

Department of Posts,  
Office of the Chief Postmaster General,  
West Bengal Circle,  
Kolkata-700 012

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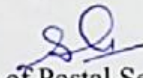
Email - [apmgphil@gmail.com](mailto:apmgphil@gmail.com)

No. Phil/SC/SGHS/2021-22

Dated at Kolkata – 700012, the 29 .12.2021


Sanction of the competent authority is hereby conveyed to the release of a Special Cover on “ 75<sup>th</sup> years of Siliguri Girls’ High School” to be released on 31.12.2021(Friday) at Siliguri by the Postmaster General, North Bengal Region. The details are given below:

- a)The designs of the Special Cover and the Special Cancellation as approved by the competent authority are enclosed herewith and it is permitted to print 2000 (Two thousand only) pieces of the Special Cover strictly as per the design and specification approved by the competent authority.
- b)The sale price of the Special cover should not exceed @ Rs.20/- per piece excluding the cost of the postage stamp(either definitive or commemorative postage stamp) to be affixed on the cover and the amount realized from the sale of those covers will be deposited to the Government Account.
- c) The Special Cover should conform strictly to one of these three sizes : i) 11cm x 22 cm, ii) 13cm x 22 cm & iii) 16cm x 24.3 cm and paper should be Maplithos 176 GSM. The back side of the special cover should contain the logo of Department of Posts and the words “**Approved by: the Chief Postmaster General, West Bengal Circle, Department of Posts**” (also in Hindi version), with Code No: - **WB/35/2021**.
- d) It may kindly be ensured that no sale of the said Special Cover takes place before the formal release on **31.12.2021(Friday)**.  
Encl:-As above

  
Asstt. Director of Postal Services (BD & Philately)  
Office of the Chief Postmaster General,  
West Bengal Circle, Kolkata-700012

Copy forwarded to-

- 1) The Postmaster General, North Bengal Region, Siliguri-734001 for information and necessary action.
- 2) The Director (Philately), Department of Posts, Dak Bhavan, Sansad Marg, New Delhi-110001 for kind information .
- 3) The Postmaster, Siliguri H.O., Siliguri-734001 for information and necessary action as per the existing Rules & Procedures of the Department regarding release of any Special cover vide "the Handbook on Philately" and instructions issued in this regard time to time. Philatelic Bureau, Siliguri H.O. will set up an extension counter at the venue of release on 31-12-2021(Friday) for sale of the Special Covers. Necessary action may kindly be taken to supply 200 special covers to the ADG(Philately), Dak Bhawan, New Delhi for sale at e Post office, vide Directorate letter under F. No.25-01/2015-Phil dated 17-02-2016, circulated through C.O. letter under no.MM&PO/Rlg/SC/2016 dated 22.02.2016 & 26.04.2016. Further necessary action may be taken as per C.O. letter no.MM&PO/Phil/Misc/2019 dated 17.10.2019. A fee of Rs.12,500/- should be deposited at Siliguri H.O. by the proponent immediately.
- 4) The ADPS(TO), C.O., Kolkata-700012 for kind information and taking necessary action towards uploading the information in the website of Department.

  
Asstt. Director of Postal Services (BD & Philately)  
Office of the Chief Postmaster General,  
West Bengal Circle  
Kolkata-700012.