

**DRAFT REVISED TRANSFER POLICY OF TEACHING FACULTY/DOCTORS OF GOVERNMENT  
MEDICAL COLLEGES UNDER HEALTH & FAMILY WELFARE DEPARTMENT, ASSAM**

**Introduction:**

There are six Government Medical Colleges in Assam under the Director of Medical Education, including three numbers of old and well established medical college and hospitals namely Gauhati Medical College, Guwahati, Assam Medical College, Dibrugarh and Silchar Medical College, Silchar along with the three relatively new Medical Colleges namely, FAAMC, Barpeta, Tezpur Medical College, Tezpur and Jorhat Medical College, Jorhat. All these Medical Colleges, being teaching institutions recognized by the Medical Council of India, mandatorily requires the service of Professors, Associate Professors, Asst Professors, and Lecturers/Demonstrators etc in various departments. More importantly, Government Medical Colleges are the best tertiary medical care centers available in the state of Assam for the advanced medical treatment for the needy people of the state.

The Government of Assam desires to adopt a transparent policy for appointment/ Transfer of the teaching faculty (General Doctors and Specialists) in Government Medical Colleges as proposed below.

For the purpose of effecting general transfers among the cadres of Assam Medical Education Service, the following guidelines laid down.

1. The existing Govt. medical colleges in the State are divided into 3 zones as hereunder :
  - Zone (1) : (i) Gauhati Medical College & Hospital, Guwahati
  - Zone (2) : (i) Assam Medical College & Hospital, Dibrugarh  
(ii) Silchar Medical College & Hospital, Silchar
  - Zone (3): (i) Tezpur Medical College & Hospital, Tezpur  
(ii) Jorhat Medical College & Hospital, Jorhat  
(iii) Fakhruddin Ali Ahmed Medical College & Hospital, Barpeta  
(iv) Assam Hills Medical College & Research Institute, Diphu.
2. New appointees in any post must first serve in the colleges mentioned in Zone-2 and Zone-3 till they are transferred in due course. All posts to the medical college under Zone-1 shall be filled up only through transfer.
3. Posts of equivalent rank of a particular Department across all medical colleges will considered as a cadre for the purpose of this policy.
4. On the 1<sup>st</sup> of December every year, 1/3<sup>rd</sup> of a cadre in each medical college in each cadre shall be mandatorily transferred based on station seniority. The station seniority will be considered on basis of current tenure in a post as well as tenure in any immediate subordinate post in the same station in case of promotions of the incumbent. The corresponding posts shall be declared as existing vacancies for the purpose of affecting the general transfers. It is envisaged that after three years of operation of this policy, all the incumbents across the cadres in different medical colleges and medical college hospitals would have a stable tenure of three years under normal circumstances.

5. While in general, transfer of 1/3<sup>rd</sup> of the cadre in any department in any medical college is the norm, in case of Principals of Medical Colleges, Superintendents of Medical College Hospitals and other Heads of the Departments within these establishments, in general, the tenure for the incumbent occupying the said posts shall be for three years. The corresponding post shall be deemed a vacancy after completion of the three year tenure by the existing incumbent. However, Government reserves the right to transfer the Principals of Medical Colleges, Superintendents of Medical College Hospitals and other Heads of the Departments even before the 3-year tenure in public interest.
6. Where the cadre in a given medical college consists of less than three incumbents, the corresponding posts shall be deemed as vacancies on completion of 3-year tenure by the incumbents in due course.
7. The prospective vacant posts as in Sl. 4 shall be notified and shall be displayed on the website of the Department of Health & FW for a period of 15 days, and options amongst the vacant posts will be invited from the doctors who are due for transfer based on station seniority, such that it is open for them to give three preferred places of posting.
8. The options given by the doctors who are on transfer based on station seniority shall be taken into account as far as possible for the purpose of effecting general transfers.
9. The schedule for effecting general transfers shall be aligned in such a way so as to cause minimum possible disturbances to the school / college going children of the members of the Assam Medical Education Service.
10. In case of transfers of incumbents to Zone-1, preference will be first given to incumbents serving in Zone-3 and then to incumbents serving in Zone-2.
11. In case both the husband and wife are the members of the Assam Medical Education Service, and if they both so desire in writing, subject to the availability of vacancies, their posting to the same medical college / medical college hospital can be considered in the first instance by Government independent of their station seniority, if the desired place of posting is a Zone-3 medical college / medical college hospital.
12. All transfer orders shall have a directive regarding movement, i.e. who has to move first. Transfer orders would be implemented within one week of issue. Head of the Establishment will ensure relieving/ joining of respective Teaching faculty (General Doctors and specialists) within the stipulated time. No salary can be drawn in case of noncompliance of transfer orders after the stipulated period of one week. DDO will be personally held responsible for any neglect in this regard.
13. Principals shall submit a consolidated report of relieving/joining of doctors and update the computerized data within a fortnight of transfer order.
14. Compilation of incumbency of faculties and vacancies generated in the academic/financial year is to be done by the principals of the medical colleges every year and to be submitted to DME before 31st March every year.
15. The provision of attachment of teaching faculty (General Doctors and specialists) is done away with immediate effect.