



भारतीय डाक विभाग / Department of Posts, India
मुख्य पोस्टमास्टर जनरल का कार्यालय / Office of the Chief Postmaster General
ओडिशा परिमंडल, भुवनेश्वर- 751001 / Odisha Circle, Bhubaneswar-751001



No: WL/4-1/2025-26/GDS

Dated at Bhubaneswar, the 03.03.2026

To

The PMG, Sambalpur/Berhampur Region
The Director of Accounts (Postal), Mahanadi Vihar, Cuttack - 4
All SSPOS/SPOS/SSRMS/SRMs of Odisha Circle
All Group Officers, CO, Odisha, Bhubaneswar - 751001
The Superintendent, PSD/CSD, Bhubaneswar
The AD (Trg), Regional Postal Training Centre, Bhubaneswar - 10
The Sr. AO (ICOSB), CO, Bhubaneswar
The AAO (Budget), CO, Bhubaneswar
The AE Civil / Electrical, Bhubaneswar
The Executive Engineer (Civil), Postal Civil Division, Bhubaneswar

Sub: Grant of scholarship to the children of GDS under Educational Schemes (Technical/Non-Technical)

- (1) Applications in prescribed format (specimen enclosed) are hereby invited for award of following departmental scholarships for Technical / Non-Technical education to the Children of Gramin Dak Sevaks for education of their children during the academic year 2025-26.
- (2) The Scholarship is admissible to the children of GDSs subject to fulfilment of following conditions of academic achievement by the students irrespective of all categories.

Sl. No.	Details	Amount of Scholarship (in Rs)	% age of marks required in qualifying exam	% age of marks Required for renewal/continuation
1.	IIT / IIM / AIIMS	1100 p.m.	Proof of admission.	No condition of % marks but certificate of promotion required
2.	Technical Education			
	(i) Degree	308 p.m.	85%	Min 50% marks should be obtained in the annual/each semester exam
	(ii) Diploma	209 p.m.		
3.	Non-Technical Degree B.A / B.Sc/ B. Com./ Degree in Fine Arts	165 p.m.	80%	
4.	ITI Certificate Courses	1034 p.a.	65%	
5.	Scholarship for handicapped school going Children of the employee (at least 40% disability)	220 p.m. (Max 8 Yrs)		

NB: If a student fails to secure 50% marks in the examination, the scholarship will be stopped till he secures 50% marks in the next semester/annual examination. If a student is detained, the scholarship will be discontinued altogether.

Physically Handicapped Scholarship

The GDS employees having handicapped School / College going children may also apply in the enclosed pro forma enclosing the certificate from the Govt. Medical Authorities not below the rank of specialist concerned (orthopaedic / surgical) in support of physical disabilities for award of scholarship mentioned above. They should also submit the mark sheet of the last examination. The percentage of marks mentioned earlier will not be applicable in such case.

(3) IMPORTANT INSTRUCTIONS TO BE FOLLOWED

Applications in prescribed format APP-51 (specimen enclosed) should be submitted by all concerned on or before 23.03.2026 to their respective Regions/Divisions/Units i.e. last date fixed for submission of

applications complete in all respect. The applicant will please furnish the records of the student very carefully in Column-D.

On receipt of applications in their offices, the Regional/Divisional Heads /Unit heads should personally ensure the following before forwarding the same to the Asst. Director (Welfare) O/o the Chief Postmaster General, Odisha Circle, Bhubaneswar-751001 so as to reach on or before 10.04.2026 positively in single bunch with the respective broad sheets.

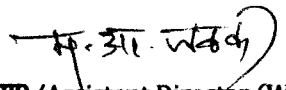
- a. Applications are correctly filled in by the applicant as per check list enclosed with the pro forma and relevant documents furnished.
- b. Omission/commission, if any, when noticed may be called for from the applicants without returning the applications and it may be ensured that applications are completed in all respect as far as practicable.
- c. A verification certificate should be furnished by the DDOs in the application form in column "A" in support of date of birth and basic pay.
- d. Applications should be duly recommended in own handwriting and signed by the head of the Division/ Unit Head (Unit head does not mean Sub-Division Head) with his designation seal.
- e. No application should be withheld / rejected by the Divisional Head / Unit Head on any ground.
- f. Signature and designation seal of the Head of the Institution is required on the application form (No separate certificate shall be entertained).
- g. To ensure that all applications received in their offices are forwarded to C.O. well in advance so as to reach by the stipulated date i.e. 10.04.2026.

(4) It is observed in the past that a large number of applications are rejected due to incomplete information / documents as preliminary check is not carried out at Divisional level. Hence, effort should be made to make the applications complete in all respect to avoid summarily rejection of application. The procedure and date of submission of application may please be rigidly adhered to. Applications received direct at this office will be summarily rejected. Applications received after the due date will be summarily rejected. Applications should be filled up carefully and required documents be attached. No correspondence of any kind will be made for want of documents or signature etc. Copies of application forms may be downloaded from the e-mail. Extra copies may be printed at the Divisional / Unit levels for supply to HOs/ SOs / Subordinate Offices / BOs.

This may be given widest possible publicity among the Gramin Dak Sevaks immediately. The Divisional Heads should ensure prompt despatch of copies to all other offices of their Division. Kindly acknowledge receipt of this letter.

N.B.: Specimen copy of the Broad-sheet enclosed should be used separately for Scholarship (Degree/Diploma/PH/Non-Technical). Separate broad-sheet should be sent for the above scholarships category wise.

Encl: As above


सहायक निर्देशक(कल्याण)/Assistant Director (Welfare)
मुख्य महाडाकपाल के कार्यालय/ O/o the Chief PMG
ओडिशा परिमंडल/Odisha Circle
भुवनेश्वर - ७५१००१/Bhubaneswar-751001

Copy forwarded for information and necessary action to:-

1. All Group Officers / Office Superintendent / Section Supervisors, Circle Office, Bhubaneswar.
2. The Sr. P.S. to Chief PMG, Odisha Circle/ PA to DPS (Hqrs) / Bhubaneswar.
3. The Assistant Engineer (Electrical), Postal Electrical Sub Division, Bhubaneswar.
4. The Office Superintendent, Circle Office, Bhubaneswar-1 for the Notice Board.

-Sd/-
सहायक निर्देशक(कल्याण)/Assistant Director (Welfare)
मुख्य महाडाकपाल के कार्यालय/ O/o the Chief PMG
ओडिशा परिमंडल/Odisha Circle
भुवनेश्वर - ७५१००१/Bhubaneswar-751001