

No. Q-13/35/2026-PE-I-DOP
Government of India
Ministry of Communications
Department of Posts
(Establishment Division)

Dak Bhawan, Sansad Marg,
New Delhi - 110001
Dated: 12.10.2026

Office Memorandum

Subject: Rationalization of Administrative Units across Postal Circles for Enhancing Administrative Efficiency, Business Development and Revenue Generation in 'Gujarat Circle'.

Ref: - Gujarat Circle's e-file no. EST-A/1-389/Re-Org/2026-Part (2), Computer No. 3280897.

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The administrative framework at the Regional, Divisional, and Sub-Divisional levels was reviewed by the Circle, taking into consideration various factors such as geographical area, current workload, business volume, and future organizational requirements.

After a comprehensive review of the Administrative Units in the Circle, Gujarat Circle submitted the various proposals vide above mentioned references for the creation, rebalancing, and merger of Administrative Units. These proposals were examined in consultation with the Integrated Finance Wing and Postal Accounts Finance Wing.

2. Upon examination, the Competent Authority is pleased to approve the following proposals of Gujarat Circle: -

(I) Creation of Surat Region: Creation of a new Postal Region, namely Surat Region, with headquarters at Surat, by bifurcation of the existing Vadodara Region, as per **Annexure-I**.

(II) Creation of Ahmedabad Heritage City Postal Division: Creation of a new Ahmedabad Heritage City Division with Headquarter at Ahmdebad (in Ahmedabad GPO building) by bifurcation of existing Ahmedabad City Division in Gujarat Circle, as per **Annexure-II**.

(III) Creation of Ahmedabad Utkarsh Division: Creation of a new Ahmedabad Utkarsh Division by bifurcation of existing Gandhinagar Division in Gujarat Circle, as per **Annexure-III**.



(IV) **Creation of Gadhidham Division:** Creation of a new Gandhidham Division by bifurcation of existing Kachchh Division in Gujarat Circle, as per **Annexure-IV**.

(V) **Creation of Surat East Postal Division:** Creation of a new Surat East Division by re-organization/bifurcation of existing Surat Division and Bardoli Division, the residual Surat Division being re-named as Surat West Postal Division in Gujarat Circle, as per **Annexure-V**.

(VI) **Creation of Dahod Division:** Creation of a new Dahod Division by bifurcation of existing Panchmahals Division in Gujarat Circle, as per **Annexure-VI**.

(VII) **Creation of Dedipada Postal Sub-Division:** creation of a new Dedipada Postal Sub-Division by bifurcation/re-organization of existing 05 Postal Sub-Divisions under Bharuch Division in Gujarat Circle, as per **Annexure-VII**.

(VIII) **Creation of Bodeli Postal Sub-Division:** creation of a new Bodeli Postal Sub-Division by bifurcation/re-organization of existing 03 Postal Sub-Divisions under Vadodara East Division in Gujarat Circle, as per **Annexure-VIII**.

(IX) **Re-organization of Sub-Divisions under Anand Division:** Reorganisation of the Postal Sub-Divisions of Anand Postal Division by abolition of Dakor Sub-Division and merger of its offices into the other Sub-Divisions, as per **Annexure-IX**.

(X) **Re-organization of Sub-Divisions under Rajkot Division:** Reorganisation of the Postal Sub-Divisions of Rajkot Postal Division by abolition of Rajkot North Sub-Division and merger of its offices into the other Sub-Divisions, as per **Annexure-X**.

(XI) **Re-organization of Sub-Divisions under Kachchh Postal Division:** reorganisation of the Sub-Divisions of Kachchh Postal Division, involving merger of Bhuj West and Bhuj East into a single Bhuj Sub-Division, creation of Naliya (by split from Nakhatrana), Anjar and Rahpar (relocated from Bhachau) Sub-Divisions and subsuming of the Bhachau Sub-Division, as per **Annexure-XI**.

3. The Chief Postmaster General shall take necessary action in respect of shifting/transfer of assets, staff, records, etc., for implementation of the above proposals.

