

File No. 1(01)/2026/PA Admn.1 | 7016-7075
Government of India
Ministry of Communications
Department of Posts
PA Wing, Dak Bhawan
New Delhi.

Dated 08.04.2026

NOTICE

Sub: Draft Recruitment Rules, 2026 of Lower Division Clerk, Junior Accountant and Senior Accountant in Postal Accounts Offices (PAOs) – reg.

The undersigned is directed to state that as per DoPT's O.M. No. AB-14017/61/2008-Estt.(RR) dated 13.10.2015, the proposal for framing/amendment of Recruitment Rules (RRs) is required to be uploaded on the website of respective Ministries/Departments for a period of 30 days for inviting comments from stakeholders.

2. The Competent Authority has decided to frame/revise the Recruitment Rules governing the appointment to the posts of **Lower Division Clerk (LDC), Junior Accountant and Senior Accountant** in Postal Accounts Offices (PAOs), Department of Posts. The draft Recruitment Rules for the aforesaid cadres are enclosed herewith for inviting comments from stakeholders.

3. Stakeholders are requested to go through the draft Recruitment Rules and furnish their comments, if any, to the undersigned within a period of one month from the date of issue of this notice.

4. The draft Recruitment Rules shall be available on the official website of the Department of Posts (www.indiapost.gov.in) for a period of 30 days from the date of publication of this notice.

Encl: As above


Director (PA-Admn)

Copy to:

1. All Chief Postmasters General.
2. All Heads of Postal Accounts Offices (PAOs).
3. All Postal Service Associations.
4. Director, CEPT – with a request to upload the draft Recruitment Rules on the official website of India Post for 30 days. (Hindi Version will follow)
5. e-office Board.

[To be published in the Gazette of India,]

GOVERNMENT OF INDIA

MINISTRY OF COMMUNICATIONS

Department of Posts (Postal Accounts Wing)

NOTIFICATION

New Delhi, the 2026

G.S.R.- In exercise of the powers conferred by the proviso to article 309 of the Constitution and in supersession of the Circle Postal Accounts Offices (Junior Accountants, Stenographers Grade -II and Lower Division Clerks) Recruitment Rules, 2010, in so far as they relate to the posts of Lower Division Clerk, except as respects things done or omitted to be done before such supersession, the President hereby makes the following rules regulating the method of recruitment to the post of Lower Division Clerks in the Circle Postal Accounts Offices of the Department of Posts, namely :—

1. Short title and commencement- (I) These rules may be called the Circle Postal Accounts Offices (Lower Division Clerk) Recruitment Rules 2026.

(II) They shall come into force on the date of their publication in the Official Gazette.

2. Application: These rules shall apply to the posts specified in column (1) of the Schedule annexed to these rules.

3. Number of posts, classifications, pay level in pay matrix: The number of said posts, their classification, level in pay matrix attached thereto shall be as specified in column (2) to (4) of the said schedule.

4. Method of recruitment, age limit and other qualifications, etc: The method of recruitment, age limit, qualifications and other matters relating thereto shall be as specified in columns (5) to (13) of the aforesaid Schedule.

5. Disqualifications: No person, -

(a) who has entered into or contracted a marriage with a person having a spouse living; or

(b) who, having a spouse living, has entered into or contracted a marriage with any person, shall be eligible for appointment to any of the said posts:

Provided that the Central Government may, if satisfied that such marriage is permissible, under the personal law applicable to such person and the other party to the marriage and that there are other grounds for so doing, exempt any person from the operation of this rule.

6. Power to relax: Where the Central Government is of the opinion that it is necessary or expedient so to do, it may, by order, for reasons to be recorded in writing, relax any of the provisions of these rules with respect to any class or category of persons.

7. Savings: Nothing in these rules shall affect reservation, relaxation of age limit and other concessions required to be provided for candidates belonging to the Scheduled Castes, Scheduled Tribes, Other Backward Classes, Ex- servicemen and other special categories of persons in accordance with the orders issued by the Central Government from time to time in this regard.

