

FORMAT FOR FINAL ORDER OF ENGAGEMENT

Government of India  
Department of Posts, India

Office of the Senior Superintendent/Superintendent of Post Offices/Chief Postmaster/Sr.Postmaster/Deputy Superintendent of Post Offices/RMS....  
Dn...../Dy Chief Postmaster/Dy Director/Asstt Director/Office of the Asstt. Superintendent Posts/RMS/Inspector Posts/RMS.....Sub Dn.....

ORDER OF ENGAGEMENT

Memo No.

Dated at the,

00 /00 /0000

1. Shri/Smt/Ms.....son/daughter of Shri.....whose Date of Birth is..... and who belongs to\_\_\_\_\_category/ selected against ..... category is hereby engaged as BPM/ABPM/DAKSEVAK..... in account with/ under HO/SO/HRO/SRO..... on regular basis with effect from dated .....AN/FN in the TRCA scale of .....LEVEL..... He/She shall be paid such allowances as admissible from time to time.

2. Shri./Smt/Ms.....Son/daughter of Shri .....should clearly understand that his/her engagement shall be governed by the Department of Posts, Gramin Dak Sevak(Conduct and Engagement) Rules, 2020 as amended from time to time.

(Engaging Authority)

A copy of this memo is issued to:-

1. The candidate
2. PF of the candidate
3. Postmaster/SPM.....
4. Divisional Office ..... for information
6. O/C/ Spare