

Reminder-I**File No. Q-25/17/2025-PE-I-DOP**

Government of India
Ministry of Communications
Department of Posts
(PE- I Section)

Dak Bhawan, Sansad Marg,
New Delhi -110001
Dated:28-01-2026

To,

- I. **Head of Circles,**
- II. **CGM (PLI), PLI Directorate**
- III. **CGM (Parcel & CCS), Parcel & CCS Directorate**
- IV. All India Postal Employees Union Group 'C'
- V. National Association of Postal Employees Group 'C'
- VI. All India Postal Employees Union Postmen & MTS
- VII. National Union of Postal Employees Postmen & MTS
- VIII. All India Postal Administrative Offices' Employees Union Group 'C' & 'D'
- IX. All India Postal Accounts Employees Association
- X. Bhartiya Postal Accounts Offices Employees Association
- XI. All India Savings Bank Control Employees Union
- XII. All India Postal SBCO Employees Association
- XIII. Postal Officers' Association (India)
- XIV. All India Association of Inspectors and Assistant Superintendent Posts

Subject: Revision of norms for conversion/ upgradation of Sub-Post Office into Head Post Office and Norms for creation of Posts of Post Masters in Group A & Group B Head Post Offices-reg.

Sir/Madam,

I am directed to refer to this office letter of even no. dated 16.01.2026, wherein a copy of the Committee's report on "Revision of norms for conversion/upgradation of Sub-Post Offices into Head Post Offices and for creation of posts of Postmasters in Group 'A' and Group 'B' Head Post Offices" was circulated, with a request to provide comments/views/suggestions on it (copy enclosed).

2. However, comments/views in the matter are still awaited.

3. In view of above, it is requested to kindly provide views/suggestions/comments on the proposed revised norms to this Division, latest by **03.02.2026**.

Yours faithfully,

(Prabha Sharma)
Asst. Director General (PE I)