

**Office of the Engineer-in-Chief (Admin.),  
I & CAD Department, Errum Manzil, Telangana, Hyderabad.**

**Circular Memo No:- RC/ENC/ E2/24021398/2024**

**Dated:-02.04.2024.**

- Read: 1. This office Circular Memo No:-RC/ENC/E1/18071385/2018, dt:-24.09.2018.  
2. This office Circular Memo No:-RC/ENC/D2/Transfer/2021, dt:-27.04.2021.  
3. This office Circular Memo No:-RC/ENC/D2/Transfer/2021, dt:-08.07.2021.
- Sub: Estt., - I & CAD Deptt., - TSMS/TSLGS/TSGS/TIESS - Direct Representations for transfer / Deputation - Instructions issued.

\_@\_@\_@\_

The attention of all the Unit Officers of Irrigation & CAD Department are invited to this office Circular Memo 1<sup>st</sup> to 3<sup>rd</sup> read above, wherein instructions were issued to all the employees not to make direct representation and not to influence (Political / Official) the undersigned for considering their request for transfer & deputation of service etc., and to submit the same through proper channel along with consent of the concerned Unit Officers. The above is causing much inconvenience and delay in disposing of such representations.

In this connection, all the employees of the Irrigation & CAD Department are hereby informed that, as per the Rule 24 of TSCS (CC&A) Rules 1991, "No Government employees shall bring or attempt to bring any extraneous influence to bear upon any authority for the furtherance of his interests, and disobeying the above instructions and the attempt to influence the undersigned by Political / Official pressure violates the CCA Rules and attracts stringent disciplinary action. Further, no incumbent shall directly approach / represent with advance copies to the Engineer-in-Chief (Admn.), Irrigation & CAD Department, Hyderabad and other authorities by way of making representations for transfers / deputations and other service matters and the same shall be submitted through proper channel from the Unit concerned only.

In this regard, it is once again reiterated that, any deviations noticed in the matter shall be viewed seriously and necessary disciplinary action shall be initiated against the concerned as per TSCS (CC&A) Rules 1991, accordingly.

Sd/- G. Anil Kumar, Dt:-02-04-2024  
Engineer-in-Chief (Admn.)

To

All the Unit Officers of Irrigation & CAD Department for information and requested to download this circular and take necessary action in the matter accordingly.

for Engineer-in-Chief (Admn.)

6/4