

GOVERNMENT OF PAKISTAN
DIRECTORATE GENERAL PAKISTAN POST OFFICE, ISLAMABAD



DIRECTOR GENERAL'S CIRCULAR NO. 05

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

No. & Year 05/2023 Islamabad-44080 the, 9th May, 2023

<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.	04
PART-III	Postal and Express Services.	05
PART-IV	Postal Savings, Agency Functions and Special Financial Services.	06
Part-V	Finance and Budget / Accounts	07
Part-VI	General	08

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

Islamabad, the May 09th, 2023

I. NOTIFICATION

No. CP. 3-3/2014-I. In pursuance of Finance Division (Regulation Wing) F. No. 1(3) R-I/2010/2014 dated 10-09-2014, on the recommendations of the Departmental Promotion Committee and with the approval of the competent authority; the following Superintendents (BPS-16), working in Directorate General, Pakistan Post Office, Islamabad are granted BPS-17 w.e.f. the dates mentioned against each:-

Sl. No	Name of Officers	Date of grant of BPS-17
1.	Syed Nasir Shah	13-03-2023
2.	Mr. Arif Mehmood	17-04-2023

2. In pursuance of the Finance Division O.M. No. F.No. 9(47)R-I/2015-520/2018 dated 15-11-2018; the above named Superintendents, on grant of BS-17, are entitled to all benefits of BS-17 including perks / **privileges**, premature increment, rental ceiling / house rent allowance and medical allowance etc.

CP. 3-3/2014-I.
Dated 9th May 2023

II. NOTIFICATION

No. CP. 3-1/2014-I. On the recommendations of the Departmental Promotion Committee and with the approval of the competent authority viz Deputy Director General (Admn), Directorate General (Admn), Directorate General Pakistan Post, Islamabad, the below mentioned Stenotypist (BS-14) is promoted to the post of Assistant Private Secretary (BS-16), Directorate General, Pakistan Post, Islamabad:-

Sl. No	Name of official	Remarks
1.	Ms. Riffat Jahan	Promoted to the post of Assistant Private Secretary (BS-16) on regular basis.

2. The above named official will be on probation for a period of one (01) year from the date they actually assumes charge of the post of Assistant Private Secretary (BS-16). This period may be further extended by another one year, if considered necessary by the competent authority in terms of Rules 21 (1) (2) and (4) of Civil Servants (Appointment, Promotion and Transfer) Rules, 1973.

CP. 3-1/2014-I
Dated 24th May 2023

PART-II
RULES AND REGULATIONS.

IV. NOTIFICATION

No. Staff-2602. The Pakistan Post Office Department regrets to announce the sad demise of Mr. Waseem, Divisional Superintendent Postal Services (BS-17) Hyderabad on 21-03-2023.

2. Mr. Waseem was born on 01-08-1966. He joined Pakistan Post Office Department on 02-06-1983 and served the department with devotion and commitment in different capacities.

3. While expressing profound sense of grief on the death of Mr. Waseem, 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.

Staff-2602

Dated 16th May 2023

PART-III
POSTAL AND EXPRESS SERVICES.

III. EXTENSION OF EP SERVICES AT DUGAL POST OFFICE UNDER DSPTS SIALKOT DIVISION

Reference: Your office letter No. E& IP/71-Extension, dated 18-05-2023

The Director General has been pleased to allow provision of EP Services (UMS, UMO & EMS) with existing infrastructure and man power at Dugal Post Office, under Sialkot GPO with immediate effect.

2. The Postmaster General, Central Punjab Circle, Lahore will arrange to provide a copy of the relevant Director General Special Circular with all amendments made therein from time to time as well as other pertinent instructions to the newly authorized Post Office to enable it to run the above-mentioned EP Services properly and efficiently.

3. The DSPTS, Sialkot and Chief Postmaster, Sialkot GPO will urgently arrange to provide standardized printed forms, relevant books of receipts, UMS, UMO & EMS Service stationery, etc to the above said post Office for commencing promptly the operations of newly introduced services.

4. Local Publicity will also be arranged by the Unit Officer and incharge of Post Office for information of the prospective users of EP Services. Suitable Notice will also be exhibited prominently on the office Notice Board by the newly authorized Post Office for the information of the general public.

5. The EP Services when started at the above Post Office will be intimated by the Head of Circle to the Directorate General promptly for issuance of amendments / corrections in the list of Cities / Towns / Post Offices linked with Express Post Network in Pakistan as contained in Para 3 (a) of DG's Special Circular No. 06 dated 15-05-2008 for information of all concerned.

{No. EP. 10-1/2012 (VI)

Dated: 29-05-2023

PART-IV

NIL

PART-V

NIL

PART-VI

NIL
