No. 7-14/2011-SPN-II

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

Dak Bhawan, Sansad Marg, New Delhi – 110001, Dated: 22nd August, 2025

To,

- 1. All Chief Postmasters General/Postmasters General
- 2. Chief General Manager, BD/ Parcel/ PLI Directorate/ CEPT Bengaluru
- 3. Director, RAKNPA/GM, CEPT/Directors of all PTCs
- 4. Addl. Director General, Army Postal Service, New Delhi
- 5. All General Managers (Finance)/ Director Postal Accounts/ DDAP

Subject: Revision of Pattern & Syllabus for Limited Departmental Competitive Examination for the post of Inspector Posts.

Sir/Madam,

In supersession of existing pattern and syllabus of LDCE for Inspector Posts circulated vide this office letter no. 7-14/2011-SPN-II dated 06th April, 2021, updated pattern and syllabus of LDCE of Inspector Posts is enclosed herewith. This shall come into effect from the date of issue of this letter and will be applicable to all examinations to be held after this date.

2. This issue with approval of the Competent Authority.

Yours sincerely,

(Vinod Kumar)

Assistant Director General (SPN)

Encl. As above.

Copy to:

- a. DDG(Estt.)
- b. GM, CEPT with request to upload this letter on India Post Website
- c. Guard File
- d. Spare Copies

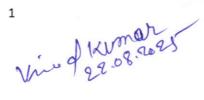
Pattern & Syllabus for Limited Departmental Competitive Examination for the post of Inspector Posts

Pattern of Examination:

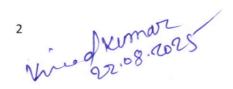
- Examination shall consist of 3 papers viz. Paper-I, Paper-II & Paper-III. Paper-I shall carry 250 Marks, Paper-II shall carry 50 marks and Paper-III shall carry 300 marks
- No. of Questions:
 - 125 Questions of MCQ type (each question shall carry 2 marks in Paper-I (Duration- 2:30hrs)
 - Noting & Drafting for 30 marks (i.e. 15 marks each) and Draft Charge Sheet for 20 marks in Paper-II (Duration- 1 hr)
 - 150 Questions of MCQ type (each question shall carry 2 marks) in Paper-III (Duration- 3hrs)
- Qualifying marks in each paper shall be 40% subject to an overall average of 45% for General Category and 33% marks in each paper subject to an overall average of 38% for SC/ST/PwBD
- ➤ In all cases, circulars, orders and guidelines issued up to 31st December of the year preceding the year of examination will be part of the Syllabus except Annual Report and Book of Information for which latest report and information available/ published in DoP Website will be taken
- Examination shall be without aid of books.

Syllabus of Examination:

	Paper-I		
Sr no.	Topic		
1.	Acts		
(a)	The Post Office Act, 2023 (Act No.43 of 2023)		
(b)	Government Savings Promotion Act-1873		
(c)	Prevention of Money Laundering Act,2002 and its Amendments (Necessary on account of AML/CFT Norms)		
(d)	Consumer Protection Act, 2019		
(e)	Information Technology Act, 2000		
2.	Rules		
(a)	The Post office Rules, 2024 & The Post office Regulations, 2024		
(b)	Government Savings Promotion Rules, 2018		
(c)	Post Office Savings Account Scheme, 2019		
(d)	National Savings Recurring Deposit Scheme, 2019		
(e)	National Savings Time Deposit Scheme, 2019		
(f)	National Savings (Monthly Income Account) Scheme, 2019		
(g)	Senior Citizens' Savings Scheme, 2019		
(h)	National Savings Certificate (VIII Issue) Scheme, 2019		
(i)	Kisan Vikas Patra Scheme, 2019		

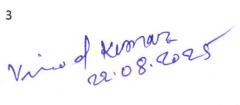


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011 & its amendments compiled a
guidelines if any)
pension, Gratuities, Dealings of
adres and establishment norms
ees
dix-I)
er-I
pt telegraphic money orders, British &
pt Appendices
l/foreign Post
VII & VIII
by Directorate
tification Number (DIGIPIN)
il Network Optimization Project and Policy Guidelines on Centralized by Delivery Staff, Dak Ghar Nirya
solidation of products
- Production
I, II & III read with SB orders issued
2.2021 and subsequent SB Orders
of Department of posts
olutions, PLI-CIS
1
20 and orders/guidelines issued by the GDS Matters



	Paper-II		
Sr	Topic		
no.			
1.	Noting in approx. 200 words on a given topic (15 marks)		
2.	Drafting in approx. 200 words on a given topic (15 marks)		
3.	Draft Major Penalty Charge Sheet (20 marks)		

Paper-III		
Sr	Topic	
no.		
1.	Constitution of India- Preamble to Constitution of India, Fundamental Rights, Directive Principles of State Policy, Fundamental Duties, Articles 124-147, Articles 214-232, 311, 338, 338 (a), 338 (b))	
2.	The Bharatiya Nagarik Suraksha Sanhita, 2023 (BNSS) (i) Section I - Short Title, extent and commencement (ii) Section 2 – Definitions (iii) Section 84: Proclamation for person absconding	
3.	Central Administrative Tribunal Act, 1985	
4.	Revenue Recovery Act, 1890	
5.	Prevention of Corruption Act, 1988 as amended	
6.	RTI Act,2005 and RTI Rules,2012	
7.	Manuals on Procurement (i)Manual on Procurement of Goods (ii) Manual on Procurement of Works and (iii) Manual on Procurement of Consultances & Other Services	
8.	(iii)Manual on Procurement of Consultancy & Other Services CCS (GPF) Rules, 1961	
9.	CCS (Pension) Rules, 2021 and its amendments	
10.	CCS (Commutation of Pension) Rules, 1981	
11.	Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 and related instructions issued by the DoPT from time to time.	
12.	NPS (i)Central Civil Services (Implementation of National Pension System) Rules, 2021 (as amended). (ii)Central Civil Services (Payment of Gratuity under National Pension System) Rules, 2021 (as amended)	
13.	Chapter 2 and 6 of General Financial Rules, 2017 (and amendment thereof)	
14.	Fundamental Rules (FR) and Supplementary Rules (SR)	
15.	Brochure on casual labourers and instructions on Casual Labourers issued by DoP&T from time to time	
16.	Instructions issued by Directorate and DoP&T on maintenance of APAR	



17.	Service Discharge Benefit Scheme, 2010
18.	Schedule of Financial Powers of Divisional Heads, Heads of Circle
19.	Welfare measures available to Departmental Employees and Gramin Dak
	Sevak of DoP
20.	P&T FHB Volume I and Postal FHB Volume II
21.	Questions on English language
22.	Questions on General knowledge & Current Affairs (Indian Economy, Polity,
	Sports, Culture & Science)
23.	Questions on Reasoning, Interpersonal Skills, Mental Aptitude, Quantitative
	Aptitude, Intelligence and Ethics

Vin of Kumar 22.08.2028