

F.No.09-01/2018-SR
Government of India
Ministry of Communications
Department of Posts
(SR Section)

Dak Bhawan, New Delhi - 110001

Dated: *1st June 2020*

OFFICE MEMORANDUM

Subject: Recommendations of the Committee for suggesting modification and better system in verification process for recognition of Associations – reg.

With reference to this Department's OM of even number dated 20.10.2019 where suggestions were asked, it is informed the Committee has submitted its report (Copy enclosed). The revised SOPs are also enclosed for reference.

2. It is requested to provide your comments/suggestions if any, Latest by 05th June, 2020.

This issues with the approval of DG (Postal Services).

Encl: A/a

Harpreet Kaur
01/06/2020
(Harpreet Kaur Manchanda)
Assistant Director General (SR & Legal)

1. **All Associations.**

DRAFT MINUTES OF THE MEETING OF THE COMMITTEE HELD ON 12.03.2020

Sub: Redesigning the process of re-verification of Service Associations.

The fifth meeting of the Committee, under the chairpersonship of Smt. Aindri Anurag, CPMG, Delhi Circle, was held at 11:00 AM on 12.03.2020 in the chamber of Smt. Anula Kumar, DDG (Trg. & WL). The other members of Committee were:-

- | | | |
|-------|-----------------------------------|----------|
| (i) | Smt. Anula Kumar, DDG (Trg. & WL) | - Member |
| (ii) | Col. Arvind Kumar, DDG (P) | - Member |
| (iii) | Shri Dushyant Mudgal, DPS (HQ) | - Member |

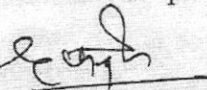
2. The Committee had invited Shri C.C. Cheluvarya, ASP (Admin), CEPT to discuss the feasibility of online implementation of submission of letter of authorization by the departmental employees and GDSs of Department of Posts all over the country. Shri Cheluvarya submitted a process flow (copy enclosed) for employees as well as for GDSs of the Department in this regard which was examined by the Committee.

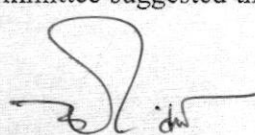
3. The Committee recommended deduction of subscription on quarterly basis. The Committee has also recommended maximum of two withdrawals by the employees/GDSs from their membership in a financial year.


4. The matter of implementation of online submission of letter of authorization, where CSI has not been implemented fully was also discussed. It has been recommended that manual procedure as per DoPT guidelines has to be followed in those Divisions, where no CSI facility available. However, the Divisions where CSI facility is partially available, the employees of the offices having no CSI facility of that particular Division(s) may utilize the above mentioned service from the nearest post office, where CSI facility is available.

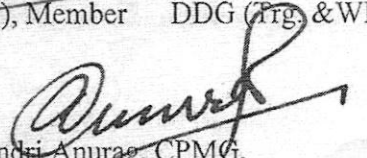
5. The revised Standard Operation Procedure, as recommended by the Committee, is enclosed at Annexure-I. The same is to be implemented in consultation with CEPT.

6. In respect of GDSs, the committee suggested the procedure of submission of letter of authorization as per Annexure-II.

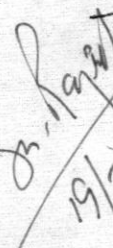

Dushyant Mudgal,
DPS (HQ), Member



Col. Arvind Varma,
DDG (P), Member


Anula Kumar,
DDG (Trg. & WL), Member


Aindri Anurag, CPMG,
Delhi Circle & Chairperson

एस. आर. अनुभाग
S. R. Section
डा. सं./Dy. No. 307
दिनांक/Date 19/3/2020


19/3
SO (SR Sec.)
19.3.20


19/03/2020