

APS ENROLMENT – MAY 2026

Applications are invited from PAs / SAs of Dept of Posts for enrolment in to Army Post Service (APS) during May 2026 cycle



Important Dates

Next Medical Screening of volunteers at AROs/ZROs - May 2026

Cut-Off date(s)

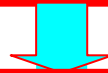
Ser	Event	By whom	To Whom	Cut Off dates
1.	Last date of submission of Application	By volunteers	Divisional Heads	09 Mar 26
2.	Cutoff date for submission of recommended list of volunteer(s) of Division along with Applications & supporting documents (in one lot)	By Divisional Heads	OIC APS Records	14 Mar 26
3.	Medical Screening at specified AROs/ZROs	AROs/ZROs	Volunteers	May 26
4.	Despatch of medically fit volunteers to APS Wing for Training	AROs/ZROs	APS Wing	After found medically fit

- All volunteers applications to be routed through Divisional Heads only.
- Direct correspondence by the applicant with APS authorities will not be entertained.
- Volunteers application without recommendations Divisional Heads and without requisite documents will be rejected.

FLOW CHART OF APS ENROLMENT

1. EMPLOYEES OF DEPARTMENT OF POSTS VOLUNTEERS FOR APS : APPLICATION STAGE

- (a) **PAs/SAs of DoP employees** opt for **volunteer to APS** is required to fill up “**Volunteer Application Form**”. Specimen of application is enclosed as **Annexure I**.
- (b) Volunteer(s) is required to fill up the **Part I, Part II** of the application form & submit to the Divisional Head on or before **09 Mar 2026**. **Part III & IV to be kept blank by the volunteer(s)**.



2. ACTION BY DIVISIONAL HEAD (CIVIL POSTAL AUTHORITY)

- (a) Divisional Head will scrutinize the application(s) of the volunteer(s) and recommend in **Part – IV** of the application(s).
- (b) Divisional Head will prepare a Nominal Roll of recommended volunteer(s) and forward their application(s) to **Officer In-charge, APS Records, PIN 900746, c/o 56 APO (tee.kamp62@nic.in)** along with following documents in one lot **on or before 14 Mar 26**:-
- (i) A certificate issued by Divisional Head as per **Annexure II**
 - (ii) CTC copy of Last month's pay slip
 - (iii) CTC copy of First page of Service Book

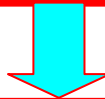


3. ACTION BY OIC APS RECORDS-ON RECEIPT OF APPLICATION

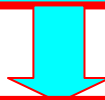
- (a) Check the correctness of Application(s), certificates & documents issued by Divisional Head as mentioned at para 2 above.
- (b) If application is completed in all respects, enter the name of the volunteer(s) in **Field Force List**. If not, return the application to the Divisional Head with observation(s) for rectification.
- (c) After the list of volunteers circulated by DG Recruiting IHQ of MoD (Army) to concerned ZROs, OIC APS Records will forward a letter to specified ZROs/AROs (ARO/ZRO wise) certifying that the volunteer(s) is eligible for enrolment in the category for which applied for, to arrange medical screening of the volunteer(s) under intimation to the concerned civil Divisional Head, concerned Command HQs, Nodal Officer and Additional Directorate General APS.

4. ACTION BY DIVISIONAL HEADS & VOLUNTEERS

- (a) Divisional Heads will relieve the volunteer(s) to report to concerned AROs/ZROs as intimated by APS Records on the specified date(s) for medical examination along with connected documents.
- (b) Volunteers are required to report AROs/ZROs on the specified dates only. Medical examination will be held during May 2026.

**5. ACTION BY APS NODAL OFFICERS, COMMAND HQs/CBPOs/WING**

- (a) On receipt of confirmation letter from OIC Records as per Para 3 (c) above, Command HQs / CBPOs / APS Wing / APS Nodal Officer(s) will coordinate with AROs/ZROs for medical examination, inform civil Postal authority / concerned volunteer(s) for timely report for medical examination, coordinate with AROs/ZROs regarding result of medical examination & final date of despatch of the medically fit volunteer(s) to APS Wing. They will further coordinate with concerned Divisional Head to relieve medically fit volunteer(s) to report to AROs/ZROs as per specified date(s).

**6. ACTION BY DIVISIONAL HEADS & VOLUNTEERS**

- (a) On receipt of confirmation letter of medical fitness from concerned AROs/ZROs, Divisional Head will relieve the volunteer(s) to report to concerned AROs/ZROs along with requisite documents for final despatch to APS Wing for Training.
- (b) Volunteers are required to report AROs/ZROs on the specified dates only.

email id of APS Records - tee.kamp62@nic.in
email id of APS Directorate- rajhans.hr@gov.in



for correspondence by
Divisional Heads only

✓ Only Postal Assistants / Sorting Assistants may apply for APS Enrolment.

