

No. 28-7/2016-PE-II
Government of India
Ministry of Communications
Department of Posts
Establishment Division

Dak Bhawan, Sansad Marg,
New Delhi - 110001.

Dated: 2nd Sept, 2020

OFFICE MEMORANDUM

Subject: Duties and Responsibilities of Members Postal Services Board in the Department of Posts.

This is with reference to this Directorate OM of even number dated 26/08/2020 which had a typographical error with reference to dates in the first para. Therefore, this OM is being issued in partial modification to this Directorate OM of even number dated **30.07.2018**, **30.08.2018** and **26.08.2020** regarding distribution of duties and responsibilities among the Members of Postal Services Board (PSB) and Addl. DG (Coordination) in the Department of Posts.

2. The revised duties and responsibilities of Members of Postal Services Board (PSB) and Addl. DG (Coordination) are as given below: -

Sl. No.	Name of the Post	Concerned CGM / DDG/GM	Duties and Responsibilities	
1.	Member (Personnel)	DDG (P)	i)	Personnel & Staff matters
			ii)	Recruitments
		DDG (Estt.)	iii)	Establishment
			iv)	Gramin Dak Sevaks (GDS)
			v)	Pension
			vi)	Medical Services
		DDG (SR, Legal & VP)	vii)	Vigilance Petition and Appeals
			viii)	Staff Relations & Legal
2.	Member (Operations)	CGM (Parcel)	i)	Parcels/e-Commerce & Logistics
		CGM (BD)	ii)	Business Development
		DDG(MO)	iii)	Speed Post & Mail Operations
			iv)	Motor Vehicle
		DDG (PO)	v)	Postal Operation
3.	Member (Technology)	DDG (PMU)	i)	Project Management Unit (PMU) of IT Modernization Project
		DDG (Tech)	ii)	Technology
		GM (CEPT)	iii)	Centre(s) for Excellence in Postal Technology
4.	Member (PLI) & Chairperson, Investment Board	CGM (PLI)	i)	Postal Life Insurance, Rural PLI Schemes & Operations
		CGM (PLI)/CIO	ii)	Investment Board
		DDG (Marketing)	iii)	Marketing, Publicity and Social Media operations
		DDG (FS)	i)	Post Office Savings Bank (POSB)
		DDG (RB)	ii)	Rural Business (Including MGNREGA)
			iii)	Direct Benefit Transfer (DBT)