

भारतीय मानक ब्यूरो  
(मानव संसाधन विकास विभाग)

संदर्भ : HRD/19:1(2023-24)

दिनांक: 12.12.2023

विषय: वैज्ञानिक संवर्ग के अधिकारियों के लिए प्लेसमेंट नीति के प्रावधानों के तहत स्थानांतरण के विकल्प

उपरोक्त विषय से संबन्धित संलग्न परिपत्र का सन्दर्भ ग्रहण करें।



(जितेंदर कुमार)

प्रमुख (मा.सं.वि.)

सभी सम्बंधितों को परिचालित

आई.टी.एस. विभाग: बी.आई.एस. इंटरनेट पर अपलोड करने हेतु।

## HUMAN RESOURCE DEVELOPMENT DEPARTMENT

Our Ref: HRD/19:1(2023-24)

12 December 2023

**Subject: Options for Transfer under Provisions of Placement Policy for Scientific Cadre Officers – reg.**

The officers as mentioned in the attached list are under consideration for rotational transfer as per the placement policy. They are requested to indicate/give options, if any, regarding place of their posting in order of preference in the Performa (Annex-A or Annex-C, as applicable) of the placement policy.

2. It may be noted that although efforts will be made to accommodate them at the place of their preference(s) as far as possible, however, it may not be possible to do so in all cases. It is further mentioned that officers may take note of the following while exercising their option(s) for choice of posting:

- a) While giving option for a particular station, the officer should indicate their previous tenure/postings in the applicable performa as mentioned above.
- b) For the purpose of placement/transfer, posting at:
  - i. BIS Headquarter, Central Laboratory, CRO Sectt., Delhi Branch Office (I & II), Faridabad Branch Office, Ghaziabad Branch Office, NITS and Noida Branch Office shall be deemed as Delhi/NCR station.
  - ii. Chandigarh Branch Office, Haryana Branch Office, NRL, NRO Sectt. and Parwanoo Branch Office shall be deemed as Chandigarh station.
  - iii. Chennai Branch Office, SRL and SRO Sectt. shall be deemed as Chennai station.
  - iv. Kolkata Branch Office (I & II), ERL and ERO Sectt. shall be deemed as Kolkata station.
  - v. Mumbai Branch Office (I & II), WRL and WRO Sectt. shall be deemed as Mumbai station.
  - vi. Rajkot Branch Office (I & II) shall be deemed as Rajkot station.
  - vii. Jaipur Branch Office (I & II) shall be deemed as Jaipur station.
  - viii. Bangalore Branch Office (BNBO) and Bangalore Lab (BNBL) shall be deemed as Bangalore Station.
  - ix. Guwahati Branch Office (GHBO) and Guwahati Lab (GHBL) shall be deemed as Guwahati Station.
  - x. Patna Branch Office (PTBO) and Patna Lab (PTBL) shall be deemed as Patna Station.
  - xi. Hyderabad Branch Office (HYBO) and Hyderabad Lab (HYBL) shall be deemed as Hyderabad Station.

xii. Jammu & Kashmir Branch Office (JKBO) and Jammu & Kashmir Lab (JKBL) shall be deemed as Jammu & Kashmir Station.

An officer opting for a place as mentioned above can be considered for posting at any other place also under the same station.

3. The options may be sent to HRD latest by **22 December 2023**.

4. **The officers, who have already submitted their transfer request, are requested to submit their transfer request again in the prescribed performa.**

5. This may be treated as **MOST URGENT**.



(Jitender Kumar)  
Sc – E & Head (HRD)

