



GOVERNMENT OF INDIA
MINISTRY OF TEXTILES
OFFICE OF THE TEXTILE COMMISSIONER
NISHTHA BHAVAN, 48, NEW MARINE LINES
MUMBAI – 400 020.

No.5/45(T.P.)/ 2013/Est.I/ 26

Dated 2nd July, 2013.

Office Memorandum

Sub: Transfer Policy in respect of Officers / staff in the organization of Office of the Textile Commissioner, Ministry of Textiles, Mumbai.

The transfer policy in respect of the officers / staff of Organization of the Textile Commissioner shall be as under:-

1. The tenure of Officers at the level of Directors and Deputy Directors will be 4 (Four) years in a particular station.
2. The tenure of Officers at the level of Assistant Directors and Technical Officers will be 5 (Five) years in a particular station.
3. The staff of Group 'C' and Group 'B' other than the above categories, will normally be rotated among the Sections / Office in the same station i.e. change in their work allocation after completion of 5 years in a particular Office / Section / Branch / Cell and the same will not be treated as transfer. However, they will be considered for transfer after completing 10 years of tenure in a particular station, depending on the exigencies and consequential vacancies.
4. The officers / staff working in sensitive spots will be rotated every 3 years as per instructions of Central Vigilance Commission.
5. On promotion, Officer will be retained in place where he / she is currently posted, provided there is a vacancy and he/she has not completed the prescribed period of stay in the current existing post.
6. In case of officers rotated among the Sections in the same office i.e. change in their work allocation in a particular Section / Branch / Cell, the same will not be treated as transfer.
7. Request transfers will be considered only after completion of 2 (two) years after joining in the new Station. Periods of leave exceeding 15 days will not be counted while computing the said period of service.
8. Any officer / staff who have two years of service to retire, he/she will not come under the transfer policy, unless he/she opts for transfer himself/herself.

...2/-

B. Balraj

(2)

9. Transfer from any office other than PSCs would be limited in a year to 25% of the cadre strength at Sr. Nos. 1 and 2 above in each office, as it would affect the continuity of smooth functioning of some of the important sections / office of the organization and economy of travel expenses.
10. Transfer of persons having long stay in a particular station will be considered first and others in descending order.
11. 'Tenure' indicates the maximum duration of permissible stay. In exceptional cases, if it is considered desirable in public interest, to retain / to transfer any officer beyond / before the above prescribed tenure, such retention / transfer can also be considered with the approval of the Textile Commissioner for reasons to be recorded in writing.
12. The competent authority to approve transfer in case of Directors, Deputy Directors, Assistant Directors and Technical Officers is the Textile Commissioner (Tx.C.) and in case of other officers / staff of Group 'B' and 'C' category is the Joint Textile Commissioner in charge of Administration.
13. The cut-off date for determining the combined continuous service in a particular station will be 31st March of every year.
14. Grievances, if any, in the matter of transfer may be taken up with the Grievance Committee set up in the organization.

This issues with the approval of the Competent Authority.


(S.BALARAJU)

JOINT TEXTILE COMMISSIONER

To

1. All Sections at Headquarters
2. All Regional Offices / Powerloom Service Centres of Tx.C. Office.

Copy to:

1. Shri Ishwar Sharan,
Under Secretary to the Govt. Of India,
Ministry of Textiles,
Udyog Bhavan,
New Delhi – 110 107.

2. P.A. to Tx.C. / J.Tx.Cs


(S.BALARAJU)

JOINT TEXTILE COMMISSIONER



GOVERNMENT OF INDIA
MINISTRY OF TEXTILES
OFFICE OF THE TEXTILE COMMISSIONER
NISHITA BHAVAN, 48, NEW MARINE LINES
MUMBAI - 400 020.

Email: adest2@gmail.com, Website: www.txcindia.gov.in

No. 13/50/2013/EST - II/ 289

Date: 27.03.2025

OFFICE ORDER

The Competent Authority has approved the internal transfer and posting of the following official as shown below with immediate effect until further order:

Name & Designation of the official	Present place of Posting	Place of posting on internal Transfer
Smt. Shweta Sawant, DEO Gr. A	ERMIU Section	Departmental Canteen as Canteen Manager. (She will look after overall management of Dept. Canteen including maintaining accounts, books & stock register etc.)

Sd/-
(Satish Kumar Singh)
Director (Admn.)

To,
Smt. Shweta Sawant,
DEO Gr. A

Copy to:

1. Shri Narottam Kumar
Assistant Director (T), Gr.I
2. All Sections at Headquarters, Mumbai
3. Files: Seniority List/Personal File/Office Order File
4. Canteen File No.22/72/Policy matters Canteen/Est-II

Sd/-
(Satish Kumar Singh)
Director (Admn.)
27/03/2025



GOVERNMENT OF INDIA
MINISTRY OF TEXTILES
OFFICE OF THE TEXTILE COMMISSIONER
NISHTHA BHAVAN, 48, VITHALDAS THACKERSEY MARG,
MUMBAI - 400020.

