

भारत सरकार  
संचार मंत्रालय, डाक विभाग  
डाक जीवन बीमा निदेशालय  
चाणक्यपुरी डाक घर परिसर, चाणक्यपुरी, नई दिल्ली-110021  
Government of India  
Ministry of Communications, Department of Posts  
Directorate of Postal Life Insurance  
Chanakyapuri Post Office Complex, Chanakyapuri, New Delhi-110021

फा.सं. 29-04/2025-LI

दिनांक: 01.04.2026

To

All Heads of Circles.

**Subject: Clarification in respect of license management of Sales Force of PLI and RPLI – regarding.**

This is regarding license management of Sales Force of PLI and RPLI, issued vide PLI Directorate OM No. 28-03/2019-LI dated 19.06.2020 and subsequent letters issued vide No. 26-02/Trg/2022-LI dated 12.10.2022, 28-03/2019-LI dated 11.07.2023 and 28-03/2019-LI (1) dated 19.03.2025.

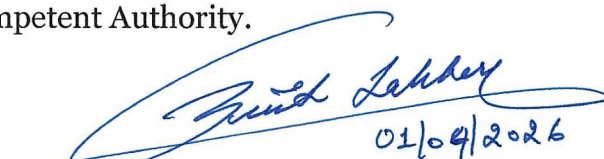
2. In continuation of above letters, following modifications are made in respect of license managements of Sales force of PLI and RPLI:

Sl. No.	Subject	Existing Guidelines	Revised Guidelines
(i)	Provisional/ permanent license of DE/GDS.	As in Para 11 of PLI Directorate letter No. 26-02/Trg/2022-LI dated 12.10.2022, DE and GDS have to pass the licentiate examination from 12.10.2022 onwards and to pass the licentiate examination within 5 years of engagement. This was made mandatory for existing and prospective DEs and GDSs engaged as sales force w.e.f 12.10.2022.	1. The condition of provisional licence is being done away with. Now onwards, all newly engaged sales force, i.e., DE/GDS/FO/DA needs to take necessary training as per the current guidelines and pass the licentiate examination. Only after passing the licentiate examination, permanent licence shall be issued to the sales force which shall be valid as per following details:
	Provisional/ permanent license of FO/DA.	As per Para 6.4 of Annexure-III and Para 6.4 of Annexure-IV of PLI Directorate OM no. 28-03/2019-LI dated 19.06.2020; and Para 9 of PLI	(i) For DE/GDS: Permanent License shall be valid up to superannuation/discharge from service. (ii) For DA/FO: Permanent

		<p>Directorate letter No. 26-02/Trg/2022-LI dated 12.10.2022: FOs and DAs have to pass the licentiate examination and get the permanent license within 3 year of the engagement. They have to renew the permanent licence every year after 5 years of obtaining the permanent licence. In case of non-compliance of the timeline, the agency will stand terminated.</p>	<p>License shall be valid for lifetime as there is no upper age limit and MBR for FO and DA.</p> <p><b>2.</b> All existing sales force having valid permanent license need not register again and their existing permanent license shall remain valid as per para 1 above.</p> <p><b>3.</b> Sales force, having provisional license at present, shall have to pass the licentiate examination <b>within three (3) months of the issuing of this order</b> and obtain permanent license within prescribed timeline.</p>
(ii)	<p>Para 6.5 of Annexure-III and Para-6.5 of Annexure-IV of PLI Directorate OM No. 28-03/ 2019-LI dated 19.06.2020.</p>	<p>Shortlisted Field Officer/Direct agent will be required to deposit a fee of</p> <p>i). Rs 50/- for issue of provisional license.</p> <p>ii). Rs.100/- for issue of permanent license.</p> <p>iii). Rs.50/- for issue of duplicate license/renewal of permanent license.</p>	<p>(i) As the condition of provisional license is done away with, the fee for issue of provisional license is not applicable.</p> <p>(ii) Fee for permanent license is done away with.</p> <p>(iii) Fee for duplicate license/renewal of permanent license is also done away with.</p>

4. Above changes are applicable w.e.f. **01.04.2026** on all the agencies in currency as per the existing instructions. All other insurrections/guidelines issued by PLI Directorate time to time hold good. All concerned are directed to strictly adhere to the above instructions:

This issues with approval of the Competent Authority.

  
 01/04/2026  
**(गिरीश चंद्र लखेड़ा) / (Girish Chandra Lakhera)**  
 उप मंडलीय प्रबंधक-I / Deputy Divisional Manager-I