പതിനാറാം കേരളനിയമസഭ

രണ്ടാം സമ്മേളനം

നക്ഷത്രചിഹ്നമിടാത്ത ചോദ്യം നമ്പർ: 2382 **27-10-2026-ൽ മറുപടിയ്ക്ക്**

കെ.എസ്.ഇ.ബി.-യിലെ പൊതുസ്ഥലംമാറ്റം

ചോദ്യം ഉന്നയിച്ച അംഗങ്ങൾ **മറുപടി നൽകിയ മന്ത്രി**

ശ്രീ. കാരായി രാജൻ ശ്രീ. സണ്ണി ജോസഫ്
(വൈദ്യുതി, പരിസ്ഥിതി - പാർലമെന്ററികാര്യ
വകുപ്പ് മന്ത്രി)

(എ) കേരള സ്റ്റേറ്റ് ഇലക്ട്രിസിറ്റി ബോർഡ് ലിമിറ്റഡിൽ പൊതുസ്ഥലംമാറ്റം നിശ്ചിത മാനദണ്ഡങ്ങൾ പാലിച്ചാണ് നടത്തുന്നതെന്ന് ഉറപ്പുവരുത്താൻ എന്തെല്ലാം നടപടികളാണ് സ്വീകരിച്ചിട്ടുള്ളതെന്ന് വ്യക്തമാക്കാമോ;

മറുപടി: കെ.എസ്.ഇ.ബി.എൽ.-ൽ പൂർണ്ണമായും ഓൺലൈൻ മുഖാന്തിരം നടത്തപ്പെടുന്ന പൊതു സ്ഥലംമാറ്റം ചുവടെ സൂചിപ്പിച്ചിട്ടുള്ള 3 ബോർഡ് ഉത്തരവുകളിലെ മാനദണ്ഡങ്ങൾക്കനുസൃതമായി നടത്തുന്നു.

1. Workmen (B.O (FTD) No. 144/2026 (KSEBL/SEC/PD/ 2234/2025-S2) dated Thiruvananthapuram 13.03.2026)

2. Middle Level Officers (B.O (FTD) No. 145/2026 (KSEBL/SEC/PD/81/2026-S2) dated Thiruvananthapuram 13.03.2026)

3. Higher Level Officer (B.O (FTD) No. 146/2026 (KSEBL/SEC/PD/81/2026-S2) dated Thiruvananthapuram 13.03.2026).

മേൽ പരാമർശിച്ചിട്ടുള്ള ബോർഡ് ഉത്തരവുകളുടെ പകർപ്പുകൾ അനുബന്ധം 1,2,3 ആയി ചേർക്കുന്നു.

(ബി) കെ.എസ്.ഇ.ബി.-യിൽ ജനറൽ ട്രാൻസ്ഫർ ഓൺലൈൻ മുഖേന മാത്രമാണോ നടത്തുന്നത്; അല്ലെങ്കിൽ, അത് ഏതൊക്കെ സാഹചര്യത്തിലാണെന്ന് വ്യക്തമാക്കാമോ;

മറുപടി: കെ.എസ്.ഇ.ബി.എൽ-ൽ ജനറൽ ട്രാൻസ്ഫർ ഓൺലൈൻ മുഖേനയാണ് നടത്തുന്നത്.

(സി) കെ.എസ്.ഇ.ബി.-യിൽ ജീവനക്കാർക്ക് അഡ്മിനിസ്ട്രേറ്റീവ് പ്രൊട്ടക്ഷൻ അനുവദിക്കുന്നത് എന്ത് മാനദണ്ഡങ്ങളുടെ അടിസ്ഥാനത്തിലാണെന്ന് വ്യക്തമാക്കുമോ?

മറുപടി: കെ.എസ്.ഇ.ബി.എൽ-ൽ ജീവനക്കാർക്ക് അഡ്മിനിസ്ട്രേറ്റീവ് പ്രൊട്ടക്ഷൻ അനുവദിക്കുന്നത് 13.03.2026-ലെ B.O.(FTD) No. 145/2026 (KSEBL/SEC/PD/81/2026-S2) (അനുബന്ധം 2 ആയി ചേർത്തിരിക്കുന്നു) നമ്പർ സ്ഥലംമാറ്റ ഗൈഡ് ലൈൻസ് ഉത്തരവിലെ Clause 12 (എ)-യിലെയും അനുബന്ധമായ നിർദ്ദേശങ്ങളിലെയും വ്യവസ്ഥകൾക്കനുസൃതമായാണ്.

കെ.എസ്.ഇ.ബി.എൽ-ന്റെ ജനറേഷൻ സ്റ്റേഷൻസ്, സബ്സ്റ്റേഷനുകൾ എന്നിവിടങ്ങളിൽ പ്രവൃത്തി പരിചയം നേടിയിട്ടുള്ളവരേയും അതോടൊപ്പം മറ്റ് സാങ്കേതിക സ്ഥാപനങ്ങളിൽ ജോലി ചെയ്യുന്ന സ്പെഷ്യൽ ട്രെയിനിംഗ് നേടിയവർക്കും അഡ്മിനിസ്ട്രേറ്റീവ് പ്രൊട്ടക്ഷൻ നൽകുന്നു. കൂടാതെ, ഡയറക്ടർമാർ, ചീഫ് എഞ്ചിനീയർ (എച്ച്.ആർ.എം), ചീഫ് എഞ്ചിനീയർ (ഐ.ടി) എന്നിവർക്കും, ഭരണപരമായ സൗകര്യാർത്ഥം ഓഫീസർമാർക്ക് അഡ്മിനിസ്ട്രേറ്റീവ് പ്രൊട്ടക്ഷൻ നൽകാവുന്നതാണ്.

സെക്ഷൻ ഓഫീസർ

KERALA STATE ELECTRICITY BOARD LIMITED
(Incorporated under the Companies Act, 1956)
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ABSTRACT

Online General Transfer 2026 of the Workmen of KSEBL - Adoption of the existing Guidelines for the Online General Transfer (2025) of the Workmen of KSEBL with certain modifications - Sanctioned - Orders issued.

CORPORATE OFFICE (PERSONNEL)

B O (FTD) No.144/2026 (KSEBL/SEC/PD/2234/2025-S2)Dated, Thiruvananthapuram: 13.03.2026

Read:-

1. BO (FTD) No.166/2025 (KSEBL/SEC/PD/228/2025-S2) Dated: 07.04.2025.
2. Minutes of the Meeting, dated: 03.12.2025,convened by the Chief Engineer (HRM)
3. Note No.EB7/Gen/GT-2026 Dated: 06.01.2026 of the Chief Engineer (HRM).
4. Note No. KSEBL/SEC/PD/2234/2025-S2 dated 23.01.2026 of the Chief Personnel Officer, submitted to the Chairman & Managing Director.
5. Note No. KSEBL/SEC/PD/2234/2025-S2 Dated 09.02.2026 of the Chief Personnel Officer (Agenda No.04/66/02/26) submitted to the meeting of Full Time Directors, KSEBL.
6. Minutes of the meeting of Full Time Directors held on 25.02.2026, as per Resolution No. FTD 04/02/26/66.

ORDER

The Chief Engineer (HRM) convened a meeting with the representatives of Recognized Trade Union, along with the Chief Engineer (IT, CR & CAPS) and the Chief Personnel Officer, on 03.12.2025. In the meeting, a consensus was arrived at to follow the existing Guidelines read as 1st above, for the ensuing OLGT of the Workmen of KSEBL. In the above meeting, the Chief Engineer (IT, CR & CAPS) was requested to develop a new software for carrying out the Online General Transfer 2027 of the Workmen of KSEBL, considering the limitations of the current software.

Considering the above, it was proposed that the existing Guidelines, read as 1st above, utilized for processing the Online General Transfer 2025 of the Workmen, may be adopted as Guidelines for the Online General Transfer 2026 of the Workmen of KSEBL; without modifying any of the provisions thereon, in line with the consensus arrived at the aforesaid meeting.

The aforesaid proposal was submitted to the Chairman & Managing Director, as per Note read as 4th above and it was directed to place the matter before the Full Time Directors (FTD) of KSEBL for approval. Accordingly, as per Note read as 5th above, draft guidelines, for the Online General Transfer 2026 of the Workmen of KSEBL, was placed before the meeting of FTD held on 25.02.2026. The Full Time Directors discussed the matter in detail and resolved to approve the Guidelines (as per annexure) for the Online General Transfer 2026 of the Workmen of KSEBL, to publish the same on KSEBL website and in the HRIS portal.

