

**Transfer Committee Report**  
**Annual General Transfer 2025 for Ministerial Group 'C' Staff (Up to Assistant Cadre) in**  
**Telangana Region**

The Transfer Committee constituted as per Regional Office, Telangana, Office Memorandum No. 52-A/22/15/2025/AGT/Gr-C/E-I dated 17.04.2025, has met on 05.05.2025, 13.05.2025, 04.06.2025 and 10.06.2025 to deliberate and finalize the Annual General Transfers for the year 2025 pertaining to Group 'C' Ministerial Staff (up to Assistant Cadre).

A total of 133 online transfer requests have been received from the concerned employees. The said transfer requests have been examined as per the provisions of the Transfer/Posting Policy issued by Headquarters vide File No. Pt -A-33/19/2/TransferPolicy/2022- E-II Dated 10-01-2025. The comments and recommendations of the Transfer Committee are given below.

**Station:**

There are three Accounting Units, namely, Regional Office (*including eight Branch Offices and two DCBOs*), ESIC Medical College & Hospital, Sanathnagar, and ESIC Super Specialty Hospital, Sanathnagar, located within the Hyderabad station. Hence, the postings among these three accounting units is considered as posting within the same station, and the maximum tenure is counted accordingly.

As per Clause 3.5 of the Transfer Policy, the eight DCBOs located outside the Hyderabad city (including its suburban area), viz. DCBO-SirpurKhagaznagar, DCBO-Ramagundam, DCBO-Nizamabad, DCBO-Sadashivpet, DCBO-Mahabubnagar, DCBO-Bibinagar, DCBO-Warangal, DCBO-Khammam, are all different stations for the purpose of transfers.

**Tenure:**

As per Clause 4.3 of the Transfer Policy, the maximum tenure at a station is 10 years (station tenure) and maximum tenure at an office is 5 years (office tenure). In case of stations (8 DCBOs) located outside Hyderabad, maximum tenure is 5 years.

The Committee has considered only the maximum tenure at a station/office for consideration of transfers. The majority of the posts in the Regional Office, ESIC Medical College & Hospital, ESIC Super Specialty Hospital, Branch Offices, and DCBOs are sensitive in nature. Due to the lack of proportionate non-sensitive posts, recommendation of rotational transfers between sensitive and non-sensitive posts has not been made under AGT-2025.

**Transfers in respect of Assistant cadre:** While some Assistants posted in Hyderabad station have completed maximum station tenure, their transfer could not be recommended to DCBOs located outside Hyderabad, since the Assistants posted in the eight DCBOs located outside Hyderabad could not be transferred due to their non-completion of maximum station/office tenure.

However, the Committee has recommended the transfer of Assistants who have completed maximum office tenure of 5 years, subject to availability of vacancies and administrative requirements.

Dr. H. Jay  
10/6/25

Dr. H.  
10/6/25  
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G. S. Srinivas  
10/6/25

**Transfers in respect of Stenographer cadre:** There are sanctioned posts for Stenographer cadre only within the Hyderabad station. No official in the Stenographer post has completed maximum office tenure of 5 years. Hence, **the Committee has not recommended any transfers in the Stenographer cadre for AGT-2025.**

**Transfers in respect of UDC cadre:** The Committee has found that there is staff requirement of one UDC each in DCBO-Ramagundam and DCBO-Sadashivpet. The posting at DCBO-Sadashivpet has been recommended as per administrative requirement. The posting at DCBO-Ramagundam has been recommended as per choice station selected by the employee.

For all the remaining cases of UDCs within Hyderabad, officials who have completed maximum office tenure of 5 years were considered for transfer, subject to availability of vacancies and administrative requirement.

**Transfers in respect of LDC cadre:** The Committee recommended station tenure-based transfers and office-tenure based transfers subject to availability of vacancies and administrative requirement.

