

No. X-12/6/2021-SPN-II(Pt.)  
Government of India  
Ministry of Communications  
Department of Posts  
(Personnel Division)

Dak Bhawan, Sansad Marg  
New Delhi – 110 001

Dated: 24<sup>th</sup> August, 2022

To,

All Chief Postmasters General.

**Subject: Migration of pending request of transfer under Rule – 38 to online system – reg.**

Madam / Sir,

I am directed to refer to above mentioned subject and to say that activity related to marking of inward priority number to each request entered in data entry module has been completed by majority of Postal Circles.

2. In order to initialize online transfer system, next course of action will be to capture vacancy position in date entry module. Detailed SOP for feeding vacancy position will be shared by CPET Hyderabad in due course.
3. Attention of all Postal Circles are invited to Directorate letter of even number dated 05.01.2022 (copy enclosed), wherein detailed procedure for assessment of vacancy for considering transfer requests was communicated to all Circles.
4. Therefore, all Postal Circles are requested to go through the aforesaid instruction and keep vacancy position ready for all cadres, which should be fed in system as and when required.

Yours faithfully,

Encl: As above

  
(Dileep Singh Sengar)  
Assistant Director General (SPN)