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## भारतीय आयुर्विज्ञान अनुसंधान परिषद

### INDIAN COUNCIL OF MEDICAL RESEARCH

स्वास्थ्य अनुसंधान विभाग ( स्वास्थ्य एवं परिवार कल्याण मंत्रालय )

DEPARTMENT OF HEALTH RESEARCH ( MINISTRY OF HEALTH & FAMILY WELFARE)

वी. रामलिंगस्वामी भवन, अन्सारी नगर, पोस्ट बॉक्स 4911, नई दिल्ली-110 029

V.RAMALINGASWAMI BHAWAN, ANSARI NAGAR, POST BOX-4911, NEW DELHI-110029

No.18/2/2014-Admn-II

Dated: 5.2.2014.

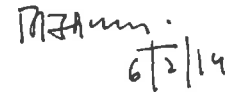
To,

The Directors/Director-in-Charge  
of all permanent Institutes/Centers  
of the Council.

Sir/Madam,

I am directed to send herewith a copy of D.O. letter No. 51-22/2013-BD&MD dated 17<sup>th</sup> January, 2014 received from Secretary, Department of Posts, Ministry of Communications & IT, New Delhi regarding using India Post Service for your information and necessary action.

Yours faithfully,

  
6/2/14

(Bharat Bhushan)  
Administrative Officer  
for Director General

Secretary  
Ministry of Communications & IT  
New Delhi-110001  
Tel: (011) 2309 6060  
E-mail: secretary-posts@indiapost.gov.in



डाक विभाग  
संचार एवं सूचना प्रौद्योगिकी विभाग  
भारत सरकार  
डाक भवन, संसद मार्ग  
नई दिल्ली-110001

Department of Posts  
Ministry of Communications & IT  
Government of India  
Dak Bhawan, Sansad Marg  
New Delhi-110001  
January 17, 2014

D.O. No. 51-22/2013-BD&MD

Dear Shri Katoch,

I take this opportunity to apprise you of the strengths and innovative steps taken by India Post with a view to serve its customers efficiently as a forward-looking, technology-driven Department. India Post is positioning itself as a preferred choice of customers for delivery of mails, money remittance, savings bank, life insurance and social security delivery across the country.

2. Speed Post Service is a premium mail delivery service offering time-bound and assured delivery of letters, documents and parcels upto 35 Kg across the country. Facilities such as free pick-up, track and trace, credit facility without any security deposit for Government organizations is provided in Speed Post. The service is reliable, reasonably priced and offers attractive discounts to bulk customers. Speed Post was the first express service in the country to offer 'One India One Rate' for all destinations across India.

3. Track & Trace is now being offered for Registered Post, Speed Post, Money Order and Parcel Post in India Post website [www.indiapost.gov.in](http://www.indiapost.gov.in). India Post also carries out various pre-mailing activities like printing, enveloping, franking etc on behalf of its customers under print-to-post, Business Post and Bill Mail Service. We are delivering social security money orders at the door step of the beneficiary in several States. MGNREGS and Social Security payments are also being credited directly to the Zero Balance Post Office Savings Bank Accounts of beneficiaries. This has ensured reduction of leakages in such payments and brought in transparency in wage and social security benefit payment.

4. India Post also offers a unique Hybrid Mail which is marketed as ePost service. ePost messages can be sent from one to one and one to many from Post offices as well as India Post website. The scanned or typed message is transmitted electronically to the Post Office nearest to the address of the receiver. The last leg is delivered by the postman as a hard copy to the postal address of the receiver. The service is being used by several Government Departments and is a fast, reliable and convenient way to reach out to citizens as well as officers, school principals, teachers, doctors in the rural areas who are to be addressed with a common message/information.

D.G, ICMR OFFICE  
DIARY NO. 323  
DATE: 28/1/2014

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DY. NO 5628 A-II  
30/1/2014

5. The Department has commenced rolling out Core Banking Services for the Post Office Savings Bank across the country and it will serve to electronically link the Government treasuries with the beneficiary accounts in a seamless manner. The roll out of CBS would be complete in all the Post Offices across the country in the second half of the current calendar year.

6. Owing to our un-matched reach and quality of service it is our belief that India Post is capable of meeting and even exceeding the mailing expectations of Government Departments, Banks and Public Sector Undertakings.

7. I would request you to issue suitable instructions to all your subordinate offices / Departments / Public Sector Undertakings and Autonomous Organisations under your control for using India Post services. Our officers and executives will meet the nodal officers of your Ministry / Department / PSU/ Medical / Research Institutions and explain the features and advantages of our products and provide any information your officers may need to know.

With Best Wishes,

Yours sincerely

(P. GOPINATH)

Dr. Vishwa Mohan Katoch  
Secretary  
Department of Health Research  
Indian Council of Medical Research  
V. Ramalingaswami Bhavan,  
Ansari Nagar  
New Delhi-110001.

JS(SWR) / JS(NP) | DS / US

Sr FA  
Sr. Secy (M) | ICNR  
2/5/11

Kam. Shetty  
30/1/11

Sr. DDG (A) ICMR OFFICE  
DIARY NO. 12848  
DATE: 29/1/11

AO (Admin-II)  
JPR  
29/1/11