



भारतीय डाक विभाग

Government of India - Department of Posts
पो.मा.ज.कार्यालय, हैदराबाद क्षेत्र, हैदराबाद - 500001
O/o. PMG, Hyderabad Region, Hyderabad -500001

To

B/E

All the Postal Divisional Heads in the Hyderabad Region
(Including Medak & Sangareddy Divisions and excluding Khammam Division).

PMG (H)/EST-1/Cadre Restructuring/2016/Vol II dated at Hyd-1 the 05.01.2018

Sub: Cadre Restructuring of Gr. C Employees in Department of Posts – Reg.

Ref: - 1. Dte Lr.NO.25-04/2012-PE-1(Vol.II) dated 10.11.2017 received through CO.Lr .No.EST II/84-1/Cadre Restructuring/Gr C/2016 dated 15.12.2017.

2. This Office letter No. PMG (H)/EST-1/Cadre Restructuring/2016 dated at Hyd-1 the 23.12.2016.

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The Cadre Restructuring Orders of Group C employees were issued vide this Office letter No. PMG (H)/EST-1/Cadre Restructuring/2016 dtd at Hyd-1 the 23.12.2016. in accordance with the instructions/Orders contained in Dte letter no.25-04/2012-PE-1 dated 27.05.2016 received through CO.Lr.No.ESTII/84-1/Cadre Restructuring /Gr.C/2016 dtd 04.10.2016.Later on further clarifications issued in this regard through Directorate letter no 25-04/2012-PE-1(Pt) dated 11.11.2016 were received through CO.lr.no.Est/84-1/Cadre Restructuring/Gr.C/2016 dtd 29.11.2016.Both the Dte letters along with the CO letters were communicated to the Divisions vide this Office letter cited under Reference two.

Dte vide letter No.25-04/2012-PE-1(Vol.II) dtd 10.11.2017(copy enclosed) issued revised orders in this regard making some changes in the distribution of Posts made to the Circle, in respect of various cadres of Group-C employees, Vide Dte letter dated 27.05.2016.

Accordingly the allotment/distribution particularised in Table-I,II and III in the annexure to CO letter dated 04.10.2016 is now redistributed as furnished in Table-I,II and III of the Annexure of CO letter dated 15.12.2017.

Accordingly I am directed to convey the approval of the competent authority in connection with revised orders on Cadre Restructuring of Gr-C employees in Department of Posts and making some changes in the distribution of posts made to the Region, in respect of various cadres of Group - C employees, vide Dte letter dated 27.05.2016 along with the recommendations of the committee & uniform guidelines which are forwarded here with.

A list of distribution of the posts, containing the existing and revised posts of Postal Assistants, Lower Selection Grade, Higher Selection Grade - II & I and also a new HSG-1 (Non Functional Grade) is enclosed for implementation with the instructions contained in the Directorate and CO letters cited above.

All the Divisional Heads are requested to follow the guide lines issued by the Directorate and CO through letters mentioned above and acknowledge the receipt of the order, and initiate immediate necessary action, for implementing the instructions contained in Dte letter No. 25-04/2012- PE-I (Vol.II) dated 10.11.2017 and to identify the posts as given in the enclosed table and intimate the identified posts to this office and report compliance to this office immediately.

Matter may be accorded top priority.


सहा निदेशक (स्टाफ)

Asst Director (Staff)

पो.मा.ज.कार्यालय, है. क्षेत्र, दराबाद

O/o Postmaster General, HR, Hyd-01

Copy to :

1. Asst Director (Staff & Estt), O/o the Chief Postmaster General, Telangana Circle, Hyderabad – 500 001 – For information with reference to CO letter No. EST II/84-1/Cadre Restructuring/Gr. C/2016 dated 15.12.2017.
2. Staff Branch, O/o the PMG, HR, Hyd-1 – For information and necessary action.