SCHEDULE

Name of post	Number of posts	Classification	Level in the pay matrix.	Whether selection post or non-selection post
(1)	(2)	(3)	(4)	(5)
Lower Division Clerk	800*(2026) * Subject to variation dependent on workload.	General Central Service Group-'C' Non-Gazetted, Ministerial	Level 2 in 7 th CPC Pay Matrix (19900-63200)	Selection

Age limit for Direct Recruit	Educational and other qualifications required for direct recruits	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Period of probation, if any.
(6)	(7)	(8)	(9)
Between 18 and 27 years (Relaxable for Government servants up to 40 years in accordance with instructions or orders issued by the Central Government from time to time). Note: The crucial date for determining age limit shall be as advertised by the SSC	(i) 12th Class Pass or equivalent qualification from a recognized Board or University (ii) A typing speed of 35 w.p.m. in English or 30 w.p.m. in Hindi on Computer (35 w.p.m. and 30 w.p.m. correspond to 10,500 KDPH and 9,000 KDPH respectively, based on an average of 5 key depressions per word.)	Yes, to the extent indicated in column no.10	2 years for Direct Recruits subject to completion of 'Induction training' for Lower Division Clerks as prescribed by the competent authority.

Method of Recruitment, whether by Direct Recruitment or by promotion or by deputation/absorption and percentage of vacancies to be filled by various methods	In case of recruitment by promotion/deputation/absorption grades from which promotion/deputation/absorption to be made	If a DPC exist, what is its composition?	Circumstances in which UPSC is to be consulted in making recruitment
(10)	(11)	(12)	(13)

<p>a) 60%- by Direct Recruitment through SSC</p> <p>b) 30% of the vacancies shall be filled from amongst the Group 'C' officials of the Postal Circle originally appointed in level -1 in the pay matrix who possess 12th class pass or equivalent qualification and have rendered 3 years of regular service in the grade and have successfully completed their period of probation in entry grade, on the basis of Limited Departmental Competitive Examination as prescribed by the Competent Authority.</p> <p>Note: No maximum age limit for appearing in Limited Departmental Competitive Examination.</p> <p>c) 10 % of the vacancies shall be filled on seniority- cum- fitness basis from Group 'C' officials of the Postal Accounts Office originally appointed in level -1 of the pay matrix who possess minimum educational qualification of 12th or equivalent and have rendered 3 years regular service in the grade and have successfully completed their period of probation in the entry grade.</p> <p>Note1: Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their seniors would also be considered provided, they are not short of requisite qualifying /eligibility service by more than half of such qualifying /eligibility service or two years whichever is less, and have successfully completed their probation period for promotion to the next higher grade along with juniors who have already completed such qualifying or eligibility service.</p> <p>This condition shall not be applied with reference to such junior officials who have lost their seniority after availing transfer under Rule-38 of the Postal Manual, Volume-IV.</p> <p>Note 2-An official who, upon availing transfer under Rule 38 of the Postal Manual Volume- IV,</p>	<p>As stated in Column 10</p>	<p>DPC (for considering promotion or confirmation)</p> <ol style="list-style-type: none"> 1. Deputy Director/ACAO - Chairman 2. One Senior Officer from Admin - Member 3. One Senior Officer- to be nominated by Head of PAO 	<p>Not applicable</p>
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<p>is placed below junior in the gradation list of the transferee unit, shall be considered eligible for promotion subject to the condition that such consideration does not adversely affect or prejudice the rights of officials senior to him in the said unit of promotion.</p> <p>Note 3: Departmental candidates promoted on SCF basis or LDCE should pass the prescribed type test with a minimum speed of 35 words per minute in English or 30 words per minute in Hindi only on computer. (35w.p.m and 30.p.m correspond to 10500 KDPH and 9000 KDPH respectively, based on an average of 5 key depressions for each word) subject to the exemption prescribed by the Central Govt. from time to time.</p> <p>Note 4: Eligibility of service condition shall be as on 01st day of January of the year to which the vacancy belongs to or as per guidelines issued by the Central Government from time to time regarding crucial date of eligibility.</p>			
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[To be published in the Gazette of India,]

