



**SPORTS AUTHORITY OF INDIA  
(PERSONNEL DIVISION)**

**Head Office East Gate  
J N Stadium, Lodhi Road,  
New Delhi-110 003**

**F.No: SAI/Pers/Gen. Circular & Orders/2022**

**Dated: 06.06.2024**

**Office Order.....139...../2024**

It has been observed in multiple instances that despite expiry of considerable period after issuance of transfer orders from Personnel Division SAI, Head Office concerned transferred officers/officials are not relieved by their reporting officers.

2. In light of the above, it has been decided that all the officers/officials whose transfer order are issued by the Head Office are to be relieved within 07 days of the issue of order. In any case, the officials will be treated as deemed relieved on expiry of 07 days from the date of issue of transfer order. Salary of the officials under transfer after the due date of relieving will be drawn only from the new place of posting. Regional Heads will be accountable for the salary, if any, drawn beyond the due date of relieving.
3. It is also clarified that mere fact that the concerned officer/official has submitted a representation against the transfer shall not be cited as a reason for not relieving the official within 07 days.

  
06/06/24  
**(Vishnu Kant Tiwari)**  
**Secretary SAI**

To,  
All Heads of Regional Centres and Academic Institutions

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