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INDIA POST BANK – OUR DOUBTS

India post applied full fledged Bank Licence in 2006. At that time Dr. USR was Secretary, Department of posts. RBI did not consider our requests then. Now the Government want to grant banking licence to public and private sector companies.

According to the Ministry of Finance, 26 Public and Private sector companies applied for banking licence, out of which, how many applicants are eligible for banking licence is not known. Further Finance Minister said that there was no ceiling on number of new bank licence. 3rd July 2013 RBI Governor gave a statement to the press that not all eligible applicants may get banking licence. In another statement of RBI it was stated that India Post is a part of Ministry it cannot be considered as a private sector entity. India posts will have to permit corporate entity to be eligible for banking licence. In other words the Government (Postal) Department, will not become under RBI Purview for banking licence.

At present in our nation we have 14+6=20 Nationalised banks besides this nationalized banks, Foreign banks and private banks are there. However these banks have no

branches in rural areas. Though we have 24 million accounts in post office such as S/B A/c, MIS A/c, NSS A/cs, PPF A/c, senior citizen savings scheme, Cumulative time Deposits, FD and NREGA. We cannot convert in all post office immediately for Banking operations.

Deutsche posts is successfully running the banks with co-operation of German Government and its communication Ministry. In our Country our union Government Finance Minister and RBI are not supporting post office whole heartedly.

Under these circumstances Dept. of Posts applied banking licence on 1-7-2013 and also moved the banking need with the Government providing Rs. 500 crores as seed capital to India Posts for licencing purpose. This is an immediate paid up capital required under the licence norm for banking licence to be granted by the RBI.

Even if RBI permit us to open post banking, whether we can compete with nationalized banks, co-operative banks and Foreign banks, or Tatas, Birlas & Ambani will allow us to run the post bank successfully is not known.

This is our doubt. Let us wait.

JOURNAL OF THE NATIONAL UNION OF RMS & MMS EMPLOYEES, GROUP 'C'
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**MEMORANDUM SUBMITTED TO SECRETARY, DEPTT. OF POSTS
BY PJCA ON 01.04.2013 & REPLY FROM THE DEPARTMENT**

1. Issues relating to Gramin Dak Sevaks

a. Enhancement of Bonus ceiling –

In the matter of enhancement of Bonus ceiling to 3500/- of Gramin Dak Sevaks, it was assured that another attempt will be made to get the approval of the Finance Ministry. It was informed that the file has already been submitted to Finance Ministry with the favourable recommendations of the Postal Board and Minister, Communications.

Case file has since been submitted to Ministry of Finance, Department of Expenditure on 30/01/2013 along with study report conducted by the Study Group formed by the Department as per directives of Finance Ministry.

b. Revision of Cash handling norms-

On the issue of withdrawal of upward change in cash handling norms etc., it was assured that the entire issue will be re-examined. A DDG level committee was also constituted. Minister of States for communications has also assured the staff side that needful will be done in this case.

The issue was examined in consultation with integrated Finance Wing. Inputs have been sought from all Circles to ascertain the actual financial implication in the event of revision of norms. Except Uttarkhand & Kerala Circles, the inputs are awaited from all other Circles for which they are being reminded.

c. Ensuring no reduction of TRCA under any circumstances –

It was assured by Minister of State for communications that orders for full protection of TRCA will be issued. But, in the orders issued by the Directorate, protection is given for one year only and thereafter if workload is not increased TRCA will be reduced without any protection. As per the earlier orders protection was given up to the maximum of the lower TRCA even if workload is reduced. As per the new order after one year there will be no protection at all. When workload is reduced. As per the new order after one year there will be no protection at all. When workload is reduced due to circumstances beyond the control of the GDS, reducing the TRCA is quite unjustified and inhuman.

The issue was examined and protections has already been provided for GDS BPMs for a period of one year only.

d. Removal of minimum 50 points conditions for GDS compassionate appointment

The existing Compassionate Engagement Scheme for Gramin Dak Sevaks was reviewed in the

light of the recommendations made by one man Committee in Para 17.20.2. Though the earlier scheme did not provide any ceiling with regard to percentage of vacancies against which compassionate appointment was being considered, the provisions prescribed that the compassionate engagement is to be given in hard and deserving cases only. On consideration of the recommendation made by the Committee and in particular the introduction of a transparent criteria of adjudging degree of indigence for the regular Government employees, the Department introduced a Scheme for engagement of GDS on compassionate grounds laying down merit points for each attribute and ceiling 10% was removed and it was prescribed that the hard and deserving cases would mean cases over and above 50 points. The Scheme was subsequently reviewed in March 2012 removing attribute like 'outstanding liabilities for education / marriage of children' and 'discharge benefits' In case of widow, a provision was made for grace points of 15. The various references made by branch unions reveal that the Scheme in present form in allowing compassionate engagement to around 40-60% of the cases. There is no justification for review of the ceiling.

e. Redeployment of mailman posts in new areas

Following consideration of one man Committee recommendations, the category of GDS Mailmen was declared as a wasting group and it was also decided that a work study will be conducted by IWSU for laying down the standards for various operations/ work done by Mailmen in Mail Offices / Transit Mail Offices/ Mail Agency. However, with the abandoning of IWSU, no work study was conducted. Redeployment of GDS Mailmen posts in new areas will tantamount to creation of new posts on which there is a ban of Finance Ministry.

f. Review of cash conveyance allowance – Monthly ceiling of Rs.50/- to be removed.

The cash conveyance allowance for GDS BPMs was revised from Rs.10/- plus actual bus fare per occasion of Rs.50/- per month following approval of the Cabinet.

g. Introduction of Health Scheme

The proposal has been submitted for consideration by Finance Ministry after its examination by Integrated Finance Wing on 26/04/2013.

h. Norms for RPLI

Norms for assessment of workload of GDS BPM already provide for 1 Point for every 10 transactions.

i. Providing norms for cash remittance from BO to AO & Vice Versa

The limits for remittance by various modes of conveyance are fixed as per guidelines under Rule 9 of

Volume VI part - III. These limits were last revised vide (his office letter of even number dated 29/9/2008.

2. Immediate finalization of Cadre Restructuring:

After the narration discussion on the problems put forth in the strike charter on 10.01.2012 & 12.01.2012, Secretary, Deptt. of Posts, has assured both orally and also in the minutes, Inter alia;

“As recorded in the minutes of the meeting held on 27.12.2011, the proposal is under consideration of a committee under the Chairpersonship of DDG(P). The Staff side expressed their concern about the undue delay in finalization of the proposal on which the Secretary Posts, desired finalization of this process by 31st March, 2012. It was assured that the timelines would be adhered to”. As regards restructuring of Postal Accounts officials, it was informed that the proposal was cleared by the JS&FS and stands referred to the Secretary (Posts). It was also decided to have a separate Committee under the Chairpersonship of Ms. Sandhya Rani, PMG (BD) Andhra Pradesh Circle \ to consider Cadre Restructuring of MMS Staff. The Committee will submit its report within three months from the date of formation.”

Again in the Minutes of the discussion held with the staff side on 21.05.2012, it is further assured as follows:

“It was decided to formulate a proposal of 30th June 2012 for further examination in consultation with the nodal Ministries. Regarding cadre restructuring of Postal Accounts it was assured that the matter will be pursued further with Postal Accounts wing and Establishment Division and the PJCA will be kept appraised of the progress in the regard.”

Again during the JCM, Departmental Council standing Committee meeting held on 18.12.2012 and JCM(DC) Meeting held on 28.12.2012 it was assured as follows:

“It was informed that the report of the committee is under consideration. Proposal will be formulated by the Department. However, one round of talks with JCM Members will be held before the proposal is firmed up.”

At one stage, the staff side has made it clear that if the Department goes on dragging the cadre restructuring Issue indefinitely, the staff side will be forced to non-cooperate with the IT Modernization project.

It was repeatedly assured that the cadre restructuring will not be linked with the IT Modernisation Project. But still the proposals are not finalized. No meeting of the Cadre Restructuring Committee by the Postal Board was held during the last one year. The undue and unwarranted delay is causing concern and also strong resentment among the employees.