GOVERNMENT OF INDIA

MINISTRY OF COMMUNICATIONS

Department of Posts (Postal Accounts Wing)

NOTIFICATION

New Delhi, the 2026

GS.R- In exercise of the powers conferred by the proviso to article 309 of the Constitution and in supersession of the Circle Postal Accounts Offices (Junior Accountants, Stenographers Grade -II and Lower Division Clerks) Recruitment Rules, 2010, in so far as they relate to the posts of Lower Division Clerk, except as respects things done or omitted to be done before such supersession, the President hereby makes the following rules regulating the method of recruitment to the post of Junior Accountant in the Circle Postal Accounts Offices of the Department of Posts, namely :—

1. Short title and commencement — (I) These rules may be called the Circle Postal Accounts Offices (Junior Accountant) Recruitment Rules 2026.

(II) They shall come into force on the date of their publication in the Official Gazette.

2. Application:-These rules shall apply to the posts specified in column (1) of the Schedule annexed to these rules.

3. Number of posts, classifications, pay level in pay matrix:-The number of said posts, their classification, level in pay matrix attached thereto shall be as specified in column (2) to (4) of the said schedule.

4. Method of recruitment, age limit and other qualifications, etc:-The method of recruitment, age limit, qualifications and other matters relating thereto shall be as specified in columns (5) to (13) of the aforesaid Schedule.

5. Disqualifications:- No person, -

- (a) who has entered into or contracted a marriage with a person having a spouse living; or
- (b) who, having a spouse living, has entered into or contracted a marriage with any person, shall be eligible for appointment to any of the said posts:

Provided that the Central Government may, if satisfied that such marriage is permissible, under the personal law applicable to such person and the other party to the marriage and that there are other grounds for so doing, exempt any person from the operation of this rule.

6. Power to relax: Where the Central Government is of the opinion that it is necessary or expedient so to do, it may, by order, for reasons to be recorded in writing relax any of the provisions of these rules with respect to any class or category of persons.

7. Savings:-Nothing in these rules shall affect reservation, relaxation of age limit and other concessions required to be provided for candidates belonging to the Scheduled Castes, Scheduled Tribes, Other Backward Classes, Ex- servicemen and other special categories of persons in accordance with the orders issued by the Central Government from time to time in this regard.

SCHEDULE

Name of post	Number of posts	Classification	Level in the pay matrix.	Whether selection post or non-selection post
(1)	(2)	(3)	(4)	(5)
Junior Accountant	828*(2026) * Subject to variation dependent on workload.	General Central Service Group-'C' Non-Gazetted, Ministerial	Level 5 in the pay matrix (29,200-92,300)	Selection

Age limit for Direct Recruit	Educational and other qualifications required for direct recruits	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Period of probation, if any.
(6)	(7)	(8)	(9)
Between 18 and 27 years (Relaxable for Government servants up to 40 years in accordance with instructions or orders issued by the Central Government from time to time). Note: The crucial date for determining age limit shall be as advertised by the SSC	Bachelor's degree from a recognized university/Institute.	Yes, to the extent indicated in column 10	2 years for Direct Recruits subject to completion of 'Induction training' for Junior Accountants as prescribed by the competent authority.

