

No. 9-23/2014-SPG
Government of India
Ministry of Communications
Department of Posts

Dak Bhavan, Sansad Marg,
New Delhi – 110001
Dated 25th February, 2020

To

ALL CPMsG/ Director RAKNPA, Ghaziabad
CGM, BD Directorate/PLI Directorate/Parcel Directorate

Subject: Revised Guidelines to be followed on allotment/re-allotment of Postal Service Group "B" officers from one Circle / Unit to other Circle / Unit – regarding.

Sir / Madam,

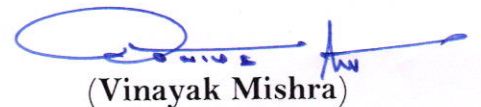
I am directed to refer to Department of Posts letter of even number dated 18.05.2018 on the above subject and to convey that after taking into account the representations and suggestions received from individual officers as well as Service Associations, following guidelines on the subject are hereby issued, with immediate effect:

- (a) Home Circle for the purpose of these guidelines is defined as the Circle where the officer was working in IP Cadre prior to his/her promotion.
- (b) Normal Circle tenure would be for a period of three years except in cases of hard stations (as defined by DoP&T from time to time) where the Circle tenure would be for a period of two years.
- (c) Vacancies occurring till 31 December of the year shall be taken into account for the purpose.
- (d) Newly promoted PS Group 'B' Officers shall be allotted to their Home Circles if they belong to differently abled category (as per instructions issued by DoP&T), officers with two years or less left for superannuation on the day of promotion and women officers with 5 years or less left for superannuation on the day of promotion, and in that order.



- (e) After accommodating officers as (d) above,
- (i) Officers shall be considered for re-allotment to their Home Circle after completion of one year in the Circle of posting (Earned Leaves availed for more than 15 days in one spell during the period shall not be counted for the purpose).
- (ii) Re-allotment to Home Circle shall be considered on the basis of date of joining of the Officer on promotion i.e. officers who joined their promotion post outside Home Circle would be given priority for re-allotment to their Home Circle over those who join later.
- (iii) Differently abled officers, officers with two or less than two years of service left for superannuation and women officers with 5 or less years of service for superannuation and who are serving outside the Home Circle shall be preferred for Home Circle postings in the same order.
- (f) If vacancies in a Circle remain after accommodating officers as per (d) and (e) above, the officer on promotion shall be accommodated in their Home Circle as per their inter-se seniority in the Circle.
- (g) Allotment/re-allotment to the Circles / Postal Directorate, etc. would be made keeping in view the administrative requirements as well as availability of vacancies in the circles.
- (h) Transfer grant shall be regulated as per extant instructions on the subject.
2. All requests for re-allotment/allotment to a Circle on promotion shall be forwarded to Directorate with the recommendations of Chief PMG and vigilance clearance.
3. Director General Postal Services would be the competent authority to relax any of the provisions contained in these guidelines on administrative or compassionate grounds.

Yours faithfully,



(Vinayak Mishra)

Assistant Director General (SPG)

Copy to:

1. PS to Hon'ble MOC/MOSC
2. Sr. PPS/PPS to Secretary (Posts)/ Director General Postal Services.
3. PPS/PS to Additional DG (Coordination)/All Members, Postal Services Board
4. All DDsG, Postal Directorate
5. GM, CEPT, Mysore with the request to upload on India Post website.
6. Director, All PTCs
7. SO's Guard File