सहा निदेशक (स्टाफ)


Asst Director (Staff)

पो.मा.ज.कार्यालय, है. क्षेत्र, दराबाद

O/o Postmaster General, HR, Hyd-01

**CADRE RESTRUCTURING OF GROUP -'C' EMPLOYEES : RE-DISTRIBUTION OF POSTS
HYDERABAD REGION**

Division	No of Single Handed Post Offices	No of Double Handed Post offices	Total (B+C)	No of LSG posts in the revised cadre restructuring	No. of LSG Posts before Cadre Restructuring	No of Triple Handed POs	Total	Total HSG-II Posts Before Cadre Restructuring	HSG-II Posts before cadre restructuring	Total HSG-I (M+N)	No. of HSG-I Posts revised Cadre restructuring	No. of HSG-I (NFG) Posts after cadre restructuring	Total HSG-I including NFG	S/S of PA		No. of P.A posts abolished	
														S/S of PA posts before cadre restructuring	S/S of PA posts after cadre restructuring		
A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R
ADILABAD	44	11	55	60	6	5	11	12	1	1	2	1	1	2	154	88	66
HANAMKONDA	41	2	43	48	5	1	6	7	3	2	5	4	1	5	129	79	50
KARIMNAGAR	45	4	49	52	5	2	7	7	1	1	2	2	0	2	126	72	54
MAHABUBNAGAR	35	7	42	45	5	0	5	5	1	1	2	2	0	2	103	58	45
Medak	35	3	38	41	4	1	5	5	1	1	2	2	0	2	90	48	42
NALGONDA	27	9	36	39	4	0	4	4	1	1	2	2	0	2	93	54	39
NIZAMABAD	46	9	55	60	7	3	10	11	3	2	5	4	1	5	174	110	64
PEDDAPALI	31	4	35	38	0	0	0	0	3	2	5	5	0	5	95	57	38
Sanga Reddy	40	2	42	45	2	2	4	4	1	2	3	3	0	3	111	64	47
SURYAPET	18	6	24	27	4	1	5	5	0	2	2	2	0	2	76	48	28
WANAPARATHY	31	2	33	36	3	2	5	5	1	2	3	3	0	3	82	44	38
WARANGAL	29	8	37	40	4	4	8	8	2	1	3	3	0	3	108	64	44
Total	422	67	489	531	49	21	70	73	18	18	36	33	3	36	1341	786	555


 Director, Hyderabad Region
 Hyderabad



भारतीय डाक विभाग

GOVERNMENT OF INDIA: DEPARTMENT OF POSTS

मुख्य पोस्टमास्टर जनरल कार्यालय, तेलंगाणा सर्किल, हैदराबाद-500001

Office of the Chief Postmaster General, TELANGANA CIRCLE, HYDERABAD - 500 001

By Entry

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- To
1. The Postmaster General, Hyderabad Region
 2. The Postmaster General, Headquarters Region

No. EST II / 84-1 / Cadre Restructuring / Gr. C/2016 dtd at Hyd -01, the 15.12.2017

Sub: Cadre Restructuring of Group-C Employees in Department of Posts -Reg.

Ref: [1] Directorate Lr. No. 25-04 / 2012-PE-I (Vol.II) dated 10.11.2017
[2] This office letter of even no. 04.10.2016

The Cadre Restructuring orders of Group "C" employees were issued vide this office letter of even no. dated 04.10.2016, in accordance with the instructions / orders contained in Directorate letter no. 25-04/2012-PE-I dated 27.05.2016. Later on, further clarifications in this regard issued vide Directorate letter no. 25-04/2012-PE-I (Pt.) dated 11.11.2016 were communicated vide this office letter of even no. dated 29.11.2016.

2. Vide letter No. 25-04/2012-PE-I (Vol.II) dated 10.11.2017, Directorate [copy enclosed] issued revised orders in this regard making some changes in the distribution of posts made to the Circle, in respect of various cadres of Group - C employees, vide Directorate letter dated 27.05.2016.
3. Accordingly, the allotment / distribution particularised in Table - I, II and III in the annexure to CO letter dated 04.10.2016 is now redistributed as furnished in Table - I, II and III of the "Annexure" enclosed herewith, for immediate implementation, duly following the instructions contained in Directorate letter No. 25-04/2012-PE-I (Vol.II) dated 10.11.2017.
4. All attempts should be made to complete the exercise and compliance reported by 26.12.2017 positively.

