

F.No. 01-01/2024-PD-(Part-I)
Government of India
Ministry of Communications
Department of Posts
(Parcel Directorate)

Malcha Marg Post Office Complex
Chanakyapuri, New Delhi-110021
Date: 11.12.2025

OFFICE MEMORANDUM

Subject: Implementation of revised volumetric weight formula for domestic parcels -Reg.

Sir / Madam,

This is with reference to the Directorate Letter No. 8-9/2007-D dated 16th February, 2009 wherein the manner of calculating volumetric weight and conditions for its applicability along with certain exemptions under Para 8 were communicated. (Copy Enclosed).

2. The matter has since been reviewed and, with the approval of the Competent Authority, it has been decided to adopt the industry-standard volumetric weight formula of $(\text{Length} \times \text{Breadth} \times \text{Height}) \div 5000$ (dimensions in centimeters) for all domestic parcels with immediate effect as per the industry practice. Further earlier exemptions stipulated under Para 8 of the letter dated 16.02.2009 stand withdrawn w.e.f 05.12.2025. Henceforth, revised formula for volumetric weight shall be applied uniformly to all parcels irrespective of their dimensions, and the higher of actual weight or volumetric weight shall be charged.

3. The required system changes have already been carried out by CEPT in current APT 2.0 environment. The revised formula is now automatically applied to every domestic parcel without any exception.

4. Accordingly, Circles are requested to take the following actions:

- (i) Issue necessary instructions to all booking units, including Post Offices, BNPL centres, and other booking points, for operationalizing the revised volumetric weight calculation with immediate effect.
- (ii) Ensure that all staff involved in parcel booking are adequately briefed regarding the withdrawal of earlier exemptions and the mandatory application of the revised formula to every domestic parcel.

(iii) Monitor the functioning of the system during the initial implementation phase and report any issues or anomalies to Parcel Directorate and CEPT for prompt resolution.

5. This issues with the approval of the Competent Authority.

Encl: As above



Ankur Tiwari
Deputy General Manager
Parcel Directorate

To

All Head of Circles/Regions

Copy for information and necessary action.

Copy to: -

- i. Sr. PPS to Secretary (Posts) for kind information please.
- ii. Sr. PPS to Director General for kind information please.
- iii. Sr. PPS/PPS/PS to the Members of Postal Services Board for information please
- iv. Sr. DDG (Vigilance) & CVO/ Sr. DDG (PAF)
- v. Addl. Director General, APS, New Delhi for information please.
- vi. CGM, BD/CGM PLI/CGM CEPT for information please
- vii. DDG (MO Division)/DDG PO for information please.
- viii. General Manager, CEPT for information and with a request to upload copy of OM on India Post Website.
- ix. Director, RAKNPA/GM, CEPT/ Directors of all PTCs for information please
- x. All PAOs for information please
- xi. Office Copy