

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

U/E/e-mail

To

- 1-3) The Postmaster General, Kolkata Region, Kolkata-700012/ The Postmaster General, South Bengal Region, Kolkata-700012/ The Postmaster General, North Bengal Region, Siliguri-734001;
- 4) The General Manager (PA & F), Kolkata-700012;
- 5-6) The Postmaster General, Anadaman & Nicobar Islands, Port Blair-744101/ The Postmaster General, Sikkim State, Gangtok-737101;
- 7-9) The Director of Postal Services, Kolkata Region, Kolkata-700012/ The Director of Postal Services, South Bengal Region, Kolkata-700012/ The Director of Postal Services, North Bengal Region, Siliguri-734001;
- 10) The Director, Kolkata GPO, Kolkata-700001;
- 11) The Sr. Manager, MMS, Kolkata;
- 12-40) All the SSPOs'/SPOs' in West Bengal Circle;
- 41-47) All the SSRMs/SRMs in West Bengal Circle;
- 48) The Superintendent Foreign Post, Kolkata;
- 49) The Manager, RLO Kolkata;
- 50-51) The Supdt, PSD Kolkata/ The Supdt., CSD, Kolkata/ The Supdt., PSD Siliguri;
- 52) The Section Supervisor, SF(B) Section, O/o the Chief Postmaster General, Kolkata-12.

No: EST/B/Z-03/GDS RECOMMENDATION

Dated at Kolkata-12, the 13-02-2019.

Subject: Introduction of 'Emergency' leave for a maximum of 5 days in a calendar year for all categories of Gramin Dak Sevaks(GDS).

In continuation of this office letter of even no. dated **08.01.2019**, kindly find enclosed herewith Dte's Addendum no. **17-31/2016-GDS** dated **01.02.2019** regarding introduction of 'Emergency' leave for a maximum of 5 days in a calendar year for all categories of Gramin Dak Sevaks(GDS).

It is therefore requested to kindly look into the matter & take necessary actions accordingly.

Encl: As above.

(S.K.Bera)

Asstt. Director of Postal Services (Staff, E & PN)
 O/o the Chief Postmaster General
 W.B. Circle, Kolkata-700012

Copy to:-

- 1-2) The DSP, Anadaman & Nicobar Islands, Port Blair-744101/ The DSP, Sikkim State, Gangtok-737101;
- 11) Sr. Ps to Chief Postmaster General, W.B. Circle, Kolkata-700012.
- 12) PS to DPS (HQ), O/o the CPMG, W.B. Circle, Kolkata-700012.
- 5-7) The ADPS-I, Kolkata Region/ The ADPS, SB Region/ The ADPS, NB Region.
- 12) The ADPS (TO), C.O., Kolkata-700012 for uploading the order in the Circle Website : **westbengalpost.gov.in.**
- 4-19) All Group Officers, C.O. Kolkata-700012;

(S.K.Bera)

Asstt. Director of Postal Services (Staff, E & PN)
 O/o the Chief Postmaster General
 W.B. Circle, Kolkata-700012

AD(S, E & PN) / SFB
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AD(S, E & PN) ESTT.
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No. 17-31/2016-GDS
Government of India
Ministry of Communications
Department of Posts
(GDS Section)

Dak Bhawan, Sansad Marg,
New Delhi - 110001
Dated: 01.02.2019

NIF SFB
TRY ESTT.



Addendum

Sub: Introduction of 'Emergency' leave for a maximum of 5 days in a calendar year for all categories of Gramin Dak Sevaks (GDS).

The undersigned is directed to refer to this Directorate's O.M of even number dated 02.01.2019 wherein instruction on introduction of 'Emergency' leave for a maximum of 5 days in a calendar year for all categories of Gramin Dak Sevaks (GDS) were circulated.

2. In this context, it is informed that, the para 2 (vii) of aforesaid O.M. dated 02.01.2019 may be substituted by the following: -

(i) Prior sanction of the emergency leave for BPMs will be required from the concerned Divisional Head. Similarly, prior sanction of the emergency leave for the ABPM/Dak Sevak from Sr. PM/PM/Sub Divisional Head/ HRO/SRO/SPM will be required.

3. It is requested to circulate the above instruction to all concerned and ensure that the instructions are strictly followed.

4. This issues with the approval of competent authority.

5. Hindi version will follow.

(S.B. Vyavahare)
Assistant Director General (GDS/PCC)
Tel. No. 23096629
E-mail - adggds@indiapost.gov.in

Copy forwarded to: -

1. PS to Minister of State for Communications (I/C)
2. Sr.PPS to Secretary (Posts) /Sr.PPS to Director General Postal Services
3. PPS/PS to Addl.DG (Co-ordination) /Member (Banking) / Member (O) /Member (P) /Member (Planning & HRD) /Member PLI) / Member (Tech)
4. Additional Secretary & Financial Adviser
5. All Chief Postmasters General / Postmasters General
6. Chief General Manager, BD Directorate/Parcel Directorate/PLI Directorate
7. Director, RAKNPA/GM, CEPT/Directors of All PTCs
8. Addl. Director General, Army Postal Service, R.K.Puram, New Delhi
9. Sr. Deputy Director General (Vigilance) & CVO/Sr. Deputy Director General (PAF)
10. Director General P&T (Audit), Civil Lines, New Delhi
11. All Deputy Directors General
12. All General Managers (Finance) / Directors Postal Accounts / DDAP
13. All Sections of Postal Directorate
14. All recognized Federations /Unions /Associations
15. GM, CEPT for uploading the order on the India Post web site
16. Hindi Section, Dak Bhawan New Delhi:- for translation of OM.
17. Guard File
18. Spare copies.

(S.B. Vyavahare)

Assistant Director General (GDS/PCC)