections to Panchayats – 2017--Ban on transfer of Officers and Staff connected with election work.**

Madam /Sir,

I am directed to say that the State Election Commission has notified the programme for General Elections to the Panchayati Raj Institutions (Gram Panchayats, Panchayat Samities & Zilla Parishads) vide Commission's Notification No. 5150, 5164 and 5178 all dated 27.12.2016. The Commission has directed that there should be a ban on transfer of Officers & Staff connected with the aforesaid election work.

2. The ban will apply to all Officers and Staff who are actually or likely to be associated with the conduct of the said Elections till 21.02.2017.
3. For the purpose of direct elections, Officers & Staff as listed in **Annexure-I** and for indirect Elections Officers & staff as listed in **Annexure -II** come under the purview of the ban.
4. Grant of leave other than casual leave of the officers connected with the conduct of elections shall not be allowed without reference to the State Election Commission.
5. Adhoc promotion or adhoc /temporary appointments at lower levels shall not be made in any Government office, Public Undertakings, Cooperatives, Local Bodies & Panchayat Bodies during the period from 27.12.2016 to 21.02.2017.
6. Large scale transfer of any other level of field staff during the period from 27.12.2016 to 21.02.2017 should not be made.
7. The aforesaid instructions shall be observed scrupulously and brought to the notice of all the subordinate offices under your control immediately for similar compliance.

Receipt of the letter shall be acknowledged.

Yours faithfully,  
  
6.1.17.  
Chief Secretary,  
Odisha

Memo No 362/SCS

Date 06-01-2017

Copy forwarded to the Commissioner-cum- Secretary to Govt. Panchayati Raj Department / Secretary, State Election Commission, Odisha, Bhubaneswar for information and necessary action.

  
Joint Secretary to Government

Annexure-I

Officers and staff whose transfers are banned for the period from  
27.12.2016 to 21.02.2017

Sl. No.	Officers & Staff performing election and or election related duties	Officers & Staff performing administrative and law and order duties during elections.
[1]	[2]	[3]
1.	Collectors	1. Superintendent of Police
2.	A.D.Ms, P.D,DRDA/PA,ITDA	2. Executive Magistrates
3.	Sub-Collectors	3. D.S.Ps.
4.	B.D.O.s	4. Circle Inspectors
5.	District Panchayat Officers	5.I.I.C. of Police Station and Other subordinate under him.
6.	S.D.P.O.s in Sub-Divisional Level	
7.	A.B.D.Os/GPEOs/Auditors/CEOs/Progress Assistants and Junior Engineers of Blocks, S.I. of Schools and all other ministerial class of staff of Blocks/VAWs/LVAWs/ VLWs/ Panchayat Extension Officer/ Executive Officers of G.P	
8.	All Officers and staff in the Collectorate/District Cadre/Ministerial staff of all Deptts. /Primary/ ME/H.S. Teachers of schools and of Welfare Department	
9.	Tahasildars and Addl. Tahasildars / Executive Officers and Addl. Executive Officers of Corporations/ Municipalities/ NACs	
10.	Engineering personnel of MI/RWSS/R.D./Works Department (up to the level of Executive Engineers)	
11.	<u>All officers and staff of all Departments in the field at the district level and below who may have to be or are engaged as Presiding Officers, Polling Officers, Counting Personnel, or who may be or are entrusted with some function or other connected with Panachyat Elections</u>	

Officers and Staff whose transfers are banned for the period from 27.12.2016 to 27.03.2017

1. Collectors
2. Additional District Magistrates
3. Sub-Collectors
4. Block Development Officers and all Extension Officers including ABDOs/Progress Assistants/Junior Engineers and S.I. of schools etc.
5. District Panchayat Officers
6. Sub-Divisional Panchayat Officers and Gram Panchayat Extension Officers
7. All Executive Officers and Addl. Executive Officers of Urban Local Bodies.
8. All Tahasildars and Addl. Tahasildars
9. All OAS Officers in the Collectorate/Sub-Collectorates
10. All Ministerial staff of Collectorate and Sub-Collectorate, Blocks Offices, Sub- Divisional Panchayat Offices and District Panchayat Offices.
11. Any other staff of any other Department who may actually have been entrusted with performance of statutory duties for conduct of indirect elections.