

No. Q-13/24/2026-PE-I-DOP

Government of India
Ministry of Communications
Department of Posts
(Establishment Division)

Dak Bhawan, Sansad Marg,
New Delhi - 110001

Dated: 12.10.2026

Office Memorandum

Subject: - Rationalization of Administrative Units across Postal Circles for Enhancing Administrative Efficiency, Business Development and Revenue Generation in 'Jharkhand Circle'.

Reference: - Jharkhand Circle letters as under:

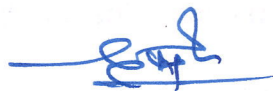
- I. letter no. Estt. /New Postal Region/Dhanbad/2026-27 dated 25.08.2026.
- II. letter no. Estt./New Postal Dn/Bokaro Division/2026-27 dated 25.08.2026
- III. letter no. Estt./New Postal Dn/Ramgarh Division/2026-27 dated 25.08.2026
- IV. letter no. Estt./New Postal Dn/Chaibasa Division/2026-27 dated 27.08.2026
- V. letter no. Estt./New Postal Dn/Khunti Division/2026-27 dated 25.08.2026
- VI. letter no. Estt./Merger/RMS RN & DH/2026-27 dated 25.08.2026
- VII. letter no. Estt./New Postal Sub-Dn/Itkhor /2026-27 dated 25.08.2026
- VIII. letter no. Estt./New Postal Sub-Dn/Amrapara/2026-27 dated 25.08.2026
- IX. letter no. Estt./New Postal Sub-Dn/Chhipadohar/2026-27 dated 25.08.2026

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The administrative framework at the Regional, Divisional, and Sub-Divisional levels was reviewed by the Circle, taking into consideration various factors such as geographical area, current workload, business volume, and future organizational requirements.

After a comprehensive review of the Administrative Units in the Circle, Jharkhand Circle submitted the various proposals vide above mentioned references for the creation, rebalancing, and merger of Administrative Units. These proposals were examined in consultation with the Integrated Finance Wing and Postal Accounts Finance Wing.

2. Upon examination, the Competent Authority is pleased to approve the following proposals of Jharkhand Circle: -



- i. **Creation of new Postal Region:** create a new Postal Region, namely "Dhanbad Region", with its headquarters at Dhanbad, under the Jharkhand Circle, by bifurcation of the existing undivided postal jurisdiction of Jharkhand Circle (at present functioning as a single administrative charge, referred to herein as "Ranchi Region"), as per **Annexure-I**.
 - ii. **Creation of Bokaro Postal Division:** Creation of Bokaro Postal Division with Headquarters at Bokaro, by bifurcation/merger of existing Dhanbad, Hazaribagh, Giridih, B. Deoghar, SP Dumka & Palamau Postal Division(s) (Split & Merge), as per **Annexure-II**.
 - iii. **Creation of Ramgarh Postal Division:** creation of Ramgarh Postal Division with headquarter at Ramgarh Cantt H.O., by bifurcation/merger of existing Dhanbad, Hazaribagh, Giridih, B. Deoghar, SP Dumka & Palamau Postal Division(s) (Split & Merge), as per **Annexure-II**.
 - iv. **Creation of Chaibasa Postal Division:** Creation of Chaibasa Postal Division with Headquarters at Chaibasa HO, by bifurcation of existing Singhbhum Postal Division in Jharkhand Circle, as per **Annexure-III**.
 - v. **Creation of Khunti Postal Division:** Creation of Khunti Postal Division with Headquarter at Khunti MDG, by bifurcation/merger of existing Ranchi Postal Division in Jharkhand Circle, as per **Annexure-IV**.
 - vi. **Creation of Itkhori Postal Sub-Division:** Creation of Itkhori Postal Sub-Division by bifurcation/re-organization of Barhi and Chatra Sub Divisions under Hazaribagh Postal Division in Jharkhand Circle, as per **Annexure-V**.
 - vii. **Creation of Amrapara Postal Sub-Division:** Creation of Amrapara Postal Sub-Division by bifurcation/re-organization of Pakur, Dumka Central and Sahebganj Sub-Division(s) under Santhal Pargana Postal Division in Jharkhand Circle, as per **Annexure-VI**.
 - viii. **Creation of Chipadohar Postal Sub-Division:** Creation of Chipadohar Postal Sub-Division by bifurcation/re-organization of Latehar, Central and Palamau East Sub-Division(s) under Palamu Postal Division in Jharkhand Circle, as per **Annexure-VII**.
3. The Chief Postmaster General shall take necessary action in respect of shifting/transfer of assets, staff, records, etc., for implementation of the above proposals.
4. The redeployment of **Group 'B' and 'C' staff** may be carried out by the Head of the Circle in consultation with CIFA and Head of Region/Concerned Divisional Head as the case may be. It shall be ensured that such redeployment/diversion of posts does not adversely affect the functioning of the existing offices. Further, the posts proposed for redeployment should be live posts, should not fall under the category of "**deemed to be**



abolished" posts as per DoE instructions vide OM No. 7(1)/E.Coord-I/2017(Part.III) dated 04.01.2024.

