GOVERNMENT OF PAKISTAN DIRECTORATE GENERAL PAKISTAN POST OFFICE, ISLAMABAD



DIRECTOR GENERAL'S CIRCULAR NO. 9

Published under the authority of the Director General, Pakistan Post Office

No. & Year 9/2021 Islamabad-44080 the, 1ST September, 2021

<u>PART</u>	<u>CONTENTS</u>	<u>Pages</u>
PART-I	Appointments, Promotions, Posting and Transfer of Officers of Pakistan Post Office.	02
PART-II	Rules and Regulations.	03
PART-III	Postal and Express Services.	04
PART-IV	Postal Savings, Agency Functions and Special Financial Services	05
PART-V	Finance and Budget/ Accounts	06
PART-VI	General	07

PART-I APPOINTMENTS, PROMOTIONS, POSTING AND TRANSFER OF OFFICERS OF PAKISTAN POST OFFICE.

I. RETIREMENT OF BPS-16/17/18/21 OFFICERS UNDER THE PAKISTAN POST OFFICE DEPARTMENT ON ATTAINING THE AGE OF SUPERANNUATION (I.E 60 YEARS).

On attaining the age of superannuation i.e 60 years, the following officers under the Pakistan Post Office Department will stand retired from Government Service, with effect from the date indicated against each:-

l. Name of Officers		Date of Birth	Date of Retirement
1. Mr. Arshad Ali Khan, Addl. Director		15-06-1962	14-06-2022
(Admn), Dte- General PPO, Islamabad			
. Ms. KhalidaGulnar, Addl. Director		01-09-1962	31-08-2022
General (A&F) Dte- General PPO,			
Islamabad			
3. Mr. Ghulam Qadir, APMG (FS),		15-08-1962	14-08-2022
Hyderabad			
4. Mr. Shoaib Ahmed Siddiqui, Asstt.		31-07-1962	30-07-2022
General Manager, PLIC			
5. Ms. Farah Hussain, CPM Karachi City		20-08-1962	19-08-2022
GPO			
Syed Abdul Wahab Shah, DSPS		04-05-1962	03-05-2022
Jamshoro			
Mr. Shoukat Ali, DSPS Bahawalpur		08-01-1962	07-01-2022
8. Mr. Tariq Mehmood, Asstt. Director		29-08-1962	28-08-2022
(Admn) Dte- General PPO, Islamabad			
Mr. Shehbaz Hussain, Asstt. Private		12-08-1962	11-08-2022
Secretary, Dte- General PPO,			
Islamabad			
	Mr. Arshad Ali Khan, Addl. Director (Admn), Dte- General PPO, Islamabad Ms. KhalidaGulnar, Addl. Director General (A&F) Dte- General PPO, Islamabad Mr. Ghulam Qadir, APMG (FS), Hyderabad Mr. Shoaib Ahmed Siddiqui, Asstt. General Manager, PLIC Ms. Farah Hussain, CPM Karachi City GPO Syed Abdul Wahab Shah, DSPS Jamshoro Mr. Shoukat Ali, DSPS Bahawalpur Mr. Tariq Mehmood, Asstt. Director (Admn) Dte- General PPO, Islamabad Mr. Shehbaz Hussain, Asstt. Private Secretary, Dte- General PPO,	Mr. Arshad Ali Khan, Addl. Director (Admn), Dte- General PPO, Islamabad Ms. KhalidaGulnar, Addl. Director 21 General (A&F) Dte- General PPO, Islamabad Mr. Ghulam Qadir, APMG (FS), 18 Hyderabad Mr. Shoaib Ahmed Siddiqui, Asstt. 18 General Manager, PLIC Ms. Farah Hussain, CPM Karachi City GPO Syed Abdul Wahab Shah, DSPS 17 Jamshoro Mr. Shoukat Ali, DSPS Bahawalpur Mr. Tariq Mehmood, Asstt. Director (Admn) Dte- General PPO, Islamabad Mr. Shehbaz Hussain, Asstt. Private Secretary, Dte- General PPO,	Mr. Arshad Ali Khan, Addl. Director (Admn), Dte- General PPO, Islamabad Ms. KhalidaGulnar, Addl. Director General (A&F) Dte- General PPO, Islamabad Mr. Ghulam Qadir, APMG (FS), Hyderabad Mr. Shoaib Ahmed Siddiqui, Asstt. General Manager, PLIC Ms. Farah Hussain, CPM Karachi City GPO Syed Abdul Wahab Shah, DSPS Jamshoro Mr. Shoukat Ali, DSPS Bahawalpur Mr. Tariq Mehmood, Asstt. Director (Admn) Dte- General PPO, Islamabad Mr. Shehbaz Hussain, Asstt. Private Secretary, Dte- General PPO,

{No.S.8-10/97-III (P-I) Dated: 23-09-2021

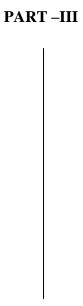
II. <u>NOTIFICATION.</u>

No. Staff-1770. The Pakistan Post Office Department regrets to announce the sad demise of Mr. Mumtaz Khan, Superintendent (BS-17), Dte- General Pakistan Post Office, Islamabad on 10-09-2021.

- 2. Mr. Mumtaz Khan was born on 01-03-1970. He joined Pakistan Post Office Department on 06-12-1989 and served the department with devotion and commitment in different capacities.
- 3. While expressing profound sense of grief on the death of Mr. Mumtaz Khan, the Pakistan Post Office Department conveys its deep sympathy and condolence to the members of the bereaved family and prays that his soul rest in peace with all blessings of Almighty Allah.

The Manager,
Printing Corporation of Pakistan Press,
University Road,

KARACHI.



Nil

PART-IV

<u>PURCHASE OF FURNITURE & MACHINERY ITEMS FOR THE FINANCIAL YEAR 2021-22 THROUGH TENDER.</u>

Kindly refer to your office letter No. S&S.14-1/2020-21 & No. S&S. 20-1/2020-21 dated 06-08-2021 on the subject cited above.

2. It is requested that the following furniture items may be supplied for official use of Revenue Branch is as under:-

Sl.	Name of Item	Quantity	Remarks
No			
1.	Officer Chair (Foam)	01	For BPS-16 &above
2.	Officer Table	01	do
3.	Fast File Scanner	01	do
4.	Water Dispenser	01	do
5.	Electric Heater Pedestal Fan	01	do
6.	Window Blind	01	do

{No. Rev.1-Misc/2021} Dated: 01-09-2021.

PART-V

PURCHASE OF MACHINERY ITEMS FOR THE FINANCIAL YEAR 2020-21 THROUGH TENDER.

Ref:- ACAO (Budget) letter No. No. B.-17/2021 dated 25-08-2021.

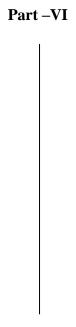
With reference to above referred letter on the subject cited above. The requisitions of following braches of this Directorate General for purchase of machinery items is enclosed for further necessary action at your end.

Sl.No.	Name of Branch/Officer
1.	PSO to director General
2.	ADDG (HR)
3.	Dy. Director (Estt & Law)
4.	AAO (A&R)
5.	Superintendent (Phil)
6.	Asstt. Director (SI)
7.	Superintendent (CP)
8.	PA to Director (Admn)
9.	Superintendent (PR)

Coy to:-

- 1. The AAO (Budget), Dte-General PPO, Islamabad for information w.r.t above referred letter.
- 2. Office Copy.

{S&S. 20-1/2021-22 Dated: 01-09-2021}



Nil