

TRANSFER POLICY

FOR THE MATRONS WORKING IN THE ORDNANCE FACTORY HOSPITALS

The necessity of laying down a Transfer Policy in respect of Matrons has been felt for quite some time now. The matter has been carefully examined. Keeping in view the peculiar nature of the service rendered by the Matrons, Hospitals situated at 25 locations and each place having its different complexities and functional requirements, it has been decided that the following guidelines shall be followed in the matter of transfer and postings of Matrons.

NEED:

The transfer of Matrons will be effected, whenever required, on functional grounds so as to ensure continuity in the full strength of Matrons at each of the 25 Hospitals at all times. In case of shortage of Matrons, functional requirements of the remote/hard and rural Hospitals will get priority over the requirements of urban/city Hospitals.

GENERAL:

The Recruitment Rules for the Nursing staff stipulates that the Nurses appointed in the Organisation shall be liable to serve anywhere in India. Accordingly, the Nurses are liable to be transferred in the public interest at any time from one unit to another unit for which the reasons thereof shall be recorded. However, as a policy, OFB does not effect inter-factory transfers of Senior Nurse Grade-I, Public Health Nurse, Staff Nurse & Senior Nurse Grade-II and promotions have been de-linked from transfers.

HARD STATIONS:

The Transfer Policy of IOFS/IOFHS Officers has identified certain stations as hard stations. These hard stations will be designated as hard stations for the Matrons also. Any change in the list of hard stations carried out in the IOFS/IOFHS Policy shall be applicable for the Transfer Policy of the Matrons also.

INITIATION OF PROPOSAL:

The proposal for Transfer and posting of Matrons shall be considered by the Committee consisting of the Member(Personnel)/OFB and the Director Health Services/OFB. The Director Health Services/OFB shall be the Member Secretary of the Committee. The Committee shall place its recommendations to the DGOF & Chairman/OFB for his approval.

COMPETENT AUTHORITY TO DECIDE TRANSFER AND POSTINGS UNDER THIS POLICY:

All transfer/posting orders of Matrons shall be issued with the approval of the DGOF & Chairman/OFB who shall be the Competent Authority in this regard.

TENURE:

The normal tenure at a Station for Matrons shall be 18 years (including tenure in Pay Level 8 as Senior Nurse Grade-I/Public Health Nurse/Staff Nurse). Completion of 18 years at a Station (as Matron and Senior Nurse Grade I/PHN/Staff Nurse) will bring the Matron into the zone of consideration for transfer out from the Station.

Matrons completing tenure at a hard station shall have the option of giving three choice stations, in order of preferences, for posting on immediate next transfer. These choices shall be given preference, to the extent possible, subject to availability of vacancies and functional requirements. However, it does not entail any rights or an assurance for posting being given at the station of the choice of the Matron.

OTHER ISSUES:

Matrons who are due to retire on superannuation within two years shall not ordinarily be transferred, except on personal grounds/requests for posting in a particular station which may be considered by the Competent Authority subject to functional requirements, administrative convenience and public interest.

Notwithstanding above, all representations and individual requests for transfer before completion of tenure or retention beyond tenure or any deviation from the Transfer Policy, in exceptional circumstances, shall be considered by the Committee consisting of the Member(Personnel) and the Director Health Services. The Committee shall recommend its views stating clearly therein the reasons for deviation from the Policy to the DGOF & Chairman/OFB. The decision of the DGOF & Chairman/OFB in the matter shall be final.

POSTING OF HUSBAND/WIFE AT THE SAME STATION:

The posting of husband and wife at the same station shall be considered as per the prevalent Government of India Guidelines on the subject.

POSTING OF DIFFERENTLY ABLED CANDIDATES:

The posting of differently abled candidates shall be considered as per the prevalent Government of India Guidelines on the subject.