(a) Vide letter 25.04.2012 PE-I dated 25.05.2012 a Cadre Restructuring Committee for Group ‘C

Employee was constituted by Secretary (Posts) under the Chairmanship of Shri Salim Haq DDG(P) whose report has not been received in the Branch. On telephonic enquiry the then DDG(P) informed that he has already submitted the report on 6th Nov., 2012 to the DDG(Estt.) and a soft copy has been forwarded without any enclosures and signatures. The Chairman of the Committee Shri Salim Haq has been requested to submit full report with enclosures duly signed by committee members.

(b) A committee had been set up vide Directorate letter No.Dop/01 /2011-SR dated 20.01.2012 under the Chairmanship of Ms. Sandhya Rani, PMG, (BD). AP Circle to consider Cadre Restructuring of Mail Motors Service which has submitted a report and the recommendations of the committee is under examination.

3. Revision of wages of casual labourers and their absorption:

In the minutes of the discussion held with the staff side on 10.01.2012 & 12.01.2012, the Secretary (Posts) has assured as follows:

“The Staff side was appraised that a Committee had been constituted under the Chairpersonship of CPMG Assam circle to look into the issues pertaining to Casual Labourers and it is likely to submit its report shortly. The Staff side expressed its concern over the delay in the decision. Regarding the union’s request for revised minimum wages w.e.f. 01.01.2006, the matter will be examined on priority.”

Again in the minutes of the discussion held on 21.05.2012, it was further assured that “A Comprehensive proposal on the matter of Casual labourers will be formulated by 30th June, 2012”.

In spite of these repeated assurances the payment of pro-rate wages to the law-paid casual labourers w.e.f. 01.01.2006 has not taken place causing inordinate delay in payment of minimum wages to those poor employees.

The Committee has submitted its Report. The issue is under examination in consultation with Nodal Ministries / Departments.

4. Issuing orders on the items finalized by the Postmen Committee and also follow up action on certain items to be referred to work study unit.

a. Follow up action on certain in item of the Postmen Committee constituted by the Postal Board is yet to be completed, i.e.: maximum beat length, unscientific resorting to single Postmen beats, Double duty, correction in the definition of the Congested area etc.

b. In spite of clear orders issued by the Directorate for filling up of Postmen & MTS Vacancies for the year 2009, 2010, 2011 & 2012, in certain circles (Eg. Andhra Pradesh) the examination for promotion to Postmen and MTS is not

yet completed.

Orders stand issued on the recommendation of the Postmen Committee with the approval of the Competent Authority vide No.9-1/2005-WS1/PE.I dated 19/07/12 (copy enclosed - Annexure V). As far as few extra items which have been raised by the union, the Committee has to examine it afresh and submit its report.

In the month of February, 2013, AP Circle has approached the Directorate with the request to furnish certain clarifications with regard to filling up of the vacancies of the Postman/Mail Guard of 2011 and 2012. The requisite clarifications have already been issued by the Directorate vide letter No.45-2/2011-SPB. 1 dated 04.04.2012 (copy enclosed - Annexure I). AP Circle might have initiated action to fill up of the vacancies in the light of the clarifications of the Directorate.

5. Abnormal delay in notifying HSG-I Rectt. Rules

The finalization of revised HSG-I Recruitment rules is being delayed on one pretext or the other. This is pending over five years. 100% of HSG I Posts are lying vacant and are being managed by officiating arrangements without any financial benefits. Due to the delay in finalizing HSG I Recruitment Rules, Carving out of Postmaster Grade Hi is also delayed. It is most unfortunate that orders have been issued by the Directorate not to fill up the HSG I vacancies as per the old recruitment rules. At least this would have been caused to fill up the vacancies.

It has defeated the very purpose of matching savings offered to the extent of 680 PA Posts for availing HSG I Promotion and it is highly deplorable. Necessary action may please be taken to finalise the HSG-I Recruitment Rules or at least to fill all the vacant posts forthwith besides carving out of Postmaster Grade III Posts as per the existing HSG I Recruitment Rules.

Finalization of Recruitment Rules for HSG. I in PO & RMS offices is under active consideration. UPSC has made certain observations as per which the file has been referred back to DoPT. In the meanwhile, the Department has also proposed to DoPT to permit filling up the vacancies in HSG I by promotion of HSG. II officials as per the existing Recruitment Rules, which has since been approved. Directorate vide letter No. 4-44/2012-SPB.II dated 18.04.2012 has issued instructions to all Circles to fill up the vacancies in HSG I in PO & RMS Offices as per the provisions of existing Recruitment Rules by convening DPC Meetings by 30.04.2013 and issue the promotion orders by 06.05.2013.

6. Abnormal delay in filling up of vacant LSG, HSG II and HSG-I vacancies due to non-holding of DPCs in many circles.

In many circles, the regular DPC to LSG has not been convened. Many LSG Posts are being kept vacant

resultantly causing a heavy shortage in PA Cadre due to their officiating. Further the delay caused non-filling up of HSG-II Post due to inadequacies in the eligible candidates in LSG Cadre. In many circles, HSG-II DPC has also not been convened and many of the HSG-II Posts could not be filled up on a regular basis due to the officiating of the incumbents in the vacant HSG I Posts.

In nutshell all the higher posts are being managed only with the officiating or adhoc arrangements causing non filling up of basic PA Posts and denying and depriving the due promotional chances to the eligible candidates.

It is therefore requested to cause appropriate orders to convene DPC and fill up all the vacant LSG & HSG II posts immediately by prescribing time schedule.

Instructions are issued from time to time to hold DPC meetings as per the schedule prescribed by the Department of Personnel & Trg. As regards filling up of the vacancies in HSG I, a proposal has been referred to DoP&T to fill up the vacancies in HSG I as per the provisions of existing Recruitment Rules till finalization of amendment to the existing Recruitment Rules. DoP& T has approved the proposal. Directorate vide letter No.4-44/2012/SPB.II dated 18.04.2012 has issued instructions to all Circles to fill up the vacancies in HSGI in PO & RMS Offices as per the provisions of existing Recruitment Rules by convening DPC Meetings by 30.04.2013 and issue the promotion orders by 06.05.2013.

7. Problems of Postmaster Cadre Officials

(i) Allowing Postmaster Cadre officials to appear for IP and PSS Group B Examination.

(ii) Orders permitting the Postmaster Cadre official to officiate in HSG-i vacancies and earmarked Postmaster Grade III Posts.

(iii) Allow PO & RMS Accounts cadre official to opt for Postmaster cadre.

(iv) Filling up the Postmaster Grade-III posts by granting promotion to Grade-II officials and also by option from HSG-I officials after filling up all HSG-I Posts.

(v) Filling up of all vacant Grade-II and Grade III posts promoting the Postmaster cadre official relaxing the minimum service condition.

(vi) Filling up 100% Senior Postmaster/Chief Postmaster posts which are earmarked for Postmaster cadre by Postmaster Cadre officials alone declaring it as a hierarchical promotion cadre of Postmaster Cadre.

(vii) Delay in holding LSG, HSG II and HSG - I DPCs and thereby denying the chance for giving option to Postmaster Grade - I, II & III to eligible officials.

(viii) Maintenance of up to date separate gradation list for PM Cadre officials.

In the minutes of the discussion held on 21.05.2012 the Secretary (Posts) has assured as follows:

“The issues were discussed at length and it was decided to review it after sometime keeping in view the merits and demerits of the proposal as well as the response of the officials for Postmaster Cadre”.

The minutes did not reflect the real spirit of discussion as it was assured to consider favourably the above items after long discussion. However, it is high time to review the above cases and settle favourably. The entire Postmaster Cadre officials are totally frustrated and disappointed due to the negative attitude of the administration towards them.

(i) The existing Recruitment Rules for IP and PS Group B do not permit officials appointed to the Post of Postmaster Grade -I.