5. The redeployment of staff shall be carried out based on willingness/request to minimize financial burden on Govt. Exchequer and inconvenience of staff.

6. For redeployment of **Group 'A' level officer(s)**, separate orders will be issued by the Postal Directorate. Further, if any other post is required/surplus in the Circle, orders will be issued by the Postal Directorate. However, until the redeployment of such posts, the Circle shall operationalize the newly created/merged administrative units through local arrangement/additional charge to the incumbents.

7. The **final revised expenditure** (Recurring/Non-recurring) indicated by the Circle is in-principle approved subject to adherence to all the codal formalities. The expenditure on equipment and other requirements, if any, shall be met from the existing sanctioned budget provision under the appropriate Heads of Account of the concerned Divisions/Circle, subject to availability of funds, and shall continue to be met from existing budgetary resources. No additional funds shall be sought or allotted to the Circle for this purpose.

8. The Circle shall take all proactive measures to increase revenue generation and improve the overall **Expense Coverage Ratio (ECR)** of the newly created/merged administrative units as well as the existing Administrative Units. The financial and workload performance of these administrative units shall be reviewed upon completion of one year.

9. The outcome of the review, duly concurred by **CIFA**, including the ECR figures for the one-year period following the rebalancing/merger/reorganization vis-à-vis the corresponding figures for one year prior thereto, may be furnished to the Establishment Division.

10. The Chief Postmaster General shall issue necessary orders after ensuring the arrangements for implementation of the above proposals w.e.f. **01.11.2026** and furnish an **Action Taken Report** to this office.

11. This sanction issues in exercise of the power conferred on this department in consultation with the Integrated Finance Wing vide **Diary No. 122/2026-27/FA-CS(P)** dated **07.10.2026**.



(Dushyant Mudgal)
DDG (Establishment)

Copy to:

1. PS to Hon'ble Minister of Communications.

2. PS to Hon'ble Minister of State for Communications.
3. Sr. PPS to Secretary (P)/DG (Postal Services).
4. Sr. PPS to all Members, Postal Services Board.
5. Sr. DDG (Vigilance)/CGM, PLI/CGM (CCS & RB)/Sr. DDG (PAF).
6. Director, RAKNPA.
7. JS & FA.
8. All Chief Postmasters General.
9. All Postmasters General.
10. All DDsG/GMs in Postal, PLI and Parcel Directorates (through e-Office).
11. Additional Director General, Army Postal Service, C/o 56 APO.
12. GM, CEPT – with a request to upload the OM on the India Post website.
13. All recognized Federations/Unions/Associations (through India Post website)
14. SO, Guard File.



Annexure-I

Jurisdiction of HQ Region, Ranchi, and Dhanbad Region

Sl. No.	Dhanbad Region (New)	Ranchi (HQ) Region (Residual)
1	B. Deoghar Division	Gumla Division
2	Dhanbad Division	Palamau Division
3	Giridih Division	Ranchi Division
4	Hazaribagh Division	Singhbhum Division
5	Santhal Pargana Division	Chaibasa Division (new)
6	Bokaro Division (new)	Khunti Division (new)
7	-	Ramgarh Division (new)



Annexure-II

Distribution of Sub-Divisions, HOs, SOs and BOs among Hazaribagh, Giridih, B. Deoghar, Santhal Pargana (SP Dumka), Dhanbad and Palamau Postal Divisions and the new Bokaro and Ramgarh Postal Divisions

S.N.	Name of the Division	Existing				After rationalization			
		SD	HO	SO	BO	SD	HO	SO	BO
1	Hazaribagh	7	2	69	537	4	1	32	296
2	Giridih	3	1	40	270	3	1	28	270
3	B. Deoghar*	3	1	30	269	3*	1	27	266
4	Santhal Pargana (SP Dumka)	7	1	43	609	7	1	41	552
5	Dhanbad	4	2	83	244	3	1	64	194
6	Palamau	8	1	38	769	9	1	33	747
7	Bokaro (new)	Newly Created				3	1	45	187
8	Ramgarh (new)	Newly Created				3	1	35	186
	Total	32	8	303	2698	35	8	305	2698

* After-rationalization figures of B. Deoghar include Godda Sub-Division reallocated from Santhal Pargana Division (**Annexure-VI**).