Note:

1. The posts mentioned before & after cadre restructuring in r/o Hyderabad Region are including the posts in r/o Medak and Sangareddy Divisions. The particulars of the posts before & after cadre restructuring in r/o these two (2) divisions may be intimated to the Postmaster General, Headquarters Region by the Postmaster General, Hyderabad Region, as these two (2) divisions are now under the administrative control of Headquarters Region.
2. The posts mentioned before & after cadre restructuring in r/o Vijayawada Region are including the posts in r/o Khammam Division. The particulars of the posts before & after cadre restructuring in r/o Khammam division may be intimated to the Postmaster General, Hyderabad Region by the Postmaster General, Vijayawada Region, as this division is now under the administrative control of Postmaster General, Hyderabad Region.

This issues with the approval of the Competent Authority.

DA: As above.

Asst. Director (Staff & Estt)

मु.पो.मा.ज.कार्यालय O/o the Chief PMG,

हैदराबाद-1- Telangana Circle, Hyderabad -1

Copy to:

1. The Chief Postmaster General, A.P. Circle, Vijayawada for information & necessary action.
2. The Postmaster General, Vijayawada Region, Vijayawada for information & necessary action.
- 3-4. The SPOs, Sangareddy Division / Medak Division for information & necessary action.
5. The SPOs, Khammam Division for information & necessary action.

No. 25-04/2012-PE-I (Vol.II)
Government of India
Ministry of Communications
Department of Posts
(PE-I Section)

Dak Bhawan, Sansad Marg,
New Delhi - 110001
Dated: 10th November, 2017

To,

All Heads of Circles,

Subject: Cadre Restructuring of Group 'C' employees in Department of Posts.

Sir/Madam,

The Cadre Restructuring Order of Group 'C' employees was issued vide this office letter of even number dated 27.05.2016. Later on, some Circles requested for further clarification, which were issued vide this office letter of even number dated 11.11.2016. However, Circles still faced with problems while implementing the orders.

2. Issues like norms for allotment of number of LSG posts, instructions for identification of surplus LSG posts other than C and B class POs, identification of HSG-I (NFC) posts, divisionalisation of LSG Cadre, relaxation of minimum qualifying service for promotion to HSG-II and HSG-I and date of effect of the orders etc. needed further clarification.

3. Therefore, on representation of various Staff Unions to the Secretary (Posts) regarding the issues arising out of implementation of Cadre Restructuring, a Committee was constituted vide Office Order of even number dated 09.06.2017, under the Chairmanship of Sh. Charles Lobo, CPMG Karnataka Circle and DDG (Estt.), PMG (M&BD), Chennai and PMG, Pune Region as its members to examine all such issues. The Committee after thorough consultation, including one with the staff representatives, submitted its report on 22.09.2017.

4. The recommendations of the Committee, as accepted by the Competent Authority, are as under:-

4.1 Uniform Guidelines for identifying the surplus LSG posts other than Single Handed and Double Handed (C and B Class) Post Offices:

- (i) Treasurer posts should not be identified for upgradation as Treasurer posts are PA posts with special cash handling allowance.
- (ii) The posts of System Administrator, Marketing Executive, DO (PLI) etc. are not cadre specific posts. Therefore, any suitable official can be deployed against these posts.
- (iii) As per the Recruitment Rules, the PAs of Foreign Posts are recruited separately and trained for Foreign Post. But on promotion to LSG they are transferable to other LSG posts on postal side and vice versa. Hence extending the benefit of cadre restructuring to officials of Foreign Post in LSG and above cadres is in

63-2
25-2

order as far as foreign post is concerned. Only Mumbai Foreign Post is treated as separate Foreign Post unit.