(ii) The Postmaster cadre and HSG I are two different and separate cadres. The Recruitment Rules of HSG I do not permit officials of Postmaster cadre to officiate in HSG I posts. The Directorate has asked the Circles to fill up the HSG I vacancies in PO & RMS offices on regular basis from amongst HSG 11 officials in PO & RMS offices by 30.04.2013 and issue promotion orders by 06.05.2013.

(iii) The posts of Postmasters has been created by carving the same out of the posts in LSG/HSGII/ HSGI in General line where only the officials in LSG/ HSGH/HSGI are eligible to opt for this cadre.

(iv) PM Grade-III Cadre has been carved out of existing HSGI Cadre in Post Offices. The post in PM Grade-III are required to be filled up under initial constitution clause by calling options from the regular HSGI officials in Pos, as per the provisions of the Recruitment Rules. Thereafter, the posts which remained vacant are required to be filled up from PM Grade-II officials as per the provisions of the Recruitment Rules. As the Circles have been asked to fill up the vacancies in HSG. I in POs by 30.04.2013, the PM Grade-III will be made operational soon, after a review of the position.

(v) As per the existing instructions, the posts in Postmaster cadre will be made functional from the date they are filled up. Till the posts are filled up under initial constitution clause of the Recruitment Rules, the posts will be manned by officials in General line. The posts which remained vacant after Tilling up the posts under initial constitution clause will have to be filled up as per the provisions of the Recruitment Rules. As the PM Grade-III has not yet become functional under initial constitution clause, the question of filling the posts by promoting the Postmaster Grade-II officials does not arise. The posts which remained vacant in PM Grade-II after the cadre is constituted will be filled up from PM Grade-I officials who have requisite qualifying service of six years.

(vi) According to the Recruitment Rules, 75% of the vacancies in the Grade of Senior Postmaster are required to be filled up by Inspector of Posts (IPOs) with six years of regular service in the grade by promotion through Limited Departmental Competitive Examination and 25% of vacancies by promotion from amongst the officers holding the post of Postmaster Grade-III with two years regular service (including regular service in HSGI, if any). The Sr. Postmaster cadre has not yet been constituted under initial constitution clause as per options from officers holding the post of PS Group B’.

The purpose of lateral induction of IPOs is to induct young blood who due to their inspection duty is already familiar with the relevant rules, regulations, procedures and operations in the Post Offices and duties of Chief Postmasters. (vii) PM Grade-I & II has already been constituted by calling options from eligible LSG/HSGII officials, as per the provisions of the existing Recruitment Rules for this cadre.

The Circles have been asked to fill up the vacancies in HSG.I in Pos as per the existing Recruitment Rules, by 30/04/2013 by convening DPC meetings. The posts in PM Grade-III are required to be filled up under initial constitution clause by calling options from the regular HSG.I officials in Pos, as per the provisions of the Recruitment Rules. The PM Grade-III will be made operational soon after a review of position.

(viii)The PM Grade-I and II has already been constituted and, therefore, Circles have to maintain gradation list of these cadres. PM Grade-III and Sr. Postmaster has not been constituted yet and, therefore, maintenance of separate gradation list of officials of this cadre does not arise.

8. Problems of System Administrators

In the minutes of the Departmental Council JCM Standing Committee dated 02.02.2012 (communicated in letter dated 06.06.2012) for the 15 items pertaining to system Administrators including creation of separate cadre, it is furnished as follows:

“The issue is under the consideration of the cadre Restructuring Committee constituted under the chairmanship of DDG(P) vide Department’s office memo no.01/04/2010-SR dated 05.05.2011”

Finalization of the proposal by the Cadre Restructuring Committee is being delayed indefinitely. Recently, during the demonstration of IT Modernization Project, the staff side has repeatedly requested the Member (Technology) to create a separate cadre and absorb all the existing SAs as a onetime measure in the new cadre. Unfortunately no commitment was given regarding the creation of new cadre, except the assurance that the services of the existing system Administrators will be utilized in future also. It is high time to end the present uncertainty by creating

a separate cadre for system Administrators.

The issues relating to the Systems Administrators were examined by a Committee constituted for considering the organizational restructuring in the Department of Posts under the Chairmanship of CPMG, M.P Circle. The recommendations of the Committee were further submitted to another Committee formed for implementing the recommendations. The report of the Committee is awaited.

Creation of a new cadre will be justified only if promotional avenues are made available. Further the current system administrator, in order to create a new cadre, would not have the educational qualification required by similar cadres in other Ministries like NIC.

9. Implementation of speed Post hubs and L1, L2 Systems

The High Power Committee appointed to discuss the issues under the Chairpersonship of then Secretary, Department of Posts assured the following before implementation of MNOP proposals.

(i) There will be no shifting of staff from L1 office to L2 office vice versa for three years.

(ii) Irregular or wrong identification of L1 office will be changed after discussion with the staff side.

But to our dismay both the promises were not kept. There is a complete violation and deviation of assurances. Further, even though Directorate has issued instruction to the Chief PMGs regarding change of administrative jurisdiction of speed post hubs, certain Chief PMGs have not yet implemented it and still some of the speed post hubs are continuing under the administrative jurisdiction of postal superintendent.

Further, CRC & Speed post norms have been finalized without any consultation with staff side. The impracticable norms have been imposed upon violating the earlier decision and agreements on the subject.

In the matter relating to transfer of officials from L2 offices to L1 offices, suitable instruction have been issued to all Circles vide O.M. NO.28-8/2011-D dated 14/05/2012. These instructions are as below:

“Level 2 (L2) mail offices will not be closed for the next three years starting from January, 2012. However, in some extra-ordinary or unforeseen circumstances, if it becomes necessary to close or merge a L2 mail office, this issue would be discussed with the staff side. Accordingly, in ordinary circumstances, the officials working in a mail office may not be transferred out to another city/town unless they have given willingness to this effect. However, transfers of officials relating to rotational transfer in normal course, or ordered in administrative interest will

continue to be carried out as per relevant extant rules / instructions. This memo will have no bearing in such cases, and would apply only in case of closure / merger of a mail office.

The present status of L2 mail offices in metro cities (other than those in Delhi and Kolkata) will not change for the next two years starting January, 2012. When APMCs will be installed in these cities, the matter relating to consolidation of mail offices will be discussed with the staff side.”

As regards matter relating to transfer of officials from HRO Vadodara to Surat RAS, suitable reply has been given to the service union vide letter No. 28-09/2010-D dated 18/01/2013. A copy of the same is enclosed (Annexure-II).

There is no irregular or wrong identification of L-1 office. Service unions have already been informed that classification of mail offices in terms of L-1 and L-2 offices under the redesigned network for first and second class mail was done on the basis of volume of mail handled in a city, mail generating potential of a city / town, connectivity through air, rail and road, distance from post offices and other mail offices and need to expedite mail processing and transmission between major / big cities. Copies of reply given to service unions are enclosed (Annexure-III and IV).

Instructions have been issued to all Circles in connection with administrative control over Speed Post, Sorting Hubs vide OM No. 6-5/2011-D dated 20/10/2012. These instructions are reproduced as under-
“It has been decided that the issue of administrative control over Speed Post Centres / Sorting Hubs in terms of placing under the administrative control of Senior Superintendent / Superintendent of a Postal or RMS Division may be decided by the CPMG concerned taking into account local needs, administrative convenience and effective monitoring.

Revised norms for operational activities in SP Sorting Hub, IC Hub and CRC were approved on the basis of work study carried out by the Work Study Team of the Directorate.

10. MACP Related issues

The implementation of the Jodhpur CAT Judgement, i.e. non-counting of promotions acquired from one cadre to other through examination for MACP, Granting of MACP counting the total service rendered in each cadre etc has not been implemented resulting deprivation of dues to the senior most promotees in the Department of Posts. This may kindly be considered.

The issue of implementation of CAT Jodhpur bench judgement for non-counting of promotions acquired through Departmental examination was referred to DOP Vide ID Note No. 2-33/2011-PCC dated 04.10.2012 and opined that the views taken by CAT Jodhpur in common judgement dated 22.05.2012 in

the said three OAs runs counter to the MACP Scheme and statutory recruitment rules and directed by the Department to file a Writ Petition before High Court by challenging the judgment. Thus, the issue is under consideration with High Court Jhodpur.