✓ Applications received from IPs/LSGs/PM/MG/MTS will not be accepted for this Cycle.

✓ Any promotion in civil, after application is submitted to APS, will not be considered for equivalent Army Rank during enrolment but will be considered once he completed the Basic Military Training at APS Wing, Kamptee subsequently as per existing procedure of APS for further promotion.



Annexure I

**APPLICATION FOR ENROLMENT AS A VOLUNTEER FOR
FIELD SERVICE TO ARMY POSTAL SERVICE (To be filled in by the volunteers)
(All fields are mandatory)**

PART-I

1.	Name (including alias, if any) (in Block letters) (as per Service Book & 1 st page of service book to be attached)	:	
2.	Employee ID, if any	:	
3.	(a) Present appointment (Latest pay slip to be attached) (b) Date of initial appointment in Dept of Posts and the cadre in which appointed	:	
4.	Father's Name	:	
5.	Permanent Home Address	:	
6.	Educational Qualifications (a) Whether knows typing if yes, Present speed (b) Whether knowledge of system Admin (Yes/No)	:	
7.	Present Address	:	
8.	Date of Birth	:	
9.	Place of Birth	:	
10.	Aadhaar Number	:	
11.	PAN Number	:	
12.	Mobile Number	:	
13.	email ID	:	
14.	Brief Particulars of previous Military Service, if any (In case served previously in APS, mentioned JC/ Army No)	:	

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15. Conditions of service:-

- (a) The volunteer is required to undergo preliminary medical examination at the nearest Military Hospital/ Recruiting Office. Actual travelling expenses are admissible to him for visit made in connection with preliminary medical examinations.
- (b) The volunteer is at liberty to apply to have his name removed from the list of volunteers at any time except after he has been ordered to proceed on field service.
- (c) On receipt of the orders, the volunteer must start for the nearest Recruiting Office, if necessary within 24 hours of being relieved of his duties.
- (d) The volunteer is required to serve anywhere in India or outside and he must remain on field service as long as required under the terms of his enrolment/ commission.
- (e) The detailed terms and conditions are contained in Director General, Posts and Telegraphs, General Circular No 04 dated 22 Oct 77 and the Postal Manual (War) India, 1937.

16. Declaration to be signed by the applicant:-

I hereby declare that to the best of my knowledge and belief the information given in the application form is correct. I accept the terms & conditions of service in Army Postal Service and request that my name to be entered in the list of volunteers for Field Service.

Place :

Date :

(Signature of applicant)

PART-II
DECLARATION REGARDING PLURAL MARRIAGES

17. I _____ (Name and designation) hereby declare that:-

- | | |
|---|---|
| (a) I am not married. | <input type="checkbox"/> (mark with ✓ or X) |
| (b) I am widower. | <input type="checkbox"/> (mark with ✓ or X) |
| (c) I am married and have more than one wife living. | <input type="checkbox"/> (mark with ✓ or X) |
| (d) I am married and do not have more than one wife living. | <input type="checkbox"/> (mark with ✓ or X) |
| (e) I am divorced. | <input type="checkbox"/> (mark with ✓ or X) |

18. I also undertake not to contract another marriage without first obtaining the permission of Govt of India, Min of Defence.

19. I fully understand that in the event of my declaration being found incorrect at any time during the period of training or after enrolment/ appointment/ grant of commission, I shall be liable to be returned or dismissed from training/ Service.

Signature of applicant _____

Signature of Witness: _____

Name : _____

Designation : _____

Full Address : _____

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PART III**RECOMMENDATION OF THE DIVISIONAL OFFICER/
IMMEDIATE SUPERIOR OF GAZETTED RANKS**

Recommended. It is certified that _____
(Name and designation) has a good record of service, sound physique and active habits. No disciplinary proceedings are either pending or contemplated against him. The particulars given at item 1 to 8 of the application have been verified for the service records and found correct.

Ref No : _____

Tele No : _____

eMail ID: _____

Place :

Date : _____ (Signature of Officer with designation)

(unless the Officer concerned can conscientiously sign, the application should not be send)

PART-IV**REGULAR EMPLOYEE CERTIFICATE**

It is certified that _____ (name & designation) is a regular employee and is holding a lien against a permanent post in the Department of Posts. He could be repatriated to Department of Posts if found to be unfit on any count while serving with Army Postal Service.

Place :

Date : _____ (Signature with designation of Divisional Head)

Annexure IICERTIFICATE

It is certified that Shri (name of the official) is a regular employee and is holding a lien against a permanent post in the Dept of Posts. He could be repatriated to Dept of Posts if found to be unfit on any count while serving with Army Postal Service.

Place:

Date: (Signature with designation of Divisional Head)

CONTACT US....

