

No. PU-19/6/2022-PMU-DOP

Government of India
Ministry of Communications
Department of Posts
(Project Management Unit)

Dak Bhawan, Sansad Marg,

New Delhi -110001

Dated 03 July 2024

To,

All Head of the Circles

Sub. Revocation/ review of the role or access or CSI credentials of all employees who are no longer part of the department-instructions thereof.

Ref. PO Division letter No. 27-09/2020-PO-Part (1) dated 04.06.2024 (copy attached).

This is in continuation of PO Division letter referred above regarding revocation/ review of the role or access or CSI credentials of all employees who are no longer part of the department.


2. Further, in this regard, the competent authority has directed to obtain a certificate from all Circles regarding deactivation/closing of the access/roles/credentials of all employees, who are no longer part of the Department (i.e. Superannuated, deputed, etc.) as per provision in the system on monthly basis.

3. In view of the above, the undersigned is directed to request you to initiate the process to deactivation/closing the access/roles/credentials in respect of PoS IDs/CSI IDs/Finacle IDs/ McCamish IDs etc. of all employees, who are no longer part of the Department (i.e. Superannuated, deputed, etc.) on monthly basis (preferably last working day). Furthermore, it is requested that a certificate in this regard may be submitted.

No. PU-1516/2023-PMU-DOP
Government of India
Ministry of Communications
Department of Posts
(Project Management Unit)

4. This issues with the approval of competent authority.

Dak Bhawan, Saraswati Marg,
New Delhi - 110001
Dated 03 July 2024


(Stefan Simon Tobias)
ADG (PMU)

DA: As above.

Copy to: -

1. DDG (PO)/DDG (FS) - with request to coordinate with Circles and to follow the said procedure as mentioned in the letter dated 03.06.2024.
2. CGM (PLI Directorate) - with request to coordinate with Circles and to follow the said procedure as mentioned in the letter dated 03.06.2024 (copy enclosed).
3. DDG(Technology) - for information and n/a.
4. Director (Vigilance) - for information and n/a.
5. Office copy.