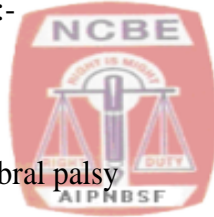


Exemption from Routine/Rotational Transfer to the Employee who is also a Care Giver of Disabled Child

According to Ministry of Personnel, Public Grievances and Pensions, Department of Personnel and Training, Government of India, Office Memorandum No. 42011/3/2014-Estt.(Res) dated 5.1.2016; a Government servant who is also a care giver of disabled child falling under any of the following categories may be exempted from routine exercise of transfers/rotational transfers subject to the administrative constraints:-

- i) Blindness or low vision
- ii) Hearing impairment
- iii) Locomotor disability of cerebral palsy
- iv) Leprosy cured
- v) Mental retardation
- vi) Mental illness
- vii) Multiple disability
- viii) Autism
- viii) Thalassemia
- ix) Haemophilia



In this regard, HRMS functionality for entering the requisite details has been created by the Bank so as to enable staff members to record the status in respect of their children, if any, suffering from any of the conditions mentioned above.

Concerned employees have to enter the particulars of their children falling under any of the above categories in HRMS. After entering the relevant details, they should send the certificate/supporting document issued by the Govt. hospital to their Circle Office/Division through proper channel. Circle Office/Divisions shall check the genuineness of the certificate/supporting documents so as to ensure that the case actually falls under the respective category and 'Approve/Reject' the details entered by the employee in HRMS.

Relaxations in routine transfers available to such employees as per Govt. guidelines shall be considered by the Bank only if the status in HRMS is approved by the Controlling Offices/HO Divisions.

(Human Resource Management Division Circular No. 302 dated 29.03.2016)