



भारतीय डाक विभाग, DEPARTMENT OF POSTS, INDIA
मुख्य पोस्टमास्टर जनरल कार्यालय, तमिलनाडु परिमंडल, चेन्नई 600 002.

Office of the Chief Postmaster General, Tamilnadu Circle, Chennai 600 002

To
The Postmasters General
Chennai City Region/Chennai 600 002
Southern Region/Madurai 625 002
Western Region/Coimbatore 641 002
Central Region/Tiruchirapalli 620 001

The SSRM / AM. Stg. Division 600 016
The SSRM / Ch. Stg. Division 600 008
The SRM / RMS 'M' Division 600 008
The SP, Foreign Post, Chennai 600 001

STC/102-13/2024/AMSD dated at Chennai - 600002 the 23.04.2024

Sub: Clarification on guidelines for RT - Reg

- Ref: i) Directorate Letter No. 141-141/2013-SPB-II dated 17.01.2019.
ii) Directorate Letter No.X-12/1/2019-SPN-II-Part (1) dated 19.05.2021.
iii) Directorate Letter No. X- 12/1/2019-SPN-II-Part(1) dated 28.01.2022.
iv) Directorate Letter No.X-12/2/2023-SPN-II dated 26.04.2023.


A kind reference is invited to the Directorate letter dated 17.01.2019 cited above wherein tenure of a post was given as three years for the purpose of rotational transfer. In the RT guidelines issued by Directorate for 2021-22 vide letter cited under reference (ii) above, the post tenure of sensitive posts is given as 3 years and for non-sensitive posts as 4 years. Guidelines on identification of sensitive and non-sensitive post was issued by Directorate vide letter No. 4-7/2009-Vig dated 08.03.2018.

In the subsequent guidelines of 2022-23 or 2023-24 issued by Directorate vide letters cited under reference (iii) and (iv) above, the tenure of sensitive and non-sensitive post is not modified. Though the Directorate guidelines are clear, Regions / Units are forwarding representation of officials for extension of tenure by treating tenure of all posts as three years.

I am directed to request to give suitable instructions to all concerned and ensure that before bringing officials under RT, guidelines on identification Of sensitive/non-sensitive post is to be followed and tenure to be decided accordingly. Further action on the representations of officials sent by Regions / Units to C.O, if any seeking extension of tenure may be decided by R.O/D.O and dispose all representations immediately.

In future before forwarding representation to C.O by Regions, it should be checked whether the guidelines referred above have been adhered to by Divisions.

This issues with the approval of Chief PMG.


M. Sanjeeva Kumar Gupta
Asst. Postmaster General (Staff & Est)
O/o. the Chief Postmaster General/
Tamilnadu Circle / तमिलनाडु परिमंडल
Chennai - 600 002 / चेन्नई 600002
E mail:- staff.tn@indiapost.gov.in