Further resolved that the 'Employees who have not completed the prescribed minimum tenure shall not be eligible to apply for transfer. The software shall be suitably configured to enforce the said eligibility criteria in accordance with the applicable transfer norms.'

The Chief Engineer (IT, CR & CAPS) shall ensure that the software for processing the General Transfer 2026 of the Workmen of KSEBL is specifically configured to enforce the eligibility criteria, so as to restrict the applications from those who have not completed the prescribed minimum tenure.

Orders are issued accordingly

By Order of the Full Time Directors

Sd/-

L E K H A. G
Company Secretary

To

1. The Chief Engineer (IT, CR & CAPS), KSEBL.
2. The Chief Engineer (HRM), KSEBL.
3. The Chief Personnel Officer, KSEBL

Annexure:-

Revised Guidelines for Online General Transfer 2026 of the Workmen of KSEBL.

Copy to:-

All Chief Engineers/ Financial Adviser/ Chief Internal Auditor/ The LA & DEO/ The Chief Vigilance Officer/ All Deputy Chief Engineers/ The TA to Chairman & Managing Director/ The TA to Director (HRM, Sports, Welfare, Safety and Quality Assurance)/ The TA to Director (Distribution & SCM)/ The TA to Director (Gen-Electrical, REES, SOURA)/ The TA to Director (Transmission & System Operation Full additional charge)/ The Company Secretary/ The PA to Director (Finance)/ All Executive Engineers/ The Deputy Secretary (Admn.)/ The Chief Public Relations Officer/ All Regional Audit Officers/ Sr. CA to Secretary (Admn.)/ The Fair Copy Superintendent/ Records Section/ Stock file.

Forwarded/By order,

Senior Superintendent

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Guidelines for the Online General Transfer 2026 of the Workmen of Kerala State Electricity Board Limited (KSEBL)

Annexure to B O (FTD) No.144/2026 (KSEBL/SEC/PD/2234/2025-S2) Dated, Thiruvananthapuram: 13.03.2026

The Guidelines for the Online General Transfer 2026 of the Workmen of KSEBL, as detailed hereunder, will come into force with immediate effect, superseding all orders and circulars, issued earlier in this regard.

I. Definitions

(a) Posting Strength:- Online General Transfer Proceedings in respect of the Workmen, will be commenced, only after deriving Office wise Posting strength of each Cadre, which is fixed temporarily on the basis of the working strength on a particular date, preferred by the Posting Strength Committee, purely for conducting the General Transfer of the Workmen, for that year. The object of Posting Strength is the equal distribution of available man power across the state on the exigency of service and public interest. In order to derive the Office wise Posting Strength of each cadre of Workmen, the 'Posting Strength Committee' shall be constituted at the beginning of every year, including the following members:

(i)	Chief Engineer (HRM)	-	Chairman
(ii)	Chief Personnel Officer	-	Convener
(iii)	T.A to the CMD	-	Member
(iv)	T.As of all Directors	-	Members
(v)	Deputy Chief Engineer (HRM) I	-	Member
(vi)	Administrative Officer, O/o the CE(HRM)	-	Member
(vii)	Officers concerned from IT Wing	-	Member

The 'Principles of Natural Justice' shall be upheld by the Committee, while fixing the Office wise Posting Strength of each and every cadres of the Workmen of KSEBL; whereas, finalization of the 'Office wise Posting Strength of the Workmen' shall be done only after discussing the Proposals/ Findings of the Committee thereon, with the representatives of the Recognized Trade Union of KSEBL.

Note:

(i) The Posting Strength should be finalized and published, well before inviting applications for the ensuing Online General Transfer of the Workmen of KSEBL.

(ii) No change will be allowed, at any level, after finalization as well as publishing of the Posting Strength. However, the Posting Strength Committee is empowered to review and reassign the Posting Strength once published, in exigencies.

(iii) Workmen who engaged as System Supervisors, Nodal Officers etc. and those who posted on a supernumerary basis, as per the Persons with Disabilities Act have to be considered while finalizing the Posting Strength.

(iv) Basic data for fixing the Posting Strength, prepared by the Chief Engineer (HRM), should be discussed with the Representatives of the Recognized Trade Union, well before placing the same for the consideration of the Posting Strength Committee. The necessary Module shall be provided by the IT Wing of KSEBL.

(b) Excess re-posting - If Posting strength in respect of a particular category attached to an Office become lower than the working strength; the excess strength identified in this regard will be suitably deployed,through carrying out the process of Excess re- posting; i.e., by transferring the junior most employees belonging to the category from that Office to the nearest office, wherein sufficient vacancies existed.

Note: Generally, the requests for transfer received on or before 15th February of every year will only be considered for the general transfer of that year. Request for transfers should be made only through the HRIS software. Facility for submitting applications for protection, as well as the transfer

will be enabled in HRIS from 20th January & 1st February of every year, respectively. Duly signed system-generated printout of the application for transfer/ protection shall be submitted to the concerned Account Rendering Unit (ARU) before 18th February of every year along with the attested copies of the supporting documents, if any, to substantiate their claim. The hard copy of the transfer request shall not be forwarded to the Chief Engineer (HRM). The genuineness of the applications preferred for transfer/ protection, should be ensured by the officials concerned of the ARU, after having examined the supporting documents, otherwise, they will be held responsible for the irregularities, if any found later. After verification, the ARU head shall submit the applications through online (HRIS) to the Chief Engineer (HRM) on or before 18th February of every year. Transfer requests and supporting documents shall be kept in the safe custody of the ARU head for a period of 2 years and shall be disposed of, after 2 years. However, applications involving litigations shall be retained until the case is being disposed of. Requests for transfer/ protection, in other forms, will not be entertained under any circumstances.

II. The "First Choice" in respect of an employee who applies for transfer should be his/ her 'Domicile Section' itself. As far as possible, employees who are returning to their domicile place from outside may be posted as per his/her choice, either in the office situated in their place of domicile, adjacent office within the station or adjacent station, if necessary, by transferring out the persons who have put in longer continuous service in that station *[List of Adjacent Stations... **Annexure - A**]*. In the case of transfer out, postings shall be done subject to the availability of vacancy in that station.

Note1. The 'Place of domicile' means the area covered by the Electrical Section Office declared as the place of domicile by the employee. The place of domicile, as declared by the employees from time to time, as per norms, shall be recorded in the Service Book of the employees concerned and updated in the HRIS Software, on approval of the same, by the Chief Engineer (HRM). Only the latest change in the place of domicile of the

employees, effected as per the norms and updated in the HRIS will be considered as the place of domicile of the employees concerned, with effect from the date on which the place of domicile has been changed. No previous reckoning will be allowed, for the domicile change.

In order to change the domicile as per the norms, the employee who intends to change the domicile shall produce sufficient documents to prove the condition that he/ she has opted. After having scrutinized the Application & allied documents submitted by the employee, the Head of the ARU shall upload the same in the HRIS, so as to make available the Application & allied documents to the Office of the Chief Engineer (HRM) for perusal and final approval in respect of the above, shall be given by the Chief Engineer (HRM), after verification.

Note 2. It is mandatory for every employee to declare his/her place of domicile at the time of entry into service. Permission to change domicile is restricted to four times in the entire service. Any exemption to this shall only be with the approval of the Board of Directors. Employees will not be allowed to change his/her place of domicile in the normal course except in the following circumstances:

a. In the case of children/spouse obtaining admission in Professional College or for Post-Graduate studies (Course Certificate must be produced).

b. In the case of acquisition of immovable property for the purpose of establishing permanent residence (Ownership Certificate & Tax Receipt must be produced).

c. Upon marriage, to a spouse residing away from the place of residence of the employee (Marriage Certificate must be produced).

d. If advanced and specialized medical treatment is required for KSEBL employee, spouse or children (Treatment Certificate from the concerned Hospital must be produced).

e. In case the spouse of the Board employee is working in a different place in the following establishments (Employment Certificate must be produced):

1. State or Central Government Departments/ State or Central Public Sector Undertakings.
2. Quasi Government Undertakings/Universities/Government Colleges.
3. Local Self Government Institutions.
4. Nationalized/ Scheduled Banks.
5. Co-operative Societies recognized by the Registrar of Co-operative Societies.
6. Aided Schools/Affiliated Colleges.
7. Educational Institutions having statutory recognition.
8. Companies registered under the Companies Act.

