

**POLICE**



**DEPARTMENT**

**No. A1-12966/2023/CC**

City Police Office,  
Kozhikode

✉cpkkd.pol@kerala.gov.in

☎04952722673

Dated. 10-03-2023

From

**The DIG and District Police Chief.**  
Kozhikode City

To

**All Officers in Kozhikode City (Except DC DHQ)**

Sir,

Sub : General Transfer and posting of Police Personnel -2023 – Option called for - reg

Ref : GO (P) No.03/2017/PAD Dated 25.02.2017

General transfer of Police personnel for the year 2023 is to be ordered immediately. Therefore, you are requested to obtain option for transfer from Police personnel (including SI(GE), ASI(GE), SI SN, Grade SIs, Grade ASIs, Female SCPOs /Female CPOs) who are working under you in the proforma appended and forward the same to this office after verifying the details furnished by them with their small service books and furnish a piecemeal. The following criteria will be adopted while obtaining options for General transfer.

1. Police Personnel who is completed 3 (Three) years continuous service in the present Police Station/Unit (Except in Coastal PSs) and the police personnel who is completed 5 (Five) years continuous service in Coastal Police Stations in any category as on 28.02.2023 will be transferred out.
2. No one will be permitted to continue in the present unit on completion of three years. Those who have not submitted options will be transferred out without any choice.
3. Options from Police Personnel who are formally transferred to other units may also be obtained and forwarded.
4. The options and proforma details should reach this office **on or before 15-03-2023 at 05.00 PM**. Time limit should be strictly adhered to.

**The following guidelines should be observed while submitting the requests.**

1. The option submitted through proper Channel/ iAPS only.
2. The option shall be submitted in the prescribed proforma (Form A) attached with.
3. The option received **after 25-03-2023 will not be entertained.**
4. Those who have completed three years and not submitting option will be transferred out without their options.
5. The Sr. CPOs & CPOs who have been on working arrangement will also be deemed to



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have worked in that Police Station.

6. The time limit prescribed should be strictly adhered to and Inspector SHOs / SHOs concerned are responsible for any delay in this regard.

7. Inspector SHOs/Unit head should Collect form (Form A) and prepare a consolidated form (Form B) in a particular format given below which contain all the received options.

8. Those who have due to retire with in 30/06/2023 are not compulsory submit the option. Before sending form A (option form) and form B (consolidated form - Excel Format), Inspector SHOs/SHO/Unit head/writer must verify the records and ensure all the Police personnel those who have worked for three years or more than three years on or before 01/03/2023.

The consolidated form (Form B) along with the option form (Form A) should reach this Office on or before 25/03/2023.

Yours faithfully



**Gopalakrishnan M K**  
**Administrative Assistant**  
For Deputy Inspector General and  
Commissioner of Police