4. The redeployment of **Group 'B' and 'C' staff** may be carried out by the Head of the Circle in consultation with CIFA and Head of Region/Concerned Divisional Head as the case may be. It shall be ensured that such redeployment/diversion of posts does not adversely affect the functioning of the existing offices. Further, the posts proposed for redeployment should be live posts, should not fall under the category of "**deemed to be abolished**" posts as per DoE instructions vide OM No. 7(1)/E.Coord-I/2017(Part.III) dated 04.01.2024.



5. The redeployment of staff shall be carried out based on willingness/request to minimize financial burden on Govt. Exchequer and inconvenience of staff.
6. For redeployment of **Group 'A' level officer(s)**, separate orders will be issued by the Postal Directorate. Further, if any other post is required/surplus in the Circle, orders will be issued by the Postal Directorate. However, until the redeployment of such posts, the Circle shall operationalize the newly created/merged administrative units through local arrangement/additional charge to the incumbents.
7. The **final revised expenditure** (Recurring/Non-recurring) indicated by the Circle is in-principle approved subject to adherence to all the codal formalities. The expenditure on equipment and other requirements, if any, shall be met from the existing sanctioned budget provision under the appropriate Heads of Account of the concerned Divisions/Circle, subject to availability of funds, and shall continue to be met from existing budgetary resources. No additional funds shall be sought or allotted to the Circle for this purpose.
8. The Circle shall take all proactive measures to increase revenue generation and improve the overall **Expense Coverage Ratio (ECR)** of the newly created/merged administrative units as well as the existing Administrative Units. The financial and workload performance of these administrative units shall be reviewed upon completion of one year.
9. The outcome of the review, duly concurred by **CIFA**, including the ECR figures for the one-year period following the rebalancing/merger/reorganization vis-à-vis the corresponding figures for one year prior thereto, may be furnished to the Establishment Division.
10. The Chief Postmaster General shall issue necessary orders after ensuring the arrangements for implementation of the above proposals w.e.f. **01.11.2026** and furnish an **Action Taken Report** to this office.
11. This sanction issues in exercise of the power conferred on this department in consultation with the Integrated Finance Wing vide **Diary No. 108/2026-27/FA-CS(P)** dated **01.10.2026**.



(Dushyant Mudgal)
DDG (Establishment)

Copy to:

1. PS to Hon'ble Minister of Communications.
2. PS to Hon'ble Minister of State for Communications.
3. Sr. PPS to Secretary (P)/DG (Postal Services).
4. Sr. PPS to all Members, Postal Services Board.
5. Sr. DDG (Vigilance)/CGM, PLI/CGM (CCS & RB)/Sr. DDG (PAF).
6. Director, RAKNPA.
7. JS & FA.
8. All Chief Postmasters General.
9. All Postmasters General.
10. All DDsG/GMs in Postal, PLI and Parcel Directorates (through e-Office).
11. Additional Director General, Army Postal Service, C/o 56 APO.
12. GM, CEPT – with a request to upload the OM on the India Post website.
13. All recognized Federations/Unions/Associations (through India Post website).
14. Chief Postmaster General, Gujarat Circle, Chandigarh.
15. SO, Guard File.



Annexure-I

**Creation of Surat Postal Region by bifurcation of Vadodara Postal Region –
Structure of the four Regions of Gujarat Circle**

Sl.	HQ Region	Vadodara Region (Residual)	Surat Region (New)	Rajkot Region
1	Ahmedabad City	Anand	Bardoli	Rajkot
2	Ahmedabad Heritage City (new)	Kheda	Bharuch	Kachchh
3	Gandhinagar	Panchmahals	Navsari	Gandhidham (new)
4	Ahmedabad Utkarsh (new)	Dahod (new)	Surat East (new)	Gondal
5	Banaskantha	Vadodara East	Surat West (new)	Amreli
6	Patan	Vadodara West	Valsad	Junagadh
7	Mahesana	Sabarkantha	–	Porbandar
8	Surendranagar	–	–	Jamnagar
9	Bhavnagar	–	–	–



