

No. A-22011/1/2026-MY BHARAT (FTS – 45004)
Government of India
Ministry of Youth Affairs & Sports
Department of Youth Affairs
(MY Bharat Section)

GPOA-3, Netaji Nagar, New Delhi
Dated: 10th April, 2026

OFFICE MEMORANDUM

Subject: Transfer and Posting Policy for the post of DYO/AD and above in MY Bharat-reg.

The undersigned is directed to publish the Transfer and Posting Policy for the post of District & Youth Officer (DYO)/ Assistant Director (AD) and above in MY Bharat duly approved by the Competent Authority.

2. Accordingly, the approved version of the said policy is enclosed.

Encl.: As above.

Digitally signed by
Ramcharan Meena
Date: 10-04-2026
(Ramcharan Meena)
20:22:07
Section Officer (MY Bharat)

To,

1. NIC team, MoYAS with request to upload the same on the website of this Ministry.
2. CEO (MY Bharat) with a request to upload the same on MY Bharat's website.
3. Director (MYB) (Sh. Salil Kumar) with request to upload the same on the MY Bharat portal

Copy for information to:

1. Sr. PPS to Secretary, Department of Youth Affairs, M/o Youth Affairs and Sports
2. PPS to Additional Secretary, Department of Youth Affairs, M/o Youth Affairs and Sports
3. PA to Joint Secretary, Department of Youth Affairs, M/o Youth Affairs and Sports
4. All Directors /Deputy Secretaries, Department of Youth Affairs

MERA YUVA BHARAT (MY BHARAT)

TRANSFER AND POSTING POLICY FOR THE POST OF DYO/AD AND ABOVE OFFICERS

A. INTRODUCTION:

Mera Yuva Bharat (MY Bharat) is an autonomous body under the Department of Youth Affairs, Ministry of Youth Affairs and Sports, Government of India, entrusted with implementation of youth- centric programmes through its Headquarters, State/UT Offices and District MY Bharat Kendras across the country.

This policy supersedes all previous instructions/orders on the subject with effect from the date of its notification.

B. OBJECTIVE:

This policy aims to ensure an equitable distribution of officers across India, matching merit and administrative requirements. Postings shall be made primarily at the District level for field-level officers to ensure effective implementation of MY Bharat programs.

C. SCOPE:

- 1) This policy shall apply to all the post of District Youth Officers (DYO)/ Assistant Directors(AD) and above of MY Bharat.
- 2) The policy shall be applicable for the purpose of all postings and transfers undertaken within the organisation.

D. GENERAL PRINCIPLES:

- 1) Administrative exigencies and functional requirements of the Organisation, shall be superior.
- 2) Equitable distribution of officers across Headquarters, State/UT Offices and District Kendras.
- 3) Exposure to diverse geographical and functional responsibilities.
- 4) Transparency, objectivity and fairness in decision-making.
- 5) Compliance with instructions issued by Government of India / DoPT / CVC



from time to time

- 6) Transfer of all the post of DY0/AD and above officers shall be made considering the tenure, vacancies available and any statutory requirements of the Organisation.
- 7) Transfer shall not be a matter of right and shall be subject to administrative feasibility.

E. ALL INDIA TRANSFER LIABILITY:

The post of DY0/AD and above Officers of MY Bharat will have All India Transfer Liability and they may be posted in any office of MY Bharat in India, depending on administrative requirement.

F. POSTING OF AD/DY0 ON ENTRY INTO THE SERVICE (FRESH RECRUITS):

- 1) **Allocation:** On successful completion of the Induction Training, initial allocation to a State/UT will be done on the basis of merit-cum-choice/options given by the Officer subject to the merit, available vacancies, and administrative requirements.
- 2) **Method of Allocation:** Allocation of posting/State will be made in the order of merit of the Officer as per the preference(s) exercised. In case, an officer does not submit his/her preference for State/UT Allocation for any reason what-so-ever, the allocation would be made automatically by MY Bharat HQ, giving preference to his/her home State, subject to availability of vacancies, functional requirement and rank in the merit.

In case any officer does not qualify of allocation to the State/UT(s) opted for during the Counselling, he/she may be allocated any State/UT where vacancy(ies) exist as per administrative requirement(s).

- 3) **PwD Preference:** Officers with Benchmark Disabilities (as per RPwD Act 2017) shall be given preference for postings in/nearby their hometown, subject to vacancies.
- 4) **Spouse Ground:** Consideration shall also be given on Spouse Ground, where spouse of the Officer is working in MY Bharat, All India Service (AIS), Central Government, Central PSU/Autonomous Body Office, State Government, State PSU/Autonomous Body, Private Organization (in the order



of preference).

