

No.2-02/2024-WI&Sports  
Government of India  
Ministry of Communications  
Department of Posts  
(Welfare & Sports Section)

Dak Bhawan, Sansad Marg  
New Delhi-110001  
Dated 16.06.2025.

**OFFICE MEMORANDUM**

**Subject: - Mobile Talktime/Data Charge allowance to the Section in-charge of Welfare & Sports Sections of Postal Directorate/Postal Circle.**

In pursuance of decisions taken in the 25<sup>th</sup> Postal Sports Board Meeting held on 27th May 2027, an allowance of Rs. 400/- shall be paid to the Section Incharges of Welfare and Sports Section in Postal Directorate and Postal Circles. The following terms and conditions shall govern the aforesaid allowance:

- a. Allowance shall be given to only those officers who are not availing any such reimbursement from any other channel.
- b. Allowance shall be paid on submission of self-declaration by the incumbent after the end of each month/quarter.
- c. In cases where an incumbent has not completed a full calendar month due to transfer/postings/long leave (where link arrangement is carried out), etc., allowance shall be paid on a pro-rata basis.
- d. Allowance shall be paid out of the Sports Fund (Postal Sports Board Fund for SO (W&S), Postal Directorate, and respective Circle Sports Board for Section in-charges of Welfare and Sports Sections in Circles)
- e. In case, Welfare and Sports Sections are headed by two different in-charge, then allowance shall be applicable to the in-charge handling the work related to Sports.
- f. Cases of payment of allowance shall be approved/sanctioned at the level of the Director or higher.

2. This issues with the approval of the competent authority.

*Sunita*

(Sunita)

Director (Welfare & Sports)  
& Secretary, Postal Sports Board

To,

All Heads of Circles.

Copy to:

- (i) Sr. PPS to Secretary (Posts)/PPS to DGPS, Dak Bhawan.
- (ii) PPS to Member (HRD), Dak Bhawan.
- (iii) PS to AS & FA, Department of Posts, Dak Bhawan.
- (iv) Treasurer, Postal Sports Board, Dak Bhawan.
- (v) India Postal Website.
- (vi) APS/RAKNPA
- (vii) All PTCs
- (viii) Office Copy.



(Ankit Panwar)  
Section Officer (Welfare & Sports)  
& Jt.Secy Postal Sports Board