

No. Q-25/22/2024-PE-I-DOP-Part(1)

Government of India
Ministry of Communications
Department of Posts
(PE-I Section)

Dak Bhawan, Sansad Marg,
New Delhi – 110001
Dated - 30-12-2025

To,

The Chief Postmaster General,
Andhra Pradesh, Karnataka, Tamil Nadu, Telangana Circles

Subject: Prototype Establishment Review/Rationalization Exercise for Departmental Post Offices – reg.

Sir/Madam,

I am directed to refer to this office letter of even number dated **08.12.2025**, wherein the timelines for various activities related to the *Prototype Establishment Review and Rationalization* exercise were communicated, with a request to complete the same by **31.12.2025**.

2. On review of the progress reports generated from the portal (as on **29.12.2025**), the following observations have come to notice:

- i. Data entry for **EST-2 (PAs)** has been initiated only in **3,988 Post Offices** out of **6,667 Post Offices** across the four Circles. In more than **50%** of the Post Offices, the exercise has not yet commenced.
- ii. Not a single case has been approved till date. Further, only **7%** of the cases have reached the stage of the approving authority.

3. As you are aware, this entire exercise has been undertaken on the initiative of the Hon'ble MoSC, and is scheduled for completion by 31.12.2025. The present level of progress is a matter of serious concern and cannot be considered satisfactory. It is also pertinent to note that 70–80% of the data is auto-fetched and the workload calculations based on time-factors are fully automated. In view of the automated nature of the system, the delay in completing the exercise within the stipulated timelines remains unexplained. In case of any further deviation from the prescribed schedule the Circles concerned may be required to submit justification for the delay.

4. In view of the importance and urgency of the matter, the concerned Nodal Officers may be requested to closely monitor the progress on a daily basis and ensure that the exercise is completed within the scheduled timelines, so that the progress may be suitably apprised to the Hon'ble MoSC.

5 This issues with the approval of the **competent authority**.

Yours faithfully,

(Prabha Sharma)
Asstt. Director General (PE-I)
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