Method of Recruitment, whether by Direct Recruitment or by promotion or by deputation/absorption and percentage of vacancies to be filled by various methods	In case of recruitment by promotion/ deputation absorption grades from which promotion/ deputation/ absorption to be made	If a DPC exist, what is its composition?	Circumstances in which UPSC is to be consulted in making recruitment
(10)	(11)	(12)	(13)
<p>a) 60%- by Direct Recruitment through SSC.</p> <p>b) 30% of the vacancies shall be filled by promotion through a Limited Departmental Competitive Examination from (i) Lower Division Clerks of the Postal Accounts Office and (ii) Stenographer Grade-II of the Postal Accounts Office, who possess minimum educational qualification of 12th Class or equivalent and have rendered 3 years of regular service in the respective grades and have successfully completed their period of probation in the entry grades.</p> <p>Note: No maximum age limit for appearing in Limited Departmental Competitive Examination.</p> <p>c) 10% of the vacancies shall be filled by promotion on the basis of seniority- cum-fitness from Lower Division Clerks of the Postal Accounts Office who possess minimum educational qualification of 12th Class or equivalent and have rendered 5 years of regular service in the grade and have successfully completed their period of probation in the entry grade.</p> <p>Note1: Where juniors who have completed their qualifying or eligibility service are being considered for</p>	<p>As stated in column 10</p>	<p>DPC (for considering promotion or confirmation)</p> <ol style="list-style-type: none"> 1. Deputy Director/ACAO - Chairman 2. One Senior Officer from Admin - Member 3. One Senior Officer– to be nominated by Head of PAO 	<p>Not applicable</p>

<p>promotion, their seniors would also be considered provided, they are not short of requisite qualifying /eligibility service by more than half of such qualifying /eligibility service or two years whichever is less, and have successfully completed their probation period for promotion to the next higher grade along with juniors who have already completed such qualifying or eligibility service.</p> <p>This condition shall not be applied with reference to such junior officials who have lost their seniority after availing transfer under Rule-38 of the Postal Manual, Volume-IV.</p> <p>Note 2-An official who, upon availing transfer under Rule 38 of the Postal Manual Volume- IV, is placed below junior in the gradation list of the transferee unit, shall be considered eligible for promotion subject to the condition that such consideration does not adversely affect or prejudice the rights of officials senior to him in the said unit of promotion.</p> <p>Note 3: Lower Division Clerks can be considered for promotion as Junior Accountant only after they have passed prescribed typing test subject to the exemption prescribed by the Central Govt. from time to time.</p> <p>Note 4: Eligibility of service condition shall be as on 01st day of January of the year to which the vacancy belongs to or as per guidelines issued by the Central Government from time to time regarding crucial date of eligibility.</p>			
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GOVERNMENT OF INDIA

MINISTRY OF COMMUNICATIONS

Department of Posts (Postal Accounts Wing)

NOTIFICATION

New Delhi, the 2026

GS.R— In exercise of the powers conferred by the provision to article 309 of the Constitution and in supersession of (i) Circle Postal Accounts Officers (Senior Accountant) Recruitment Rules-1988 (ii) Circle Postal Accounts Officers (Senior Accountant) Recruitment (Amendment) Rules-2013 except as respects things done or omitted to be done before such supersession, the President hereby makes the following **rules** regulating the method of recruitment to the post of Senior Accountants in the Circle Postal Accounts Offices of the Department of Posts, namely :—

1. Short title and commencement — (I) These rules may be called the Circle Postal Accounts Offices (Senior Accountant) Recruitment Rules 2026.

(II) They shall come into force on the date of their publication in the Official Gazette.

2. Application:-These rules shall apply to the posts specified in column (1) of the Schedule annexed to these rules.

3. Number of posts, classifications, pay level in pay matrix:-The number of said posts, their classification, level in pay matrix attached thereto shall be as specified in column (2) to (4) of the said schedule.

4. Method of recruitment, age limit and other qualifications, etc:-The method of recruitment, age limit, qualifications and other matters relating thereto shall be as specified in columns (5) to (13) of the aforesaid Schedule.

5. Disqualifications:- No person, -

- (a) who has entered into or contracted a marriage with a person having a spouse living; or
- (b) who, having a spouse living, has entered into or contracted a marriage with any person, shall be eligible for appointment to any of the said posts:

Provided that the Central Government may, if satisfied that such marriage is permissible, under the personal law applicable to such person and the other party to the marriage and that there are other grounds for so doing, exempt any person from the operation of this rule.

6. Power to relax: Where the Central Government is of the opinion that it is necessary or expedient so to do, it may, by order, for reasons to be recorded in writing relax any of the provisions of these rules with respect to any class or category of persons.

