



GOVERNMENT OF SIKKIM
DEPARTMENT OF PERSONNEL
GANGTOK

No. 4821/GEN/DOP

Dated: 30 /06 /2025

CIRCULAR

Transfer of Government employees are undertaken by the Government for effective manpower management and to ensure efficient public delivery system. It is the responsibility of the Head of the concerned department to relieve the transferred employees at the earliest and the transferred employee should join the new place of posting immediately in case of transfer within the same station and within 6 (six) days (excluding Sundays and Government Holidays) in case of transfer involving different stations.

Heads of Departments have been directed in the past to relieve the transferred employees immediately on their transfer and the same has been reiterated time and again. However, despite such directions it is observed that the transferred employees are still continuing in their previous place of posting instead of joining the new place of posting. Heads of Departments also submit proposals for retention of transferred employees instead of relieving them.

Non-compliance of transfer orders by the Heads of Departments and the Government employees concerned has been viewed seriously by the Government. Therefore, Heads of Departments are hereby directed to immediately relieve the employees under their control who have been transferred. Appropriate action will be taken against the concerned Heads of Departments in case it is found that the transferred employees are not relieved forthwith.

It is further informed that employees who fail to comply with the transfer order and the above direction shall be posted to Directorate of Coordination under Home Department.

By order,

Secretary to the Government of Sikkim
Department of Personnel