

**DEPARTMENT OF POST**  
**OFFICE OF THE CHIEF POSTMASTER GENERAL**  
**WEST BENGAL CIRCLE, KOLKATA – 700 012**

No: Rectt / X-13/LGO Exam(Other wing)/2020

dated at Kolkata – 12, the 09.11.2020.

Subject: - Limited Departmental Competitive Examination for promotion of eligible officials working in C.O/R.O (including RLO)/Foreign Post to the cadre of Postal Assistant/Sorting Assistant for Departmental Quota of vacancies for the year 2020(01.01.2020 to 31.12.2020) to be held on 20.12.2020.

In pursuance of Directorate's Communication no. A-34012/05/2020-DE dated 04.11.2020 following notification is issued:-

The Limited Departmental Competitive Examination(LDCE) cited above will be held on 20<sup>th</sup> December, 2020(Sunday) for recruitment of Postal Assistant /Sorting Assistants from eligible officials of working in C.O/RO/Foreign Post/RLO for the vacancy year 2020 (01.01.2020 to 31.12.2020). Accordingly, applications are invited from the willing and eligible candidates in the format enclosed (Annexure-I). The Schedule of activities of the Examination is furnished hereunder:

S. No.	Activity	Proposed Date (Schedule)
1.	Date of notification	09.11.2020(Monday)
2.	Last date for receipt of Application form at Divisional Office/Controlling Unit from eligible candidates.	30.11.2020 (Monday)
3.	Receipt of duly filled in Application forms at the Regional Office to be sent by Divisional Office /Controlling Unit duly verified.	03.12.2020(Thursday)
4.	Receipt of duly filled in Application forms at the Circle Office (Nodal Officer) to be sent by RO duly verified	07.12.2020 (Monday)
5.	Issue of Admit Card by CO/RO/DO to eligible candidates	14.12.2020 (Monday)
6.	Date of Examination (date & time)	20 <sup>th</sup> December, 2020 (Sunday)*

\* Exam will commence exactly at 10:00 AM and both Paper-I & Paper –II will be conducted in continuity.

**2. Vacancies:** Number of vacancies available under Recruiting Division/Unit-wise is furnished as under:-

S. No.	Name of Division/Unit	Vacancies			
		UR	SC	ST	Total
1	CO/RO	1	0	1	2
2	RLO	0	0	0	0
3	Foreign Post	2	1	0	3

**3. Eligibility Criteria:-** As per the Recruitment Rules notified in GSR 411(E) dated 21.05.2015, the following categories of official(s) are eligible to appear in the examination:

(i) Multi Tasking Staff (MTS) in the Pay Band I of Rs. 5200- 20200 + Grade Pay of Rs. 1800/- (pre-revised) of the concerned Unit/Divisional with five years of regular service in the Grade including any regular service put in the erstwhile Group 'D' post on regular basis

(ii) Despatch Rider in the Pay Band I of Rs. 5200-20200 + Grade Pay of Rs. 1900/- (pre-revised) of the concerned Unit/Divisional with five years of regular service in the Grade including any regular service put in the erstwhile Group 'D' post on regular basis. (for Foreign Post)

Note: The vacancy year has been changed from financial year as provided in the Recruitment Rules to Calendar Year in terms of DoPT OM no. 22011/4/2013-Estt(D) dated 08.05.2017 and Department of Posts DO letter no. 137-15/2014-SPB-II dated 07.07.2017 and the crucial date of reckoning the minimum regular service is 01.01.2020.

**4. Pattern & Syllabus of Examination:** The examination will be conducted as per the revised pattern and syllabus circulated by Directorate vide letter No. 17-08/2018-SPB-I dated 10.05.2019 under Annexure-C which shall be read with letter No. 17-08/2018-SPB-I dated 20.06.2019, 26.06.2019, 28.06.2019, 11.07.2019, 23.07.2019, 11.12.2019 and letter no. 17-08/2018-SPB-I(Pt) dated 10.06.2019 are enclosed as **Annexure-II**.

Note:- 'Skill test of data entry' will be conducted separately.

**5. Centres of Examination:-** The examination will be conducted at **Kolkata**. The candidates will have to appear from the respective centres of their Circle only and under no circumstances, they be permitted to appear from other Circle Centres.

6. The application of candidates on deputation to APS should be sent to the concerned Controlling Unit(Foreign Post/RO/CO)
7. Details of the candidates in excel format (in enclosed **Annexure-B**) may kindly be sent to this office.
8. This notification may be given wide publicity amongst all eligible candidates working in concerned Units.
9. The notification is also available on the Departmental website i.e. [www.indiapost.gov.in](http://www.indiapost.gov.in).
10. This issues with the approval of the Competent Authority.

Enclosures:- Annexure-I & II, B

*[Signature]*  
ADPS (Rectt.)  
O/o the CPMG, WB Circle  
Kolkata- 700 012

**Copy forwarded for information and taking necessary action to:-**

1. The PMG, North Bengal region, Siliguri- 734001 / *PMG, Kolkata Regn. KOI-12 / PMG. SAR*
2. The ADPS (S, E & PN), O/O the CPMG, WB Circle, Kolkata- 700 012.
3. The ADPS (Mails), O/O the CPMG, WB Circle, Kolkata- 700 012.
4. The Supdt., Foreign Post, Kolkata-700001
5. The Manager, RLO, Kolkata- 700 001.
6. The Additional DG (APS), Sena Dak Bhawan, Delhi- 110010.
7. The ADG(DE), Department of Posts, Dak Bhawan, Sansad Marg, New Delhi- 110001 w.r.to his letter no. cited above.
8. The ADPS (TO), O/O the CPMG, WB Circle, Kolkata- 700 012- for uploading the notification in Circle website.

*[Signature]*  
ADPS (Rectt.)  
O/o the CPMG, WB Circle  
Kolkata- 700 012