

No. 17-103/2007-GDS/1
Government of India
Ministry of Communications & IT
Department of Posts
(Establishment Division - GDS Section)

Dak Bhawan, Sansad Marg,
New Delhi-110 001.

Dated : 17 Dec 2015

All Heads of Postal Circles

Sub : Strengthening establishment of Single Handed Branch Post Offices.

The issue of strengthening establishment of the Single Handed Branch Post Offices with a view to ensure uninterrupted counter services during the prescribed working hours had been engaging attention of this Department for some time past.

2. The matter has been examined and the Competent Authority has approved the following :-
 - (a) Wherever a Branch Postmaster of a Single Handed Branch Post Office is entrusted with the work of Mail Carrier and/or Mail Deliverer, the work relating to Mail Carrier and/ or Mail Deliverer may be considered for entrusting to another GDS by redeployment of surplus posts including posts kept held in abeyance since long with the approval of HOC.
 - (b) In Circles where there is large number of Single Handed Branch Post Offices, such redeployment may be considered from other Circles if it is not possible to strengthen the establishment of Single Handed BOs within the resources available with the Circle.
3. These provisions will come into effect from the date of issue of this letter.


(Surender Kumar)

Assistant Director General (GDS)

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1. OSD to Secretary (P)
2. PPS to Secretary (P)
- 3-8 PPS/PS to all Members
- 9-11 CGM BD/PLI Directorate/Sr. DDG (Vigilance)
- 12 All DDGs in Postal Directorate
- 13 Director RAKNPA/Postal Training Centers
- 14 All recognized Federations/Unions
- 15 Guard File