No. 2/26/Transfer/2021/Est.-II/ 20

Dated:03.04.2025

OFFICE ORDER

The Competent Authority has approved the temporary transfer on tour of the following officials to Headquarters, Mumbai for 3 months or till further order from 07.04.2025, for expedited disposal of ATUFS cases,

Sr. No.	Name and Designation of the Official	Now Working at	Report to
1.	Shri Aditya Kumar Gautam, Technical Officer	R.O. Ahmedabad	Report to Shri D. Ravi Kumar, Director (ATUFS) at the camp to be held from 07.04.2025(FN) at RO Bengaluru
2.	Shri Sahil Sangwan, Technical Officer	RO Amritsar	

The above Officials are directed to join directly the Camp proposed to be held from 07.04.2025(FN) at RO Bengaluru for processing of HQ level ATUFS cases.

TA/DA shall be regulated as per rule.

Sd/-
(Prafulla Kumar Nath)
Assistant Director (HR-I)

To,

Individual concerned

✓ Copy to:

1. Shri D. Ravi Kumar, Director (ATUFS) : For kind information please.
2. Shri S. Dhanasekaran, Dy Director(ATUFS) : This has reference to email dated 02.04.2025.
3. The Officer-in-Charge,
R.O.Tx.C, Ahmedabad/Amritsar : They are requested to relieve the concerned Technical Officers immediately.
4. Sections ATUFS/Vigilance/H.K./Accounts.

Sd/-
(Prafulla Kumar Nath)
Assistant Director (HR-I)



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MINISTRY OF TEXTILES
OFFICE OF THE TEXTILE COMMISSIONER
NISHTHA BHAVAN (New C.G.O. Bldg.)
48, NEW MARINE LINES, MUMBAI - 400 020.

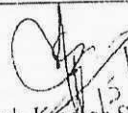
Date: 15.05.2025.

No.5(45)/2025/Est.I/ 77

Office Order

The Competent Authority has approved for re-allocation of work in respect of the following officer of this organization until further orders.


Name & Designation of the Officer	Existing work allocation	Work re-allocated
Shri S. Dhanasekaran, Deputy Director (Non-Technical)	OIC, Regional Office of the Textile Commissioner, Guntur and additional charge ATUFS Section at Headquarters, Mumbai	Headquarters, Mumbai ATUFS. HR-Division -I (Est-I & Est-II) and TMB-till joining of Shri N.K.Gupta, DD(NT) and additional charge as OIC, Regional Office of the Textile Commissioner, Guntur without any additional remuneration.


(Satish Kumar Singh)
Director (Admn.)


To,
Shri S. Dhanasekaran
Deputy Director(Non-Technical)
Regional Office of the Textile Commissioner,
Guntur

Copy to :

1. P.A. to Tx.C.
2. Regional Pay & Accounts Office (Textiles), Chennai/Mumbai
3. Vigilance at Headquarter Office of the Textile Commissioner, Mumbai
4. All Divisions/Section of Headquarters, Mumbai
5. The Officer-in-Charge, Regional Office of Textile Commissioner, Guntur
6. All Regional Offices/Powerloom Service Centres of the Office of the Textile Commissioner
7. Personal File/Guard File.


(Satish Kumar Singh)
Director (Admn.)

C/L


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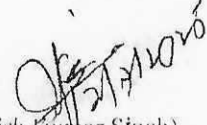
Date: 22.07.2025.

F.No.5(45)/2025/Est.I/ 21

OFFICE ORDER

The Competent Authority has approved transfer and posting of the following officers with immediate effect and until further orders.

S.No.	Name & Designation of the Officers	Present place of posting with work allocation	Place of posting on transfer with work allocation
1.	Shri D. Ravikumar, Director (Non-Technical)	Headquarters, Mumbai Technology Upgradation Cell(ATUFS) & Textile Machinery Branch.	Headquarters, Mumbai Technology Upgradation Cell(ATUFS) & Textile Machinery Branch with additional charge of OIC, Regional Office, Coimbatore.
2.	Shri M. Balasubramanian, Deputy Director (Technical)	Regional Office, Coimbatore with additional Charge of OIC Regional Office, Bangalore (for disposal of previous versions of TUPS cases i.e. MTUPS, R-TUPS, RR-TUPS (Except MMS cases) Additional Charge of HQrts. Mumbai (ATUFS cases of R.O.Noida) under vertical of Shri V.D. Choubey.	Headquarters, Mumbai (along with post). He will look after previous versions of TUPS cases i.e. MTUPS, R-TUPS, RR-TUPS under Shri Iqbal Ahmad, Director (Technical) and for ATUFS under the vertical of Shri V.D. Choubey, Director (Financial Survey) with additional charge of OIC, Regional Office, Bangalore.
3.	Shri M. Choudhury, Deputy Director (Non-Technical)	Headquarters, Mumbai. Technology Upgradation Cell(ATUFS), RTI (CPIO under RTI Act 2005) & Accounts Section	Headquarters, Mumbai. Technology Upgradation Cell(ATUFS), RTI (CPIO under RTI Act 2005), Accounts Section & HR Division-I (EST.I & EST.II)
4.	Shri S. Dhanasekaran, Deputy Director (Non-Technical)	Technology Upgradation Cell(ATUFS), Textile Machinery Branch, HR Division-I (EST.I & EST.II) & additional charge of OIC Regional Office, Guntur.	Technology Upgradation Cell(ATUFS) & Textile Machinery Branch with additional charge of OIC, Regional Office, Guntur.