**Transfers in respect of MTS cadre:** While 03 MTS posted in Hyderabad station have completed maximum station tenure, their transfer could not be recommended to DCBOs located outside Hyderabad, since there are no MTS currently posted outside Hyderabad. There are no MTS who completed maximum office tenure in Telangana region as on 31.03.2025. Hence, **the Committee has not recommended any transfers in the MTS cadre for AGT-2025.**

The Transfer recommendations are given in Annexures - I, II, III, IV, V below.

Place : Hyderabad.

Date : 10.06.2025

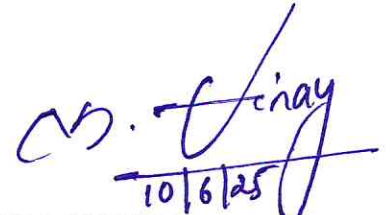


(Dr. ANITA CHADUVULA)

STATE MEDICAL OFFICER

ESIC, RO, Hyderabad

MEMBER



(Sri. MARAMREDDY VINAI)

DEPUTY DIRECTOR

ESIC, RO, Hyderabad

MEMBER SECRETARY.



(Ms. KAKALI DAS)

JOINT DIRECTOR

ESIC, RO, Hyderabad

CHAIRPERSON



**ANNEXURE-I [ASSISTANT]****Office Tenure-Based Transfers (5 Years):**

Sl. No	Name of the Official & Present Place of Posting (Sri/Smt/Kum)	Proposed place of Posting	Tenure Completed at Office	Recommendation
1	Karri Lakshmana Reddy, Assistant, PICI Branch, RO, Telangana	ESIC Medical College & Hospital, Sanathnagar	9 Years, 8 Months, 26 Days	No vacancy at option 1. Hence, recommended for 2 <sup>nd</sup> option.
2	R.V. Rajasree, Assistant, ESIC Medical College & Hospital, Sanathnagar	ESIC Medical College & Hospital, Sanathnagar	8 Years, 1 Months, 19 Days	Official is due to retire on 31.08.2025. Hence, recommended for retention.
3	Pulimala Sahithi, Assistant, ESIC Medical College & Hospital, Sanathnagar	Regional Office, Telangana	7 Years, 1 Months, 10 Days	No vacancy at option 1 to 4. Hence, recommended for 5 <sup>th</sup> option.
4	Sunil Kanth Kurapati, Assistant, ESIC Medical College & Hospital, Sanathnagar	Regional Office, Telangana	6 Years, 10 Months, 7 Days	No vacancy at option 1 to 4. Hence, recommended for 5 <sup>th</sup> option.
5	Gopala Krishna Kona, Assistant, ESIC Super Specialty Hospital, Sanathnagar	Regional Office, Telangana	5 Years, 6 Months, 16 Days	No vacancy at option 1 to 3. Hence, recommended for 4 <sup>th</sup> option.

**ASSISTANTS (REGULAR / ADHOC): Vacancy Position Summary**

Accounting Unit	Current Position			Recommended Position		
	Sanction	In-position	Vacancy	Sanction	In-position	Vacancy
Regional Office, Telangana	99	90	-9.09%	99	92	-7.07%
ESIC Medical College Hospital, Sanathnagar	7	8	+14.29%	7	7	0.00%
ESIC Super Specialty Hospital, Sanathnagar	5	9	+80.00%	5	8	+60.00%

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**ANNEXURE-II [STENOGRAPHER]**

**STENOGRAPHER: Vacancy Position Summary**

Accounting Unit	Current Position		
	Sanction	In-position	Vacancy
Regional Office, Telangana	3	3	0 %
ESIC Medical College Hospital, Sanathnagar	19	9	-52.63%
ESIC Super Specialty Hospital, Sanathnagar	1	1	0 %

The Committee has not recommended any transfers in the Stenographer cadre for Annual General Transfer -2025.

