

Government of India.
Ministry of Communications
Department of Posts
(Inspection Division)

Dak Bhawan, Sansad Marg,
New Delhi, dated: 30.06.2020

Office Memorandum

Subject: Regarding minimum number of visits of senior functionaries in the field

Approval of the competent authority is conveyed for carrying out the minimum number of visits by senior officers in the field as mentioned below in supersession of the earlier guidelines in the matter:

Sl.No.	Designation	Offices to be visited per month per officer	Number of visits per month
1.	CPMG, PMG, DPS, Divisional and Sub Divisional Heads (Postal)	H.O./ G.P.O.	1
		S.O.	1
		B.O.	1
		Mail Office	1
2.	SSRM/ SRM	Mail Office (NSH/ ICH/ PH/ TMO/ Section/ AMPC/ BPC etc.)	3 (at least 2-night visits)
		Delivery Post Office	1

2. The Visit Remarks shall be issued by the next working day and reviewed by the competent authority with in a fortnight from the date of issue of visit remarks.

D. K. Singh
30/06/2020 -
Assistant Director
(Inspection)

Copy to:-

1. Sr. PPS to Secretary (Posts)/ PPS to Director General (Postal Services)
2. PPS/ PS to Addl. DG (Coord.)/ All Members Postal Services Board
3. Additional Secretary & Financial Advisor
4. All Chief Postmasters General
5. All Postmasters General
6. Chief General Manager Parcel Directorate/ BD Directorate/ PLI Directorate
7. Director RAKNPA & all Directors PTCs
8. Addl. Director General at Army Postal Service, New Delhi
9. Sr. Deputy Director General (Vigilance) & CVO
10. Secretary, Postal Services Board
11. All Deputy Directors General

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12. GM, CEPT for uploading this OM on India Post web site

Dusath
30/06/2020
Assistant Director
(Inspection)