There is no provision for counting of total service rendered in each cadre in MACP Scheme accepted by the Department of Posts on orders issued by DOPT OM No.35034/3/2008-Estt.(D) dated 19th May 2009 which states in Para-1 of Annexure-1 that "There shall be three financial upgradations under MACPs, counted from the direct entry grade on completion of 10, 20 and 30 years' service respectively. Financial up gradation under the scheme will be admissible whenever a person has spent 10 years continuously in the same grade pay.

11. Problems of APM Accounts/Accountants

The following demands in respect of PO & RMS Accountants have not been considered yet causing resentment and displeasure amidst the qualified hands.

(i) Proportionate distribution of APM Accounts posts among LSG, HSG.II and HSG.I

(ii) Counting special allowance for pay fixation benefits to PO & RMS Accountants on promotion. Implementation of Karnataka High Court order not only for a specific period but also till the withdrawal of the TBOP/BCR Schemes in true spirit. The special allowance should be taken for pay fixation up to 31.08.2008 for TBOP/BCR officials.

(iii) Date of passing Accountants exam may be taken as the criteria for counting seniority for promotion, since no amendment has so far been issued to the statutory rules. Further the earlier passing of examination will have no relevance in future.

More details along with background note are required to be furnished by the staff side for consideration by the Department.

Necessary action on this item has since been completed and suitable instructions : "to count the special allowance in respect of the persons, who were promoted after completing three years of service as PO & RMS Accountants before 22/04/1998 and in whose cases the special pay was Rs.90/- at the time of promotion", have since been issued vide this Directorate letter No. 2-19/2011-PAP dated 10/01/2013 to all Chief Postmasters General.

The existing Recruitment Rules of 1976 for the Lower Selection Grade (LSG) in Accounts line in respect of Posts Offices and Railway Mail Services (POs and RMS) offices stipulates that these posts will be filled by the clerks (Postal Assistants (PAs)/ Sorting Assistants (SAs) with 10 years regular services in the grade who have passed the Pos and RMS Accountants Examination.

Therefore, for filling up of the posts of LSG (A/ cs) in PO & RMS offices, the eligibility of the officials for

consideration has to be decided as on the crucial date on the basis of their seniority in the feeder grade subject to the fulfillment of educational qualifications etc., if any, prescribed in the Recruitment Rules, irrespective of the date/year when the prescribed qualification was acquired in the past. Therefore while considering promotions to LSG (A/cs), the eligibility list of such PAs/SAs who have passed the Accountant's examination by the crucial date prescribed for assessing the eligibility will have to be prepared based on their seniority in the PA/SA Grade.

12. Filling up of all vacant posts

Even though Government of India has lifted ban on filling up of posts from 2009 onwards, and the Directorate has given repeated instructions to fill up all direct recruitment as well as promotional quota of vacancies up to 2012, in many circles posts are remaining unfilled. Similarly in Postal Accounts much delay in taking place in filling up of posts due to delay in finalization of the Recruitment process by staff selection commission? Action may be taken to fill up all vacant posts from 2009 onwards on top priority basis as the staffs are reeling under the pressure of workload which in turn affects the efficiency of the services rendered by the Department of Posts.

In conclusion, we hope that all the above issues will be given top most priority and the Hon'ble Secretary, Department of Posts, shall come forward for a negotiated settlement with the staff Side in a time bound manner. f& In respect of Postal Assistant/Sorting Assistant it is stated that Recruitment rules have already been notified and also been circulated to all Circles to initiate action for filling up the vacant posts. The DE Branch is going to conduct the exam for about 5408 posts of PA/SA in April/May, 2013. The said exam will be held in about seventy cities all over India and the responsibility to undertake the recruitment process from the year 2011 has already been entrusted by the DE Branch to M/s. CMC Ltd., Sector 63, NOIDA -201301.

With regard to Postman/Mail Guard it may be stated that RRs in respect of these posts have already been notified and all the Circles have already been requested to initiate action to fill up the vacancies by 30.06.2013. Revised Pattern and Syllabus for holding the Examination to fill up the posts of Postman/Mail Guard and Multi Tasking Force have already been circulated to all Circles vide Directorate's letters dated 31.07.2012. Detailed instructions have also been issued to all Circles for filling up of the vacancies of the last three years. Clarifications received from the Circles with regard to filling up of vacancies are replied to from time to time. Directorate is continuously monitoring the issue of filling of the vacant posts in Circles.

13. Non settlement of agreed items placed the Departmental Council (JCM)

Most of the issues agreed in the last Departmental Council meeting held on 28.12.2012 have not been processed further. Many of them remain as it is. There is no serious action taken in mitigating the issues put forth in the departmental council meeting.

Action Taken Report received from some of the Divisions is enclosed. Any specific item remaining unaddressed may kindly be brought to the notice of this office.

Additional item submitted by PJCA:-

While conducting promotional cum competitive exams from GDS to MTS, GDS and MTS to Postman cadre we are in receipt of several complaints from the examinees that the examination papers for the relevant examinations were very tough. We tried to convince the Administration to set examination paper in liberal comprehensive manner with the intention that since the aspiring examinees are already in touch in the routine work and they are not required to face with complicated and extraneous nature of work and also to cut down the delay in recruitment process. However, the Directorate has stuck up to its own decision that the above mentioned examinations are competitive and not promotional, liberalization could not be considered. Due to the said decision by the Directorate it will be difficult to Department to hardly get 2 to 5% employees to fill up the vacancies

earmarked from GDS to MTS for the designated job and the volume of vacancies will remain unfilled every year. It is once again requested to simplify the questions.

In the past, the pattern of examination to fill up the posts of Multi Tasking Staff and Postman /Mail Guard was subjective type. The subjective type of papers required lot of time for evaluation of the answer scripts. Since the evaluation was done manually by various examiners it was not possible to ensure cent percent uniformity in the evaluation, which invited criticism. Moreover, representations were being received with regard to under assessment while granting of marks on the basis of evaluation. In the case of Postman examination, the earlier pattern prescribes for 'dictation' for which unions complained that the candidates were not performing well due to wrong pronunciation and variation of dictated speed while dictating. In view of this, the earlier subjective type paper setting was done away with for both the cadres. The revised patterns and syllabus for examination to fill up the posts of Multi Tasking Staff and Postman / Mail Guard provide for objective type papers with multiple-choice questions.

Staff Branch issued directions to all the Heads of the Circles specifying that the candidates shall be subjected to an objective type Aptitude Test of the level of 10th class / matriculation covering the subjects /topics. The individual Postal Circles are responsible for setting of question of papers. Hence, their setting in liberal or comprehensive manner rests with the individual Postal Circles.

APPEAL TO CIRCLE SECRETARIES/ DIVISIONAL SECRETARIES

Directorate approved our revision of subscription from Rs. 30 to 40 vide letter No. 15/02/2013 - SR dated 22-5-13. The order was communicated to all the Circles for implementations. The Circle Secretaries are requested to meet Circle Office SR Branch and request to issue orders to all Heads of Division on revision of subscription. The Divisional Secretaries are requested to meet SSRM/SRM/Senior Manager/Manager to implement this order in Divisions. Any discrepancies in this regard may kindly informed to CHQ for necessary action. The revision of subscription is Rs. 40 from the month of July 2013.

Allocation of subscriptions is as follows :

- | | |
|-------------|--|
| 1. Branch | Rs. 8 |
| 2. Division | Rs. 10 |
| 3. Circle | Rs. 10 |
| 4. CHQ | Rs. 12 (including Federation Quota Re.1/-) |

(D. THEAGARAJAN)
General Secretary

RETIREMENT

Sri Amal Sankar Former Divisional Secretary MMS, Kolkata and AGS/NUR C retired from service on 30-6-2013. He involved in all the agitations while he was working as Secretary. He tendered evidence before 6th pay Commission about MMS. A big farewell party was arranged by the Kolkata MMS colleagues in view of his retirement. The President NUR C, Circle Secretaries of FNPO Affiliated

Unions and General Secretary R3 participated in his retirement function and recalled his benevolent services rendered to MMS union. CHQ wishes Sri Amal Sarkar for a happy and prosperous retired life.