Note 3. Station means all offices situated within the geographical area of an Electrical Division. However, in the case of the Junior Assistants/ Cashiers and the Senior Assistants, offices situated within the geographical area of an Electrical Circle altogether will be treated as their 'Station'; whereas, offices situated within the geographical area of a District as a whole will be considered as the 'Station' in respect of Confidential Assistant, Junior Fair Copy Assistant, Senior Fair Copy Assistant, Overseer (Civil) & Sub Engineer (Civil). The total continuous service in all the offices within the station will be reckoned as the service at that station. For calculating station seniority, stations within the domicile district are also to be considered, the seniority of station and stations within the domicile district will be reckoned as combined seniority. A period of less than 180 days outside the Station/ Office within the Station will not be reckoned as Station/Office change. The Distance - Days - Value (DDV) based Seniority List will be published well in advance, every year, in connection with the General Transfer.

Note 4. The change in place of domicile of all employees shall invariably be recorded in their Service Books and in the HRIS Software, by the concerned from time to time. No employee shall misuse the facility for

changing the place of domicile. In case any doubt arises regarding the genuineness of the certificate produced for changing the place of domicile, it shall be referred to the Chief Vigilance Officer of KSEBL, so as to conduct a Formal Enquiry and submit necessary Report before the concerned Director of KSEBL. Disciplinary action will be taken if any malpractice is detected.

III. Requests for mutual transfers will not be considered.

IV. In cases where the husband and wife are employees of the Board, they may be posted to the same station to the maximum possible extent.

Note.If both the husband and wife are employees of Kerala State Electricity Board Limited and where the husband or wife completes 3 years of service in a station and the other has not completed 3 years, the couple may be retained in the station until both the employees complete 3 years or any one of the employees completes 5 years of service in the station, whichever is earlier.

V. Workmen will not be allowed to continue in a station for more than 3 years, if there is a valid request from another employee for a posting at that station. In order to consider valid requests for transfer to a station where open vacancies do not exist, employees who have put in continuous combined service of 3 years or more at that station and stations within the domicile district are liable to be transferred out. The Employees with longer service in the station where they are presently working will be transferred out to distant places and those with lesser service in such stations will be posted to places of lesser distance. The period spent on working arrangement/foreign service/Leave without Allowance except on medical grounds will be included for reckoning station seniority.

Note1 However, for workmen who are in or below the cadre of Lineman Grade I, the above period will be 5 years.

Note 2 All categories of employees from the executive side who are engaged for office works for more than 3 years will be posted to field duty.

Works related to all Offices, except Electrical Section Offices are normally treated as Office works and the Office works being done by the workmen at present will be taken into account in a cumulative manner, along with the total period of such work done continuously by them, previously without causing any break, while they were attached to one or more other offices of KSEBL.

Note 3 Without prejudice to any of the provisions mentioned above, workmen who are in or below the cadre of Lineman Grade I / other workmen will not be allowed to work in the same section/ office for more than 5/3 years respectively.

Note 4 Electricity Workers will not be allowed to apply for transfer out from the district to which they are recruited.

Note 5

(i) A maximum of 10 % of the existing working strength of the Lineman, assigned for the offices coming under the jurisdiction of Electrical Divisions: Ernakulam & Tripunithura will be reserved for the workmen belonging to the cadre of Lineman, having their domicile section within the geographical area of Electrical Division Cherthala, but working far away from their domicile district Alappuzha and are eligible for transfer to their domicile stations, as per these Guidelines for Transfer. The eligible workmen belonging to the cadre of Lineman, having their domicile section within the geographical area of Electrical Division, Cherthala will be considered for posting under the said quota of 10 %, only if they have applied to all offices within their domicile district, Alappuzha; in addition to the offices coming under the jurisdiction of Electrical Divisions: Ernakulam & Tripunithura. As far as the said scheme is concerned, the total number of the workmen belonging to the cadre of Lineman, posted/ retained at the offices coming under the jurisdiction of Electrical Divisions: Ernakulam & Tripunithura, having their domicile section within the geographical area of Electrical Division, Cherthala, shall not be exceeded the maximum of 10 % of the existing working strength of the Lineman, assigned separately for each

Electrical Divisions: Ernakulam & Tripunithura, earmarked for the purpose.

(ii) Similarly, a maximum of 10 % of the existing working strength of the Lineman, assigned for the offices coming under the jurisdiction of Electrical Division: Thiruvalla will be reserved for the workmen belonging to the cadre of Lineman, having their domicile sections within the geographical area of Electrical Division Alappuzha, but working far away from their domicile district Alappuzha and are eligible for transfer to their domicile stations, as per these Guidelines for Transfer. The eligible workmen belonging to the cadre of Lineman, having their domicile section within the geographical area of Electrical Division, Alappuzha, will be considered for posting under the said quota of 10 %, only if they have applied to all offices within their domicile district, Alappuzha; in addition to the offices coming under the jurisdiction of Electrical Division Thiruvalla. As far as the said scheme is concerned, the total number of the workmen belonging to the cadre of Lineman, posted/ retained at the offices coming under the jurisdiction of Electrical Division: Thiruvalla, having their domicile section within the geographical area of Electrical Division, Alappuzha, shall not be exceeded the maximum of 10 % of the existing working strength of the Lineman, assigned for the Electrical Division: Thiruvalla, earmarked for the purpose.

(iii) In all General Transfers, the workmen belonging to the cadre of Lineman having their domicile sections within the geographical area of the Electrical Divisions: Alappuzha & Cherthala, but posted in the offices situated within the geographical areas of the Electrical Divisions: Ernakulam, Thiruvalla & Tripunithura, vide the General Transfer Order itself/ the Anomaly Orders issued subsequently, will be preferentially considered first in the queue formed for transfer to their domicile district Alappuzha, during the ensuing General Transfer and as far as possible, transferred to their respective domicile stations/ stations adjacent to their domicile stations, based on the requests

made by them, through the HRIS. In the absence of any valid requests received from the workmen belonging to the cadre of Lineman kept in such a queue, they shall be posted at their domicile stations, subject to availability of vacancies/ stations adjacent to their domicile stations, on the basis of their earlier requests, if any available in the HRIS. Unless otherwise, posting will be done by the system, within their domicile districts, purely on random basis.

Note 6.

(i) The Workmen having necessary Qualification/ Training, as prescribed by the Central Electricity Authority (CEA), who are interested to serve in Generation Wing, shall be posted to Generating Stations for a period not less than 3 years and normally, those workmen will be permitted to opt for transfer out, only after completion of the period of 3 years.

(ii) Workmen who have attended ISTP Training / any other Expertise training will be retained in the respective field for the minimum period, as insisted vide the Training Manual. The period of such training should be entered, by the concerned, in the HRIS.

(iii) Workmen having NABL Accreditation will be posted at Meter Testing Units.

(iv) Sub Engineers having ITI qualification alone, need not be considered for posting at the Generating Stations

VI. Workmen working in northern Kerala which is 250 kilometers away from their place of domicile and persons working in annexed remote/hill areas are eligible for transfer on completion of 1 year's continuous service (List of Remote and Hilly Areas... **Annexure- B**). Workmen working in any other areas which are away from and within 250 kilo meters from their place of domicile are eligible for transfer to their place of domicile only after completion of continuous service of 2 years in that station. If an employee returns to his place of domicile without completing the mandatory period of 1 year/2 years, except in cases mentioned under Clause VI (b) and VI (f) of this order, his/her station seniority shall be

reckoned from the date from which he/she has been working in his/her domicile station before such transfer. However, the female employees belonging to workmen categories, working away from their place of domicile of and above 100 kilometers, who have rendered continuous service of 1 year; are exempted from the said clause. For the purpose of calculation of distance mentioned above, the distance by road will only be reckoned. The cut-off date for eligibility for general transfer shall be decided by the Chief Engineer (HRM) in consultation with the recognized General Trade Unions. Requests for transfer to the domicile station will be considered in the order of priority as given below:

a. As far as possible, considering the requests received on behalf of the Workmen, whom enjoying the benefits of the 'Recognized Trade Union Protection' seeking appropriate posting to the Offices attached to Vydyuthi Bhavanam, the Head Quarters of KSEBL, located at Thiruvananthapuram District/ any other Offices of KSEBL, as well as the requests received on behalf of the Director Board Members of Electricity Employees' Co-operative Societies, whom enjoying the benefits of Society Protection, seeking transfer to other Offices of KSEBL, situated within the jurisdiction of the Society concerned; the Chief Personnel Officer, KSEBL shall take earnest efforts, for providing suitable posting to them, extending their protection concerned, in an ad hoc manner, whereas, the Office of the Chief Engineer (HRM) shall ensure that the representatives of Recognized Trade Union/ the Director Board Members of the Electricity Employees Co-operative Societies, are being transferred to the same place, as provided by the Chief Personnel Officer.