*Dr. S. Jay*  
10/6/25

*Anil*  
10/6/25

*S. Suresh*  
10/6/25

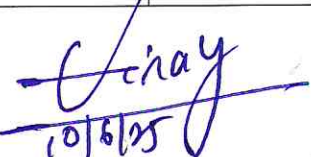
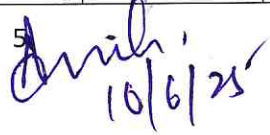
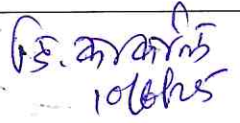
**ANNEXURE-III [UPPER DIVISION CLERK]**

**Station Tenure-Based Transfers (10/5 Years):**

Sl. No.	Name of the Official & Present Place of posting (Sri/Smt/Kum)	Proposed place of Posting	Tenure Completed at Station	Reason for recommendation
1	BHASKAR TANDALE, UDC, Branch Office, Patancheru	DCBO, Sadashivpet	17 Years, 11 Months, 21 Days	No option opted by the official. Hence, recommended for DCBO-Sadashivpet.
2	Sridhar Bolishetti, UDC, DCBO, Warangal	DCBO, Ramagundam	6 Years, 3 Months, 27 Days	No possible posting at option 1. Hence, recommended for 2 <sup>nd</sup> option.

**Office Tenure-Based Transfers (5 Years):**

Sl. No.	Name of the Official & Present Place of posting (Sri/Smt/Kum)	Proposed place of Posting	Tenure Completed at Office	Reason for recommendation
1	Saritha Gandla, UDC, Inward & Outward Branch, RO, Telangana	ESIC Medical College & Hospital, Sanathnagar	9 Years, 6 Months, 30 Days	Option 1 being retention is not considered. Hence, recommended for ESIC MCH, Sanathnagar.
2	Deepak Sarone, UDC, Benefits & Coordination Branch, RO, Telangana	ESIC Medical College & Hospital, Sanathnagar	8 Years, 1 Month, 9 Days	No vacancy at Option 1 to 5. Hence, recommended ESIC MCH, Sanathnagar.
3	Mahender Madipally, UDC - Cashier, Cash Branch, RO, Telangana	ESIC Super Specialty Hospital, Sanathnagar	7 Years, 1 Months, 23 Days	No vacancy at Option 1. Hence, recommended for 2 <sup>nd</sup> option.
4	Mandadi Jagan Mohan, UDC, Insurance IV Branch, RO, Telangana	ESIC Medical College & Hospital, Sanathnagar	7 Years, 1 Months, 23 Days	No vacancy at option 1 to 5. Hence, recommended for 6 <sup>th</sup> option.

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5	Durva Vijay Kumar, UDC, ESIC Medical College & Hospital, Sanathnagar	Branch Office, Balanagar	7 Years, 1 Month, 20 Days	No vacancy at option 1 to 2. Hence, recommended for 3 <sup>rd</sup> option.
6	Singoi Lavanya Kumar, UDC, ESIC Medical College & Hospital, Sanathnagar	Regional Office, Telangana	7 Years, 0 Months, 25 Days	No vacancy at option 1 to 4. Hence, recommended for 5 <sup>th</sup> option.
8	Manneti Sada Siva Linga Reddy, UDC, Branch Office, Balanagar	ESIC Medical College & Hospital, Sanathnagar	6 Years, 6 Months, 18 Days	No vacancy at option 1 and 2. Hence, recommended for ESIC MCH, Sanathnagar.
7	Gorla Suritha, UDC, ESIC Medical College & Hospital, Sanathnagar	Regional Office, Telangana	6 Years, 2 Months, 0 Days	No vacancy at option 1 to 3. Hence, recommended for 4 <sup>th</sup> option.
8	Venugopal Mamidolla, UDC, ESIC Medical College & Hospital, Sanathnagar	Regional Office, Telangana	6 Years, 1 Months, 30 Days	No vacancy at option 1 to 5. Hence, recommended for RO, Telangana.
9	Chandana Priya Kondagalla, UDC, ESIC Super Specialty Hospital, Sanathnagar	Regional Office, Telangana	5 Years, 8 Months, 20 Days	No vacancy at option 1 and 2. Hence, recommended for RO, Telangana.