Annexure-II

(Creation of Ahmedabad Heritage City Postal Division by bifurcation of Ahmedabad City Postal Division)

Distribution of Sub-Divisions, HOs, SOs and BOs between new Ahmedabad Heritage City Division and residual Ahmedabad City Division:

Sl. No.	Particulars	Existing Ahmedabad City Division	Ahmedabad Heritage City Division (New)	Ahmedabad City Division (Residual)
1	Sub-Divisions	4 (Odhav, North, West, South)	1 (Ahmedabad East)	1 (Ahmedabad West)
2	Head Offices	2	2*	1
3	Sub Offices	101	58	43
4	Branch Offices	65	46	19
5	NDC	3	1	2
6	IDC	5	3	2
7	Extension Counters	4	3	1
	Total	184	113	69

Note: *Ahmedabad GPO (Gazetted HO) is included in Ahmedabad Heritage City Dn.

The four existing Sub-Divisions (Odhav, North, West and South) are re-organized into two Sub-Divisions (Ahmedabad East and Ahmedabad West), one under each resultant Division.



Annexure-III

(Creation of Ahmedabad Utkarsh Postal Division by bifurcation of Gandhinagar Postal Division)

Distribution of Sub-Divisions, HOs, SOs and BOs between new Ahmedabad Utkarsh and residual Gandhinagar Postal Divisions:

Sl. No.	Particulars	Existing Gandhinagar Division	Ahmedabad Utkarsh Division (New)	Gandhinagar Division (Residual)
1	Sub-Divisions	6	3	3
2	Head Offices	2 (Gandhinagar & Kalol)	1* (Dholka)	1 (Gandhinagar)
3	Sub Offices	77	23	54
4	Branch Offices	438	290	148

*Ahmedabad Utkarsh Division is proposed to be accommodated in the existing premises of Dholka MDG, which is proposed to be upgraded as Dholka Head Office and Kalol HO is proposed to be Down gradation as MDG.

Note- The circle shall submit a separate proposal for upgradation of the Dholka MDG to Head Post Office to Postal Directorate.



Annexure-IV

(Creation of Gandhidham Postal Division by bifurcation of Kachchh Postal Division)

Distribution of Sub-Divisions, HOs, SOs and BOs between new Gandhidham and Kachchh Postal Divisions:

Sl. No.	Particulars	Existing Kachchh Division	Gandhidham Division (New)	Kachchh Division (Residual)
1	Sub-Divisions	6	3	4
2	Head Offices	1	1**	1
3	Sub Offices	59	22	36
4	Branch Offices	449	181	268

* Includes the net addition of one Sub-Division under Kachchh Division (6 to 7 Sub-Divisions in all), as per **Annexure-XI**.

** Gandhidham Division will function from Gandhidham HO (proposed), i.e. Gandhidham Sub Office proposed to be upgraded as Head Office. **The circle shall submit a separate proposal for upgradation of the Gandhidham Sub Office to Head Post Office to Postal Directorate.**



Annexure-V

(Creation of Surat East Postal Division by re-organization of Surat and Bardoli Postal Divisions)

Distribution of Sub-Divisions, HOs, SOs and BOs between Surat East, Surat West and Bardoli Postal Division:

S.N.	Offices	Existing Postal Division		Newly Postal Division	Residual Division	
		Surat	Bardoli	Surat East	Surat West	Bardoli.
1.	Sub Division	03	05	02	02	04
2.	Head Office	02	01	01	01	01
3.	Sub Office	55	51	31	38	37
4.	B.Os	179	393	131	104	337

Note: Residual Surat Postal Division will be renamed as Surat West Postal Division.

