

No. 1-7/2021-SPG
Government of India
Ministry of Communications
Department of Posts
Personnel Division

Dak Bhawan, New Delhi-01

Dated: As e-signed

OFFICE MEMORANDUM

Subject: Additional Charge/ Statutory Charge arrangements on the vacant posts of the Senior Administrative Grade and Junior Administrative Grade of the Indian Postal Service, Group 'A' in the Postal Directorate/PLI Directorate/ Parcel & CCS Directorate, as applicable -reg

The undersigned is directed to refer to the Directorate's Office Memorandum of even number dated 09.07.2025 and subsequent orders issued from time to time in the matter and to convey the orders of the Competent Authority for the following additional charge/statutory charge arrangements in respect of the vacant posts of the Senior Administrative Grade and Junior Administrative Grade of the Indian Postal Service, Group 'A' in the Postal Directorate/PLI Directorate/ Parcel & CCS Directorate, as applicable:

Part-I: Senior Administrative Grade

Sr. No.	Vacant Post	Post to which Charge is assigned	Nature of Charge
1.	GM (B & I)	CGM, PLI	Additional Charge
2.	DDG (DAC)	DDG (MO)	Additional Charge
3.	DDG (Philately)	DDG (PMU)	Additional Charge
4.	DDG (PO)	DDG (Establishment, Planning, GDS and Legal)	Additional Charge
5.	DDG (Technology)	DDG (PMU)	Additional Charge
6.	DDG (Transportation)	DDG (MO)	Additional Charge
7.	DDG (PBI)	DDG (FS)	Additional Charge
8.	DDG (Marketing)	DDG (Philately)	Additional Charge

Part-II: Junior Administrative Grade

Sr. No.	Vacant Post	Post to which Charge is assigned	Nature of Charge
1.	Addl. GM (CCS & RB)	Director (Establishment & Planning)	Additional Charge

2.	Addl GM-I	Addl GM-III	Statutory Charge
3.	Director (Staff)	Director (Training)	Additional Charge
4.	Director (PBI)	Director (FS)	Additional Charge
5.	Director (Investigation)	Director (Vigilance)	Additional Charge

2. The officers indicated against the respective posts shall hold such additional charge/statutory charge, in addition to their own duties and without any extra remuneration, with immediate effect and until further orders or till the regular incumbent joins the post/posts, whichever is earlier.

3. This issues with the approval of the Competent Authority.

(Kaushik Banerjee)
Assistant Director General (SPG)
Tele: 011-2309-6183
Email: kaushik.banerjee@gov.in

To

The Concerned Division
Postal Directorate/Parcel & CCS Directorate/PLI Directorate

Copy to:

1. PSO/Sr. PPS to the Secretary (Posts)/DG(Postal Services)
2. Sr.PPS/PPS to All the Members (Postal Service Board)
3. CVO & Sr. DDG (Vigilance)/Sr. DDG (PAF)/ CGM (PLI/ Parcel & CCS)
4. Addl. DG, APS/ Director, RAKNPA
5. JS & FA, Department of Posts
6. All DDGs, Postal Directorate/ GMs (PLI/ Parcel & CCS)
7. GM, CEPT, Mysuru with the request to upload the order on India Post website
8. e-Office notice board
9. Guard File

(Ashish Dhawan)
Section Officer (SPG-I)