

HIMACHAL PRADESH
PUBLIC WORKS DEPARTMENT

NO.PWE-94-82 (Mise)/27-ES-I

944/95

Dated:- 05-08-2026

From

Engineer-in-Chief,
HP.PWD, Shimla-2.

To

The Engineer-in-Chief (Projects)HPPWD,
The Chief Architect HPPWD, Shimla,
All the Chief Engineer (s) HPPWD,
All the Superintending Engineer (s) HPPWD,
All the Executive Engineer(s) HPPWD,
LAOs Shimla/Mandi /Kangra HPPWD,

Subject:-

Comprehensive Guiding Principles-2013 (CGP-2013) for
regulating the transfer of State Government employees-
prescription of new provision thereof.

Sir,

I am directed to enclose herewith a copy of Office
Memorandum No. Per (AP.B) E (3)-17/2012-Part dated 25.07.2026 received from
Secretary (Personnel) to the Govt. of H.P.Shimla on the subject cited above for
information and taking further necessary action.

Encl: As Above

Yours faithfully;

Digitally signed by
SOM BHARDWAJ
Date: 05-08-2026
17:38:58

Registrar,
Himachal Pradesh,PWD,
Shimla-2

Copy forwarded for information and similar necessary action to:-
The Superintendent Gr.-I, ES-II &III and dealing assistant in ES-I , EA-I,EA- II,EA-
III,&EA-IV in this office.

Encl: As Above

-sd-

Registrar,
Himachal Pradesh,PWD,
Shimla-2

3803088

Government of Himachal Pradesh
Department of Personnel
Appointment-II

No. Per (AP.B)E(3)-17/2012-Part Dated Shimla-2, the 25th July, 2026

OFFICE MEMORANDUM

Subject

Comprehensive Guiding Principles-2013 (CGP-2013) for regulating the transfer of State Government employees - prescription of new provision thereof.

The Comprehensive Guiding Principles-2013 for regulating the transfer of State Government employees have been framed and circulated vide this Department O.M of even number dated 10th July, 2013 and have subsequently been amended from time to time.

2. It has been observed by the Government that the existing provisions contained in Para 16.1 of the Comprehensive Guiding Principles-2013 relating to option of 5 (five) Stations of choice on completion of tenure in Difficult /Tribal /Hard /Most Difficult Areas have resulted in ambiguity in implementation, as transfers are required to be effected keeping in view the administrative requirements and larger public interest rather than employee preferences. Further, there is no specific provision regarding reckoning of service rendered while merely holding additional charge in such areas for the purpose of completion of prescribed tenure.

3. Accordingly, with a view to removing the aforesaid ambiguities, ensuring uniform implementation of the transfer policy and providing greater clarity regarding the reckoning of tenure in Difficult, Tribal, Hard and Most Difficult Areas, the Government has decided to amend Para 16.1 of the Comprehensive Guiding Principles-2013. The existing provision shall stand substituted by the following:

Para-16.1 The normal tenure for transfers in Difficult /Tribal /Hard /Most Difficult areas will be three years i.e. Two Winters and Three summers. It may be ensured that the Officers/ Officials have actually completed the prescribed tenure. In case any Officer/official remain on long leave or whatsoever reasons, this period of absence will be deducted and he /she will have to serve more in that Areas for equal period. As far as possible, efforts will be made not to post Officers/ Officials in Difficult /Tribal /Hard /Remote Areas who have crossed the age of 55 (fifty five) years, but this will not be applicable in case of promotions.

Contd...2/-

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30/07/26

REG

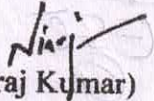
Registrar

Supdt. DS-I

A

Further, any period during which an officer merely held on intermittently discharged the duties of a post under additional charge in a Difficult, Tribal, Hard or most Difficult area, without being regularly posted or appointed against such post, shall not be treated as qualifying service rendered in that area. Such period shall neither be reckoned nor counted towards the prescribed tenure of service in Difficult, Tribal, Hard or Most Difficult areas for the purpose of determining eligibility for any benefit, concession, preference, incentive under the applicable policy, rules or instructions."

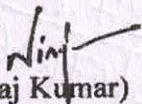
4. The decision of the Government may kindly be brought to the notice of all concerned for strict compliance.


(Niraj Kumar)

Joint Secretary (Personnel) to the
Government of Himachal Pradesh

Endst No. Per (AP.B)E(3)-17/2012-Part Dated Shimla-2, the 25th July, 2026
Copy to :

1. The Secretary to the Governor, H.P. Shimla-2
2. Pr. Secretary to the Hon'ble Chief Minister, H.P. Shimla
3. All the Administrative Secretaries to the Government of Himachal Pradesh
4. All the Heads of Department in Himachal Pradesh
5. All Divisional Commissioners in Himachal Pradesh
6. All the Managing Directors/Chief Executive Officers/ Secretaries/Registrar of Boards/ Corporations/Govt. Universities/Autonomous Bodies etc. in H.P
7. All Deputy Commissioners in Himachal Pradesh
8. The Secretary, H.P. Vidhan Sabha, Shimla-4
9. The Secretary, HPPSC, Shimla-2
10. The Secretary to Lokayukta, H.P Shimla-2
11. The Secretary, HP Rajya Chayan Aayog, Hamirpur.
12. The Registrar General, H.P. High Court, Shimla-1
13. The Joint Secretary (GAD) to the GoHP w.r.t. Cabinet decision dated 20.07.2026 of item No. 49
14. Guard file/spare copies.


(Niraj Kumar)

Joint Secretary (Personnel) to the
Government of Himachal Pradesh
Email : persbr2-hp@nic.in
Phone 0177- 2626416