

Supplementary Questions (Set No. 3)

File No:-16-1/2017-Inspn
Government of India
Ministry of Communications
Department of Posts
(Inspection Unit)

Dak Bhawan, Sansad Marg
New Delhi 110001 dated 20.08.2019

To

1. All Heads of Circles
2. Director, RAKNPA
3. Army Postal Service Directorate, New Delhi
4. All Directors, Postal Training Centres

Subject: Supplementary Inspection Questionnaire (Set No. 3) for FRMU checks in HO/SO Inspection Questionnaire.

ADDENDUM-3

In pursuance of the Head Post Office and Sub Post Office Inspection Questionnaires circulated vide Directorate letter no. 16-1/2017-Inspn dated 26.06.2018, 18.09.2018 & 22.03.2019 and No. 16-2/2017-Inspn. dated 18.12.2018 & 22.03.2019 respectively, kindly find additional Questions for FRMU checks, annexed herewith, to be attended to while inspecting HOs and SOs.

2. All Circles are requested to circulate these Supplementary Questions (Set No. 3) to their Subordinate Units for using the same while inspecting the Head Post Office and Sub Post Office.

3. This comes into force with immediate effect and issues with the approval of the competent authority.

Encl: As above

D. K. Singh
20/08/19
Assistant Director (Inspection)

Copy to:

1. CGM (PLI) Directorate/ CGM BD Directorate/ CGM Parcel Directorate
2. Sr. DDG (Vigilance), Dak Bhawan, New Delhi
3. All DDsG
4. GM, CEPT Mysuru to upload this information at S.No. 34 (20) on web page at link <https://www.indiapost.gov.in/VAS/Pages/RTI/RTI-Manual-5.aspx>
5. Sr. PPS to Secretary (Posts) /DG
6. PS to all Members PSB, Addl. DG (Coord) and AS&FA
7. Hindi Section, Dak Bhawan, New Delhi for translating these questions in Hindi.

D. K. Singh
20/08/19
Assistant Director (Inspection)

In continuation of Revised Inspection Questionnaire for Head Post Office and Sub Post Offices issued vide this office letter no. 16-1/2017-Inspn dated 26.06.2018, 18.09.2018 & 22.03.2019 and No. 16-2/2017-Inspn. dated 18.12.2018 & 22.03.2019 respectively.

For HO Inspection Questionnaire under Section 3(b): (CBS – Counter Operations and ATM Management), following may be inserted after Question 98 (c) and shall be sub paras of a new question 98 (d):-

AND

For SO Inspection Questionnaire under Part 3(d): (AML/ CFT Compliance checks), following may be inserted after Question 82 (b) and shall be sub para of a new question 82 (c):-

1. Check the MIS report of FRMU alerts assigned, closed and reported to investigation in past one year or since date of last inspection and the number of alerts pending.
2. Check if any alert is pending for more than 90 days. Record the reason for such undue delay.
3. Check if any alert is reported to Investigation and the follow-up action taken by the postmaster.
4. Randomly verify pending FRMU alerts as follows:
 - (i). 5 alerts pertaining to CBS operations
 - (ii). 5 alerts pertaining to CSI operations
 - (iii). 5 alerts pertaining to PLI/ RPLI operations
5. Randomly check following closed FRMU alerts in relation to whether the prescribed procedure of field verification is followed while closing the alerts:
 - (i). At least 5 FRMU closed alerts pertaining to CBS operations
 - (ii). At least 5 FRMU closed alerts pertaining to CSI operations
 - (iii). At least 5 FRMU closed alerts pertaining to PLI/ RPLI operations