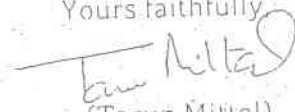
- (iv) The present cadre restructuring order is not applicable to R.I.O. Hence R.I.O staff should not be included in cadre restructuring.
- (v) After upgrading C and B class SPM posts to I.S.G remaining I.S.G posts allotted to the Circle can be utilized as per functional requirement. The officials occupying these restructured I.S.G posts will have either or both supervisory and operative responsibilities as per allocation of work by competent authority.
- (vi) The SPMs posts of C and B class post offices are upgraded to I.S.G without following the I.S.G norm of 5:1. Therefore, it is not practicable to prescribe the norm for other restructured I.S.G posts. Number of posts to be created in each office will be as per functional requirement.
- (vii) Accountants are Postal Assistants only who have passed the PO & RMS Accountants examination. They are eligible for promotion as per Recruitment Rules. Norm based I.S.G accountants posts can be upgraded to HSG II within the number of posts allotted to the circle.
- (viii) The post of Accountant in Divisional Office can be upgraded to I.S.G. If there is more than one post of Accountant in HPOs, some may be upgraded to I.S.G while leaving some others for time scale Accountants.
- (ix) More Posts may be identified in bigger offices like HPOs and MDGs. It is not possible to specify the number of posts as the staff strength and functional requirements vary from office to office. Thereafter PM Grade-III/HSG I pre restructured HPOs may be given preference for creation of posts. PM Grade II/HSG II HPOs, PM Grade III/HSG I MDG, PM Grade II/ HSG II SO/MDG, (all pre restructured) may be preferred for creation of posts in that order based on functional requirement. Circles should ensure that the posts are not disproportionately concentrated in a few offices/cities.
- (x) In charge CPC, Foreign post (except Mumbai Foreign Post), PSD and CSD or other offices can be considered for upgradation of posts to I.S.G.
- (xi) If Circles are left with surplus I.S.G posts, then limited number of posts in Divisional Office and important delivery offices may be identified for upgradation.
- (xii) All the posts of SPMs in B and C class offices should be upgraded to I.S.G and all I.S.G norm based and A class offices should be upgraded to HSG II as a result of the implementation of the orders.

4.2 Identification of NFG posts in HSG I: Only 10 percent of HSG I posts i.e. 235 posts have been approved for NFG scale. Therefore it is not possible to promote all HSG I officials who are completing 2 years of service in HSG I. Although there is need to identify these posts for promotion from HSG I, in order to avoid inconvenience to staff in the initial stage and purely as a temporary measure, the officials can be given NFG on the basis of seniority wherever they are posted in HSG I by upgrading the HSG I post to NFG and simultaneously downgrading the NFG position to HSG-I elsewhere. In due course of time the posts need to be identified.

62-3
25-3

- 4.3 LSG Cadre: The Committee examined the issue of Divisionalization of LSG Cadre. The Committee observed that there are some moribund Divisions, which have more B and C class offices now upgraded to LSG but are having very less HSG II and HSG I offices. On the other hand there will be city Divisions where the number of B and C class post offices now upgraded to LSG are very less. Divisionalization will provide less opportunity for staff of these divisions to get LSG promotion and in turn affect their HSG promotions. The Divisionalization will create promotional disparity between employees in different Divisions. Therefore, the Committee's recommendation not to Divisionalize LSG cadre has been accepted. It will remain a circle cadre. However, for better management of transfer and postings and to minimize inconvenience to the staff, Circle would allot officials to Regions for further allotment to Divisions, which in turn shall issue the posting orders in case of the LSG officials and rotational transfer orders thereafter till such time that they remain allotted to that Division by the Region. At any time the Circle or Region may allot these LSG officials to any other Region or Division respectively.
- 4.4 Revision of Leave Reserve (LR) strength consequent upon upgradation to LSG. It has been observed that consequent on cadre restructuring the LR strength would be considerably reduced. The Committee observed that the postmaster in restructured LSG grade working in B and C class offices have to do operative work. Similarly restructured LSG PAs in other post offices have to do operative/supervisory work. Therefore, the Committee's recommendation that considering the PA strength and the restructured LSG strength for calculation of LR strength will be in order, has been accepted.
- 4.5 Date of Effect of the Orders and completion of restructuring: For the sake of uniformity, the promotion will be effective from the date of issue of the original order dated 27.05.2016 as per existing instructions on the subject. It will be applicable to all eligible officials including those who were in service but now retired.
5. The rationalization of posts, as recommended by the Committee and accepted by the Competent Authority, is attached as Annexure-I.
6. In view of the above, all the Circles are requested to take immediate necessary action to implement the Cadre Restructuring of Group 'C' employees, keeping in view the above instructions without any further delay. All attempts should be made to complete the exercise of conducting DPCs by 31.12.2017 and the whole exercise, including transfer/posting Orders, must be completed by 31.01.2018.