**Officers completed/completing 03 years at sensitive post as on 31 March 2024**

Sl No.	Emp. Code	Name of the Officer	Designation	Place of Posting		Month of Posting	Discipline
1.	58033	Shri Amit Roy	Sc-F & HEAD	BNBO	Bangalore	Sep 2020	Civil Engg
2.	62260	Shri Sudheer Bishnoi	Sc-F & HEAD	DHBO	Dehradun	Jun 2019	Electronics
3.	62154	Shri K. Venkateswara Rao	Sc-F & HEAD	HYBO	Hyderabad	Sep 2020	Mechanical Engg
4.	62090	Shri S.K. Verma	Sc-F & HEAD	JDBO	Jamshedpur	Mar 2021	Civil Engg
5.	60445	Shri Sanjay Vij	Sc-F & HEAD	MUBO-II	Mumbai	Sep 2020	Electrical Engg
6.	62189	Shri S.D. Dayanand	Sc-F & HEAD	MDBO	Madhurai	Mar 2021	Mechanical Engg
7.	62200	Shri S.K. Singh	Sc-F & HEAD	AHBO/AHBO-I/ SUBO	Ahmedabad/ Surat	Sep-2020	Agricultural Engg.
8.	57339	Shri Deepak Kumar Aggarwal	Sc-F & HEAD	CHBO-II/CHBO	Chandigarh	Mar-21	Mechanical Engg.
9.	62219	Shri S.D. Rane	Sc-E & HEAD	RJBO-I	Rajkot	Mar 2021	Civil Engg
10.	62596	Ms Govindaraju Bhavani	Sc-E & HEAD	CNBO	Chennai	Oct 2020	Civil Engg
11.	62677	Shri Sabyasachi Dhar	Sc-E & HEAD	GHBO	Guwahati	Mar 2021	Electrical Engg
12.	62669	Shri Suman Kumar Gupta	Sc-E & HEAD	PTBO	Patna	Jun 2020	Metallurgical
13.	62847	Shri Partha Sarathi Mondal	Sc-E & HEAD	BPBO	Bhopal	Sep 2020	Chemical Engg
14.	62901	Shri Sumit Sengar	Sc-E & HEAD	AHBO	Ahmedabad	Jun-2018	Electrical Engg.
15.	62910	Shri Jitender Kumar	Sc-E & HEAD	HRD and additional charge of Dir Legal	New Delhi	Mar 2021	Computer Engg.
16.	62880	Shri Vijay Kumar Singh	Sc-E	JPBO-I	Jaipur	Aug 2019	Agriculture
17.	69140	Ms Junitha T. R	Sc-D	KOBO	Kochi	Jun 2019	Electronics
18.	63487	Shri Subash Chandra Naik	Sc-D	JDBO	Jamshedpur	Jun 2020	Mechanical Engg
19.	63495	Ms Sujatha Thammadi	Sc-D	VJBO	Vijayawada	Jun 2020	Computer Engg.
20.	63401	Shri Mohammad Rizwan	Sc-D	LKBO	Lucknow	Jun 2020	Civil Engg
21.	63738	Shri Vikrant	Sc-D	GZBO	Ghaziabad	Jun 2020	Mechanical Engg
22.	63291	Ms Shri Anurita Jojo	Sc-D	VIGILANCE	New Delhi	Mar 2021	Electrical Engg
23.	64092	Shri Anil Kapri	Sc-D	VIGILANCE	New Delhi	Oct 2020	Micro Biology
24.	64190	Shri Chandrakesh Singh	Sc-D	MUBO-I	Mumbai	Jun 2020	Chemical Engg
25.	64289	Shri V. Ramesh	Sc-D	MDBO	Madhurai	Mar 2021	Metallurgical
26.	64300	Shri Piyush Mahadeorao Wasekar	Sc-D	NGBO	Nagpur	Jun 2020	Chemical Engg
27.	65200	Shri Rino John	Sc-D	KOBO	Kochi	Jun 2020	Food Tech
28.	64297	Shri Karem Raja Shekhar	Sc-D	VJBO	Vijayawada	Mar 2021	Chemical Engg
29.	65374	Shri Prabhunath Yadav	Sc-D	RPBO	Raipur	Jun 2019	Mechanical Engg
30.	65340	Shri Jayachandra Babu Parimala	Sc-D	BNBO	Bangalore	Jun 2020	Electronics
31.	64971	Shri Satyendra Kumar Pandey	Sc-D	SUBO	Surat	Mar 2021	Metallurgical

