Directorate General  
Sashastra Seema Bal  
East Block-V, R K Puram  
New Delhi-110066  

No. 1/48/SSB/TRFR/Pers-V/Org/2016(35)- 2148  

Dated: 07 May 2019  

CIRCULAR  

Subject: - Transfer Guidelines for the SSB personnel-amendments thereof.  

Director General, SSB has approved the following changes into the existing Standard Operating Procedure on Transfer Guidelines issued vide FHQ No. 1/48/SSB/TRFR/Pers-V/Org/2016(35)-9820-10004 dated 10th August, 2016, with immediate effect: -

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<th>Sl.</th>
<th>Existing para and Point</th>
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<tr>
<td>1.</td>
<td><strong>Para 5: Tenure:</strong></td>
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<td>(a) The normal tenure of posting in the areas classified by Ops Dte. will be as follows: -</td>
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<td>i. ANO/IS/CI Ops -03 Years</td>
<td>(a) Bns in ANO/IS/CI Ops Areas - Initial tenure of 03 years, extendable by 1+1 year (Maximum 05 years) with the recommendations of unit Commandant on individual’s willingness.</td>
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<td>ii. High Altitude Areas - 02 years</td>
<td>(b) Bns in High Altitude/Hard Areas - 03 years, extendable by 1+1 year (Maximum 05 years) with the recommendations of unit Commandant on individual’s willingness.</td>
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<td>iii. Hard Areas - 02 years</td>
<td>(c) Bn in Normal Areas - 04 years, extendable by 01 more year.</td>
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<td>iv. Normal Areas - 03 years</td>
<td>(d) Frontier tenure: For PBOR - 08 years. (irrespective of unit tenure). For Officers - Only unit tenure will be applicable.</td>
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<td>(b) Besides the above classification, the tenure for:</td>
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<td>i. Static formation -03 Years</td>
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<td>ii. Frontier - 06 Years (Two normal tenures of three years each in field formations OR one normal tenure of three years in field formation and one static tenure of three years). OR 05 years (one field/static formation tenure of three years and one hard/high altitude/ANO/IS/CI Ops duties of two years).</td>
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<td>However, NCR tenure for Ors will be of 05 years and for ASI or equivalent rank and above, the tenure will be 03 years.</td>
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**Note:**  
(i) Applicable to all ranks.  
(ii) Recommending authority will be Unit head/immediate supervisory Officer and approving authority as the Competent Authority to transfer the officer of that rank.
(2). Static Locations-

a) FHQ & Units in NCR -
   Upto Inspectors - 05 years.
   Officers - 03 years.

b) Frontier & Sector Hqrs – 03 years for all ranks.

(3). TCs & other Static locations-

a) For all ranks 03 years for Administrative posts.

b) For Trainers normal tenure of 03 years extendable by 1+1 year with recommendation of Unit-in-Charge keeping in view extreme training needs.

2. Para 16 A : Rotation of Bns for IS/ANO/CI Ops:

Para 16 : Replacement of 1/3rd personnel deployed for IS/ANO/CI Ops every year:

i). Instead of rotation of Bns deployed for IS/ANO/CI Ops on completion of three years tenure, the 1/3rd strength of unit personnel be replaced in every subsequent year(s) subject to the provisions under para 5 (1) (a) above.

ii). The 1/3rd of personnel shall be made as a compact Coy, comprising all ranks upto Assistant Commandant.

iii). The replacing compact Coy personnel must undergo Pre-induction Training (PIT) and Familiarization as prescribed by Ops & Trg. Dte, prior to their deployment for IS/ANO/CI Ops duties.

(a) For the units earlier earmarked for rotation in 2019 & 2020, personnel between earmarked units will be transferred instead of Bns, taking into account operational and administrative requirements besides fulfillment of standards prescribed for various ranks.

(b) Detailed SOP in this regard will be circulated separately taking into account of various related aspects.

(c) The 1/3rd replacement policy of personnel will be effective from 2021.
| 3. | Para 3 (vii) : Cut off date for counting of tenure:  
The calculation of tenure would be from the date of joining a station. | Para 3 (vii) : Cutoff date for counting of tenure:  
The last date of implementation of the transfer order is 30th April every year. For counting of tenure, ATC year will be taken into consideration irrespective of date of joining. |

2. The revised SOP on transfer guidelines incorporating the amendments being issued separately.

3. All other contents contained in SOP on Transfer Guidelines dated 10th August, 2016, shall remain unchanged.

(A.K. Singh, IPS)  
Inspector General (Pers)

**Distribution:-**

1. All Frontier Hqrs & SSB Academy, Bhopal.
2. All Sector Hqrs.
3. The DIsG (Medical), CH Gorakhpur, Purnea & Salonibari.
4. All Training Centres and CSD&W.
5. All Bns.

**Internal:**

1. PS to DG, SSB for kind perusal of DG.
2. PS to ADG, SSB for kind perusal of ADG.
3. PS to IsG, Pers / Trg/Ops/Int/Prov/Admn/Hqr/Med, FHQ, SSB.
4. PS to DIsG (Pers/Admn/ Int/ Ops/ Trg/ Prov/JAG/Vety), FHQ, SSB.
5. All Branches, FHQ, SSB.
6. The Dy. Commandant (Comm), FHQ SSB for further circulation to all Units through WAN.