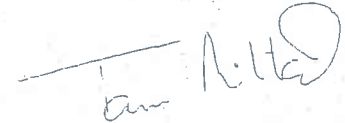
Encl: as above.

Yours faithfully

(Tarun Mittal)
Asstt. Director General (PE-I)



Copy to:-

1. PS to Hon'ble MoSC (I/c).
2. PPS to Secretary (Posts)/DG (Posts).
3. PPS to Member (Banking & RB)/(Plg.)/(Tech.)/(P)/(O)/(PLI).
4. Addl. DC (Postal Services)/JS&FA/Secretary (PSB)/CGM (BD& M)/All DDsG.
5. All Regional Postmasters General.
6. Director, Rafi Ahmed Kidwai National Postal Academy, Ghaziabad.
7. All Directors/Dy. Directors of Accounts (Postal).
8. Principal Director of Audit (Postal), Delhi - 110054.
9. Addl. Director General, Army Postal Service Corps, Sena Dak Bhawan, Rao Tula Ram Marg, Delhi Cantt - 110 010.
10. Chief Engineer (HQ), Dak Bhawan, New Delhi.
11. All Postal Training Centers.
12. CGM (PLI), Chanakyapuri, New Delhi.
13. The Director, CEPT Mysore, for uploading on the official website of the Department of Posts.
14. PE-II Section/SPB-I Section/SPB-II Section/PAP Section/PC Cell.
15. Secretary General (NFPE), Secretary General (FNPO), Secretary General (BPEF), General Secretary NAPE Group 'C' (FNPO), General Secretary AIPEU Group 'C' (NFPE), General Secretary (BPEA) Group 'C'.
16. Guard File.