DEPARTMENTAL ORDERS

Subject:- Inter-Circle temporary transfer policy guidelines -Reg.

(DG(P)No.141-26/2013-SPB-II Dated 14/05/2013

I am directed to refer to Directorate's letter No. 141-151/96-SPB.II dated 28th October. 1996 on the subject cited above and to say that the existing instructions issued by the Directorate in respect of inter-Circle temporary transfer have been reviewed. In supersession of existing instructions issued by the Directorate, the following norms/ guidelines may be followed by the Circles for consideration of requests received from officials seeking inter-Circle temporary transfer:-

- a) The Circles should not entertain inter-Circle transfer on temporary basis received from officials in a routine manner. The requests of officials who seek such transfer may be considered by the Circles in the first instance under Rule 38 of Postal Volume IV and instructions issued by the Directorate from time to time, if they are otherwise eligible. If the case is not being considered under Rule 38, the reasons therefore[may be recorded.
- b) Inter-Circle transfer on temporary basis of officials referred to Directorate will be considered where both the CPMsG of the Circles have agreed to in really hard and deserving cases after the genuineness of ground for such transfer stated by the official is established to the utmost satisfaction of CPMG of parent Circle.
- c) Inter-Circle transfer on temporary basis is restricted to only those officials, who have completed probation period, wherever applicable and in other cases on completion of two years of service in the grade.
- d) Grant of temporary transfer from one circle to another will be considered initially for a period of six months only. Extension thereon may be considered by the Circles for further six months.
- e) In no case, temporary transfer will be allowed to an official beyond two years in his/ her entire service career.
- f) Requests of the officials for extension Of temporary transfer should be forwarded by the Circle with due recommendation of both the Circles at least two months in advance before expiry of period of temporary transfer already granted by the Directorate.
- g) Inter-Circle transfer on temporary basis from one cadre to another cadre will not be considered by

the Directorate. Circles should not forward such requests to the Directorate.

h) If the official is promoted during the period of temporary transfer, such official should join in the promoted post within a month, failing which, he/she will be debarred for promotion for one year.

i) Requests of temporary transfers and extension thereon already granted to the officials by the Directorate before issue of this letter will be regulated as per these new temporary transfer guidelines.

Subject:- Filling up the posts of Postmaster Grade-III in Post Offices in Postal Circles.

(DG(P)No.04-28/2013-SP.II Date 15-05-2013)

I am directed to refer to Directorate's letter No. 13-2/2010-PE.I dated 25.11.2010 constituting a separate cadre of Postmasters namely Postmaster Grade-I,II, III and Senior Postmaster by carving out certain number of Posts in the existing General line posts in LSG/HSG.II/HSG.I and Postal Service Group-B, respectively. As per the said order the posts will be deemed to have been designated as Postmaster Grade-I, II and III w.e.f the dates those are filled up. The recruitment Rules of Postmaster Grade III, including Grade I & II, have since been notified on 09.09.2010 and circulated vide Directorate's letter no. 4-17/2008-SPB.II dated 22.11.2010. The cadres of Postmaster Grade-I and II have already become operational. However, the Postmaster Grade-III in Post Offices is yet to become operational. In this context, Directorate vide letters No. 4-19/2012-SPB.II dated 7/8.2.2011 and 02.05.2012 had inter-alia asked the Circles to await further instructions from the Directorate regarding filling up of the posts in Postmaster Grade-III, under initial constitution clause as the then existing vacancies in HSG-I were yet to be filled up on regular basis, as per revised recruitment Rules of HSG-I, when notified.

2. Revision of Recruitment Rules for HSG-I cadre in Pos and RMS Offices is still under consideration in consultation with Union Public Service Commission and Department of Personnel & Training (DOP&T). In the meanwhile the Department had proposed to DOP&T, to permit filling up the vacancies in HSG-I in Post Offices by promotion of HSG-II officials as per the existing Recruitment Rules. The same has since been agreed to by DOP&T. Consequently, the Directorate vide letter No. 4-44/2012-SPB.II dated 18.04.2013 has issued instructions to all Circles to fill up the vacancies in HSG-I in PO & RMS Offices, as per the provisions of existing Recruitment Rules, by

convening DPC meetings by 30.04.2013 and issue the promotion orders by 06.02.2013.

3. The Recruitment Rules for Postmaster Grade-III provide for filling up the posts through initial constitution clause from the officials holding the post in HSG-I on regular basis in Post Offices by calling options from them for appointment to the post and a Screening Committee shall assess the suitability of officials who apply for appointment as Postmaster Grade-III at the commencement of the said Rules.

4. In view of the above, the Circles are now, requested to take necessary action for filling up the posts of Postmaster Grade-III under initial constitution clause of the Recruitment Rules by calling options/applications from HSG-I officials in Post Offices. While issuing circular calling for options/applications from the HSG-I officials, the following conditions laid down in paragraph 6 of Directorate's letter No. 4-7/2008-SPB-II dated 22.11.2010, which are reproduced below for ready reference, may be brought to their notice:-

I. Once an official submits his application he will not be allowed to withdraw the same.

II. Officials who are still left with at least two years of service to retire may only apply in order to avoid their dislocation at the fag end of their service.

III. In the event of their appointment as Postmaster III, their further career progression will be in the hierarchy in the postmaster cadre only as per the provisions in the relevant Recruitment Rules and not in the General Line.

5. Earlier, the Directorate vide of letter No. 4-17/2008-SPB-II dated 22.11.2010 has advised the Circles to call

1.	Date of issue of circular calling for the options/applications from HSG-I officials in Post Offices for appointment as Postmaster Grade-III	24.05.2013
2.	Last Date of receipt of options/applications along with bio-data	24.06.2013
3.	Completion of scrutiny of applications and obtaining Vigilance clearance and ACR dossiers	08.07.2013
4.	Submission of applications to Screening Committee	17.07.2013
5.	Receipt of minutes of the Screening Committee	24.07.2013
6.	Submission of the minutes to the appointing authority for approval	29.07.2013
7.	Issue of appointment order to eligible officials for appointment as Postmaster Grade-III	07.08.2013

9. The Postmaster Grade-III officials so appointed may be deputed for training immediately in consultation with the Training Division of the Directorate.

10. A report may please be furnished to the Directorate by 14th August, 2013 regarding completion of the above stated exercise for submitting the same to Secretary (Posts).

Subject:- Rates of interest of House Building Advance-Reg.

for applications for Postmaster Grade-III also but subsequently vide letter dated 7/8.02.2011 and 02.05.2012 the Circles were advised to await further instructions from the Directorate. It may be made clear in the circular that all those who had applied in response to the earlier circular and are still willing for appointment as Postmaster Grade-III, should apply again.

6. The applications/options, so received from eligible regular HSG-I officials in Post Offices, may be scrutinized by the circles and submitted to the Screening Committee for consideration. The officials recommended by the Screening Committee may be considered by the appointing authority and appointed immediately as Postmaster Grade-III against the identified posts. If certain number of posts still remains unfilled after filling up the posts in Postmaster Grade-III under initial constitution clause for want of sufficient number of eligible officials, the same may be filled up by promotion as per the provision contained in Col. 12 of the Recruitment Rules of Postmaster Grade-III.

7. It is reiterated that the posts will be deemed to have been designated as Postmaster Grade-III with effect from the dates those are filled up. As has been clarified vide Dte letters No. 4-61/2011-SPB.II dated 21.12.2011 and 4-19/2012-SPB.II dated 02.05.2012, respectively till the posts are designated as Postmaster Grade-III the posts of HSG-I will continue to be manned by officials of General line.

