

No. Y-38/33/2026-PE-II-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 – “Kerala Circle” regarding.

Reference: Kerala Circle revised proposal for rationalization and re-balancing of Divisions and Sub-Divisions vide efile No. EST/1-1/COMPREHENSIVEREVIEW/FINAL/2026-27 and the Circle's reply to IFW observations vide email dated 08.10.2026; Directorate email dated 21.08.2026 & 07.10.2026.

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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.

2. After a comprehensive review of the Administrative Units in the Circle, Kerala Circle submitted the following proposals for the rebalancing, creation, merger and reorganization of Administrative Units through the aforesaid letters. These proposals were examined in consultation with the Integrated Finance Wing.

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

- i. **Creation of Wayanad Postal Division**, with Divisional Office at Kalpetta HPO, by reorganization of the existing Calicut and Thalassery Postal Divisions of Northern Region, comprising two Sub-Divisions, namely Kalpetta (relocated from Calicut Division) and Mananthavady (relocated from Thalassery Division), as per **Annexure-I**. **The proposal for creation of Sulthan Bathery Sub-Division is not approved.**
- ii. **Merger of Thalassery Postal Division with Kannur Postal Division**, with relocation of Kuthuparamba Sub-Division to Kannur Division, Thalassery Sub-Division to Vadakara Division and Koyilandy Sub-Division of Vadakara Division to Calicut Division, as per **Annexure-II**.
- iii. **Relocation of Mananthavady Sub-Division** from Thalassery Division to Wayanad Division
- iv. **Creation of Sulthan Bathery Sub-Division – Not approved.**

- v. **Merger of Tripunithura Sub-Division** into Ernakulam and Kochi Sub-Divisions of Ernakulam Postal Division, as per **Annexure-III**.
- vi. **Merger of Mavelikara North and Mavelikara South Sub-Divisions** into Mavelikara Sub-Division, with Kayangulam Sub-Division retained, and attachment of 3 SOs and 3 BOs of Tiruvalla Division to Mavelikara Division, as per **Annexure-IV**.
- vii. **Relocation of Kalpetta of Sub-Division:** shifted from Calicut Division to Wayanad Division.
- viii. **Relocation of Kuthuparamba, Thalassery and Koyilandy of Sub-Divisions:** Kuthuparamba shifted to Kannur Division; Thalassery to Vadakara Division; and Koyilandy to Calicut Division.

- 2. The Chief Postmaster General shall take necessary action in respect of shifting/transfer of assets, staff, records, etc., for implementation of above proposals in consultation with respective Postmaster Generals and other officers.
- 3. The redeployment of Group 'B' and 'C' staff may be carried out by the Head of the Circle in consultation with CIFA & 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 and should not fall under the category of "deemed to be abolished" posts as per DoE OM No. 7(1)/E.Coord-I/2017(Part.III) dated 04.01.2024.
- 4. The redeployment of staff shall be carried out, as far as possible, based on the willingness/request of the staff, with a view to minimizing the financial burden on the Government exchequer and inconvenience to the staff.
- 5. In respect of redeployment of Group 'A' level officers, separate orders shall be issued by the Postal Directorate, with the approval of the Postal Services Board where required. Further, in case any other posts are required or found surplus in the Circle, appropriate orders in this regard shall be issued by the Postal Directorate.

However, until the redeployment of such posts, Circle shall operationalize newly created/reorganized Administrative Units through local arrangement/additional charge to the incumbents.

- 6. The final revised expenditure (recurring/non-recurring) proposed by the Circle is approved in principle, subject to compliance with all codal formalities. The expenditure shall continue to be met from the existing budgetary resources. Any proposal for a new inspection vehicle may be taken up separately for the approval of the Competent Authority.
- 7. The Circle shall take all proactive measures to increase revenue generation and improve the overall Expense Coverage Ratio (ECR)/revenue as projected in the proposals, in respect of the newly created/merged administrative units as well as the existing Administrative Units. The financial and workload performance of the bifurcated/new/merged Divisions and Sub-Divisions shall be reviewed after one year.



8. The outcome of the review, duly concurred by CIFA, including the ECR figures for the one-year period following the bifurcation/creation/merger vis-à-vis the corresponding figures prior to the bifurcation/creation/merger, may be furnished to the Establishment Division.
9. 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.
10. This sanction issues in exercise of the power conferred on this Department in consultation with Integrated Finance Wing vide **Diary No. 129/2026-27/FA-CS(P) dated 09.10.2026.**


(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. All GMs(Finance)/ Director (Accounts) Postal (through India Post website)
12. Additional Director General, Army Postal Service, C/o 56 APO.
13. GM, CEPT – with a request to upload the OM on the India Post website.
14. All recognized Federations/Unions/Associations (through India Post website).
15. SO, Guard File.