Ser	Postal Circle	APS Nodal Officer(s)	Email id
1.	Andhra Pradesh	Southern Command	dir.sc@indiapost.gov.in
2.	Telangana		
3.	Tamilnadu		
4.	Kerala		
5.	Karnataka		
6.	Maharashtra	APS Wing	wgcdr.apswg@indiapost.gov.in
7.	Gujarat		
8.	Madhya Pradesh		
9.	Rajasthan	South Western Command	dir.swc@indiapost.gov.in
10.	Chattisgarh	Central Command	dir.cc@indiapost.gov.in
11.	Jharkhand		
12.	Uttar Pradesh		
13.	Uttarakhand		
14.	Haryana	Western Command	baps.wc@indiapost.gov.in
15.	Himachal Pradesh		
16.	Punjab		
17.	Assam	Eastern Command	baps.ec@indiapost.gov.in
18.	North East, Sikkim Region, North Bengal Region, South Bengal Region & East Bihar Region.		
19.	Odisha	2 CBPO	comdt.2cbpo@indiapost.gov.in
20.	West Bengal (Less South Bengal, North Bengal & Sikkim Region)		
21.	Bihar (Less East Bihar Region)		
22.	Delhi	1 CBPO	comdt.1cbpo@indiapost.gov.in
23.	Jammu & Kashmir	Northern Command	dir.nc@indiapost.gov.in

For further details.....

1.	APS Records	tee.kamp62@nic.in
2.	APS Training Wing	wgcdr.apswg@indiapost.gov.in
3.	Addl Dte Gen APS, IHQ of MoD (Army)	rajhans.hr@gov.in

ADVANTAGES FOR DEPARTMENT OF POSTS EMPLOYEES ON FIELD SERVICE TO ARMY POSTAL SERVICE

1. Equivalent Rank Structure in APS at the time of induction

(a) PA/SA - Warrant Officer

2. Age limit and medical category

The officials below 40 years of age and in the medical category of SHAPE-1 are eligible to join APS.

3. Special status of Warrant Officers in APS

Warrant Officers are treated at par with JCOs for accommodation, messing and travel entitlements purposes.

4. Pay & Allowances

(a) Option to draw **Civil Pay** or **Army Pay**, whichever is beneficial

(b) **Civil Pay:-**

Civil Pay + 12% of Basic Pay as Field Service Allowance (FSA)
(No DA on FSA)

(c) **Army Pay:-**

Army Pay + Military Service Pay (MSP) (Rs.5,200/- pm + DA thereon)

(d) **Assured Career Progression (ACP) Benefits of Army**

Volunteers opting Army Pay option will be given Army Assured Career Progression I, II, III in Army Pay at the interval of 10, 20, 30 years service in APS.

5. Leave Benefits:-

Ser	Type of Leave	No of days
(a)	Annual Leave	56 + Journey period
(b)	Casual Leave	30
(c)	Hospitalisation	Considered as on Duty
(d)	Sick Leave	Recommended by Medical Officer
(e)	Accumulation	300 days
(f)	Encashment (Max - 60 days)	Over & above 300

6. Pay Benefits:- (This calculation is illustrative, subject to change from time to time as per Gol orders)Comparison between Civil Pay and Army PayNote:-

- Entry level pay of PA/SA and APS equivalent (WO) is given, which may vary depend on No of years of service in civil
- This comparison is as on **31 Dec 2025**. This may vary depend upon enhancement of allowances by Govt of India.

- @ - LRA (Leave Ration Allowance, while on leave, LRA will be admissible)
- # - HRA (Family personnel will get HRA, if Govt Married Accommodation is not available)
- * - NRA (Normal Ration Allowance,. Only family member staying in Govt accommodation will get NRA, if not opt for Free ration. Single person will get free food & accommodation)

Civil Appointment	Army Rank	Civil Pay (in DoP)		Civil Pay (in APS)		Army Pay	
		Details	Pay	Details	Pay	Details	Pay
PA / SA (Postal Assistant / Sorting Assistant)	WO (Warrant Officer)	Basic Pay	25,500	Basic Pay	25,500	Basic Pay	29,200
		DA (58%)	14,790	DA (58%)	14,790	MSP	5,200
		HRA (10%)	2,550	FSA (12%)	3,060	DA (58%)	16,936
		TPTL	2,844	TPTL	2,844	TPTL	2,844
				HRA [#]	2,550	HRA [#]	2,920
				LRA [@]	950	LRA [@]	950
				PMHAH	113	PMHAH	113
				RUMCIG	85	RUMCIG	85
				NRA [*]	4,500	NRA [*]	4,500
		Total	45,684	Total	54,392	Total	62,748

- @ - LRA (Leave Ration Allowance, while on leave, LRA will be admissible)
- # - HRA (Family personnel will get HRA, if Govt Married Accommodation is not available)
- * - NRA (Normal Ration Allowance,. Only family member staying in Govt accommodation will get NRA, if not opt for Free ration. Single person will get free food & accommodation)