8. All the Postal Circles are requested to follow the time-line mentioned below to fill up the posts in Postmaster Grade-III in already identified Post Offices:

(DG(P) F.No. 12-01/2013-PAP date 11-03-2013)

I am directed to forward herewith a copy of the Ministry of Urban Development, O.M. No. I-17011/2(6)2013-H.III Dated 17th January, 2013, containing therewith a copy of Ministry of Finance, Department of Economic Affairs, O.M. No. 5(3)-B (PD)/2012 dated 3rd January, 2013, regarding rates of interest of various slabs of House Building Advance, during 2012-13 i.e. 1st April, 2012 to 31st March, 2013 and until further orders, for further necessary action.

Subject:- Rates of interest on advances and loans of Govt employees, for construction/purchase of houses/ flats.

(Min. of Urban Development OM No. I-17011/2(6)/2013-H.lil dated 17-01-2013)

The undersigned is directed to enclose herewith a copy of Ministry of Finance, Deptt. of Expenditure's O.M. No. 5(3)-B(PD)/2012 dated the 3rd January 2013 intimating the rates of interest on advances and loans given to Government employees for construction/ purchase of house/flats during 2012-13 i.e. 1st April, 2012 to 31st March, 2013 and until further orders, for information and compliance.

OFFICE MEMORANDUM

The undersigned is directed to state that the rates of interest on advances and loans given to Government employees for construction/purchase of house/flats during 2012-13 i.e. 1st April 2012 to 31st March 2013 and until further orders will be as under:-

Slab	interest Rate percent per annum
Advance Upto 50,000/-	6.00
Advance Upto 1,50,000/-	7.50
Advance Upto 5,00,000/-	9.00
Advance Upto 7,50,000/-	9.50

Ministry of urban Development is requested to Issue separate O.M. at their level on the above issue. This issues with the approval of Hon'ble Finance Minister.

(MOF OM No.5(3)-B(PD)/2012 dated 3-01-2013)

Subject:- Automating Electronic items Handling & declaration thereof

This is regarding booking of electronic items by Speed Post and transportation by Air. In this regard, OM No. 8-1/2008-D dated 17.05.2012 issued by MD Division is referred. The issue regarding declaration of booking of electronic items for each article in context of bulk customer has been examined in consultation with 'MB' Division. It is agreed to relax the condition for seeking form of declaration as per page 3 of above referred OM for Speed Post articles at time of booking for those bulk customers who print the following declaration on the shipping table itself.

'The sender confirms that the contents have been packed and booked in accordance with IATA regulation and Department of Posts, India, rules/instructions for transportation by air.'

3. Further, the customer may be asked to follow the standards for addressing and barcode fixing so that items fulfill the machine compliant requirement and are standardized.

4. This may be brought to the notice of all concerned. (DG(P) No. 59-04/2011-BD&MD dated 25.04.2013)
Subject:- Admissibility of commission on deposits in POTD accounts to GDSBPMs.

The undersigned is directed to say that after issue of SB order No. 29/2011 dated 24.11.2011, this office has been receiving number of references on admissibility of commission on deposits in POTD account to GDSBPMs. In this regard, it is clarified that there is no change in the commission structure of GDSBPMs circulated vide this office letter No. 48-2/88-SB dated 21.02.1989. The rate of commission to be paid to the GDSBPMs on opening of new 1/2/3/5 year TD accounts subject to the condition that accounts are opened directly at EDBO and not through any authorized agent are given below:- St. No. Type of Accounts Rate of commission

Sl. No.	Type of Accounts	Rate of commission
1	1 year Time Deposit	0.5%
2	2/3 year Time Deposit	1%
3	5 year Time Deposit	2%

2. It is also reiterated that no commission is payable on TD re-deposits made Rule 6(3) of POTD Rules 1981 with retrospective date.

3. This may kindly brought to the notice of all post offices.

4. This issues with the approval of DDG (PS). (DG(P) No. 107-02/2010-SB date 03.05.2013) No. 04-02/2012-1-1 dated 15-03-2013.

NOTIFICATION

In exercise of powers conferred vide Rule 3 of Post office Life Insurance Rules 2011 and on the basis of Actuarial Valuation of the assets and Liabilities of Post Office Insurance Fund as on 31-3-2011 the Director General (Posts) is pleased to declare a simple Reversionary Bonus for the year ending 31-3-2011 on the Postal Life Insurance Policies on their becoming claims, due to death or maturity at the following rates :

RETIREMENT



Ms. C.K. Thangamma retired from service on 30-6-2013. She worked as Circle organising Secretary as well as Divisional Organising Secretary RMS EK Division for long time. She involved in all activities of our union during her service. She has donated Rs. 1000 to the CHQ.

CHQ wishes for her happy and peaceful retired life.

S.No	Type of insurance Policy	Rate of Bonus
(I)	Whole Life Assurance (WLA)	Rs. 85 per thousand sum assured
(II)	Endowment Assurance (EA)	Rs. 60 per thousand sum assured
(III)	Money Back Policies (AEA)	Rs. 55 per thousand sum assured
(IV)	Convertible Whole Life Policies	Whole Life Bonus will be applicable but on conversion, Endowment Bonus rate will be applicable.
(V)	Terminal Bonus	Rs. 20 Per sum assured of Rs. 10,000 subject to maximum of Rs 1,000 for whole life policies and Endowment policies with term of 20 years and above.

The rate of Bonus for the year 2010-11 will be applicable from the date of receipt of this notification by the Circles and this will be applicable to claim cases received but not settled till the date of receipt of this Notification.

3. Interim Bonus at the rates mentioned above will also be payable for all claims arising due to maturity of death until further valuation is completed.

4. The amount of Bonus involving a fraction of 50 paise or more shall be rounded off to the next higher Rupee and fraction below 50 paise shall be ignored.

5. This issues with the concurrence of Finance Advice (Postal) vide their Dy. No. 1358/4 dated 11.03.2013. (DG(P) No. 04-02/2012-1.1 dated 15-03-2013)

Subject:- Reduction in preservation period of record under Prevention of Money Laundering (PML) Act 2002-regarding.

(DG(P) No. 30-7/2012-D dated 13/05/2013)

The undersigned is directed to refer to this office letter even number dated 09.10.2012 (SB order No. 14/2012) vide which Master Circular No. 1 on Anti Money Laundering (AMI)/ Combating of Financing Terrorism (CFT) norms applicable for small saving Schemes was circulated. It is informed that Government has now amended Section 12 of the PML Act 2002 and reduced the period of preservation of record from existing 10 year to 5 year. Kindly replace the word "10 Years" as "5 Years" wherever written in the master circular No. 1

2. It is requested to circulate these instructions to all post offices for information and necessary guidance.

3. This issue with the approval of DDG(FS). (DG(P) No. 109-04/2007-SB, Dated 15.05.2013)

Subject:- Issue of Due Mail & Sorting List consequent upon implementation of Redesigned Network for First Class and Second Class mail under Mail Network Optimization Project (MNOP).

The operational network for first class mail (unregistered and registered) was redesigned as

part of Mail network Optimization Project (MNOP) and implemented with effect from 15-02-2012 in accordance with the instructions contained vide Directorate OM of even no. dated 01-02-2012. Similarly, the redesigned network for second class mail was implemented with effect from 22-05-2012 in accordance with the instructions contained in the Directorate OM No. 30-19/2012-D dated 09-05-2012.

2. It is learnt that the need for a clarification has arisen regarding "Due Mail and Sorting List" consequent upon implementation of the redesigned network for first and second class mail under MNOP. In this regard, it is intimated that under the redesigned network for first and second mail, mail offices have been classified as Level-1 (L-1) and Level-2 (L-2) offices. L-2 offices have been mapped to respective L-1 offices. A new 'Sorting Extract' was prepared based on PIN range covering each L-1 and L-2 mail office and the post offices mapped to them. The manner of closing of bags between mail offices as also between mail offices and post offices was also prescribed. All relevant instructions were part of O.M.s referred to above.