32.	60720	Shri Deepak Kumar	Sc-D	HRBO	Chandigarh	Jun 2020	Mechanical Engg
33.	65447	Shri Raman Kumar Trivedi	Sc-D	BPBO	Bhopal	Jun 2020	Mechanical Engg
34.	66150	Shri Ishan Trivedi	Sc-D	AHBO/ SUBO/VDBO	Ahmedabad/ Surat/Vadodra	Jun-2020	Metallurgy
35.	66109	Ms Tithi Singha	Sc-D	KKBO-II	Kolkata	Mar 2021	Electrical Engg
36.	66133	Shri Prajyot Dahikar	Sc-D	PNBO	Pune	Jun 2020	Metallurgical
37.	65706	Ms. Poonam Choudhary	Sc-D	CHBO	Chennai	Jun-2020	Chemical Engg.
38.	65684	Ms Prem Lata Sinha	Sc-D	BNBO	Bangalore	Jun 2020	Chemical Engg
39.	65978	Shri Divyanshu Kumar Yadav	Sc-D	GZBO	Ghaziabad	Jun 2020	Electrical Engg
40.	58653	Ms Nisha Vivekanand	Sc-D	PNBO	Pune	Jun 2019	Chemistry
41.	66079	Shri Arka Saha	Sc-D	JDBO	Jamshedpur	Jun 2020	Electrical Engg
42.	66036	Shri Dillip Chatter	Sc-D	HYBO	Hyderabad	Jun 2020	Electrical Engg
43.	64165	Shri Pradeep Kumar M	Sc-C	BNBO	Bangalore	Jun 2020	Leather Tech
44.	69159	Shri Sarvesh Trivedi (Dep.)	Sc-C	NGBO	Nagpur	Jul 2019	Electrical Engg
45.	65889	Shri Arjun T.	Sc-C	MUBO-II	Mumbai	Jun 2020	Electrical Engg
46.	68152	Shri Abhishek Kumar	Sc-C	LKBO	Lucknow	Jun 2020	Chemical Engg
47.	67504	Shri Nishikant Singh	Sc-C	MUBO-II	Mumbai	Jun 2020	Civil Engg
48.	67679	Shri Vijay Kumar	Sc-C	NOBO	Noida	Mar 2021	Electrical Engg
49.	67610	Shri Abinash Bordoloi	Sc-C	BHBO	Bnagalore	Jun 2020	Electrical Engg
50.	67938	Shri Shubham Tiwari	Sc-C	JPBO-II	Jaipur	Mar 2021	Mechanical Engg
51.	67415	Shri Nikhil Raj	Sc-C	RJBO-II	Rajkot	Mar 2021	Chemical Engg
52.	67776	Shri Vipin Bhaskar	Sc-C	BPBO	Bhopal	Jun 2020	Metallurgical
53.	67814	Shri Remyth Suresh M	Sc-C	KOBO	Kochi	Jun 2020	Mechanical Engg
54.	67644	Shri Tapan Kumar Haldar	Sc-C	BPBO	Bhopal	Jun 2019	Electrical Engg
55.	67598	Shri Emanuel Abhishek Murmu	Sc-C	RPBO	Raipur	Jun 2020	Electrical Engg
56.	67890	Shri Sheetal Upali Patil	Sc-C	RJBO-I	Rajkot	Mar 2021	Mechanical Engg
57.	67407	Shri Mohit Meena	Sc-C	JPBO-I	Jaipur	Mar 2021	Chemical Engg
58.	67806	Shri Lamsuanlun Tonsing	Sc-C	GHBO	Guwahati	Jun 2020	Mechanical Engg
59.	67571	Ms Neelam Singh	Sc-C	DHBO	Dehradun	Jul 2017	Electrical Engg
60.	70025	Shri Kute Akshay Kailas	Sc-B	AHBO	Ahmedabad	Mar 2021	Mechanical Engg
61.	69795	Ms Sangeeta Choudhary	Sc-B	JPBO-I	Jaipur	Mar 2021	Mechanical Engg
62.	69779	Shri Harshit Kumar Jain	Sc-B	JPBO-II	Jaipur	Oct 2020	Mechanical Engg
63.	70190	Shri Challakonda Vidisha	Sc-B	HYBO	Hyderabad	Oct 2020	Metallurgical
64.	70173	Shri Ajay Kumar Soni	Sc-B	FRBO	Faridabad	Oct 2020	Metallurgical
65.	69833	Shri Hariom Meena	Sc-B	GZBO	Ghaziabad	Oct 2020	Mechanical Engg
66.	70094	Shri Jitesh Kumar	Sc-B	PTBO	Patna	Oct 2020	Mechanical Engg
67.	70269	Shri Anant Kumar	Sc-B	NOBO	Noida	Mar 2021	Metallurgical