Notes:-

(i) The list of Representatives of the Recognized Trade Union, to whom transfer is required should be submitted to the Chief Personnel Officer, every year, well before the date of inviting applications for the ensuing Online General Transfer of the Workmen of KSEBL and the List of Workmen, to whom transfer is provided in this regard, shall be published prior to the invitation of application for the ensuing Online General Transfer.

(ii) List of 'Director Board Members' of the societies, to whom transfer is required should be submitted to the Chief Personnel Officer, every year, well before the date of inviting applications for the ensuing Online General Transfer of the Workmen of KSEBL and the List of Workmen, to whom transfer is provided in this regard, should be published prior to the invitation of application for the Online General Transfer.

b. Workmen may be posted to nearby offices within the station in the absence of sufficient vacancies as per their place of choice and if it is not possible to provide posting to nearby offices within the station, a queuing facility will be provided. In such cases, he/ she will be accommodated in the queue, to be considered whenever vacancies arise in the domicile station. Accordingly, those who are waiting in the queue for posting in the domicile station will get first priority. Those waiting in this queue, will be eligible for transfer against the vacancies arising subsequently.

c. Victim of an accident that occurred during the course and out of the employment/ employees having severe illness/ widow/ widower. Where such accident or illness (including those of spouse and /or children) happens while the employee is working away from his/her domicile station, the required minimum period of 1 year/2 years need not be insisted upon. The percentage of disability shall not be less than 40 %. Such employees shall upload a legible soft copy of the Accident/ Illness Report, along with their Application for transfer, to be submitted through the HRIS. Besides, originals of the uploaded documents shall be produced before the concerned, for verification, as and when required. Disciplinary action will be initiated, if any malpractice is detected.

d. Scheduled Tribe.

e. Scheduled Caste.

f. Differently abled workmen (40 % or more disability).

g. Those who are to retire from service within two years in which case the required minimum period of 1 year/2 years need not be insisted upon.

h. Mother having child below the age of 2 years.

i. Pregnant women.

j. Widow, till remarriage.

k. Widower, till remarriage.

l. Severe illness in respect of the:

(1) Employee

(2) Spouse/ Children

(3) Dependent Parents [If employee is the only child of the dependent parents]

(4) Disabled unmarried sibling [If employee is the only sibling of the disabled unmarried brother/ sister]

Note: In the case of the employee, whose brothers and sisters are settled permanently outside the State of Kerala, within India/abroad and the employee is the only child of the dependent parents/ the only sibling of the disabled unmarried brother/ sister; appropriate decision with respect to the request for transfer to his/her domicile station, shall be considered by the Chief Engineer (HRM), after examining the documents submitted in connection with the aforesaid case and verifying its genuineness, on humanitarian consideration. Complaints, if any, put forth by challenging the genuineness of the documents provided for claiming preference for transfer to his/her domicile station, shall be forwarded to the Chief Vigilance Officer, KSEBL, for Formal Enquiry and submission of Report before the concerned Director of KSEBL. Disciplinary action will be taken if any malpractice is detected.

m. Parents of differently-abled children.

n. Parents of legally adopted children.

o. Employees undergoing treatment for primary infertility, for a term of 10 years from the date of commencement of treatment (supported by a valid certificate).

p. Ladies.

q. Inter-caste/Inter-religion married couples. (Certificate from competent authority proving Inter-caste/Inter-religion marriage is mandatory).

r. Relatives of military personnel working across India and paramilitary personnel working outside Kerala. [Details of relatives specified in Clause VII (n)].

s. Ex-servicemen.

t. Employees who are undergoing part-time degree/diploma courses in Engineering, CA/ICWAI with prior approval/sanction from Kerala State Electricity Board Limited for joining the said course.

u. While considering the request for transfer of employees to domicile station, priority shall be in the order of Remote area, Hilly area and northern Kerala.

Note 1. For the purpose of this clause, while calculating the total continuous service, the period spent on working arrangement / foreign service will be treated as if the employee has been working in the domicile station itself. In such cases, he/ she has to complete the stipulated minimum required service in order to become eligible for transfer to the domicile station.

Note 2. Those who have been transferred out to far-away places from the domicile station should be given preference in giving postings to places near to their place of domicile. Sufficient provision is made in the software for choosing the desired place of posting. An

employee is eligible for transfer in any office within the domicile station or in the adjacent station, as the case may be, only if he/she opts for the same at the time of submitting the application for transfer.

VII. Protection from the transfer will be permitted in the following cases-:

a. Protection from the transfer will be given to the recognized General Trade Unions at one percent of the workmen employed in the entire establishment of the Kerala State Electricity Board Limited subject to a maximum of 100. The membership of the Unions will be verified from time to time in a referendum as prescribed for the purpose. However, requests received from the protected representatives of Trade Unions and Director Board Members of Electricity Employees' Co-operative Societies for transfer to other offices shall be considered as far as possible. The list of Representatives of the Recognized Trade Union, to whom protection is required should be submitted to the Chief Personnel Officer, every year, well before the date of inviting applications for the ensuing Online General Transfer of the Workmen of KSEBL and the List of Workmen, to whom protection is provided in this regard, shall be published prior to the invitation of application for the ensuing Online General Transfer. The list of protected workmen declared by the Chief Personnel Officer, every year, will remain in force for a period of one year or till the next Annual General Body Meeting of the recognized General Trade Union or till the next referendum, whichever is earlier. The recognized General Trade Union can withdraw the names of any of their members from the list of protected workmen at any time by giving due intimation in writing to the Chief Personnel Officer, but they will have no right for substitution. As soon as the Chief Personnel Officer declares and notifies the list of protected workmen for any year, the previous year's list of protected workmen will cease to exist.

b. Employees belonging to Scheduled Castes & Scheduled Tribes will be retained in their domicile station for a continuous period of 5 years and the said protection will be provided during each and every time he/ she returns from other station to his/ her place of domicile. The system itself will capture the details of the employees belonging to Scheduled Castes & Scheduled Tribes, from the data

available in the HRIS and protect them by default, as mentioned above. Hence, no need to apply for securing such protection, by the concerned.

c. Victim of major accidents during the course and out of employment.

d. Severe illness in respect of the:

(1) Employee

(2) Spouse/ Children

(3) Dependent Parents [If employee is the only child of the dependent parents]

(4) Disabled unmarried sibling [If employee is the only sibling of the disabled unmarried brother/ sister]

This facility will be restricted to the domicile office only.