5) **Home Posting:** Initial Posting in the Home District shall not be considered except in case of PwD employee as per the provisions mentioned under Clause F(3) above.

6) **Language Proficiency:** All officers would have to acquire working proficiency (reading, writing, speaking) of the language of the posting place/State.

G. CUT-OFF DATE: The cut-off date for calculation of tenure shall be **1st January of the transfer year.**

H. ANNUAL GENERAL TRANSFERS:

Annual General Transfers would normally be ordered **once a year** in the month of March as far as possible, with relieving of transferred Officers in the month of April or as per the administrative feasibility. The list of available/anticipated vacancies shall be published before calling for options.

Annual General Transfers shall consist of following two categories:

1) **Tenure Completion Transfer:**

Officers completing tenure specified as per this Policy and those requiring relocation on administrative grounds shall be identified/considered for transfer.

2) **Request Transfer:**

- i. Request for transfer on any ground from the officers who have completed or going to complete minimum tenure of **three years** at the place of posting as on 1st January of the Transfer Year shall be considered.
- ii. Officers may submit their preferences within the prescribed timeline in the prescribed Format.
- iii. Request Transfer shall not be a matter of right and shall be subject to administrative feasibility.
- iv. Transfer on request shall be considered based on the availability of the vacancy at the opted place/state, keeping in view the administrative requirements.
- v. In case the number of applications for a particular station is more than

the number of vacancy(ies) available or requirement, preference will be given to the following:

- a. Employee who have completed tenure of **two years** in Hard Area as per the provisions mentioned in this policy.
- b. Officers due to retire within two years.
- c. Person with benchmark disability;
- d. Certified medical conditions (self) on recommendation of Medical Board;
- e. Certified severe medical condition/ Terminal illnesses of dependents/ Parent of Specially-abled Child/child suffering from, including but not limited to Cerebral Palsy, or any other severe condition.
- f. Spouse Ground, where spouse of the Officer is working in MY Bharat, All India Services (AIS), Central Government, Central PSU/Autonomous Body Office, State Government, State PSU/Autonomous Body, Private Organization (in the order of preference)
- g. Children of the employee studying in 10th/12th in the academic year or shall be entering 10th/12th in the upcoming academic year.
- h. Employee who have not served at the opted place ever before or have served comparatively lesser tenure at the opted place in contrast to other officers opting for that station.
- i. Widowed/Divorcee employee

- 3) In case an officer who has completed his/ her prescribed maximum tenure and no option for choice posting is received from such officer, he/ she will be transferred/ posted as per administrative requirements.

I. TRANSFER/ POSTING DURING THE YEAR

1) Transfer/Posting on administrative grounds:

For smooth functioning of the Organisation and in public interest, any officer may be transferred in the mid of the year on account of administrative exigencies, in the cases including, but not limited to, the following circumstances:

- i. Death/ Resignation/ Retirement/ Promotion of incumbents;
- ii. Opening of new offices/ establishments;
- iii. Suspension and initiation of criminal proceedings/ disciplinary proceedings;
- iv. Recommendations of Complaint Committee constituted for the purpose of inquiry into the complaints of sexual harassment at workplace; and
- v. Any other administrative exigency and public interest with recorded reasons.



2) Transfer/Posting on promotion:

An Officer shall not ordinarily be transferred in the last year of the service, unless otherwise requested by the Officer or in case of administrative exigencies, with recordable reasons.

- i. **On Promotion as Dy. Director:** On promotion or otherwise, postings of Deputy Directors shall be prioritized in MY Bharat Kendras in the District Commissionerate or at places as notified by MY Bharat from time-to-time/ as dictated by the functional requirements of the Organization depending upon availability of vacancies. However, the maximum tenure prescribed at the present station under this policy shall also be taken into account while deciding such transfers.

In the option for posting, priority would be given to those who have served as AD/DYO in Districts/States other than their home State and requesting now for posting in the home State. Their priority would be above those officers who request for retention under same State where they have worked as AD/DYO for at least **three years**.

- ii. **On Promotion as Joint Director:** An Officer, on promotion as Joint Director, may be posted in any State/UT Offices/MY Bharat HQ depending on availability of vacancy(ies) and administrative requirement. Preference would be given for posting in the State/UT Office of his/her home State, subject to availability of vacancies and other administrative requirements.

J. TENURE:

- 1) A uniform tenure of **3 years** in all cases [Districts, State Offices, HQs] which may be extendable upto **5 years** with the approval of Chairperson of BoG, MY Bharat, to meet any administrative requirement/exigency. In case of HQ posting, retention beyond 5 years with the approval of Chairperson of BoG, MY Bharat.
- 2) In specific cases, exemption to Clause J(1) may be provided with recordable reasons by CEO, MY Bharat with the approval of Chairperson of BoG.

