

(S.D.)

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भारतीय डाक विभाग
DEPARTMENT OF POSTS, INDIA
मुख्य पोस्टमास्टर जनरल का कार्यालय
OFFICE OF THE CHIEF POSTMASTER GENERAL,
पश्चिमबंगाल सर्किल / WEST BENGAL CIRCLE, कोलकाता / KOLKATA - 700012.

U/E

To,

1. The Postmaster General, Kolkata-Region, Kolkata -700012/South Bengal Region, Kolkata -700012/M & BD, Kolkata -700012/North Bengal Region, Siliguri-734001.
2. The Postmaster General, A&N Islands, Port Blair-744101.
3. The General Manager (PAF), Yogayog Bhawan, Kolkata- 700012.
4. The Director, Kolkata GPO, Kolkata - 700001.
5. The Supdt. Engineer, Postal Civil Circle, Kolkata - 700012.
6. The Executive Engineer, Postal Civil Division, No. I & II, Kolkata - 700012.
7. The Executive Engineer, Postal Electric Division, Kolkata - 700012.
8. The Dy. Architect (P), Kolkata - 700012.
9. The SSPOs, North Kolkata Divn, Kolkata-700037/SSPOs, East Kolkata Divn, Kolkata-700014/SSPOs South Kolkata Divn, Kolkata-700029/SSPOs, Central Kolkata Divn, Kolkata-700007/SSPOs, North Presidency Divn, Kolkata 700120/SSPOs, Asansol Divn, Asansol-713301/SSPOs Bankura Divn, Bankura-722101/SSPOs Burdwan Divn, Burdwan-713101/SSPOs Howrah Divn, Howrah -711101/SSPOs Midnapore Divn, Midnapore-721101/SSPOs South Hooghly Divn, Shreerampore-712201.
10. The SPOs South Presidency Divn. Baruiopore -700144/SPOs, Nadia North Divn. Krishnagar -741101/SPOs Nadia South Divn. Kalyani-741235/SPOs Barasat Division, Kolkata -700124/SPOs, Murshidabad Divn, Berhampore (WB)-742101/SPOs Birbhum Divn. Suri -731101/SPOs, North Hoogly Divn. Chinsurah-712101/SPOs Purulia Divn. Puruila -723101/SPOs, Contai Divn, Contai-721401/SPOs Tamluk Divn. Tamluk-721401/SPOs Darjeeling Divn. Darjeeling -734101/ SPOs Jalpaiguri Divn, Jalpuiguri-735101/SPOs Cooch Behar Divn, Coochbehar -736101/SPOs Dinajpur Divn, Balurghat -733101/SPOs Malda Divn, Malda-732101.
11. The Dy. SPOs, Sikkim, Gangtok -737101.
12. The Supdt. Postal Store Depot, Kolkata -700001/Foreign Post, Kolkata -700001.
13. The SSRMs Kolkata RMS Divn, Kolkata -700001/SSRMs, AP Stg Divn Kolkata -700004/SSRMs WB Divn. Howrah -711101.
14. The SRMs, RMS SB Divn, Howrah-700001/RMS SG Divn, Siliguri -734001/RMS H Divn, Kolkata -700004.
15. The Sr. Manager, MMS, Kolkata -700015.
16. The Manager, RLO, Kolkata - 700001.
17. The ADPS (TO), Circle Office, Kolkata -12 for uploading the copy in Circle website.
18. All Group Officers, Circle Office, Kolkata -700012.
19. The Sr. PS to CPMG, WB Circle, Kolkata - 700012.
20. The PS to PMG, M & BD, WB Circle, Kolkata- 700012.
21. The PS to DPS (HQ), Kolkata - 700012.
22. The Office Supdt. Circle Office, Kolkata -700012.

No. EST/B/Monthly Performance Report/CPMG/2014/Ch.I Dated at Kolkata-12 the 20.12.2021.

Subject: Periodical Establishment Review of Post Offices – guidelines in view of COVID-19 pandemic.

Kindly find enclosed herewith the Directorate letter No. 25-03/2003-PE-I dated 28.12.2021 for information, guidance and necessary action.

Encl: As stated above.

(S. Das)
Asstt. Postmaster General (Staff, Estt & Plg.)
O/o the Chief Postmaster General
West Bengal Circle, Kolkata-12.

BP

No. 25-03/2003-PE-I
Government of India
Ministry of Communications
Department of Posts
(PE-I Section)

Dak Bhawan, Sansad Marg,
New Delhi - 110 001
Dated: 28th December, 2021

To,

All Heads of Circles,

Subject: Periodical Establishment Review of Post Offices - guidelines in view
of COVID-19 pandemic.

Sir/Madam,

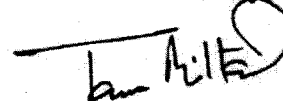
In view of the decrease in transactions/business and overall reduction of workload of Post Offices due to prevailing COVID-19 pandemic, representations had been received from Circles and Staff Unions for revision of the guidelines for periodical establishment review of Post Offices.

2. The matter was examined in detail, and with the approval of the Competent Authority it has been decided to not undertake/conduct establishment review of all kinds of Departmental Post Offices for the year 2020 & 2021.

3. The establishment review of Departmental Post Offices may be undertaken from 01.07.2022 onwards for which statistics may be taken w.e.f. 01.07.2021.

4. In view of the above, it is requested to take further necessary action accordingly.

Yours faithfully,



(Tarun Mittal)

Asstt. Director General (PE-I)

Tele: 011- 2304 4768

Letter no. 25-03/2003-PE-I dated 28.12.2021

Copy forwarded to:-

1. PSO/Sr.PPS to Secretary (Posts)/Director General Postal Services.
2. Sr. PPS/ PPS to Addl. DG (Co-ordination)/ Member (Banking)/ Member (O)/ Member (P)/ Member (Planning & HRD)/ Member (PLI)/ Member (Tech).
3. Additional Secretary & Financial Adviser.
4. All Postmasters General.
5. CGM, BD Directorate / Parcel Directorate / PLI Directorate.
6. Sr. Dy. Director General (Vigi.) & CVO / Sr. Dy. Director General (PAF).
7. Director, RAKNPA / Directors of All PTCs.
8. Addl. Director General, Army Postal Service, New Delhi.
9. Director General P&T (Audit), Civil Lines, New Delhi.
10. Secretary, Postal Services Board/ All Deputy Directors General.
11. All General Managers (Finance) / Directors Postal Accounts / DDAP.
12. Planning Division.
13. All recognized Federations / Unions / Associations (through India Post website).
14. GM, CEPT for uploading the order on the India Post web site.
15. ADG (Admn.) – for uploading the letter on e-office Notice Board.
16. Guard File
17. Spare copies.

Dharmendar
28/12/21

(Dharmendar Kumar)
Section Officer (PE-I)
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