Note: In the case of the employee, whose brothers and sisters are settled permanently outside the State of Kerala, within India/abroad and the employee is the only child of the dependent parents/ the only sibling of the disabled unmarried brother/ sister; appropriate decision with respect to the request of the employee for being protected in the domicile station, shall be considered by the Chief Engineer (HRM), after examining the documents submitted in connection with the aforesaid case and verifying its genuineness, on humanitarian consideration. Complaints, if any, put forth by challenging the genuineness of the documents provided for availing protection from transfer, shall be forwarded to the Chief Vigilance Officer of KSEBL, for Formal Enquiry and submission of Report before the concerned Director of KSEBL. Disciplinary action will be initiated if any malpractice is detected.

e. Employees who enter into inter-caste/ inter-religion marriage will be retained in their domicile station for a continuous period of five years from the date of marriage. This protection will apply only once during his/her entire service. Protection under this clause shall be granted only if the incumbent produces an inter-caste/ inter-religion Marriage Certificate from the competent authorities.

f. Differently abled employees. In this case, employees will be protected in the domicile office and limited within the 4% quota applicable under the provisions of the Rights of Persons with Disabilities Act 2016.

g. Employees suffering from permanent/ partial disability due to accidents (40% or more disability) will be given protection from the Online General transfer on production of valid medical certificates issued each year by a competent authority. Protection under this clause will be limited to domicile stations only.

h. Employees whose children are differently abled and require the presence of parents for their movement will be protected. In this case, if both father and mother are employees of Kerala State Electricity Board Limited, both of them will be protected.

i. Widow/ widower/ legally divorced employees will not normally be transferred out till remarriage.

j. Mother of baby, till the child attains the age of 2 years.

k. Pregnant women.

l. Parents of legally adopted children for a period of 5 years from the date of adoption.

m. Employees undergoing the treatment for primary infertility, from the date of commencement of treatment to the birth of the first child (supported by valid certificates).

n. Protection from transfer shall be granted on grounds of relationship to military personnel working across India/ paramilitary personnel working outside Kerala State. The required certificate/ recommendation shall be addressed to the Chief Engineer (HRM) directly by the concerned Military/Paramilitary authorities. For this purpose, relative means:

i. Husband/ Wife

ii. Son

iii. Unmarried daughter

iv. Brother (whom, parents are dependent upon)

v. Unmarried sister

vi. Father/ Mother

[For claiming protection or preference under Clause VII (n) (4) above, a Dependency Certificate issued by the concerned Revenue Authority is mandatory. The period of protection, during the entire service, in this case, shall not exceed 5 years under any circumstances].

o. Employees undergoing Part-time Degree/ Diploma courses in Engineering in the Government Engineering Institutions, Chartered Accountancy and Cost Accountancy, with prior approval/ sanction of competent authorities of Kerala State Electricity Board Limited will be granted protection from transfer. Submission of attendance certificate in each academic year is mandatory. The maximum number of protection that can be permitted shall be restricted to 50 in the case of Part-time Electrical Engineering Degree course, 50 in the case of part-time Civil Engineering Degree course, 50 in the case of Part-time Diploma course in Electrical Engineering, 50 in the case of Part-time Diploma course in Civil Engineering and 5 in the case of Chartered Accountancy and Cost Accountancy courses. In addition, 5 numbers for Electrical Engineering Part-time Degree course, 5 numbers for Civil Engineering Part-time Degree course, 1 number for Part-time Diploma course in Electrical Engineering and 1 number for Part-time Diploma course in Civil Engineering will be allowed to employees belonging to SC/ST communities. However, the protection granted will be limited for the period of 4 years, from the date of registration of the course.

p. The 'Director Board Members' of Electricity Board Employees' Co-operative Societies belonging to the cadre of Workmen will be posted conveniently/ protected in their existing places, irrespectively in connection with the 'General Transfer of the Workmen' or in connection with the promotion granted to them to the Higher Cadres, which are included in the Workmen categories, strictly based on the requests received from the Secretaries of concerned societies. List of 'Director Board Members' of the societies, to whom protection/ transfer is

required should be submitted to the Chief Personnel Officer, every year, well before the date of inviting applications for the ensuing Online General Transfer of the Workmen of KSEBL and the List of Workmen, to whom protection is provided in this regard should be published prior to the invitation of application for the Online General Transfer. However, the Workmen concerned can enjoy the aforesaid benefit, only for a single term of 5 years (during his/her entire service), comprised of their first tenure, as Director Board Members' of Electricity Board Employees' Co-operative Societies. The fact of availing such protection shall invariably be recorded in the Service Book, by the concerned and marked in the HRIS software by the Chief Personnel Officer. [Employees' Co-operative Society means Society registered under the Kerala Co-operative Societies Act 1955 in which all categories of employees (Workmen and Officers) of KSEB Limited are members].

q. Those who are to retire from KSEBL service within two years, as on 31st December will be protected. The system will capture the details of such employees, from the data available in the HRIS and protect them at their working Office by default, as mentioned above. Hence, no need to apply for securing such protection, by the concerned, unless otherwise any Office change to their domicile section is required.

r. Sportsmen/ Sportswomen in the list of Active Sports Persons, prepared by the Chief Personnel Officer will be given protection from the transfer, subject to the conditions specified in the Board Order issued in this regard. The list of such active sportsmen/ sportswomen will be given to the recognized General Trade Unions by the Chief Personnel Officer for verification. Complaints, if any, will be heard and the eligibility decided by the Chief Personnel Officer. Such lists of Sportsmen/Sportswomen will be published on the website of KSEBL.

s. In case of promotion occurring at the time of general transfer, if the promotee has not completed 3 years of service in the domicile station, he/ she may be retained in the station, if necessary, by transferring out workmen who have completed 3 years of service in the station. This does not, however, bestow any right upon the promotee to claim that he/she should be retained at the same

Office. Protection on administrative grounds will not be granted except those mentioned under clause VIII (21).

t. In the case of internal transfer, protection for retention in the same office will be granted to employees belonging to the following categories.

i. Protected workmen of recognized General Trade Unions

ii. Directors' Board Members of Electricity Employees' Co-operative Society.

iii. Retirement from service within 2 years, as on 31st December.

iv. Sportsmen/ Sportswomen included in the list approved by the Chief Personnel Officer

v. Employees with severe ailments and parents of differently-abled children. Protection under this clause will be limited to the domicile section/ station only.

u. In order to avail protection from transfer vide clause VII, appropriate and valid certificates from competent authorities shall be produced. Scanned copies of certificates shall be uploaded in the HRIS software at the time of applying for transfer/protection and the originals of the same shall be attached to the application submitted to the Account Rendering Units. In the case of protection under medical grounds, certificate for treatment of illness **[List of Diseases... Annexure-D]** at specified hospitals will only be considered **[List of Hospitals... Annexure-E].** The above list shall be updated periodically after discussion with the recognized General Trade Unions. The requests not supported by valid certificates will not be entertained under any circumstance.

Notes:-

(1) All requests for preference/ protection (disability/ illness/ pregnancy & Childbirth/ Widow/ Widower/ adoption of child/ infertility treatment/ inter-caste marriage/ inter- religious marriage etc.) shall be supported by a valid certificate issued by the competent authority.

(2) If one or more claims of an Employee for protection exists/ found to be considered, added priority will be given to that Employee. In case any doubt arises regarding the genuineness of the certificate produced, it shall be referred to the Chief Vigilance Officer of KSEBL, so as to conduct a Formal Enquiry and submit necessary Report before the concerned Director of KSEBL. Disciplinary action will be taken, if any malpractice is detected.

v. Workmen deployed at Sub Stations, Generating Stations etc., who have acquired adequate experience from the works assigned to them or attained expertise through the specialized training provided to them, through the renowned external agencies within India/ abroad, at the cost of KSEBL will be retained at aforesaid stations for at least 3 years, even though it is stipulated that 50% of such skilled workmen may be transferred each year. In such cases, the number of workmen to be transferred out from the station, as well as the number of workmen requested for transfer to that station must be adjusted to an aggregate of 50% of the total workmen attached to that station, so as to maintain the required staff pattern, after the conduct of each General Transfer.

w. The Chief Engineer (HRM) shall publish the list of protected Workmen prior to the commencement of General Transfer proceedings every year. Complaints, if any, shall be filed with the Chief Engineer (HRM) within **1** week of publication of the said list. Complaints received after this date will not be entertained.

VIII. GENERAL

1. In the process of posting employees during general transfer and internal transfer, the following order of priority shall strictly be complied with. While posting the employees during the general transfer, priority shall be given based on the combined index of geographical area and the consumer strength of Section Offices.

In the case of executive staff, the order of priority will be:

a. Electrical Section

b. Generating Station

c. Sub Station

d. Division Office

e. Circle Office

f. Corporate Office

g. Other Offices

The order of priority regarding the ministerial employees will be:

a. Division Office

b. Circle Office

c. Regional Audit Office

d. Chief Engineer Office

e. Corporate Office

f. Section Office

g. Other Offices

While posting employees in Civil Wing, the following order of priority will be adhered to:

a. Generation Project Construction

b. Dam Safety

c. Transmission Project Construction

d. Investigation Works

e. Other Office

2. If two or more employees become eligible for transfer and sufficient number of vacancy is not available, weightage may be given considering a combination of age, period and distance.

