

**No. 25-04/2012-PE-I (Pt.)**  
 Government of India  
 Ministry of Communications  
 Department of Posts  
 (PE-I Section)

Dak Bhawan, Sansad Marg,  
 New Delhi - 110001  
 Dated: 11<sup>th</sup> November, 2016

To,

**All Heads of Circles,**

**Subject: Cadre Restructuring of Group 'C' employees in Department of Posts - Clarification - reg.**

Sir,

With reference to the recent orders of Cadre Restructuring of the Group 'C' employees, circulated vide this office letter of even number dated 27.05.2016, some Circles have requested to furnish clarifications on the following. After due consideration & approval the clarifications are furnished as in column 3. Thus, all Circles are requested to take necessary steps to implement the orders dated 27.05.2016 keeping in view the following clarifications without further delay and intimate the action taken immediately:-

S. No. (1)	Clarification Sought for (2)	Clarification/comment (3)
1	As per Directorate instructions if all the SPM posts of all Single Handed Post Offices and Double Handed Post Offices to the extent of LSG posts (GP 2800/-) will be placed in the GP of 2800/- in the PB-1, 976 (252+724) LSG posts are required for implementation of cadre restructuring of Group-C employees which is shortage of 45 posts as allotted to Odisha Circle (Reference received from Odisha Circle).	Para 1(a) of this office Order no. 25-04/2012-PE-I dated 27.05.2016 stipulates that Circles are required to upgrade the number of posts of SPMs in Single handed and Double Handed Posts Offices, to LSG posts of GP of Rs. 2800/- only to the extent of the number of posts allotted to the Circle. Therefore, the Odisha Circle shall place only 931 posts of SPMs in Single Handed and Double Handed Posts Offices in the Grade Pay of Rs. 2800/-.
2	After upgrading of Triple Handed POs to the extent of HSG-II posts (GP 4200/-) and existing norm based LSG posts in the Grade Pay of Rs. 4200/- in the PB-II including remaining HSG-II posts, 112 HSG-II posts would be surplus in the Circle (Available A-Class SO + LSG posts + remaining HSG-II posts = 189, the HSG posts allotted to the Circle is 301) (Reference received from Odisha Circle).	All other norm based LSG posts in MDGs and HPOs may also be taken into account for placement in the GP of Rs. 4200/- to make up for the deficiency.

**Centre for Excellence in Postal  
Technology, Mysore-570010**

**18 NOV 2016**

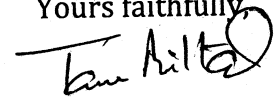
G.M.	Director,	A.D.(A)

S. No. (1)	Clarification Sought for (2)	Clarification/comments (3)
3	Total number of LSG posts shown by the Circle is 267, whereas it was shown by the Directorate vide letter dated 27.05.2016 as 287. (Reference received from A. P. Circle)	At this stage no changes can be made and the allotment made vide this office Order dated 27.05.2016 may be taken as final. Moreover, there is no disadvantage to the Circle.
4	Whether the cadre restructuring is applicable to the LSG accountant posts as in the case of LSG posts in general line posts (Operative Post Offices) or otherwise, as there is no separate mention in the said category. (Reference received from A. P. Circle)	The cadre restructuring is applicable only for general line posts. However, since Postal Accounts posts have no different cadre, they are part of it. This is in supersession of any earlier clarification on this account.
5	<p>As per present RRs for promotion to LSG, HSG-II and HSG-I, the following minimum service is required from the feeder cadre:-</p> <p>(a) For LSG Promotion from PA cadre, the minimum 5 years' service in PA cadre is required.</p> <p>(b) For HSG-II promotion from LSG cadre, the minimum 6 years' service in LSG cadre is required.</p> <p>(c) For HSG-I promotion from HSG-II cadre, the minimum 5 years' service in HSG-II cadre is required.</p> <p>(d) For new HSG-I (NFSG) promotion from senior most HSG-I cadre, the minimum two years' service in HSG-I cadre is required.</p> <p>As of now, 247 posts of LSG cadre, 63 posts of HSG-II cadre and 68 posts of HSG-I cadre are available in the Circle. Due to non-availability of eligible officials in the feeder cadres, 15 percent of these posts are not filled up so far. (Reference received from Karnataka Circle)</p>	The issue of change in the existing RRs with reference to the eligibility criteria for promotions and the issue of implementation of Cadre Restructuring of Group 'C' employees are two distinct subjects. Implementation of cadre restructuring takes precedence to the subsequent act of filling up vacancies arising out of the cadre restructuring. The issue of changes in of RRs does not come in to picture for implementation of the Cadre Restructuring guidelines issued vide this office letter dated 27.05.2016. However, if the Circle needs relaxation in the provisions of existing RRs on the issue of eligibility criteria of mandatory number of years for promotion, the Circle may take up the matter with the Staff Branch, of this Directorate.
6	In accordance with the Dte. instructions, existing posts in HSG-II and HSG-I cadre are to be placed in the GP of Rs. 4600/-, out of which 3 posts are to be placed in GP of Rs. 4800/- as HSG-I. Total number of posts allotted by the Dte. is 29 (26+3). However, there are 38 such posts in this Circle. As such, 9 posts are short in the Circle, which will be created as stated by the Directorate. (Reference received from Chhattisgarh Circle)	Clause (e) of this office letter no. 25-04/2012-PE-I dated 27.05.2016 has clearly mandated the Circles that if the revised number of posts is in excess of the existing strength of particular grade, the difference shall be deemed as newly sanctioned posts in that grade. Similarly, if the revised number of posts in a grade is less than the existing strength, the
7	Existing posts of SPMs in triple handed post offices and all existing LSG norm based posts are to be placed in the GP of Rs. 4200/- in PB-II as HSG-II. The Dte.	

