

No. X-12/6/2021-SPN-II
Government of India
Ministry of Communications
Department of Posts

Dak Bhawan, Sansad Marg
New Delhi – 110 001
December 31st, 2021

To,

- a) All Chief Postmaster General
- b) Chief General Manager, PLI / Parcel / BD Directorate
- c) Chief General Manager, CEPT / Director RAKNPA / Director of all PTCs
- d) Addl. Director General, Army Postal Service
- e) All General Manager (Finance) / Director Postal Accounts / DDAP

Subject: Cadre management of Postal Assistant and Sorting Assistant

Madam / Sir,

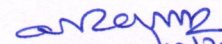
I am directed to say that at present Circle is recruiting unit in respect of Postal Assistant in CO/RO, SBCO whereas in case of Postal Assistants in Postal Divisions and Sorting Assistant in RMS Divisions, Division is recruiting unit.

2. Cadre management of PAs and SAs have been reviewed and it has been decided that from recruitment year 2022, i.e. 01.01.2022 onwards, Circle shall be the recruiting unit for PAs in Postal Divisions / GPO and SAs in RMS Divisions. However, there shall be no change in appointing authority and disciplinary authority. Detailed guideline for making Circle a recruiting unit is enclosed at **Appendix – I**.

3. Above modifications will be brought to the notice of all concerned for their information and immediate implementation. All activities related to redefining the roster of PA of Postal Divisions and SA of RMS Divisions and calculation of vacancies for the year 2022 will be completed by 31st January, 2022.

4. Director (SPN) will be the nodal officer for implementation of revised system who can be contacted at Tel no. 011- 23096092 for any clarification. In Circles, the DPS(HQ) concerned will be the nodal officer.

Yours faithfully,


31/12/2021
(Muthuraman C)

Assistant Director General (SPN)

Copy to:-

1. Sr.PPS / PSO to Secretary (Posts) / Director General Postal Services
2. PPS/ PS to Members, Postal Services Board / Addl. DG(Coordination)
3. Additional Secretary & Financial Adviser, Department of Posts
4. Sr. DDG(Vigilance) & CVO / Sr. DDG (PAF)
5. Secretary, Postal Services Board/ All Deputy Directors General
6. PE-I / PE-II / SPN-I / DE section, Dak Bhawan
7. All recognized Federations / Unions / Associations of Department of Posts
8. Portal Upload Tem, CEPT for uploading the order on the India Post website.
9. Office copy / Guard file