3. Female employees and employees who have completed 52 years of age, in the Civil Wing, will not normally be posted for investigation works.

4. While considering posting of employees who have requested for posting in projects, those without project service will be given preference. If in case two or

more employees request for posting in projects, the employee with shorter project service will be given preference.

5. As far as possible, ladies may be posted to stations near their place of domicile. In the case of women employees who are transferred out, posting may be done in the following order of priority.

a. Vicinity to Railway Station

b. District Head Quarters

c. Taluk Head Quarters

d. Vicinity to Bus Station

*(The list of Offices coming under the sub clauses a, b, c & d above, are enclosed as **Annexure - C**)*

6. An employee will be permitted to apply for general transfer only if he/she has put in an active service of not less than 1 year at a station. Employees having only less than 1 year service for superannuation, during the submission of their online application for General Transfer will be exempted from the aforesaid clause. The periods of Half Pay Leave and Earned Leave accrued and availed during the period he/she has served in that station/ Casual Leave/ Special Casual Leave/ Special Disability Leave/ Maternity Leave/ Paternity Leave will be treated as if on duty.

7. As far as possible, the first posting of dependents of the employees of Kerala State Electricity Board Limited under the Compassionate Appointment Scheme will be to their domicile station/ place of choice.

8. For considering a request for transfer to the domicile station, actual active prescribed service by an employee in the outstation only will be considered. The actual service will not include periods spent on working arrangements/ foreign employment and periods of leave other than Half Pay Leave and Earned Leave accrued and availed during the period he/ she has served in that station/ Casual Leave/ Special Disability Leave/ Maternity Leave/ Paternity Leave. In the case of employees who were on working arrangement/ foreign service to their domicile station while on outstation duty, the period spent by them in the domicile station

on working arrangement/ foreign service will not be reckoned as outstation service for the purpose of General Transfer.

9. Apart from the request to domicile station, employees are eligible to request for transfer to Remote/ Hilly areas which will be considered if vacancies are available in the offices situated in such areas. *A* maximum of 10 % of the existing working strength of the Senior Assistants assigned for Vydyuthi Bhavanam, Thiruvananthapuram will be reserved for the Senior Assistants belonging to all districts of the state, except Thiruvananthapuram, who are working far away from their respective domicile districts and are eligible for transfer to their domicile stations, as per these transfer guidelines. Senior Assistants belonging to districts other than Thiruvananthapuram will be considered for posting under the said quota of 10 %, only if they have applied to all offices within their respective domicile districts, in addition to the offices functioning at Vydyuthi Bhavanam, Thiruvananthapuram. In all General Transfers, the Senior Assistants having their domicile stations in districts other than Thiruvananthapuram, but working in Vydyuthi Bhavanam, Thiruvananthapuram, will be kept in a queue, even if they do not apply for transfer and as far as possible, transferred to their respective domicile stations/ stations adjacent to their domicile stations, based on the requests made by them, through the HRIS. In the absence of any valid requests received from the Senior Assistants kept in such a queue, they shall be posted at their domicile stations, subject to the availability of vacancies/ stations adjacent to their domicile stations, on the basis of their earlier requests, if any available in the HRIS. Unless otherwise, posting will be done by the system, within their domicile districts, purely on a random basis.

9 (a) The Senior Assistants who have applied for a transfer to their own domicile stations during the last General transfer, but posted at Vydyuthi Bhavanam, Thiruvananthapuram vide the General Transfer Order itself/ the Anomaly Orders issued subsequently, due to lack of vacancies in their domicile stations, by considering their subsequent choices against 10% quota allowed in the Head Quarters of KSEBL as per the existing provisions, will be preferentially considered first in the queue formed for transfer to

their own domicile districts, during the ensuing General transfer, even if they do not apply for the same. In the case of the Senior Assistants working in other domicile stations for more than 3 years, without applying for transfer to their own domicile stations, their working station will be treated as their deemed domicile station. Employees unable to obtain a transfer to their own domicile stations even though applied for the same consecutively, during the last 3 General Transfers will be exempted from treating their working station as deemed domicile and kept in the queue for being considered for transfer to their own domicile stations, on DDV priority.

9 (b) In the case of Senior Assistants, the Electrical Circle Office, in which his/ her place of domicile is situated shall be treated as a domicile station and he/ she will be permitted to apply for the vacancies available within any 2 adjacent Circle Offices belonging to Distribution/ Transmission/ Generation wings, situated within their domicile district if any, along with the vacancies existing within their own domicile station.

9(c) Employees having domicile station within the geographical area of Thiruvananthapuram District will be permitted to apply for the vacancies available at Vydyuthi Bhavanam (the Head Quarters of KSEBL), Thiruvananthapuram.

10. Workmen suffering from various disabilities, who are retained in the Section Offices, on the basis of the individual Orders issued by KSEBL, will be accommodated in respective supernumerary posts, created by invoking relevant provisions of the Rights of Persons with Disabilities Act 2016.

11. All transfers and postings in respect of the Workmen of Kerala State Electricity Board Limited will be done only through the HRIS software.

12. Considering the exigency of service, if any transfer is essential within the jurisdiction of a Controlling Authority, such matter shall be reported to the Chief Engineer (HRM). The Chief Engineer (HRM) shall consider such requests positively and required action shall be taken at the earliest.

13. All transferees shall be relieved forthwith. No transferee shall be allowed to remain in the station under any circumstance for more than 15 days from the date of issue of transfer order/ subsequent Anomaly orders, if no grievances were put forth. If an employee is not relieved within 15 days from the date of the transfer order, he/ she shall automatically be relieved through HRIS and the fact shall be intimated to the concerned employee and the controlling authority. If his/ her salary is not claimed in the concerned Account Rendering Unit where he/ she has last worked as on the date of relief mentioned above, his/her next salary shall be claimed in the Account Rendering Unit where he/she was transferred out, subject to reporting for duty in the new office within the stipulated time. As far as possible, all transferees shall invariably be relieved of from their duties, within 15 days from the date of issuance of the General Transfer Order.

14. Different stages of processing of requests for transfer/ protection will be communicated to the workmen who have applied for the same.

15. In the case of fresh appointments, the employee shall report for duty before the Controlling Authority with all necessary documents. In such cases, the order of reposting will be issued by the Controlling Authority. The appointment order of new recruits will be issued through HRIS.

16. The Controlling Authority shall ensure timely updating of the incumbency of all employees in the HRIS. Any lapse in this regard will be viewed seriously and all concerned will be held responsible and strict disciplinary action taken against them.

17. The employees in each category shall be distributed to all areas of the state and to all functional units in accordance with the order of priority mentioned in Clause VIII (1) of this order respectively keeping proportional strength of staff throughout the state to ensure effective utilization of manpower.

18. Deleted {As existed in the BO (FTD) No. 848/2017 [PS - I (A)/3879/2016] Dated, TVPM, 31.03.2017}

19. Irrespective of the choice/option, there will be a shuffling within the station, of workmen of all offices of KSEBL who have completed 3 years in a particular office as on the last date for submitting online application for transfer.

20. In the case of Confidential Assistant, Senior Fair Copy Assistant & Junior Fair Copy Assistant belonging to the category of Workmen and in the case of Executive staff working in the Civil Wing; the district in which the domicile office declared by the employee is situated, will be treated as domicile station.

21. Workmen in the IT Wing who are actually performing the duties of Programmers, System Administrators, System Supervisors and those engaged in the testing of software will be transferred within the IT Wing.

22. While transferring women employees out of their domicile station, the first preference of posting shall be given to them, in the offices mentioned in the list of offices, based on Clause VIII (5).

23. Online applications for General Transfer, which were not considered due to insufficient vacancies will be kept pending for filling the vacancies that arise before the succeeding General Transfer, on a priority basis.

24. As far as possible, Online processing of the General Transfer shall be completed by issuing the Transfer Orders in respect of all workmen categories, including the Grievance Redressal Orders. However, KSEBL reserves the right to make necessary changes in the time schedule of General Transfer, as and when required.

25. In the case of the workmen belonging to Sub Stations, Generating Stations etc., who have acquired adequate experience from the works assigned to them or attained expertise through the specialized training provided to them, through the renowned external agencies within India/ abroad, at the cost of KSEBL; the minimum period of continuous service insisted for them, to apply for the General

Transfer will be 3 years, subject to the condition that only 50% of such skilled workmen deployed at aforesaid stations shall be transferred each year. However, the workmen deployed at Sub- stations/ Generating stations shall invariably be transferred to the Offices coming under the Distribution Wing, on completion of 6 years of continuous service, at the aforesaid stations.