Annexure-III

Distribution of Sub-Divisions, HOs, SOs and BOs between Singhbhum and Chaibasa Postal Division (After Creation of new Chaibasa Postal Division)

S.N.	Offices	Existing Singhbhum Postal Division	Newly Chaibasa Postal Division	Residual Singhbhum Division
1.	Sub Division	08	04	04
2.	Head Office	02	01	01
3.	Sub Office	72	24	48
4.	B.Os	654	337	317

Annexure-IV

Distribution of Sub-Divisions, HOs, SOs and BOs between Ranchi Postal Division, Gumla Postal Division and Khunti Postal Division (After Creation of new Khunti Postal Division)

S.N.	Name of the Division	Existing				after rationalization			
		SD	HO	SO	BO	SD	HO	SO	BO
1	Ranchi	6	2	65	397	3	1	38	181
2	Gumla	4	1	25	360	4	1	23	327
3	Khunti (new)	Newly Created				3	1	29	249
	Total	10	3	90	757	10	3	90	757



Annexure-V

Distribution of HOs, SOs and BOs among the Sub-Divisions under Hazaribagh Division (after creation of Itkhori Sub-Division)

Sl.	Name of Sub-Division	Existing				After Rationalization			
		HO	SO	BO	Total	HO	SO	BO	Total
1	Barhi Sub-Division	0	5	60	65	0	6	70	76
2	Itkhori Sub-Division (new)	Newly Created				0	4	73	77
3	Chatra Sub-Division	0	8	122	130	0	5	78	83
4	Hazaribagh Central Sub-Division	1	10	75	86	1	16	83	100
5	Hazaribagh West* (re-named as Ramgarh West)	0	9	91	100	0	10	74	84
6	Ramgarh East Sub-Division	0	10	64	74	0	6	56	62
7	Ramgarh Sub-Division	1	19	48	68	1	19	48	68
8	Koderma Sub-Division #	0	8	77	85	0	8	77	85
	Total	2	69	537	608	2	74	559	635

* Hazaribagh West Sub-Division is re-named as Ramgarh West Sub-Division.

Koderma Sub-Division is proposed to be allotted to Giridih Division.

Note: Post Office jurisdiction is being simultaneously realigned as part of the Ramgarh Division proposal, under which portions of the erstwhile Hazaribagh West and Ramgarh East Sub-Divisions have been reconstituted as the Ramgarh West and Ramgarh East Sub-Divisions of the new Ramgarh Division.

Remark: Figures may be reconciled by Jharkhand Circle.



Annexure-VI

Distribution of HOs, SOs and BOs among the Sub-Divisions of Santhal Pargana Division (after creation of Amrapara Sub-Division and reallocation of Godda Sub-Division)

Sl.	Name of Sub-Division	Present			after rationalization		
		HO	SO	BO	HO	SO	BO
1	Dumka Central Sub-Division	0	6	81	0	6	85
2	Dumka East Sub-Division	0	5	82	0	5	82
3	Dumka North Sub-Division	1	6	103	1	4	63
4	Mahgama Sub-Division	0	5	74	0	5	74
5	Pakur Sub-Division	0	7	109	0	6	83
6	Sahebganj Sub-Division	0	13	123	0	11	88
7	Amrapara Sub-Division (new)	Newly Created			0	4	77
8	Godda Sub-Division #	0	1	35	0	4	97
	Total *	1	43	607*	1	45	649

Godda Sub-Division is reallocated to B. Deoghar Postal Division.

* **Annexure-II** reflects 609 existing BOs for Santhal Pargana Division. Figures may be reconciled by the Circle.



Annexure-VII

**Distribution of HOs, SOs and BOs among the Sub-Divisions of Palamau Division
(after creation of Chhipadohar Sub-Division)**

Sl.	Name of Sub-Division	Present			After Rationalization		
		HO	SO	BO	HO	SO	BO
1	Garhwa South	0	2	97	0	2	97
2	Garhwa	0	3	93	0	3	93
3	Hussainabad	0	5	78	0	5	78
4	Latehar	0	9	125	0	3	85
5	Nagar Utari	0	4	83	0	4	83
6	Palamau Central	1	6	95	1	8	73
7	Palamau East	0	5	107	0	3	82
8	Palamau North	0	5	91	0	3	91
9	Chhipadohar (new)	<i>Newly Created</i>			0	3	65
	Total	1	39	769	1	34	747

Note: 5 SOs and 22 BOs of the Latehar Sub-Division of Palamau Division have been merged with the new Ramgarh Division.

