No. 13-06/2026-PD
Government of India
Ministry of Communications
Department of Posts
Parcel Directorate

Chanakyapuri PO Complex,
New Delhi – 110021
Dated 5th October 2026

To
The General Manager,
Centre for Excellence in Postal Technology (CEPT),
Department of Posts.

Subject: Rationalisation of accounting arrangement and necessary changes in APT for Parcel products – reg.

Consequent upon rationalisation of the parcel product portfolio and introduction of India Post Parcel – Last Mile (IPP-LM), the accounting structure for revenue of the parcel products of the Department was examined in consultation with PAF Wing, Postal Directorate with the objective of simplifying the accounting structure while ensuring that the required product-wise and customer-segment-wise information continues to remain available in APT MIS and other reports.

2. Accordingly, the following accounting structure has been proposed by PAF Wing:

Product	Head of Account (HoA)	Account Code
India Post Parcel – Retail	120100101300100	1201003600 – PRC-India Post Parcel-Retail
India Post Parcel – Contractual	120100101300100	1201002300 – PRC-India Post Parcel-Contractual
India Post Parcel – Last Mile	120100101220100	New Account Code to be created – PRC-India Post Parcel-Last Mile

3. Thus, the existing Account Codes for India Post Parcel – Retail and India Post Parcel – Contractual will continue to be used internally, while both will be mapped to the single Head of Account 120100101300100. The necessary change in mapping of the Account Codes to the Head of Account is being taken up by PAF Wing.

4. Further, a separate Account Code is to be created for IPP-LM and mapped to the existing Head of Account 120100101220100 as India Post Parcel – Last Mile (IPP-LM) is a separate parcel product having a distinct service construct, tariff and operational flow. Creation of the new Account Code and its mapping to the Head of Account is also being taken up separately by PAF Wing.

5. In view of the above, it is requested to undertake the necessary development/configuration in APT for implementation of the above accounting arrangement. The business solution may ensure that the appropriate Account Code is automatically mapped on the basis of the product/customer category at the

time of booking/induction, without requiring any additional manual intervention by the booking/field staff.

6. It may further be ensured that, notwithstanding the common Head of Account for India Post Parcel – Retail and India Post Parcel – Contractual, their distinction continues to be maintained in APT for MIS and analytical purposes. The system should enable separate reporting of volume and revenue for IPP-Retail, IPP-Contractual and IPP-Last Mile, along with customer-wise, Circle-wise and other relevant business reports, as presently available/applicable.

7. Since IPP-LM is a distinct product, it may also be separately identifiable in the booking/induction, accounting and MIS systems. The new Account Code, once created and communicated by PAF Wing, may accordingly be incorporated and mapped in the system.

8. It is requested to examine the above requirements and take necessary action for development/configuration of the same in APT. The implementation may be coordinated with PAF Wing for the Account Code–HoA mapping and with Parcel Directorate for the product/business requirements.

This issues with the approval of the competent authority.

(Dr. Annu Paul)
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1. **All Heads of Circles – for information and necessary action.**
2. **Sr. DDG (PAF), Postal Directorate – for necessary action please.**