#### UPPER DIVISION CLERK: Vacancy Position Summary

Accounting Unit	Current Position			Recommended Position		
	Sanction	In-position	Vacancy	Sanction	In-position	Vacancy
Regional Office, Telangana	155	111	-28.39%	155	111	-28.39%
ESIC Medical CollegeHospital, Sanathnagar	79	34	-56.96%	79	34	-56.96%
ESIC Super Specialty Hospital, Sanathnagar	13	8	-38.46%	13	8	-38.46%

*M. Jay*  
10/6/25

*Suritha*  
10/6/25

*3. Chandra*  
10/6/25

**ANNEXURE-IV [LOWER DIVISION CLERK]**

**Station Tenure-Based Transfers (10/5 Years):**

Sl. No.	Name of the Official & Present Place of posting (Sri/Smt/Kum)	Proposed place of Posting	Tenure Completed at Station	Reason for recommendation
1	B Kameshwar, LDC, Insurance IV Branch, RO, Telangana	DCBO, Sadashivpet	12 Years, 6 Months, 7 Days	No vacancy at option 1 to 5. Hence, recommended for DCBO-Sadashivpet.
2	Chowl Goutham, LDC, DCBO, Nizamabad	Regional Office, Telangana	6 Years, 11 Months, 14 Days	No vacancy at option 1 and 2. Hence, recommended for 3 <sup>rd</sup> option.
3	Rasamsetty Sudheer Reddy, LDC, DCBO, Mahaboobnagar	Regional Office, Telangana	6 Years, 11 Months, 12 Days	No vacancy at option 1. Hence, recommended for 2 <sup>nd</sup> option.
4	Vikash Kumar, LDC, DCBO, Sadashivpet	DCBO, Nizamabad	6 Years, 6 Months, 17 Days	No vacancy at option 1 to 2 and option 3 is not feasible. Hence, recommended for DCBO, Nizamabad.

**Office Tenure-Based Transfers (5 Years):**

Sl. No.	Name of the Official & Present Place of posting (Sri/Smt/Kum)	Proposed place of Posting	Tenure Completed at Office	Reason for recommendation
1	Muntha Lingam Yadav, LDC, Insurance I Branch, RO, Telangana	ESIC Super Specialty Hospital, Sanathnagar	8 Years, 5 Months, 18 Days	Option 1 being retention is not considered. Hence, recommended for ESIC SSH, Sanathnagar.
2	Bonagiri Raju, LDC, Recovery Branch, RO, Telangana	ESIC Medical College & Hospital, Sanathnagar	6 Years, 11 Months, 25 Days	No vacancy at Option 1 to 3. Hence, recommended for ESIC MCH, Sanathnagar.

as. H. Jay  
10/6/25

Anil  
10/6/25

B. Anand  
10/6/25

### LOWER DIVISION CLERK: Vacancy Position Summary

Accounting Unit	Current Position			Recommended Position		
	Sanction	In-position	Vacancy	Sanction	In-position	Vacancy
Regional Office, Telangana	54	18	-66.67%	54	16	-70.37%
ESIC Medical College Hospital, Sanathnagar	9	3	-66.67%	9	4	-55.55%
ESIC Super Specialty Hospital, Sanathnagar	2	0	-100.00%	2	1	-50.00%

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*10/6/25*

*Anil*  
*10/6/25*

*S. Anand*  
*10/6/25*



**ANNEXURE-V [MULTI TASKING STAFF]**

**MULTI TASKING STAFF: Vacancy Position Summary**

Accounting Unit	Current Position		
	Sanction	In-position	Vacancy
Regional Office, Telangana	66	22	-66.66%
ESIC Medical College Hospital, Sanathnagar	16	2	-87.5%
ESIC Super Specialty Hospital, Sanathnagar	6	1	-83.33%

The Committee has not recommended any transfers in the MTS cadre for Annual General Transfer -2025.

*Ms. Princy*  
*20/6/25*

*Anish*  
*10/6/25*

*S. Anand*  
*10/6/25*