Note:-

If any workman/ workmen attached to critical/ specialized areas as mentioned above, have expressed their willingness to continue in the place, for the subsequent year too, they may be allowed to continue there, only on the basis of the written consent obtained in this regard from them.

26. Working Strength in respect of the Women Employees of Generating Stations, shall be limited to 25% of the Posting Strength of each category, except in the cases where specific requests are made by them, for securing posting in the aforesaid offices.

27. Women employees are exempted from being posted in Line Maintenance Sections, Hot Line Offices and Offices located in remote/ hilly areas having feeble transportation facilities, except in the cases where specific requests are made by them, for securing posting in the aforesaid offices.

28. Employees working in their domicile section shall not be allowed to apply for transfer to any other offices, before completing the minimum period of service in their respective domicile sections, preferably one year, from the date of joining in their domicile sections. Similarly, those who have been given posting to an office/ station as per their choice in the previous year's General Transfer (except those who are in their domicile queue) or shuffled to any office/ station on completion of 3 years in a particular office/ station during the previous General Transfer are not allowed to apply for the ensuing General Transfer before completing one year in the present office/ station.

29. The period of service spent by the employees, who had worked in the Offices situated off and above 40 Km. away from their domicile station shall not be taken into account, while preparing the 'District-wise Seniority List of the workmen (category wise)' to be transferred out in the ensuing General Transfer. This clause

will be applicable only to those who were transferred out from their domicile station and returned to the domicile station, within the district transfer process.

30. In order to get transferred to a post existing in an Office in the domicile station/ for being protected within the domicile station itself on eligible grounds, the employee shall submit online application relating to the same, through the HRIS, as and when the applications for Online General Transfer of the Workmen of KSEBL are invited.

31. Since employees who have completed specific training needed to be posted to the Hotline Maintenance Wing, postings of employees to the Wing will be done separately, out of the ambit of General Transfer. However, the transfer out requests in respect of the employees working in the Hotline Maintenance Wing will be considered as part of Online General Transfer. Posting Strength in respect of the Hotline Maintenance Wing need not be reviewed/ fixed by the 'Posting Strength Committee' constituted for the purpose.

32. No request for review of transfer order shall be accepted after issuance of the Final General Transfer Order.

IX. Notwithstanding to anything contained above, KSEBL reserves the right to transfer or retain any employee, in any place in the exigencies of service / in public interest.

CHIEF PERSONNEL OFFICER

Annexures: A – E.

ANNEXURE - A	
Annexure to Guidelines for Online General Transfer 2026 of the Workmen of KSEBL	
List of Adjacent Stations	
Sl. No.	**Names of Stations**
1	Neyyattinkara, Thiruvananthapuram, Kazhakuttom
2	Kattakada, Nedumangad, Attingal
3	Karunagappally, Kundara, Kottarakkara
4	Kollam, Chathannoor, Punalur
5	Alappuzha, Cherthala
6	Chengannur, Harippad, Mavelikkara
7	Thiruvalla, Pathanamthitta, Adoor
8	Moozhiyar
9	Vaikom, Pala
10	Ponkunnam, Chanaganacherry, Pallom
11	Tripunithura, Aluva
12	North Paravur, Angamaly
13	Mattancherry, Ernakulam
14	Moovattupuzha, Perumbavoor
15	Thrissur West, Thrissur East
16	Kodungallur, Irinjalakkuda
17	Kondotty, Manjeri

The Chief Engineer (HRM) shall submit proposal for modification to the above, if necessary, after conducting discussions with the Recognized Trade Unions of KSEBL.

CHIEF PERSONNEL OFFICER

ANNEXURE - B		
Annexure to Guidelines for Online General Transfer 2026 of the Workmen of KSEBL		
List of Remote and Hilly Areas		
Sl. No.	**Offices coming under Remote Area**	**Jurisdiction**
1	Idamalayar	All Offices
2	Kakkayam	All Offices
3	Kochu Pampa	All Offices
4	Mangulam	All Offices
5	Moozhiyar	All Offices
6	Periya Bazar Section	Section only
7	Poringalkuthu	All Offices
8	Sholayar	All Offices
9	Thriveni Pampa	All Offices
10	Thenmala Section	Section only
Sl. No.	**Offices coming under Hilly Area**	**Jurisdiction**
1	Adimaly Division	All Offices
2	Adyanpara	SHEP
3	Agaly Section	Section only
4	Alakkode Section	Section only
5	Cherupuzha Section	Section only
6	Iritty Division	All Offices
7	Kalpetta Division	All Offices
8	Karthikapuram Section	Section only
9	Kattappana Division	All Offices
10	Keerampara Section	Section only
11	Kottathara Section	Section only
12	Kulathupuzha Section	Section only
13	Kuttikole Section	Section only
14	Mananthavady Division	All Offices
15	Mulleria Section	Section only
16	Nallompuzha Section	Section only
17	Nelliampathy Section	Section only
18	Padiyattuchal Section	Section only

Sl. No.	Offices coming under Hilly Area	Jurisdiction
19	Pampa DRIP Sub Division	Section only
20	Parali Section	Section only
21	Peermade Division	All Offices
22	Thottilpalam Section	Section only
23	Vengoor Section	Section only

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CHIEF PERSONNEL OFFICER

ANNEXURE - C	
Annexure to Guidelines for Online General Transfer 2026 of the Workmen of KSEBL	
Sl. No.	**List of Offices applicable to Clause VIII (5)**
1	Adoor Electrical Division
2	Alappuzha Electrical Circle
3	Alappuzha Electrical Division
4	Alappuzha Transmission Circle
5	AlappuzhaTransmission Division
6	Alathur Electrical Division
7	Aluva Electrical Division
8	Angamaly B & S Division
9	Angamaly Electrical Division
10	Attingal Electrical Division
11	Beach Electrical Section
12	Chalakkudy Electrical Division
13	Changanacherry Electrical Division
14	Chathannoor Electrical Division
15	Chengannur Electrical Division
16	Cherthala Electrical Division
17	Chittur Electrical Division.
18	Ernakulam Appellate Authority
19	Ernakulam CGRF
20	Ernakulam Chief Engineer (Distribution Central)
21	Ernakulam Electrical Circle
22	Ernakulam Electrical Division
23	Feroke Electrical Division
24	Harippad Electrical Circle
25	Harippad Electrical Division

Sl. No.	List of Offices applicable to Clause VIII (5)
26	Irinjalakkuda Electrical Circle
27	Irinjalakkuda Electrical Division
28	Kalamasserry CE (System Operation)
29	Kalamasserry CE (Transmission)
30	Kalamasserry System Operation Circle
31	Kalamasserry Transmission Circle
32	Kalpetta Electrical Circle
33	Kalpetta Electrical Division
34	Kanhangad Electrical Division
35	Kannur Chief Engineer (Distribution Kannur Region)
36	Kannur Electrical Circle
37	Kannur Electrical Division
38	Kannur System Operation Circle
39	Kannur Transmission Circle
40	Karunagappally Electrical Division
41	Kasargod Electrical Circle
42	Kasargod Electrical Division
43	Kattakkada Electrical Circle
44	Kattakkada Electrical Division
45	Kodungallur Electrical Division
46	Kollam Electrical Circle
47	Kothamangalam Civil Circle
48	Kothamangalam Generation Circle
49	Kottarakkara CGRF
50	Kottarakkara Electrical Circle
51	Kottarakkara Electrical Division
52	Kottarakkara Transmission Circle
53	Kozhikkode CGRF
54	Kozhikkode Chief Engineer (Distribution North)

