National Seeds Corporation Limited

(A Government of India Undertaking)
Beej Bhawan, Pusa Complex,
New Delhi- 110012

File No. 31(1)/06-HR/NSC   **Dated: 07.09.2022**

CIRCULAR

It has come to the notice of the Competent Authority that consequent upon transfer of employees from one unit/location to another unit/location involving change of residence, employees are not joining at their new place of posting within the stipulated Joining Time period as mentioned in Rule 7.0 of NSC Leave and Joining Time Rule and clause 26(c) of Transfer Policy. Despite, specific rule is mentioned in Transfer Policy that in case of urgency the concerned employee has to join at the transferred location immediately and to avail the joining time leave later. It has been observed that employees are not joining within the specified number of days mentioned in the rule and extending their leave due to which work of the Corporation is suffering and proper handing over and taking over procedure are not being done.

Thus, it is reiterated that all employees of NSC on transfer from one unit to another must join within the stipulated Joining Time period at their transferred location and in case, if there is any urgency and the concerned employees wants to avail leave they may apply same after joining at the new place of posting and taking over the charge of new post.

The aforesaid instructions should be followed strictly.

This issues with the approval of the Competent Authority.

(Sheelendra Kumar)
Addl. General Manager (HR)

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