

No. Y-17/2/2022-PE-II
Government of India
Ministry of Communications
Department of Posts
(Establishment Division)

Dak Bhawan, Sansad Marg,
New Delhi-110001, Dated : 26th June, 2023.

To

All Chief Postmasters General.

Subject: Revised sanctioned strength of Staff Car Drivers- regarding.

Sir/Madam,

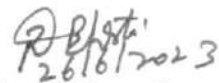
This is regarding revised sanctioned strength of Staff Car Drivers among the four grades, viz. Ordinary Grade, Grade-II, Grade-I and Special Grade in terms of ratio i.e. 30:30:35:5 respectively as per guidelines issued by DoP&T vide OM no. 43019/54/96-Estt(D) dated 15th February, 2001.

2. While reconciling the sanctioned strength of Staff Car Drivers, it is noticed that Circles have not apportioned the sanctioned strength of Drivers in 30:30:35:5 among the four grades (Ordinary Grade, Grade-II, Grade-I and Special Grade) correctly. The information received from some Circles showed variation in sanctioned strength of Staff Car Drivers.

3. Hence, re-calculation has been done on the basis of information provided by Circles following by guidelines issued by DoP&T vide OM no. 43019/54/96-Estt(D) dated 15th February, 2001. The revised sanctioned strength of Staff car Drivers is placed at Annexure-I.

4. Guidelines issued by Department of Expenditure vide OM no. 752985/2018/E.Coord. I dated 13.04.2018 (copy enclosed as Annexure-II) must be followed. Whenever dispensation for down-gradation of posts is exercised, the total number of sanctioned posts in the feeder and higher grade should not exceed the combined sanctioned strength of the two grades. All the Circles may start the process of promotion to the post of Staff Car Driver (Special Garde). Further, A.P., Assam, Maharashtra and Telangana Circle may continue the recruitment to the post of Staff car Drivers(Ordinary Grade).

Yours sincerely,



(R.N. Bharti)

Director(Establishment)

Copy for information to:

1. Sr. PPS to Secretary (Posts)/Director General (Postal Services)
2. All Members of Postal Services Board/ AS & FA.
3. Chief General Manager, BD Dte/Parcel Dte/PLI Dte.
4. DDG(Personnel)
5. Director, RAKNPA/ GM CEPT/ Directors of all PTCs
6. Director(SPN)
7. SO-SPN-II/PE-II/ SCT section
8. GM(CEPT) – for uploading on India Post website.
9. Guard File

Annexure-I**No. Y-17/2/2022-PE-II Dated 26th June, 2023**

Sl. No.	Circle	Drivers (Spl. Grade)	Driver (Grade-I)	Driver (Grade-II)	Driver (Ordinary Grade)	Total
1	Andhra Pradesh	2	16	13	13	44
2	Assam	3	21	18	18	60
3	Bihar	2	11	10	10	33
4	Chhattisgarh	1	4	3	4	12
5	Delhi	7	52	45	45	149
6	Gujarat	5	35	30	31	101
7	Haryana	1	4	4	4	13
8	Himachal Pradesh	1	5	4	5	15
9	Jammu & Kashmir	1	6	5	5	17
10	Jharkhand	1	3	2	3	9
11	Karnataka	4	31	27	27	89
12	Kerala	3	18	15	15	51
13	Madhya Pradesh	2	15	13	13	43
14	Maharashtra	16	109	94	94	313
15	North East	1	9	7	7	24
16	Odisha	2	10	9	9	30
17	Punjab	1	10	8	9	28
18	Rajasthan	2	14	11	12	39
19	Tamil Nadu	11	79	67	67	224
20	Telangana	3	19	17	17	56
21	Uttar Pradesh	5	36	30	30	101
22	Uttarakhand	1	2	1	1	5
23	West Bengal	9	61	52	52	174
TOTAL		84	570	485	491	1630

R.N. Bharti
26/6/2023

(R.N. Bharti)
Director (Establishment)

No.752985/2018/E.Coord.I
Government of India
Ministry of Finance
Department of Expenditure

North Block, New Delhi
Dated, the March, 2018
~~18th April~~

Office Memorandum

In continuation to this Department's O.M. dated 12.04.2017 whereby guidelines regarding Creation, Revival, Continuation and Transfer of posts were issued, it has been decided that "A Ministry or Department competent to make appointment to posts in any cadre may make appointments in a lower post in the cadre to the extent of vacancies left unfilled in the higher post." The following guidelines must be followed in this regard:-

- I. The dispensation for down-gradation of posts may be exercised when candidates are not eligible in the feeder grade for promotion against the available post(s) in normal course due to reasons of not completing the required minimum qualifying service as prescribed in Recruitment Rules.
- II. The dispensation for down-gradation of posts may also be exercised when it is not possible to obtain relaxation in qualifying service due to the fact that relaxation required from DoP&T is for a period of more than one year. The higher level posts, to be operated on lower level, should be directly in the hierarchy of the lower post;
- III. Total number of sanction posts in the feeder grade and in the higher grade in a cadre should not exceed the combined sanctioned strength of two grades where such operation of posts at lower level is considered.

IV. This may be done in consultation with Financial Adviser of concerned Ministry/Department.

This issues with the approval of Finance Minister.

Office of the A.S. & FA (FG)
Dy. No. F. 15666.7
Date 17.04.18


(Renu Sarin)
Deputy Secretary to Govt. of India
Tel# 2309 2761

16/4
J S (acting) DS (IFD)
DS (FF) 01/01

- Copy to:
1. Secretaries of all Ministries/Departments.
 2. Financial Advisers of all Ministries/Departments.