68.	70076	Shri Nikhil Nandkishor Chandratre	Sc-B	HRBO	Chandigarh	Oct 2020	Mechanical Engg
69.	69949	Shri Sourabh Chandra	Sc-B	BHBO	Bhubaneswar	Oct 2020	Mechanical Engg
70.	70211	Shri Harsh Sonkar	Sc-B	HRBO	Chandigarh	Oct 2020	Metallurgical
71.	70106	Shri Sudhanshu Suman	Sc-B	PRBO	Chandigarh	Oct 2020	Metallurgical
72.	69990	Shri Dhanraj Haribhau Karad	Sc-B	RJBO-I	Rajkot	Mar 2021	Mechanical Engg
73.	70238	Shri Jain Pranay Abhay	Sc-B	LKBO	Lucknow	Oct 2020	Metallurgical
74.	70289	Shri Kavin K	Sc-B	CTBO	Coimbatore	Oct 2020	Metallurgical
75.	69264	Shri Rahul Kumar Gupta	Sc-B	KKBO-II	Kolkata	Mar 2021	Chemical Engg
76.	69256	Shri Suyash Pandey	Sc-B	PRBO	Chandigarh	Oct 2020	Chemical Engg
77.	69698	Shri Souvik Sikdar	Sc-B	HUBO	Hubli	Oct 2020	Food Tech
78.	69655	Shri Abhishek	Sc-B	AHBO	Ahmedabad	Mar 2021	Food Tech
79.	69272	Shri Durgum Vivek Vardhan Reddy	Sc-B	MUBO-II	Mumbai	Oct 2020	Chemical Engg
80.	69621	Shri Anurag	Sc-B	BHBO	Bhubaneswar	Oct 2020	Food Tech
81.	69701	Shri Gorenand Prasad Yadav	Sc-B	HYBO	Hyderabad	Oct 2020	Food Tech
82.	69574	Shri Shivam Aggarwal	Sc-B	GHBO	Guwahati	Oct 2020	Electrical Engg
83.	69566	Shri Vikas Meena	Sc-B	DLBO-I	New Delhi	Oct 2020	Electrical Engg
84.	69612	Ms Ankita Neogi	Sc-B	KKBO-I	Kolkata	Mar 2021	Food Tech
85.	70297	Shri Sanjay Kumar Vishwakarma	Sc-B	NGBO	Nagpur	Oct 2020	Mechanical Engg
86.	70378	Shri Himanshu Kumar	Sc-B	CHBO	Chandigarh	Oct 2020	Metallurgical
87.	70394	Shri Niraj Kumar Mahato	Sc-B	PTBO	Patna	Oct 2020	Mechanical Engg
88.	70513	Shri Daruru Akhil	Sc-B	CTBO	Coimbatore	Nov 2020	Mechanical Engg
89.	70530	Shri Aman Singh	Sc-B	PNBO	Pune	Nov 2020	Mechanical Engg
90.	64877	Shri Sai Kumar Vedula	Sc-D	VJBO	Vijayawada	Jun 2020	Metallurgical
91.	70696	Shri Udit Agrawal	Sc-B	FRBO	Faridabad	Mar 2021	Electrical Engg
92.	70921	Shri Harish Meena	Sc-B	GZBO	Ghaziabad	Feb 2021	Chemical Engg
93.	70939	Shri Pyla Deshick	Sc-B	FMCD	New Delhi	Mar 2021	Metallurgical