Annexure-VI

(Creation of Dahod Postal Division by bifurcation of Panchmahals Postal Division)

Distribution of Sub-Divisions, HOs, SOs and BOs between Panchmahals and Dahod Postal Division:

Sl. No.	Particulars	Existing Panchmahals Division	Dahod Division (New)	Panchmahals Division (Residual)
1	Sub-Divisions	06	03	03
2	Head Offices	02	01	01
3	Sub Offices	42	19	23
4	Branch Offices	527	278	249



Annexure-VII

Distribution of HOs, SOs and BOs among the Sub-Divisions of Bharuch Postal Division (before and after creation of Dedipada Sub-Division)

Sl. No.	Sub-Division	Existing				After reationalization			
		HO	SO	BO	Total	HO	SO	BO	Total
1	Bharuch	01	18	91	110	01	14	66	81
2	Ankleshwar	00	10	91	101	00	09	71	80
3	Jhagadia	00	07	88	95	00	10	80	90
4	Jambusar	00	12	86	98	00	10	74	84
5	Rajpipla	00	07	103	110	00	06	84	90
6	Dedipada (new)	--	--	--	--	00	05	84	89
	Total	01	54	459	514	01	54	459	514

Annexure-VIII

Distribution of HOs, SOs and BOs among the Sub-Divisions of Vadodara East Postal Division (before and after creation of Bodeli Sub-Division)

Sl. No.	Sub-Division	Existing				After reationalization*			
		HO	SO	BO	Total	HO	SO	BO	Total
1	ASP East	01	22	65	88	01	21	51	73
2	Chhotaudepur	00	07	117	124	00	05	85	90
3	Dabhoi	01	07	124	132	01	05	90	96
4	Bodeli (new)	--	--	--	--	00	05	80	85
	Total	02	36	306	344	02	36	306	344



Annexure-IX

Re-organization of Sub-Divisions under Anand Postal Division

Distribution of HOs, SOs and BOs among the Sub-Divisions of Anand Postal Division (before and after abolition of Dakor Sub-Division)

Sl. No.	Sub-Division	Existing				After reationalization*			
		HO	SO	BO	Total	HO	SO	BO	Total
1	Anand East	01	14	38	53	01	21	55	77
2	Anand West	00	17	39	56	00	15	63	78
3	Dakor	00	07	59	66	--	--	--	--
4	Vadasinor	00	06	48	54	00	08	66	74
	Total	01	44	184	229	01	44	184	229

Annexure-X

(Re-organization of Sub-Divisions under Rajkot Postal Division)

Distribution of HOs, IDCs, SOs and BOs among the Sub-Divisions of Rajkot Postal Division (before and after abolition of Rajkot North Sub-Division)

Sl. No.	Sub-Division	Existing					After reationalization				
		HO	IDC	SO	BO	Total	HO	IDC	SO	BO	Total
1	Morbi	00	00	06	73	79	00	00	07	81	88
2	Rajkot East (to be re-named Rajkot Central)	00	00	10	67	77	00	00	14	63	77
3	Rajkot North	01	01	12	34	48	--	--	--	--	--
4	Rajkot South	00	00	12	32	44	01	01	19	62	83
	Total	01	01	40	206	248	01	01	40	206	248

Annexure-XI

Distribution of HOs, SOs and BOs among the Sub-Divisions of Kachchh Division
(after creation of Anjar Sub-Division)

Table-I

S.N.	Name of Sub Division	Present Scenario			
		HO	SO	BO	Total
1.	Bhuj West	1	7	51	59
2.	Bhuj East	0	10	70	80
3.	Bhachau	0	7	90	97
4.	Gandhidham	0	9	34	43
5.	K Mandvi	0	13	95	108
6.	Nakhtrana	0	13	109	122
	Total	01	59	449	509

Table-II

Scenario After bifurcation					
S.N.	Name of Sub Division	HO	SO	BO	Total
1	Bhuj	1	11	64	76
2	Naliya	0	6	71	77
3	K Mandvi	0	8	64	72
4	Nakhtrana	0	11	69	80
5	Gandhidham	01	10	52	63
6	Anjar	0	8	68	76
7	Rahpar	0	4	61	65
	Total	02	58	449	509

Note: One new Sub Division namely Anjar Sub-Division has been created, Naliya Sub Division (Split from Nakhtrana) and Rahpar Sub Division (relocated from Bhachau Sub Division), has been proposed.