

Government of India
Ministry of Communications
Department of Posts

Dak Bhawan, Sansad Marg,
New Delhi- 110001
Dated: 11th January, 2021

To

1. All Heads of Circles,
2. CGM (Parcel Dte.) / CGM (BD & MD) / CGM (PLI Dte.),
3. Director, RAKNPA, Ghaziabad / CGM, CEPT / Directors, all PTCs.

Subject: Economy Instructions – Printing activities – reg.

Sir/Madam,

I am directed to forward herewith a copy of Department of Expenditure's OM No. 7(2)/E.Coord/2020 dated 02.09.2020 on the subject mentioned above for information and compliance.

2. Some Circles have sent requirement of Diaries and Calendars to this Office. It is again clarified that there will be no further activities towards printing wall calendars, desktop calendars, diaries, festival greeting cards and similar materials by all Ministries / Departments / Autonomous Bodies and other organs of the Government. All such activities including materials which were earlier printed in physical format shall be done digitally online. Bureau of Outreach and Communication (BOC) under Ministry of Information & Broadcasting is also not printing any material.

3. Circles are, therefore, requested not to send any requirement of calendars and diaries to this office.

4. This issues with the approval of Competent Authority.

Encl.: As above.

Yours faithfully



(Vickey Kumar)
Director (Coord.)

Copy to:

1. PSO to Secy(Posts) / Sr. PPS to DG (Posts)
2. PPS / PS to Addl. DG (Coord.) / Member (Banking) / Member (O) / Member (P) / Member (Planning & HRD) / Member (PLI) / Member (Tech.)
3. AS&FA
4. All Sr. DDsG
5. Secretary (PSB) / All DDsG

6. Chief Engineer (Civil), Postal Directorate

7. GM, CEPT, Mysuru for uploading the order on the India Post website.

No. 7(2)/E.Coord/2020
Government of India
Ministry of Finance
Department of Expenditure

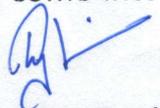
North Block, New Delhi
Dated 2nd September, 2020

OFFICE MEMORANDUM

Subject: - Economy Instructions - Printing activities

As the world is increasingly moving towards adopting digital force multipliers for productivity and given the fact that using technological innovations for planning, scheduling and forecasting is known to be economical, efficient and effective, the Government of India has decided that there will be no further activities towards printing wall calendars, desktop calendars, diaries, festival greeting cards and similar materials by all Ministries/Departments/Autonomous Bodies and other organs of the Government. All such activities including materials which were earlier printed in physical format shall be done digitally online. The printing of Coffee Table books is also banned and appropriate use of E-Books is encouraged. Therefore, all concerned are directed to make efforts to adopt innovative means to use digital or online method for the above activities.

2. This issues with the approval of Secretary (Expenditure) and will come into force with immediate effect.


(Thanglemlian)

Joint Secretary to the Government of India

All Secretaries of the Government of India

Copy to:-

1. Principal Secretary to the Prime Minister
2. Cabinet Secretary
3. CEO, NITI Aayog
4. All the Financial Advisors
5. Secretary, Department of Public Enterprises – with a request to reiterate the same to all PSEs
6. Secretary, Department of Financial Services – with a request to reiterate the same to all Public Sector Banks.