

F.No. Tr-13/23/2023-Training-DOP
Government of India
Ministry of Communications
Department of Posts
(Mission Karmayogi Division)

Dak Bhawan, Sansad Marg
New Delhi-110001
Dated:29.04.2024

To,
All CPMsG
Director, RAKNPA, Ghaziabad
Director, Postal Training Centres
In-Charge, Regional Training Centres

Subject: Regarding 'Functioning & Operations of Foreign Post Offices (FPOs)' course on Dak Karmayogi Portal.

This is with reference to letter, received from DDG (IR&GB) vide CF-71/41/2023-DAA-DOP dated 20.10.2023, regarding course on Functioning and Operations of FPOs.

2. Regional Training Centre, Delhi, has developed a course on '**Functioning & Operations of Foreign Post Offices (FPOs)**' as per 'WTDET' model prescribed by DoPT.
3. The course aims to impart knowledge about:
 - i. Organizational structure of Foreign Post Offices including Sub Foreign Post Office, Office of Exchange & Transit Office of Exchange.
 - ii. Working & importance of International mail booking centres such as IBCs and DNKs.
 - iii. Processing of international mail, both inbound and outbound in this course.
4. Explore the intricacies of Foreign Post Offices (FPOs) with our comprehensive domain-level training course. Gain the essential knowledge and skills necessary for efficient and accurate work within this domain. Delve into the inner workings of FPOs, gaining valuable insights into the complex operations facilitating seamless mail transmission between countries worldwide.
5. Accordingly, all officials of Foreign Post Offices (FPOs) and Dak Ghar Niryat Kendras (DNKs) are directed to undertake this course on Dak Karmayogi Portal. This will enhance their technical expertise and comprehensive understanding of booking, dispatch, and delivery of international articles at FPOs and DNKs.

This has the approval of Director General Postal Services.


Dinesh Kumar Sharma
Deputy Director General
(Mission Karmayogi)

DDG(IR&GB)

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