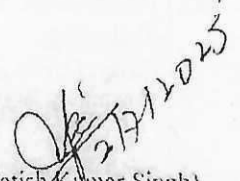

(Satish Kumar Singh)
Director (Admu.)

To: All the Officers concerned.

...2/-

Copy to:

1. P.A. to T.x.C
2. Regional Pay & Accounts Office (Textiles), Chennai, Mumbai
3. Vigilance at Headquarter Office of the Textile Commissioner, Mumbai
4. All Divisions/Section of Headquarters, Mumbai
5. The Officer-in-Charge, Regional Office of Textile Commissioner, Coimbatore/Bangalore/Guntur
6. All Regional Offices/Powerloom Service Centres of the Office of the Textile Commissioner
7. Personal File of Officers concerned.


(Satish Kumar Singh)
Director (Admn.)



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MINISTRY OF TEXTILES
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NISHTHA BHAVAN (NEW CGO BLDG.)
48, NEW MARINE LINES, MUMBAI – 400 020.

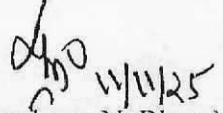
No: 5(45)/2025/EST-I/ 35

Date: 11.11.2025

OFFICE ORDER

Based on the Review Meeting held on the functioning of Office of the Textile Commissioner, the Competent Authority has approved for transfer and posting of the following officers/officials from their present place of posting, on administrative grounds, in order to provide full manpower to **Powerloom Service Centre, Erode**, with immediate effect.


Sr. No.	Name & Designation	Present place of posting	Place of posting on transfer
1.	Shri M. Lokesh, Assistant Director Gr.II (Technical)	Headquarters Office, Mumbai	Powerloom Service Centre, Erode. He will function as Officer- in-Charge
2.	Shri G. S. Sivakumar, Technical Officer	Regional Office of the Textile Commissioner, Coimbatore	Powerloom Service Centre, Erode.
3.	Shri P. Balamurugan, Weaving Technologist	Powerloom Service Centre, Cuttack	Powerloom Service Centre, Erode. He is transferred alongwith post.


(Dr. Sarveshwar N. Bhure)
Joint Textile Commissioner

✓ To,
All the concerned.

Copy to:-

1. P.A. to TxC. / A.TxC. / Jt.TxCs.
2. Officers-in-Charge of all Regional Offices of the Textile Commissioner.
3. The Officer-in-Charge, PSC, Cuttack – He is requested to relieve Shri P. Balamurugan, Weaving Technologist of his duties immediately.
4. Officers-in-Charge of all Powerloom Service Centres of the Textile Commissioner.
5. Assistant Director, EST-II Section (HR Division-I) – He is requested to provide two MDAs in addition to the existing MDA to PSC, Erode.
6. All Sections of Head Quarters Office, Mumbai.
7. Regional Pay & Accounts Office(Textiles), Mumbai/Kolkata/Chennai.
8. Personal File


(Dr. Sarveshwar N. Bhure)
Joint Textile Commissioner



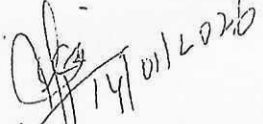
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48, NEW MARINE LINES, MUMBAI - 400 020.

No.5(45)/2025/Est.I/ 58

Date: 14.01.2026.

Office Order


The Competent Authority has approved for transfer of Shri D. Ravikumar, Director (Non-Technical) from Headquarters Office, Mumbai and posting at Regional Office of the Textile Commissioner, Coimbatore, as Officer-in-Charge, on his own request, with immediate effect.


(Satish Kumar Singh)
Director (Admn.)

To,
Shri D. Ravikumar,
Director (Non-Technical)
Office of the Textile Commissioner,
Mumbai.

Copy to :

1. P.A. to Tx.C/ A.Tx.C/J.Tx.Cs.
2. Regional Pay & Accounts Office (Textiles), Mumbai/Chennai.
3. The Officer-in-Charge, Regional Office of Textile Commissioner, Coimbatore.
4. Vigilance at Headquarter Office of the Textile Commissioner, Mumbai.
5. All Divisions/Sections of Headquarters, Mumbai.
6. All Regional Offices/ Integrated Textile and Apparel Development Centres (ITADCs) of the Office of the Textile Commissioner.
7. Personal File/Guard File.


(Satish Kumar Singh)
Director (Admn.)

RIF