(Tarun Mittal)
Asstt. Director General (PE-I)
Tele: 011-2303 6239

DISTRIBUTION OF GROUP C POSTS AFTER CAPRE RESTRUCTURING

ANNEXURE-I

As on 31.03.2014

Sl. No. Name of Circle

Sl. No.	Name of Circle	-SC-		-SG-		TOTAL	-SG- (NEG)	FSC-I	Total HSG-I	-SG- (NEG)		Total HSG-I	POS	SC Others	SC Others	Total No. of	TOTAL
		SC	SG	SC	SG					SC	SG						
1	A.C.	87	98	207	1403	7675	30	167	185	422	199	509	76	2181	5107	7875	
2	Alwar	28	22	74	1717	1641	5	45	50	107	509	0	509	0	1175	1841	
3	Bhar	37	22	38	3665	3933	8	71	79	266	802	294	1006	0	2562	3933	
4	Bharatpur	28	20	30	1737	1311	4	34	38	71	369	84	353	84	849	1311	
5	Bikaner	63	65	205	3106	3579	23	25	128	346	240	467	783	1617	2398	3579	
6	Bikaner	54	58	293	3912	6317	11	101	112	476	854	359	55	114	4112	6317	
7	Bikaner	30	30	74	1914	2052	6	54	60	21	254	58	411	337	2052	2052	
8	Bikaner	14	14	35	1429	1491	3	23	26	95	254	22	225	0	558	1491	
9	Bikaner	8	7	23	826	854	2	13	15	50	202	22	225	0	558	854	
10	Bikaner	18	3	44	1982	2447	2	19	21	50	337	431	608	1558	2447	2447	
11	Bikaner	68	62	247	6610	6988	23	18	131	386	232	699	195	4520	6988	6988	
12	Bikaner	50	51	220	3578	5899	10	91	101	562	997	323	1220	3816	5899	5899	
13	Bikaner	19	70	159	3998	4746	9	80	89	257	782	364	1146	2754	4246	4246	
14	Bikaner	28	160	805	1694	12807	30	278	308	978	332	778	2130	8441	12807	12807	
15	Bikaner	10	24	65	971	1060	2	22	24	90	282	0	381	684	1060	1060	
16	Bikaner	48	48	101	3516	3713	10	86	96	174	986	59	1045	2398	3713	3713	
17	Bikaner	67	76	116	3351	3530	14	119	133	200	345	317	872	2315	3530	3530	
18	Bikaner	58	49	182	4255	4544	13	97	110	273	1078	332	1210	2954	4544	4544	
19	Bikaner	27	99	588	11269	12043	25	171	246	917	2030	991	3021	7859	12043	12043	
20	Bikaner	25	25	63	1417	1510	3	27	30	112	278	108	386	982	1510	1510	
21	Bikaner	98	93	587	10600	10778	19	172	191	808	1911	823	2734	7045	10778	10778	
22	Bikaner	75	103	475	7955	8609	18	160	178	787	1179	906	2085	5639	8609	8609	
	Total	1160	1198	4980	100089	107427	235	2123	2358	8579	18610	7884	26094	69996	107427	107427	

635
25-5

REVISED CALCULATION SHEET

No. of Single Member	3G					HSE II					HSG-I					F-6											
	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z	
HR	429	60	489	521	49	49	25	72	73	18	18	56	23	3	3	3	1385	850	808								
RNL	352	86	418	433	48	18	66	57	18	14	14	32	35	3	3	3	1311	839	872								
VJA	455	130	623	678	84	30	114	116	19	27	27	55	51	5	5	5	2273	1463	1410								
VSK	212	105	317	341	56	34	80	81	20	33	33	69	52	2	2	2	1374	859	860								
HC	26	9	35	37	25	11	27	25	1	6	6	13	6	1	1	1	307	255	255								
SEC	33	23	56	59	17	10	27	28	6	3	3	9	8	2	2	2	432	341	341								
HSE	35	14	49	53	12	3	15	15	2	3	3	6	4	1	1	1	254	198	198								
GPO	0	0	0	2	14	0	14	14	3	2	2	5	5	1	1	1	159	152	152								
PSD	0	0	0	1	1	0	1	1	1	1	1	2	2	0	0	0	22	21	21								
CSD	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	6	5	5								
Total	1837	608	1996	2161	227	129	416	425	98	27	27	244	187	18	18	18	1857	1402	1377								

TABLE - III
Sanctioned strength of various categories of posts after restructuring

RO/Unit	HFG	HSE	HSE II	LSG	PA	TOTAL
HR	3	23	73	531	836	1470
RNL	6	25	67	452	348	1391
VJA	5	51	116	678	1455	2313
VSK	3	22	81	345	395	1460
HC	1	4	27	37	259	328
SEC	1	8	28	60	341	438
HSE	1	4	15	53	198	271
GPO	1	4	14	2	152	173
PSD	0	2	1	1	21	25
CSD	0	0	0	1	1	6
Total	18	167	422	2161	5107	7875

TABLE - II
Sanctioned strength of various categories of posts before restructuring

RO/Unit	HSG-I	HSE II	LSG	PA	TOTAL
HR	16	16	49	1385	1470
RNL	14	18	48	1311	1391
VJA	27	29	84	2173	2313
VSK	15	20	46	1379	1460
HC	4	1	16	307	328
SEC	3	6	17	412	438
HSE	3	2	12	254	271
GPO	2	3	14	154	173
PSD	1	1	1	22	25
CSD	0	0	0	6	6
Total	87	98	287	7403	7875

25-6

[Signature]

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