Sl. No.	List of Offices applicable to Clause VIII (5)
55	Kozhikkode Chief Engineer (Transmission North)
56	Kozhikkode Electrical Circle
57	Kozhikkode Electrical Division
58	Kozhikkode Transmission Circle
59	Kunnamkulam Electrical Division
60	Malappuram Transmission Circle
61	Mananthavadi Electrical Division
62	Manjeri Electrical Circle
63	Manjeri Electrical Division
64	Mannarkad Electrical Division
65	Mavelikkara Electrical Division
66	Mavelikkara Transmission Division
67	Moolamattom Chief Engineer (Generation)
68	Moolamattom Generation Circle
69	Moovattupuzha Electrical Division
70	Nedumangad Electrical Division
71	Neyyattinkara Electrical Division
72	Nilambur Electrical Circle
73	Nilambur Electrical Division
74	North Paravur Electrical Division
75	Pala Electrical Circle
76	Pala Electrical Division
77	Palakkad Electrical Circle
78	Palakkad Electrical Division
79	Palakkad Transmission Circle
80	Pallom Electrical Circle
81	Pallom Electrical Division
82	Pathanamthitta Electrical Circle
83	Pathanamthitta Electrical Division

Sl. No.	List of Offices applicable to Clause VIII (5)
84	Pathanamthitta Transmission Division
85	Pattambi Electrical Division
86	Payyannur Electrical Division
87	Perinthalmanna Electrical Division
88	Perumbavoor Electrical Circle
89	Perumbavoor Electrical Division
90	Pettah Electrical Section
91	Ponkunnam Electrical Division
92	Ponnani Electrical Division
93	Poovanthuruthu Transmission Circle
94	Punalur Electrical Division
95	Shoranur Electrical Circle
96	Shoranur Electrical Division
97	Shoranur Transmission Division
98	Thalasserry Electrical Division
99	Thiruvalla Electrical Division
100	Thiruvananthapuram Electrical Circle
101	Thiruvananthapuram Chief Engineer (Distribution South)
102	Thiruvananthapuram Electrical Division
103	Thiruvananthapuram Vaidyuthi Bhavanam
104	Thodupuzha Electrical Circle
105	Thodupuzha Electrical Division
106	Thodupuzha Transmission Circle
107	Thrissur Electrical Circle
108	Thrissur Generation Circle
109	Thrissur Investigation Circle
110	Thrissur Transmission Circle
111	Tirur Electrical Circle
112	Tirur Electrical Division

Sl. No.	List of Offices applicable to Clause VIII (5)
113	Tirurangadi Electrical Division
114	Tripunithura Electrical Division
115	Vaddakkancherry Electrical Division
116	Vaikom Electrical Division
117	Vatakara Electrical Circle
118	Vatakara Electrical Division

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CHIEF PERSONNEL OFFICER

ANNEXURE - D
Annexure to Guidelines for Online General Transfer 2026 of the Workmen of KSEBL
List of Diseases
Anxiety Disorder Panic
Autism
AWMI
Bipolar Affective Disorder
Bipolar Mood Disorder
Brachial Plexopathy
Carcinoma Breast
Carcinoma Cervix
Carcinoma Lung
Carcinoma naso pharynnx with right sided hemiplegia
Carcinoma Prostate
Carcinoma Supraglottis
Cerebral palsy
Cerebrovascular accident, Ischaemic stroke
Cervical disc prolapse
Chronic emotional disorder
Chronic Hepatitis B
Chronic kidney disease
Chronic Kidney disease, reflux nephropathy
Chronic liver disease
Chronic liver disease, cirrhosis, decompensated, portal hypertension, coagulopathy, thrombocytopaenia, esophageal varices
Chronic osteomyelitis of Femur
Coronary Artery Disease
Coronary Artery Disease, Acute Coronary Syndrome
Coronary Artery Disease, Cerebrovascular accident
Coronary Artery Disease, Inferior Wall Myocardial Infraction
Coronary Artery Disease, Systemic Hypertension, dyslipidemia
Coronary Artery Disease, Unstable angina, Effort angina
Degenerative disc disease

List of Diseases
Digeorge Syndrome, Refracotory seizure secondary to FCD
DM with vertigo
Fibromyalgia, Vascular Headache, hypothyrioidsm
Global Developmental Delay, Dandy Walker Malformation
Haemophilia
Hydronephrosisage
Hydronephrosis, PUJ Obstruction
Infertility Treatment
Interstitial lung disease, respiratory failure, syst HTN, old AWMI
Ischaemic heart disease, hypertension
Ischaemic stroke
Lumbar Disc Degeneration
Manic depressive psychosis
Mental Retardation, Seizure Disorder
Motor neurone disease, progressive limb weakness
Non-Hodgkin's Lymphoma
Osteoarthritis
Papillary Carcinoma Thyroid
Peptic Ulcer
Pierrie Robin Syndrome Mood Disorder
Post Encephalitic Sequelae
Post Polio Resident Paralysis
Post traumatic stiffness of hip
Progressive limb weakness, motor neuron disease
Prolapse Disc Intervertebral
Prostatitis
Psychiatric treatment
Recurrent depressive disorder
Renal Replantation
Repair and maxillo facial surgery

List of Diseases
Sarcoma Uterus
Schezophnenia
Scoliosis DL spine
Secondary Generalised Dystomia
Seizure Complex Partial
Seronegative Spondyloarthritis with Osteoarthritis (Auto Immune Disease)
Severe lumbar canal stenosis, rheumatoid arthritis
Solitary nodule thyroid and hypothyroidism
Spinal Muscular Atrophy
Stenosis Artery Pulmonary, CAD, TR
Young onset parkinsons disease

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ANNEXURE - E

Annexure to Guidelines for Online General Transfer 2026 of the Workmen of KSEBL

Sl. No.	List of Hospitals
1	A J Hospital, Mangalore
2	AKG Memorial Hospital, Kannur
3	Al Shifa Hospital, Perinthalmanna
4	Amala Institute of Medical Science, Thrissur
5	Amrita Cancer Institute, Edappally
6	Amrita Institute of Medical Sciences, Edappally
7	Ananthapuri Hospitals & Research Institute, TVPM
8	Aravind Eye Hospital, Madurai, Tamil Nadu
9	Bharath Hospital, Kottayam
10	Cardinal Speciality Hospital, Kottayam
11	Christian Medical College, Velloor, Tamil Nadu
12	Credence Hospital, Thiruvananthapuram
13	CSI Medical College, Karakonam
14	Dhanalakshmi Hospital, Kannur
15	EMS Hospital, Perinthalmanna
16	Ganga Hospital. Coimbathur.
17	General Hospital, Alapuzha
18	General Hospital, Ernakulam
19	General Hospital, Kasaragod
20	General Hospital, Neyyattinkara
21	General Hospital, Thalassery
22	General Hospital, TVPM
23	Govt. Ayurveda Medical College, Kottakkal
24	Govt. Homeo Medical College, Kozhikode
25	Govt. Maharaja's Hospital, EKM
26	Govt. TD Medical College, Alapuzha
27	Govt. W&C Hospital, Thycaud
28	Gowreesa Hospital, TVPM
29	Holy Cross Hospital, Kollam
30	ICCONS, Shoranur
31	ICH, Arpookkara, Kottayam.
32	Idukki District co-operative hospital, Thodupuzha
33	Indira Gandhi Co-operative Hospital, Thalassery
34	Indo American Hospital, Vaikom

Sl. No.	List of Hospitals
35	Jubilee Mission Hospital, Thrissur
36	Karithas Hospital, Thellakam, Kottayam
37	KIMS, TVPM
38	Kinder Women's Hospital & Fertility Centre, Cherthala
39	KMC, Mangalore
40	Koyili Hospital, Kannur
41	Laekshore Hospital, Ernakulam
42	Lissie Hospital, Ernakulam
43	Malabar Cancer Centre, Thalassery
44	Matha Hospital, Thellakam, Kottayam
45	Medical College, TVPM
46	Medical Trust Hospital, Ernakulam
47	Mental Hospital, TVPM
48	Mitra Hospital, Thachottukavu
49	NS Memoril Institute of Medical Sciences, Kollam
50	Pariyaram Medical College
51	Pariyaram Medical College, Kannur
52	Pushpagiri Medical College, Thiruvalla
53	RCC, TVPM
54	RIMS, Erattupetta
55	Sahrudaya hospital, Thathampally, Alapuzha
56	Samad Hospital, Thiruvananthapuram
57	Saraswathy Hospital
58	SAT Hospital, TVPM
59	Sri Chitra Tirunal Institute, TVPM
60	SUT Hospital, Pattom
61	Taluk Head Quarters Hospital, Cherthala
62	Thejaswini, Mangalore
63	All Government Hospitals and Medical Colleges not listed above

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