7. Savings: Nothing in these rules shall affect reservation, relaxation of age limit and other concessions required to be provided for candidates belonging to the Scheduled Castes, Scheduled Tribes, Other Backward Classes, Ex- servicemen and other special categories of persons in accordance with the orders issued by the Central Government from time to time in this regard.

SCHEDULE

Name of post	Number of posts	Classification	Level in the pay matrix.	Whether selection post or non-selection post
(1)	(2)	(3)	(4)	(5)
Senior Accountant	3312*(2026) * Subject to variation dependent on workload.	General Central Service Group-'B' Non-Gazetted, Ministerial	Level 6 in the pay matrix (35,400-1,12,400)	Selection

Age limit for Direct Recruit	Educational and other qualifications required for direct recruits	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Period of probation, if any.
(6)	(7)	(8)	(9)
Not applicable	Not applicable	Not applicable	2 years

Method of Recruitment, whether by Direct Recruitment or by promotion/ or by deputation/ absorption and percentage of vacancies to be filled by various methods	In case of recruitment by promotion/deputation absorption grades from which promotion/deputation/absorption to be made	If a DPC exist, what is its composition?	Circumstances in which UPSC is to be consulted in making recruitment
(10)	(11)	(12)	(13)

<p>(i) 50% by promotion on seniority-cum-fitness basis.</p> <p>(ii) 50% by promotion on the basis of Limited Departmental Competitive Examination, failing which by Deputation.</p> <p>Promotion:</p> <p>(I) In the manner specified in item (i) in column (10) shall be made amongst Junior Accountants of the Postal Accounts Office in level-5 in the pay matrix with six years of regular service in the grade and who have successfully completed their period of probation in the entry grade and who have qualified the Departmental Confirmatory Examination.</p> <p>Protection Clause: The eligibility service for promotion shall continue to be three years for persons holding the feeder posts on regular basis on the date of notification of these rules.</p> <p>(II) In the manner specified in item (ii) in column (10) shall be made from Junior Accountants of the Postal Accounts Office with three years of regular service in the grade of Junior Accountant, and who have successfully completed their period of probation in the entry grade and who have qualified the Departmental Confirmatory Examination.</p> <p>Note1: Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their seniors would also be considered provided, they are not short of requisite qualifying /eligibility service by more than half of such qualifying /eligibility service or two years whichever is less, and have</p>	<p>As stated in column 10</p>	<p>DPC (for considering promotion)</p> <ol style="list-style-type: none"> 1. Deputy Director/ACAO - Chairman 2. One Senior Officer from Admin - Member 3. One Senior Officer– to be nominated by Head of PAO 	<p>Not applicable</p>
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successfully completed their probation period for promotion to the next higher grade along with juniors who have already completed such qualifying or eligibility service.

This condition shall not be applied with reference to such junior officials who have lost their seniority after availing transfer under Rule-38 of the Postal Manual, Volume-IV.

Note 2-An official who, upon availing transfer under Rule 38 of the Postal Manual Volume- IV, is placed below junior in the gradation list of the transferee unit, shall be considered eligible for promotion subject to the condition that such consideration does not adversely affect or prejudice the rights of officials senior to him in the said unit of promotion.

Deputation: Officials from Central or State Government or Union Territory Administrations;

(a) (i) holding analogous post on a regular basis in the parent Department; or

(ii) with six years' service in the grade rendered after appointment thereto on a regular basis in posts in level - 5 (Rs. 29,200 - 92,300) in the pay matrix or equivalent in the parent Department; and

(b) Possessing two years' experience in the field of Accounting or Auditing in Government Organization.

Note 1.- The departmental officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, the deputationists shall not be eligible for consideration for

<p>appointment by promotion.</p> <p>Note 2.- The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization or Department of the Central Government shall ordinarily not exceed three years. The maximum age limit for appointment by deputation shall be not exceeding 56 years as on the last date of receipt of applications.</p> <p>Note 3: Eligibility of service condition shall be as on 01st day of January of the year to which the vacancy belongs to or as per guidelines issued by the Central Government from time to time regarding crucial date of eligibility.</p>			
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