3. Instructions relating to preparation of Due Mail and Sorting Lists for Post offices, Mail offices and Sections are contained in Rule 39 of Postal Manual Volume VIII as well as Rule 52-A and 136 of Postal Manual volume V. Based on the sorting extracts and manner of closing of bags provided vide the O.M.s referred to in para 2 above, Circles may ensure preparation and supply of Due Mail and Sorting Lists in all offices concerned.

An action taken report may be sent to the Directorate by 31 st May, 2013.

Subject:- Introduction of 'Basic Saving Account' under Post Offices Saving Account Rule 1981 to facilitate opening of Zero Balance Accounts by beneficiaries of any Government Welfare Scheme-regarding.

(No. 01-54/2011-Trg, dated 16.05.2013)

The undersigned is directed to say that Ministry of Finance (DEA) vide its notification F. No. 2/6/2006-NS-II

dated 20.5.2011 has introduced another category of saving account called "Basic Saving Account" under newly inserted Rule 4A (1) of Post Office saving Account Rules 1981 to facilitate opening of Zero Balance Accounts by beneficiaries of any Government Welfare Scheme and renamed all "Workers Wage Accounts" opened under Rule 4A of POSA Rule 1981 and well as all Old Age/Widow/Disabled Pensioners Accounts opened under Indira Gandhi National Old Age Pension Scheme, Indira Gandhi National Widow Pension Scheme and Indira Gandhi National Disabled Pension Scheme vide Rule 4B of POSA Rules 1981 as "Basic Saving Accounts" from 20.05.2013 Rule 4B of POSA Rule 1981 has been deleted from 20.05.2013. Copy of notification is attached. Printed Gazette Notification will follow. Main features of Basic Saving Account as mentioned in the notification and the procedure to be followed for opening and operating these accounts is given below:

- a) A registered adult member of any Government Welfare scheme can open Basic Saving Account at any Post Office including EDBO.
- b) A guardian of a minor whose name is registered for any Government Welfare Scheme can also open Basic Saving Account at any Post Office including EDBO.
- c) Only one account can be opened by beneficiary and guardian of beneficiary.
- d) No minimum amount will be required to open such account and no minimum balance needs to be maintained in such account.
- e) Any Government benefit and any other deposit can be made in these accounts.
- f) These accounts will be governed by Post Office Saving Account Rules 1981 thereby have all the facilities that have been provided for normal Saving Account except that these will be non-cheque accounts.
- g) A separate block of account numbers will be allotted to the category of account in the Post offices where a Separate Block numbers have already been allotted of Zero Balance NREGS accounts, Basic Saving Accounts shall be opened in those blocks.
- h) Only a single account may be opened under this category. However, existing Joint "A" workers Wage Accounts (if opened) may continue as Joint 'A' Basic Saving Accounts.
- i) The depositor who desires to open Basic Savings Account under this category has to provide copy of letter/ card issued by a competent authority of any State or Central Government Department mentioning name of beneficiary under any welfare scheme. No account will be opened without

providing this information.

j) The Branch/Sub/Head Postmaster will compare copy of the document with the original under his/her dated signatures, in additions to this, the depositor has to provide one document as Address Proof from the documents prescribed for Low Risk Accounts and photograph(s) as required for Low Risk Category of Accounts mentioned in Master Circular No.1.

k) While opening new accounts, scheme code and Registration/Enrollment/Reference number of the beneficiary contained in letter/card issued by competent authority of any State or Central Government or Letter/ Card number and date should be entered in the field provided for entering Job Card No. in the Account Opening Screen of NREGS Module of Sanchay Post till new fields are provided. Scheme codes of different schemes are enclosed. This information should also be entered on the Account Opening form (SB-3).

l) In case of Post offices not working on Sanchay post, all this information should be noted in SS Book as well as Ledger of that office also.

m) If beneficiary of any scheme other than the listed schemes comes for opening of Basic Saving Account or any State Government desires to disburse any social welfare benefit through post offices name of that scheme can be shared with SDC Chennai to get new code.

n) Wherever the beneficiary is having Aadhaar number, it should also be taken and entered in the tool provided by SDC Chennai till a new field is provided for the same in account opening form in Sanchaya Post. Aadhaar number when taken, should also be noted on the Account opening Form (SB-3) and on SS Book as well as Ledger (in case of non-Sanchaya post offices). In such cases, copy of letter/ card issued by UIDAI should be obtained and attached with Account Opening Form and no other Address Proof will be required if address mentioned in Aadhaar number and SB-3 is one and the same.

o) All other formalities applicable to normal saving account i.e. Specimen Signatures, issue of PR in EDBO, issue of passbook etc. should be followed. p) Interest will be calculated and credited in such accounts by following the normal procedure laid down for saving accounts.

q) These accounts will be treated as silent as per normal rules and in case balance is below Rs 50/- at the time of the account become silent, service charge at the prescribed rate will be also be deducted and in case balance is below Rs. 20/- or Nil, before or after deduction of service charge, the account will be

closed at the time of charging service charge and account holder should be informed.

r) All existing Zero balance Accounts opened other under NREGS Module of Sanchaya Post or opened manually for NREGA workers or Indira Gandhi National Old Age/Widow/Disability Pensioners as Zero Balance Accounts will be renamed as "Basic Saving Accounts". Existing NREGS Module of Sachaya Post will be modified and renamed as "Basic Saving Account Module by SDC Chennai to support all above features. All new Basic Saving Accounts should be opened under this module only.

s) Deposits/withdrawals and other transactions will remain in the LOT of saving Account. Separate list of Transactions of Basic Saving Account can be printed through DBA for the purpose of generation of reports.

2. It is therefore requested that this may be brought to the notice of all post offices for information and necessary guidance.

Subject:- Plan Training activities for GDSs under 'Human Resource Development' - Re-imbursment of Travelling, Board and Lodging expense etc. (F. No. 25-10/2005-FD (Vol-III) Dated 24.05.2012)

Gramin Dak Sevaks are now being imparted various trainings. A few references have been received from Circles, inquiring about rates and allowances payable to GDSs for attending such trainings. To have uniformity in rates and to simplify reimbursement, the following entitlement has been worked out and decided. 2. Total Incidental Charges (amount in Rupees) payable for/to and individual GDS during training, away from his place of duty/work will be under:

S.No	Item	Number of days of Training					
		1	2	3	4	5	6
1	Travel (Both, to and Fro)	100	100	100	100	100	100
2	Food (@Rs 100/perday)	100	200	300	400	500	600
3	Stay (@Rs 200/per day)	Nil	200	400	600	800	1000
4	Stationery Charge (one time)	100	100	100	100	100	100
5	Total	300	600	900	1200	1500	1800

It may be noted that the amount indicated for the training of more than a day will be applicable only in case, where GDSs can't commute daily from home due to distance or other factor and night stay becomes unavoidable at the place of training.

2.2 In case of GDSs commuting daily from Home to Place of Training, Travel and Food Charges only will be payable. In such cases, charges for night stay will not be paid. For example, for a 2 day training programme where a GDS commutes from home, he will get Rs. 200/- for travel and Rs. 200/- for food altogether.

2.3 Expenditure in respect of serial number 1 to 3 (Travel, Food and Stay) will be booked under the Head of Account 3201.02.003.02.02.11 TE (Plan) and expenditure for serial number 4 (stationery Charges) will be booked under the Head 3201.02.003.02.02.013 OE (Plan).

2.4 Expenditures in respect of stationery (item No. 4 in para 2) will be incurred by the office, it will be Rs. 100/- irrespective of the number of days of a training programme. Normally, the duration of any training programme for GDSs will not exceed 3 days.

3. Incidental charges payable to GDSs, prescribed earlier vide this office letter No. 27-01 /2012-Trg dated 23.04.2012 are applicable only for modular training of 2000 GDSs, identified for it, under pilot of Rural

Entrepreneurship Programme (REP). The rates now prescribed in para-2 will be applicable for all other training programmes to be organized for GDSs during the 12th Five Year Plan, under IT Modernization Project and Mid-career/In-service training programmes.

4. These orders will be effective from the date of Issue and past cases should not be re-opened/re-considered.

Subject:- Use of R-Net Software for processing of Registered articles.

