

File No. Y-28/8/2024-PE-II-DoP(pt.)
Government of India
Ministry of Communications
Department of Posts
(Establishment Division)

Dak Bhawan, Sansad Marg
New Delhi-110001.

Dated: 8th September, 2025

Office Memorandum

Subject: Clarification regarding Administrative Powers vested for Opening/Upgradation/Relocation of Branch/Sub Post Offices — Para 7 of Establishment Division O.M. dated 17.02.2025

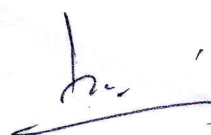
This is in continuation of this Division's O.M. of even no. dated 17.02.2025, regarding the following administrative power under Sl. No. 7 pertaining to establishment matters:

Sl. No.	Nature of Powers	Existing Powers	Revised Powers
7	Opening of Branch Post Office/ Sub Post Office by relocation/ redeployment/ upgradation of Branch Post Office	Full powers in accordance with Postal Dte. Letter no. 40-4/2002-Plg dated 06.01.2003	Full powers in accordance with Postal Directorate letter no. 40-4/2002-Plg dated 06.01.2003 in consultation with Circle IFA

2. In this regard, the undersigned is directed to convey that the administrative powers under Sl. No. 7 have been amended and may now be read as follows:

Sl. No.	Nature of Powers	Existing Powers	Revised Powers
7	Opening of Branch Post Office/ Sub Post Office by relocation/ redeployment/ upgradation of Branch Post Office	Full powers in accordance with Postal Dte. Letter no. 40-4/2002-Plg dated 06.01.2003	Full powers in accordance with Postal Directorate letter no. 40-4/2002-Plg dated 06.01.2003 in consultation with the concerned IFA.

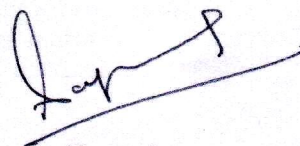
3. This issues with the approval of competent authority.


(Arnab Aich)
Director (Estt.)

Copy To :

1. PSO to Hon'ble MoC/ PSO to Hon'ble MoSC
2. Sr. PPS to Secretary(Posts)/ DG(Postal Services)
3. PPS/PS to all Members of Postal service Board
4. AS&FA/ Sr. DDG(Vigilance)/ Sr. DDG(PAF)
5. CGM PLI Directorate/ CGM BD Directorate/ CGM Parcel Directorate/ Director RAKNPA.

6. All Chief Postmasters General.
7. All DDsG/ GMs in Postal Directorate/PLI Directorate/ BD Directorate/ Parcel Directorate
8. All Postmasters General
9. Additional director General, Army Postal Service
10. All Directors/ ADsG in Postal Directorate.
11. DG P&T Accounts, Civil Lines, New Delhi.
12. All Director of Accounts(Postal)
13. Director, CEPT Mysore- with a request to upload the OM on India Post website.
14. All sections of Postal Directorate.
15. All recognized Unions/ Federations/ Associations
16. SO Guard file



(Sapna)

Asst. Director General (Estt.)