

No. X-12/6/2021-SPN-II-DOP

Government of India
Ministry of Communications
Department of Posts
(Personnel Division)

Dak Bhawan, Sansad Marg,
New Delhi – 110001
Dated: 06-08-2026

To

All Chief Postmasters General (CPMsG)

Subject: Clarification regarding processing of Rule-38 transfer requests of MTS officials between Postal Units and DAP (PAO) Offices – regarding.

Madam/Sir,

Reference is invited to this Directorate letter of even number dated 10.06.2025 *vide* which instructions were issued for manual processing of Rule-38 transfer requests of MTS officials seeking transfer to DAP (PAO) Offices till the online facility becomes operational on APT 2.0.

2. In this regard, representation have been received from Circles regarding the aforesaid instructions for subsequent Rule-38 transfer cycles, the procedure for processing transfer requests involving DAP (PAO) and the applicable transfer schedule.

3. In view of the above, it is clarified that the online Rule-38 module for MTS officials of DAP (PAO) is not yet operational on APT 2.0. Accordingly, the interim arrangement prescribed *vide* Directorate letter of even number dated 10.06.2025 shall continue until the DAP cadres are on boarded on APT 2.0 and the online module becomes functional.

4. Therefore, the following instructions shall be followed by all the Circles:

(i) Rule-38 transfer requests of MTS officials from Postal Units/Administrative Offices to DAP (PAO) and from DAP (PAO) to Postal Units/Administrative Offices shall continue to be processed manually, subject to fulfillment of the provisions of the Rule-38 Transfer Policy and other prescribed conditions.

(ii) Such transfer requests shall be processed on a half-yearly basis during the months of March and September, in synchronization with the regular Rule-38 transfer cycles prescribed by the Directorate.

(iii) Approval of such transfer requests shall continue to be accorded by the Competent Authority in terms of Transfer Policy circulated *vide* Directorate

letter of even number dated 02.09.2021, i.e., Chief Postmaster General in respect of Circle establishments; and GM (Finance)/Director of Accounts (Postal) in respect of DAP (PAO) establishments.

(iv) All other provisions of the Rule-38 Transfer Policy and instructions issued by this Directorate from time to time shall continue to apply mutatis mutandis.

5. These instructions shall remain in force until further orders or till the Rule-38 module for DAP cadres is made operational on APT 2.0, whichever is earlier.

6. This issues with the approval of the Competent Authority.

Yours faithfully,

(Vinod Kumar)
Assistant Director General (SPN)

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1. Sr. DDG (PAF), Dak Bhawan, New Delhi.
2. GM, CEPT, Mysuru – for uploading on India Post website
3. All Directors of Accounts (Postal) through India Post website and e-office portal.
5. Guard File.