**Officers completed/completing 09 years at same station as on 31 March 2024**

Sl No.	Emp. Code	Name of the Officer	Designation	Place of posting		Month of Posting	Discipline
1.	57606	Shri Sanjay Pant	Sc-F & DDG	Stnd-II	New Delhi	May 2005	Civil Engg
2.	60011	Ms Rachna Sehgal	Sc-F & HEAD	AYUSH	New Delhi	Jun 2014	Civil Engg
3.	60356	Shri Unnikrishnan A.R.	Sc-F & HEAD	MHD & additional charge of H (ETD) w.e.f 01.10.2023	New Delhi	Apr 2013	Electrical Engg
4.	59196	Shri R K Kain	Sc-F & HEAD	CSMD & additional charge PMWD	New Delhi	Jul 2011	Civil Engg
5.	60399	Shri N Suryanarayana	Sc-F & HEAD	CMD-III	New Delhi	Feb 2015	Metallurgical
6.	62561	Shri Rajneesh Khosla	Sc-F & HEAD	IR & TISD	New Delhi	Oct 2011	Mechanical Engg
7.	62618	Shri Sanjiv Maini	Sc-F & HEAD	MTD	New Delhi	May 2014	Metallurgical
8.	62596	Ms Govindaraju Bhavani	Sc-E & HEAD	CNBO	Chennai	Apr 2013	Civil Engg
9.	63631	Shri Arun Kumar S.	Sc-E & HEAD	CED	New Delhi	Aug 2006	Civil Engg
10.	62871	Ms. Bhavana Sharma	Sc-E & HEAD	NRL	Mohali	May 2014	Civil Engg
11.	62553	Shri Jitender Kumar Gupta	Sc-E & HEAD	TXD	New Delhi	Dec 2006	Textile Engg.
12.	63461	Shri Shouvik Chanda	Sc-D	CMD-II	New Delhi	May 2014	Micro Biology
13.	63371	Ms Madhurima Madav	Sc-D	CED	New Delhi	Mar 2015	Civil Engg
14.	63398	Shri Manoj Kumar Rajak	Sc-D	CED	New Delhi	May 2014	Civil Engg
15.	64084	Shri Aditya Das	Sc-D	CMD-II	New Delhi	Jun 2013	Metallurgical
16.	64092	Shri Anil Kapri	Sc-D	Vigilance	New Delhi	May 2014	Micro Biology
17.	64181	Shri Vishant Rawat	Sc-D	CMED	New Delhi	May 2014	Chemical Engg
18.	64220	Ms Nitasha Doger	Sc-D	FAD	New Delhi	Jun 2011	Chemistry
19.	64246	Shri Virendra Singh	Sc-D	CHD	New Delhi	May 2014	Chemistry
20.	58343	Shri A K Mohindroo	Sc-D	CL	New Delhi	Jul 2010	Mechanical Engg
21.	64319	Shri Vijay Kumar Gupta	Sc-D	HRD	New Delhi	May 2014	Chemical Engg
22.	65463	Ms Bhawana	Sc-D	FAD	New Delhi	Jun 2012	Food Tech
23.	65285	Ms Shikha Dawar	Sc-D	MSCD	New Delhi	Jun 2012	Food Tech
24.	65269	Ms Navita Yadav	Sc-D	FAD	New Delhi	May 2012	Food Tech
25.	65171	Shri Ashish Tiwari	Sc-D	LITD	New Delhi	May 2012	Electronics
26.	65158	Shri Ritwick Anand	Sc-D	ETD	New Delhi	Jun 2012	Electronics
27.	65013	Ms Beauty Kumari Jha	Sc-D	BNBOL	Bangalore	Jun 2012	Metallurgical
28.	65331	Shri Hemant Kumar Bansiwal	Sc-D	ITSD	New Delhi	May 2012	Computer Engg.
29.	65536	Ms Khashboo Kumari	Sc-D	MED	New Delhi	Oct 2012	Mechanical Engg
30.	65714	Shri Sagar Singh	Sc-D	CHD	New Delhi	Mar 2015	Chemical Engg
31.	65838	Ms Ankita Srivastava	Sc-D	LITD	New Delhi	Jan 2015	Computer Engg.
32.	65862	Ms Jyoti Kushwaha	Sc-D	LITD	New Delhi	Jan 2015	Computer Engg.
33.	65781	Shri Abhishek Pal	Sc-D	CED	New Delhi	Nov 2014	Civil Engg
34.	65871	Shri Peeyush Prakash	Sc-D	CMD-III	New Delhi	Jun 2014	Computer Engg.
35.	65854	Shri Nitish Kumar Verma	Sc-D	ITSD	New Delhi	Nov 2014	Computer Engg.
36.	65765	Ms Divya S	Sc-D	CED	New Delhi	Mar 2015	Civil Engg

Annex 'A'

PROFORMA FOR INDICATING CHOICE OF STATION DURING  
ROTATIONAL TRANSFER

1. Previous posting Details:

Duration of Posting		Station	Activity
From	To		

2. My choice of stations in the order of preference in case of transfer from the present place would be as follows:

Preference	Station
i)	
ii)	
iii)	
iv)	
v)	

3. I may be transferred at the time of yearly organized transfers whenever I become due for transfer based on tenure as per the Placement Policy.

OR

I am willing to move at the time of yearly organized transfers even before I become due for transfer based on tenure as per the Placement Policy.  
*(Strike off whichever is not applicable)*

4. Constraints, if any (in brief with supporting documents, if any).

(Signature)

Date: Name & Designation .....

Place: Department/Office/Lab .....

Employee No. ....



**Annex 'C'**

**PROFORMA FOR REQUEST TRANSFER INDICATING CHOICE OF STATION**

1. Posting Details:

Duration of Posting		Station	Activity
From	To		

2. Reasons for request transfer (Please attach supporting documents; strike through whichever is not applicable):

- i) Request based on serious illness (including disability) of self or of immediate family member(s).
- ii) Request in order to enable an officer to keep his/her family together in view of working spouse/child(ren) in Class X / Class XI / Class XII.
- iii) Request for posting at a station 2 years prior to superannuation for the purpose of settling.

3. My request of station in the order of preference in case of transfer from the present place would be as follows:

PREFERENCE	STATION
i)	
ii)	
iii)	
iv)	
v)	

4. I am aware that I shall not be entitled to any transfer allowance in case of my transfer to any station mentioned at point no. 3 above.

*(Signature)*

Date: \_\_\_\_\_ Name & Designation \_\_\_\_\_  
Place: \_\_\_\_\_ Department/Office/Lab \_\_\_\_\_  
Employee No. \_\_\_\_\_