3) Hard Area Service:

- i. Hard Areas as notified by Government of India from time to time.

- ii. One Tenure of posting at Hard Area shall be **two (02) years** and each officer will have at least one posting in hard area during his/her entire service with MY Bharat.
- iii. In the absence of adequate Officers opting for posting at Hard Area stations, a panel of Officers will be prepared by MY Bharat which will include following Officers:
 - a) Officers who have completed **maximum tenure of 10 years at a station**, specifically granted on their own request, and 3-year tenure at existing place. The panel so constituted will be in the decreasing order of total continuous stay at the current station. In cases where the length of stay is identical, the following tie-breaking criteria shall apply in order of precedence:
 - a.1) **Total Service Seniority:** Officers with longer total service in the organization will be moved first.
 - a.2) **Age:** The older officer shall be placed higher on the transfer panel.
 - a.3) **Request Transfer History:** Officers who have availed multiple 'on-request' postings throughout their career will take precedence over those who have only availed one.
 - b) Officers who have completed five (05) or more years in their Home State.
- iii. Officer completing the prescribed tenure in hard area shall be considered for posting at a place of his/her choice, to the extent possible, subject to availability of vacancies.

K. MUTUAL TRANSFER:

1. Mutual transfer between two officers of the same rank/level may be permitted subject to:
 - i. Completion of minimum tenure of **one (1) year** by both officers at respective place of posting
 - ii. Joint written request,
 - iii. No adverse impact on administrative functioning.
2. The recommending committee will examine all the requests as per administrative grounds.
3. Mutual transfers shall be ordered at the own cost of the officers concerned.



4. Request for Mutual Transfer from Officials shall not be considered in two consecutive transfer cycles.
5. Mutual transfer shall not be a matter of right and shall be at the discretion of the Competent Authority.
6. Transfer on mutual request shall be considered keeping in view other terms and conditions/provisions of the Policy.

L. GENERAL:

- 1) **Formation of Committees:** The cases of transfer falling under any category would be placed before four-member Committee constituted and chaired by CEO, MY Bharat. One DS/Director level officer of the Department of Youth Affairs handling work related to MY Bharat will be nominated by the Department as Member of this Committee.
- 2) After the Annual General Transfers, another AGT can be started based on vacancies and this will have to be initiated with approval of Hon'ble Chairperson, BoG, MY Bharat.
- 3) Performance Evaluation scores may also be one of the criteria for preference posting.
- 4) All requests for choice postings shall be considered by the Transfer Committee in order of preference opted by the officer(s) concerned, subject to administrative feasibility, compliance with transfer policy and availability of vacancies.
- 5) In case where an officer has completed maximum prescribed tenure at a station/ office/ sensitive post and could not be recommended for transfer at his/ her opted choice stations, it shall be the endeavour of the Transfer Committee to recommend his/ her transfer in the district/office within his/ her existing State (where he/she is presently posted); failing which in any nearby State, subject to administrative feasibility. However, the transfer committee can recommend transfer anywhere across the country taking into account functional and administrative requirements.
- 6) If any officer furnishes false information/ documents w.r.t medical certificates of self/dependant(s), spouse employment etc., for claiming transfer under this policy, he/ she shall render himself/ herself liable for disciplinary action under relevant rules.



- 7) After issuance of orders of Annual General Transfer and its compliance (joining of officers at ordered place of posting), if still there are vacancies at field offices and administrative requirement is felt to fill up these vacancies, another exercise of transfer may be initiated with the approval of Competent Authority. Initiation of this exercise shall be purely at the discretion of Competent Authority.

M. APPEAL

Appeal regarding Transfer & Posting to be with Hon'ble Chairperson, BoG, MY Bharat but cases to be examined in a time bound manner by grievance redressal committee and to be put up with recommendations for the consideration of Hon'ble Chairperson BoG, MY Bharat. Notification to be taken out regarding grievance redressal committee and time-frame. Grievance redressal committee to be separate from transfer recommendation committee.

N. COMPETENT AUTHORITY AND POWER TO RELAX:

Competent Authority: Hon'ble Chairperson, BoG, MY Bharat is the competent authority for transfers for the post of DY0/AD and above in MY Bharat, recommendation will be by a Committee headed by CEO, MY Bharat with representation from MoYAS.

Power to Relax: Hon'ble Chairperson, BoG, MY Bharat, may relax any provision of this policy.