- **Uniform Allowance per year – Rs. 12,500/-**
- **Transfer Grant - 80% of Basic Pay on every Posting**
- **Hardship & Risk Allowance – Depending on Area of Posting**

7. Assured Career Progression (ACP) Benefits of Army**(This calculation is illustrative, subject to change from time to time as per GoI orders)**

Grade / Rank	PA in DoP	Warrant Officer in APS
Pay Option	Civil	Army
Existing Pay	25,500	29,200
Existing Pay Level	4	5
Qualifying service for MACP-I	10 Years	10 Years
1 st ACP in Army 10 yrs service in APS		4,200 GP L6
1 st MACP in civil after 10 Yrs	2,800 GP L5	
Appx Pay	58,540	80,724
Appx Hike (Army option of Pay)		22,184
Advantage from Civil		> 1 LEVEL

8. Benefits – Travel Concession (Train):-

Type	Frequency/ Eligibility	WO
Free LTC (Duty station to Home station)	Once in a year (Self + Wife + Children+ Dependents)	AC 2 TIER
Free All India LTC	Once in two years (Self + Wife + Children+ Dependents)	AC 2 TIER
If posted in Field station	Twice in a year (Self)	AC 2 TIER
50% concession	Unlimited (Self + Wife + Children+ Dependents)	AC 2 TIER

9. Benefits – Army Group Insurance (AGI):-

Details	WOs
Monthly subscription (Compulsory)	Rs.2,525
Insurance cover	Rs.37.50 lakhs
Advance – Computer loan	Yes
Advance – Two wheeler loan	Yes
Advance – Four wheeler loan	Yes
Part withdrawal – Higher education / Marriage of wards	90% at credit
Amount accumulated in AGI savings fund will be refunded to officials on their repatriation to department of posts.	

10. Benefits – Canteen Facilities (CSD):-

Details	WOs
All type of consumer goods on concessional rates (less than MRP)	Rs.10,500 per month
Electronic, electrical goods on concessional rates (less than MRP)	Rs.75,000 per year
Liquor on concessional rates (less than MRP)	7 bottles per month
After rendering Minimum 5 years Service in APS, Canteen Facilities with Liquor is available, after Repatriation to Department of Posts	

11. Benefits – Medical Facilities:-

- Free Medical Facilities for Self, Wife, Children and Dependents
- Free Medical Facilities like OPD, Medicines, Diagnosis, In Patient (Room Rent & Food), Specialist Consultant, Minor Operations & Major Operations.

12. Benefits – Education & Scholarship:-

- Admission of children in Army Public School, KV and other Pvt School in the Military station
- Children will get reservation for getting admission in professional colleges under State Govt.
- Scholarships are available for children of personnel from APS Corps Regimental Fund and from Army (ESSA)
- Admission of children in the following Professional Colleges for JCOs/WOs/OR who have completed 10 years of service in Army Postal Service

Army Institute of Technology, Pune	Army College of Medical Science, Delhi Cantt
Armed Forces Medical College, Pune	Army College of Dental Science, Secunderabad
Army Institute of Management, Kolkatta	Army Institute of Management & Technology, Greater Noida
Army Institute of Fashion Design, Bangalore	Army College of Nursing, Jalandhar
Army Institute of Nursing, Guwahati	Army Institute of Higher Education, Pathankot
Army Institute of Hotel Management And Catering Technology, Bangalore	Army Institute of Law, Mohali, Chandigarh
Army Centre of Education, Pachmarhi	Army Institute of Education, Greater Noida

- Grant to wives for enhancement of their academic qualification.
- Grant to personnel for enhancement of their academic qualification while serving in APS.

13. Foreign Posting:-

- 05 Field Post Offices are being operated at United Nation peace keeping force, abroad – Lebanon - 01, Congo – 02, South Sudan – 01 & Israel - 01
- 04 Field Post Offices are being operated at HQ IMTRAT (Indian Military Training Team), Bhutan.
- Every year, APS personnel are selected for foreign assignment based on various parameters through board of officers.
- 30 APS personnel (JCOs/WOS/NAIK/SEP) are being sent to foreign postings every year.

Foreign Posting	Additional Allowance	Tenure	Total Allowance
Bhutan	Rs. 84,138/- per month	02 Years	Rs.20.19 lakh
UN Mission	\$ 1600/- per month (Approx Rs. 1,31,808/-)	06 months	Rs. 8.00 lakh

Note : This comparison is as on May 2024. This may vary depend upon enhancement of allowances by Govt of India, from time to time.

14. Benefits – Others

- Talented sports personnel can participate in Army teams at various levels.
- Eligible for applying to dwelling units from Army Housing Welfare Organisation (AWHO) after completing 10 years & more service in APS.
- Officials will get choice posting in Department of Posts on repatriation.

