



Government of West Bengal
Office of the Chief Engineers,
Irrigation & Waterways Directorate
Jalasampad Bhawan, Bidhannagar, Kolkata – 700 091.

Memo No: 5300(120)-CIE

Date: 22 NOV 2016

To

1. The Superintending Engineer/Director.....
2. The Executive Engineer,.....

**Sub : General Transfer of Surveyor, Draughtsman and Tracer
under Irrigation & Waterways Directorate for the Year 2017.**

All the Surveyors, Draughtsmen and Tracers under Irrigation & Waterways Directorate, who have completed **5(five) years or more** of service in their existing place of posting or have rendered service in hill or Sundarban areas, are liable to be transferred in terms of Irrigation & Waterways Department's No. 2553(7)-IE dated 20th November,1992.

In compliance with the said policy, options are hereby invited from the eligible Surveyors, Draughtsmen and Tracers for incorporating their names for "**General Transfer of Surveyor, Draughtsman and Tracer for the Year 2017**". A Surveyor/ Draughtsman/ Tracer, completed 5(five) years or more of service in their existing place of posting or have rendered service 3(three) years or more in hill or Sundarban area, is to submit his/her option for transfer and posting to anyof five(5) offices (Division/Circle etc.) other than the Division/Circle etc. of his/her present place of posting, as per **Proforma - I**, in order of preference, in conformity with "Transfer Policy for Surveyor, Draughtsman and Tracer" as mentioned above.

In this context, it may be mentioned here that if any Surveyor, Draughtsman or Tracer who is liable to be transferred, does not exercise option, then it may be assumed that the particular Surveyor, Draughtsman or Tracer has no option at all and he/she may be transferred anywhere in West Bengal under this Directorate and no further representation/prayer in this respect will be entertained. The concerned Superintending Engineer/Executive Engineer is requested to bring it to the notice of the all of Surveyors, Draughtsmen and Tracers under his control.

In order to enable this office to take up the matter in time, he is also requested to send the consolidated statements of option showing the names and other particulars of the Surveyors, Draughtsmen and Tracer working under his control, separately for each cadre, in a single memo. both in hard copy as well as in soft copy, as per Proforma - I, through proper channel, so as to reach this office within 31st December,2016 positively, failing which, the option(s) will not be considered. Hence priority should be given in the matter.

He is also requested to note that such consolidated statement should invariably indicate the total sanctioned strength and latest vacancy position of the Surveyor, **Draughtsman and Tracer considering the retirement**, as on 31st December 2016, as per Proforma – II which is also enclosed herewith.

This may be treated as extremely urgent.

Encls. : Proforma - I & II




22/11/2016
Director of Personnel & Ex-Officio Chief Engineer,
Irrigation & Waterways Directorate
Government of West Bengal


Memo No: 5300(120)/1(7) - CIE

Date: 22 NOV 2016

Copy along with Proforma -I & II, forwarded for information and necessary action to:

1. The Chief Engineer, South, Irrigation & Waterways Directorate
2. The Chief Engineer, Design & Research, Irrigation & Waterways Directorate
3. The Chief Engineer, North-East, Irrigation & Waterways Directorate
4. The Chief Engineer, North, Irrigation & Waterways Directorate
5. The Chief Engineer, West, Irrigation & Waterways Directorate
6. The Chief Engineer, South-West, Irrigation & Waterways Directorate
7. The Chief Engineer, Teesta Barrage Project, Irrigation & Waterways Directorate


22/11/2016
Director of Personnel & Ex-Officio Chief Engineer,
Irrigation & Waterways Directorate
Government of West Bengal


PROFORMA-II

[VACANCY POSITION IN THE POST OF SURVEYOR/DRAUGHTSMAN/TRACER]

Name of the office: Office of the EE/SE/CE,.....

Name of the Division/ Circle	Total Sanctioned post of Surveyor/Draughtsman /Tracer	Total no. of existing Surveyor/Draughtsman /Tracer	Total No. of post of Surveyor/Draughtsman /Tracer lying vacant at present	Estimate of Vacancies in the post of Surveyor/Draughtsman/Tracer considering the retirement as on 31 st December, 2016	Reason for post of Surveyor/Draughtsman/Tracer lying vacant	Remarks, if any
(1)	(2)	(3)	(4)	(5)	(6)	(7)

.....
Signature of EE/SE/CE with seal

PROFORMA-I

[PROFORMA FOR EXERCISING OPTION FOR POSTING ON TRANSFER OF SURVEYOR/DRAUGHTSMAN/TRACER]

Name of the office: Office of the EE/SE/CE.....

Sl. No. (1)	Name of Surveyor/Draughtsman/Tracer (2)	Date of Superannuation (3)	Present place of posting alongwith date of joining therein (4)	Previous place of Posting (on last three occasions) (5)	Option for transfer to any five Divn./Circle/any CE's Office (6)	Remarks, if any. (7)
				1..... 2..... 3.....	1..... 2..... 3..... 4..... 5.....	

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 Signature of EE/SE/CE with Seal