	has allotted 107 such posts to out Circle. However, there are only 71 such posts in the Circle. As such, 36 posts are excess in the Circle which need to be abolished as per the order of the Dte. (Reference received from Chhattisgarh Circle)	number of posts equal to the difference shall be treated as having been abolished in that grade. Therefore, this matter does not require any further clarification. These 57 norm based posts in LSG in HPOs, MDG etc. may be taken into account for placing in LSG Grade. Similarly, the number of posts in HSG-II, HSG-I & HSG-I (NFG) should remain as allotted.
8	All existing posts of SPMs in single handed and double handed post offices are to be placed under GP of Rs. 2800/- in PB-I as LSG. The Dte has allotted 327 such posts to this Circle. However, there are 270 such posts in the Circle. As such, 57 posts are in excess in the Circle which need to be abolished as per the directions of the Dte. (Reference received from Chhattisgarh Circle)	
9	<p>It may be seen from the above position that 84 post in PA cadre (-9+57+36=84) will have to be abolished. If the 84 posts of PA cadre are abolished, it would be impossible to carry out the day to day work of the POs smoothly.</p> <p>It is therefore, requested to convey concurrence of the Dte. to add 84 posts which are required to be abolished in PA cadre so that the total staff strength would remain unchanged, i.e. 1311. (Reference received from Chhattisgarh Circle)</p>	
10	<p>As per guidelines contained in the Dte. letter dated 27.05.2016, cadre restructuring of PA, LSG, HSG-II, HSG-I and HSG-I (NFG) has been done, In this context, the following parameters have been adopted.</p> <p>(i) The posts of Postmasters Grade-I, Grade-II and Grade-II have been left.</p> <p>(ii) Posts of Postmaster (HSG-I - IP line) have also not been combined which the existing posts of HSG-I.</p> <p>It is therefore, requested kindly to clarify the following points for further course of action:-</p> <p>(i) Action to be taken in respect of the posts of Postmaster Grade-I, Grade-II, Grade-III and the Postmaster (HSG-I - IP line) after restructuring.</p> <p>(ii) Guide lines to be issued for posting of staff on newly created post of LSG.</p> <p>(Reference received from Jharkhand Circle)</p>	<p>The Postmaster Cadre consisting of Postmaster Grade-I, II and III is a separate cadre which is not a part of the recently cadre review of Group 'C' employees of Postal Side. HSG-I of IP line is also not included in this cadre restructuring.</p> <p>With regard to the guidelines of posting of staff on newly created posts of LSG, as per the existing guidelines of delegation of powers, HoCs are empowered to take such decisions.</p>

11	As per the Cadre restructuring Guidelines of the Directorate, 111 less posts of LSG and 10 less posts of HSG-II would be identified in this Circle. Thus, there are no clear guidelines for identification of the remaining posts. (Reference received from Uttarakhand Circle)	All other norm based posts in MDGs and HPOs may also be taken into account for placement in LSG and HSG-II Grade.
12	Similarly, 3 posts of HSG-I (NFG) have been allotted to the Circle, for which 2 years' service is required in HSG-I Grade. However, there is no separate standard prescribed for identification of these posts. (Reference received from Uttarakhand Circle)	The Circle may take necessary action as per clause (g), of this office letter no. 25-04/2012-PE-I dated 27.05.2016. The HSG (NFG) is admissible to the extent of number of posts mentioned to the senior most officials who have completed 2 years' service & no separate standard for identification is required in the Circle.

Yours faithfully



(Tarun Mittal)

Assistant Director General (PE-I)

Tele: 011-2303 6239

Copy to:-

- (i) **DDG (P)**, for information.
- ✓ (ii) **Director, CEPT**, Mysore for uploading this letter on the Department's website.