



The Regional Executive Director
Airports Authority of India
Northern/Western/Eastern/Southern/NER
Delhi/Mumbai/Kolkata/Chennai/Guwahati

The Executive Director
RCDU/FIU
AAI, New Delhi

The Airport Director,
Airports Authority of India
Kolkata/Chennai Airport

The Director
Indian Aviation Academy
New Delhi

The Principal
Civil Aviation Training College (CATC)
Allahabad

The General Manager
CRSD/E&M Workshop
AAI, New Delhi

Corporate HRM Circular No.5/2014

Subject:-The Transfer Policy of AAI - amendment reg.

Comprehensive guidelines on the Transfer Policy of AAI came into effect from 1.3.2000 vide order No.A.60011/103/99-P&C dated 25.11.1999. Various amendments, as per administrative needs, have since been carried out in the said policy from time to time.

2. In view of acute shortage of manpower at various stations, a need has further been felt to revisit the Transfer Policy with regard to issues pertaining to exemption from transfer on medical grounds to attend to the declared dependent children and the superannuation zone.

3. Accordingly, in order to meet organizational requirement, the management has decided to effect the following amendments to the Transfer Policy with immediate effect:-

(i) In order to mitigate the hardship faced by employees in attending to their sick children, the scope of exemption from transfer on medical grounds is extended to cover dependent children also. However, exemption from medical grounds will be applicable only if the employee/ spouse/ dependent children is/ are suffering from cancer (until cured)/ have undergone open heart surgery (exemption for two years after surgery) and any terminal illness; and

(ii) The superannuation zone shall be three years instead of five years.

4. All other provisions of the Transfer Policy will remain the same.


(K. K. JHA)
MEMBER(HR)

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