

File No. 16-3(2)/2019-Inspn.
Government of India
Ministry of Communications
Department of Posts
(Inspection Unit)

Dak Bhawan, Sansad Marg,
New Delhi, dated: 17.01.2023

Office Memorandum

Subject: Annual Inspection Programme of Members, Postal Services Board & Addl. DG (Coord.) for the inspection year 2023

With reference to OM No. 16-3(2)/2019-Inspn. dated 22.04.2022, I am directed to convey the following with regard to the Annual Inspection Programme of Members, PSB & Additional DG (Coord.) for the year 2023-

- i. Inspection of the unit may be completed in three working days.
- ii. The Inspection Report (IR) may be submitted within 30 days from the date of commencement of inspection.
- iii. Compliance from the Circle may be submitted within 30 days from the date of receipt of Inspection Report, for which the office of the concerned Member/ Addl. DG (Coord.) may follow up with the Circle to ensure compliance in a time bound manner. The secretarial assistance for the purpose will be provided by the Inspection Unit of the Directorate.
- iv. The inspection unit will put up the compliance to the concerned Inspecting Authority only, who will examine the compliance and put up a final Note on the inspected Office to DG (PS) and Secretary (P).

2. Secretary (P) has approved the following Annual Inspection Programme for 2023 in respect of units to be inspected by the Members, Postal Services Board & Additional DG (Coord.):-

S. No.	Circle	Last Physical Inspection		Next Physical Inspection	
		Month/ Year	By Officer	Month/ Year	By Officer
1	Gujarat	December 2021	Member (PLI)	January 2023	Member (Banking & DBT)
2	Delhi	September 2021	Member (PLI)	April 2023	Addl. DG (Coord.)

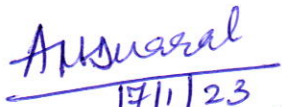
3	Himachal Pradesh	July 2021	Member (P)	April 2023	Member (Plg. & HRD)
4	Haryana	October 2021	Member (Plg. & HRD)	May 2023	Member (Banking & DBT)*
5	Jammu & Kashmir	August 2021	Member (Banking & DBT)	May 2023	Member (O)
6	Jharkhand	September 2021	Member (P)	June 2023	Member (PLI)
7	Kerala	November 2021	Member (Tech.)	October 2023	Member (Tech.)
8	Madhya Pradesh	September 2021	Member (O)	October 2023	Addl. DG (Coord.)

* the work of Member (Personnel), PSB is being looked after by Member (Banking & DBT), PSB as of now.

2. The inspection team to assist Member, PSB/ Addl. DG (Coord.), may consist of three members, viz. one ADG/ AD and two IP/ ASP preferably working under his/ her control in Postal/ PLI/ BD/ Parcel Directorate. I am also directed to intimate that further orders for the team members before initiating the inspection may be issued by the office of Members, PSB/ Addl. DG (Coord.) on the strength of this OM.

3. Rest of the guidelines mentioned in OM No. 16-3(2)/2019-Inspn. dated 22.04.2022 may be followed.

4. This issues with the approval of the competent authority.


17/1/23
 (Dr. Amarpreet Duggal)
 DDG (PG, QA & I)

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. Sr. Deputy Director General (Vigilance) & CVO
5. All Chief Postmasters General - I am directed to request the Circles to send the Inspection Notes on the email ID of the concerned Member PSB/ Addl. DG

(Coord.) well in advance of the scheduled inspection by coordinating with their offices.

6. Chief General Manager Parcel Directorate/ BD & M Directorate/ PLI Directorate

7. Director, RAKNPA

8. Secretary, Postal Services Board

9. All Deputy Directors General

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

Amsuaal
17/1/23
(Dr. Amarpreet Duggal)
DDG (PG, QA & I)