



No. A-22/13/1/AGT/2026-E.I

Dated: 06-04-2026

To,

All the Head of Offices/ Accounting Units of ESIC.

**Subject: Relieving of Gr-A & Gr-B officers (Administrative side) in pursuance of Office Orders issued under the Annual General Transfer – 2026 - reg.**

Madam/ Sir,

With reference to the subject, your kind attention is drawn to the orders issued in connection with transfer/posting of officers at various accounting units of ESIC under Annual General Transfer-2026.

In this connection, it has come to the notice of the Competent Authority that officers are not being relieved citing that their reliever is yet to join. The Competent Authority has considered it inappropriate.

It is hereby reiterated that these orders have been issued with due approval of the Competent Authority, based on the recommendations of the Transfer Committee, keeping in view of the Organizational Interest and the request received from the concerned officers. Relevant Policy clearly stipulates that Organizational Interest is the paramount.

In view of the fact that Financial Year 2026-27 has already started, it is very important that officers who has been transferred vide orders under AGT-2026 should join their ordered Accounting Unit at the earliest.

Accordingly, the Competent Authority has directed to relieve these officers on immediate basis, except to the cases where specific directions have been issued against the individual in the concerned order, if any.

Accordingly, officers under transfer may not be retained for more than seven days w.e.f. date of issue of the relevant office order. Retention beyond seven days may be allowed only in exceptional circumstances and with due approval of the Competent Authority, Hqrs. Further, officers will stand relieved

after expiry of the period/terms as stipulated herewith.

All the Head of offices/ Accounting Units are directed to ensure strict compliance.

This is issued with approval of the Director General, ESIC.

Yours faithfully  
Digitally signed by  
Ved Prakash  
Date: 06-04-2026  
16:19:55  
**Deputy Director**

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