

No. 13-03/2019-SR-DOP
Government of India
Ministry of Communications
Department of Posts
(SR Section)

Dak Bhawan, Sansad Marg
New Delhi - 110001

Dated: September, 2026

To

All Heads of Postal Circles / Regions.

Subject: Deputing a system manager as the nodal officer in all Divisions and appoint a circle level nodal officer for Membership Verification Portal.

I am directed to refer to the subject cited above and to say that Department is in process to conduct Membership Verification for Service Associations and GDS Associations through an online portal namely, Membership Verification Portal.

2. Since the online verification process is being undertaken for the first time, various administrative and technical issues may arise during the course of the verification process. It is, therefore, requested that all Circles to direct the Regions/Divisions that the System Manager posted in each Division Office may be designated as the Nodal Officer for the Membership Verification Portal, who will provide necessary technical assistance to users in accessing and operating the portal.

3. The Circles are further requested to appoint/depute a suitable officer (not below the rank of Inspector) as the Circle-level Nodal Officer for coordinating matters relating to the Membership Verification Portal. The details of the Circle Nodal Officers in the below format may kindly be furnished to this Section latest by 10.09.2026 on srsection2014@gmail.com.

Sl No.	Name	Designation	Mob no.	Email id

4. Further, an Action Taken Report regarding the appointment/deputation of Nodal Officers in all Regions/Divisions may kindly be furnished to this

Section latest by 14.09.2026 srsection2014@gmail.com.

Yours faithfully,
Digitally signed by
Nahar Singh Meena
Date: 08-09-2026
15:16:35
(Nahar Singh Meena)
Assistant Director General