

No. Q-14/8/2024-PE-I-DOP  
Government of India  
Ministry of Communications  
Department of Posts  
Establishment Division  
(PE-I Section)

Dak Bhawan, Sansad Marg.  
New Delhi - 110001  
Dated: 20<sup>th</sup> February, 2025

To,

The Chief Postmaster General,  
Maharashtra Circle,  
Mumbai

**Subject: Conversion of Chinchwad East Sub Post Office into Head Post Office  
in Maharashtra Circle.**

Sir,

I am directed to refer to the Maharashtra Circle letters No. Estt./Plg/VIP case/Conversion of Chinchwad East PO into HPO dated 20.12.2024, 01.01.2025 and 31.01.2025, on the subject mentioned above, and to say that the proposal for conversion of Chinchwad East Sub Post Office into Head Post Office in Maharashtra Circle was examined in consultation with Integrated Finance Wing (IFW) of the Department. The proposal has been approved by the Competent Authority subject to the following conditions:

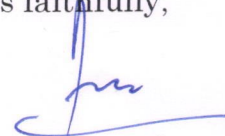
- (i) Diversion of Group 'B'/C' posts is to be done with the approval of the HoC in consultation with CIFA, and has to be examined based on approved workload/norms and it may be done without disrupting the parent unit's functioning.
- (ii) Expenditure involved in the process i.e. Non-Recurring Expenditure of ₹ 20 lakh is to be reduced to the minimum possible extent and is to be met from the fund already allotted/provisions made to/by the Maharashtra Circle. Further, it has been mentioned that out of the projected one-time expenditure of ₹ 20 lakh, ₹15 lakh is required for the provision of a parking shed and toilets for the additional staff and the public attending the proposed Chinchwad East HPO department building. In this regard, the Circle is requested to examine the fund availability, if required, Estates Division may be consulted for such works.
- (iii) Performance (financial & work load basis) of both the HPOs i.e Pune HPO and new Chinchwad East HPO may be reviewed by the Circle after one year and the same may be submitted to this Directorate for onward submission to the IFW.

(iv) Since around '37' posts of Pune Head PO are proposed to be redeployed to the proposed new Chinchwad East HPO, the Circle is to examine the utilization of excess space available (if any, since the SoA might be reduced proportionately) in Pune Head Post Office.

2. In view of the above, the Maharashtra Circle is requested to take further necessary action immediately and furnish an Action Taken Report in the matter to this office. The review after completion of one year is a mandatory condition of IFW, therefore, the same may be strictly adhered to.

3. This sanction issues with the approval of the Competent Authority. The advice of Integrated finance Wing was conveyed vide their Dy. No. 221/2024-25/FA-CS (P) dated 19.02.2025.

Yours faithfully,



(Arnab Aich)

Director (Establishment)

Tele:011-23044822

Copy for information to: -

1. PS to Minister of Communications.
2. PS to Minister of State for Communications.
3. PSO/Sr.PPS to Secretary (Posts) / Director General Postal Services.
4. Sr.PPS/PPS to all Members, Postal Services Board.
5. Additional Secretary & Financial Adviser.
6. All Chief Postmasters General (except Maharashtra Circle).
7. Director, RAKNPA / Directors of All PTCs.
8. Chief General Manager, BD Dte. / Parcel Dte. / PLI Dte.
9. Sr. DDG (Vigilance) & CVO / Sr. DDG (PAF).
10. Secretary, Postal Services Board/ All Deputy Directors General (through e-office Notice Board).
11. Planning Division, SPG-I/SPG-II/SPN-II/PE-II Sections (through e-office Notice Board).
12. All recognized Federations/Unions/Associations (through India Post website).
13. GM, CEPT - for uploading the order on the India Post website.
14. ADG (Admn.) - for uploading the order on e-office Notice Board.
15. AD (OL) - for providing Hindi translation.
16. Guard File.

*Dh*  
20/02/25

(Dharmendar Kumar)

Section Officer (PE-I)

Tele: 011-2304 4822