Annexure-I

(Circle reference efile No. EST/1-1/COMPREHENSIVEREVIEW/FINAL/2026-27 and the Circle's reply to IFW observations vide email dated 08.10.2026)

Creation of Wayanad Postal Division by reorganization of Calicut and Thalassery Postal Divisions

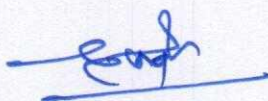
Network of Calicut, Thalassery and Wayanad Divisions

Office	Calicut Division (Existing)	Calicut Division (Residual)*	Thalassery Division (Existing)	Wayanad Division (new)
Sub-Divisions	4	4	3	2 [#]
HO	3	3	1	1
SO	66	63	43	20
BO	216	180	160	139

* After relocation of Kalpetta Sub-Division to Wayanad and receipt of Koyilandy Sub-Division from Vadakara Division (Annexure-II). Thalassery Division ceases to exist (Annexure-II).

Two sub divisions namely Kalpetta & Mananthavady in Wayanad Division.

2. Accommodation: Wayanad Divisional Office shall function at the Kalpetta HPO.



Annexure-II

(Circle reference efile No. EST/1-1/COMPREHENSIVEREVIEW/FINAL/2026-27 and the Circle's reply to IFW observations vide email dated 08.10.2026)

Merger of Thalassery Postal Division with Kannur Postal Division

Relocation of Sub-Divisions

Sl.	Sub-Division	Transferred from (Division)	Transferred to (Division)
1	Mananthavady	Thalassery	Wayanad (new)
2	Kuthuparamba	Thalassery	Kannur
3	Thalassery	Thalassery	Vadakara
4	Kalpetta	Calicut	Wayanad (new)
5	Koyilandy	Vadakara	Calicut

Sub-Divisions of Kannur, Thalassery, Vadakara, Calicut and Wayanad Divisions

Division	Existing Sub-Divisions	Sub-Divisions after reorganization	No.
Kannur	Kannur, Payyannur, Taliparamba	Kannur, Payyannur, Taliparamba, Kuthuparamba (from Thalassery)	3 to 4
Thalassery	Thalassery, Kuthuparamba, Mananthavady	Merged with Kannur Division	3 to 0
Vadakara	Vadakara North, Vadakara South, Koyilandy	Vadakara North, Vadakara South, Thalassery (from Thalassery Division)	3 to 3
Calicut	Kalpetta, Calicut North, Calicut South, Kunnamangalam	Koyilandy (from Vadakara), Calicut North, Calicut South, Kunnamangalam	4 to 4
Wayanad (new)	—	Kalpetta (from Calicut), Mananthavady (from Thalassery)	0 to 2

2. Accommodation: Existing departmental buildings/staff quarters, with alterations restricted to the bare minimum.

Annexure-III

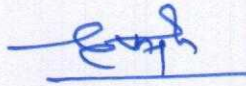
(Circle reference efile No. EST/1-1/COMPREHENSIVEREVIEW/FINAL/2026-27 and the Circle's reply to IFW observations vide email dated 08.10.2026)

Merger of Tripunithura Sub-Division into Ernakulam and Kochi Sub-Divisions of Ernakulam Division

Network of Sub-Divisions of Ernakulam Division

Sl. No	Sub-Division	Existing number of units			Number of units after rationalization		
		HO	SO	BO	HO	SO	BO
1	Ernakulam	1	24	14	1	37	31
2	Kochi	1	26	10	1	32	29
3	Tripunithura (merged)	0	19	36	-	-	-
	Total	2	69	60	2	69	60

2. Accommodation: Existing Sub-Divisional Offices of Ernakulam and Kochi.



Annexure-IV

(Circle reference efile No. EST/1-1/COMPREHENSIVEREVIEW/FINAL/2026-27 and the Circle's reply to IFW observations vide email dated 08.10.2026)

Merger of Mavelikara North and Mavelikara South Sub-Divisions into Mavelikara Sub-Division

Postal Network of Sub-Divisions of Mavelikara Division

Sl.	Existing Sub-Division	HO / SO / BO	Sub-Division (After)	HO / SO / BO
1	Mavelikara North	1 / 18 / 21	Mavelikara	1 / 30 / 36
2	Mavelikara South	0 / 19 / 25	Kayangulam	1 / 26 / 40
3	Kayangulam	1 / 16 / 27	-	-
	Total (3 Sub-Divisions)	2 / 53 / 73	Total (2 Sub-Divisions)	2 / 56* / 76*

* Includes 3 SOs (Ala, Cheriyanadu, Parumala) and 3 BOs (Perissery, Elanjimel, Thonakkad) attached from Tiruvalla Division.

2. Accommodation: Existing accommodation of Mavelikara North Sub-Division.