(DG(P) No. 20-01/2009-D, dated : 28-05-2013)

Reference is invited to the Directorate O.M. of even number dated 19-05-2011 on the subject cited above wherein it was intimated that non-computerized booking offices should also use barcode stickers for booking of registered articles.

2. In this regard, it is informed that barcodes in duplicate may be supplied to non-computerized booking offices (including Branch Offices) for booking of registered articles. At such non-computerized booking offices registered article may be booked manually. A bar code sticker may be affixed on the manual receipt to be given to the customer and another barcode sticker (bearing the same characters) may be affixed on the article. Registered articles booked at the Branch Offices

may be dispatched to account office after entering the details of the barcode in BO Daily Account. In the BO Journal, details of barcode should be shown against the manual number assigned to the article. On receipt of registered article at computerized account office from Branch Offices, the articles may be re-booked in 'Point of Sale' with the same barcode affixed on them at the Branch Office. 3. As regards registered articles booked at non-computerized Sub Offices, such SOs will book the registered articles manually and affix a barcode sticker on the manual receipt to be given the customer and another barcode may be affixed on the article. These registered articles shall be sent to the nearest computerized Sub Offices/Head Office duly entered in manual Registered List for booking through 'Point of Sale' with the barcode affixed thereon by the non-computerized Sub Office. For this purpose, the Circles may identify the nearest computerized Post Office for booking of registered articles booked at non-computerized Sub Offices. The computerized Post Offices would dispatch such registered articles as if they were booked at those Post Offices.

Subject:- Children Education Allowance-clarification regarding 'Term Fee'.

(DG(P) No. 36-95/2005-BD&MD, dated 28-05-2013)

I am directed to refer to your office letter No. AC/ iR Para/DA-3/2013 dated 27.2.2013, on the above cited subject. The matter has been examined in consultation with the Department of Personnel and training. The Department of Personnel and Training has clarified vide their OM No. 12011/01/2013-Estt. (AL) dated 20/21.5.2013 that the item "Term Fee" is not included in the items reimbursable under "Children Education Allowance". This issue with the approval of Competent Authority. (DG(P) F. No. 33-05/2013-PAP, Dated 24/05/2013) Subject Revision of rate for "address Verification Service".

This is regarding revision of tariff for address verification service provided by Department of Posts under Retail Post. The rate for Address Verification service was fixed in November 2002 as Rs. 25/- per address verification vide this office OM No. 36-29/2001-BDD dated 20-11-2002 and further guidelines were issued vide OM No. 36-95/2005-06/BDD dated 01-05-2006. 2. A review of the service was carried out taking into account the escalation in cost of the service and prevailing market practices. Accordingly, the rate for Address Verification Service has been revised to Rs. 40/- per address verification plus service tax. This will be the 'base rate' for providing 'Address Verification Service'. Circle Heads are authorized to charge over and above this base rate for any value addition and incentive paid to the postal staff. However, in no case the charge should be less than the base rate of Rs. 40/- per

Address Verification. 3. The revised tariff structure will come into effect from 1 st June, 2013.

Subject:- Submission of representations/ petitions or advance copies of representations of Directorate-Reg.

(DG(P) No. 137-32/2013-SPB.II, dated 29.05.2013)

I am directed to say that it has been observed that there has been a tendency on the part of several officials at various levels to by-pass the prescribed channels of submission of representations / petitions or to submit advance copies of representations to Secretary (Posts/ Director General (Posts)/ Member (Personnel) / DDG (Personnel) / Director (Staff) requesting for promotion, pay fixation, grant of MACP, transfer under Rule 38, posting to a particular station, expunction of adverse remarks, appointment to specific position, etc.. Even in such matters, where the Circles are competent to decide the representations, the officials are sending representations/ petitions or advance copy of representations to Directorate. Mere perusal and / or processing of such letter consume significant time at different levels in the Directorate.

2. In this context, it is pointed out that Rule 115 of the P&T Manual Vol.II states that any representation, which is not an appeal should be designated as a petition. According to Rule 118-A. (1) of the said Volume, any petition or copy thereof which is sent direct to the Director General or to any subordinate authority, instead of through the proper channel, will be filed, no notice of any kind being taken of it.

3. Further, the CCS (Conduct) Rules, 1964 clearly provide that whenever a Government servant wishes to press a claim or seek redressal of the grievance in any matter connected with service rights or conditions, the representations should be forwarded through proper channel.

4. In spite of adequate and clear instructions regarding the manner in which the representations should be submitted by the Government servants, the representations/ petitions or copies of representations are being submitted directly to higher authorities in violation of the said instructions.

5. In view of the above, the Circles are requested to bring the above position to the notice of their employees and advise them to refrain from sending advance copies of representations/ petitions or copies of the representations to the authorities in the Directorate. Any such communication not received through proper channel will be filed without taking notice of it. Administrative action may also be taken against officials for violation of rules/ Instructions on the subject.

GENERAL SECRETARY'S LETTER

Reached New Delhi on 7-6-2013.

GKPPASSED AWAY

On 6-6-2013 Our beloved Leader Sri GKP passed away at his residence at Ghaziabad. SG, FNPO and Circle Secretaries of FNPO Delhi Circle attended his funeral. Subsequently condolence meeting was held at FNPO office on 18-6-2013 by Delhi Circle Co-ordinating committee.

VISIT TO PUNE

General Secretary R3 visited Pune on 9-6-2013 to attend farewell party of Sri V.S. Deshpandya. After the retirement felicitation, SGFNPO meet PMG Pune along with Circle Secretaries of FNPO Affiliated unions discussed various issues of Pune region. The PMG assured that he would consider the issues positively.

9TH FEDERAL COUNCIL OF NFPE

On invitation of Secretary General NFPE, FNPO Secretary General attended 9th Federal Council at Hyderabad and addressed.

NAPEC WORKING COMMITTEE MEETING AND J & K CIRCLE CONFERENCE

SG, FNPO attended NAPE working committee Meeting at Sri Nagar on 14-6-2012 addressed and also addressed Circle Conference of NAPEC, J & K Circle.

DELHI CIRCLE, R3 CIRCLE CONFERENCE

On 18-6-2013 the General Secretaries of NUR C, AIPAOA and NUR 4 attended the Circle Conference of Delhi Circle. Shri Devendra Kumar presented the biennial Report and initiated the debate. The report was adopted after detailed deliberations. Sri Devendra Kumar was re-elected as Circle Secretary. Office Bearers list will be published in the next issue.

MEETING WITH PMG, KANPUR

On 19-6-2013, GS R3 along with GS R4 met PMG, Kanpur and discussed Kanpur RMS issues. The PMG Kanpur assured that he would consider the issue.

SG FNPO MET WITH AN ACCIDENT

While going to Kanpur from Delhi by road SG, FNPO, General Secretary R4 met an accident near Itawa. However there was not big injury to SG FNPO, General Secretary R4 and Head Quarter Secretary.

MEETING AT PUDUKOTTAI

On 23rd June 2013, NAPE C and NUGDS, Divisional Conference was held at Pudukottai, where GKP was born, the Conference recalled the services of GKP rendered to FNPO. SG FNPO, Circle Secretary NAPEC, Sri G.P. Muthukrishnan and NUGDS, C.S. Kothandaraman addressed the Conference. Sri R. Gunasekaran, Sri K. Sridharan were elected as President and Secretary respectively.

CONDOLENCE MEETING AT KOLKATA

On 20-6-2013 West Bengal Circle coordinating Committee conducted condolence Meeting at Kolkata MMS office and Barabazar Head Post Office. Meeting recalled service and sacrifice of G.K. Padmanabhan.

KOLKATA MMS DIVISION CONFERENCE

MMS Divisional Conference of Kolkata was held on 20-6-2013 at Kolkata. Sri Amal Sarkar presented a Biennial report on activities. President R3, G/S R3, Circle Secretary R3 address the Conference. Sri Ganesh Singh elected as Divisional Secretary.

-Sd/-

(D.THEAGARAJAN), General Secretary

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