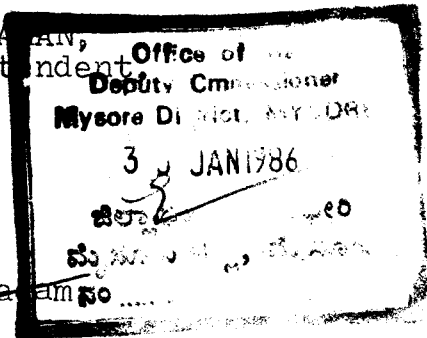


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S. SUNDARARAMAN,
Sr. Superintendent



D.O.No.G2-18/RLs

Dated 16-1-1986.

Office of the
Sr.Suptd.of POs.,
Mysore Division,
Mysore-570020.

Dear Sir/Ma'am

At the very outset I wish you a happy new Year 1986 - (though late).

Owing to certain reformatations in the working of the Post Offices - some changes have been made in the Delivery System of Postal articles.

Act 1

The Scheme for Delivery of Registered articles (letters excepting Insured letters) to Post Box holders at the window of the Post Offices on a ~~Bag~~ voluntary basis has been introduced in all the Delivery Post Offices in Mysore city with immediate effect. This facility would definitely expedite the Delivery of Regd.letters and also would enable them to have two deliveries on all working days. You may please be assured of all possible help and co-operation by the Post Office Staff in this regard.

36560
31-1-86

The procedure to be followed to avail this facility of getting the Delivery of Registered Letters through Post Boxes/Bags is detailed in the annexure.

You are requested to avail this additional facility without any extra cost.

With best wishes,

Thanking you,

Yours sincerely,

S. Sundararaman
(S.SUNDARARAMAN).

Sri./Smt. ... *Deputy Commr*
... .. *P.B. 402*
... .. *Super 5*

K.T.O.

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A N N E X U R E

OUTLINES OF PROPOSED SCHEME FOR DELIVERY OF ORDINARY REGISTERED ARTICLES (Excluding parcels):

1. The scheme of Delivery of Registered letters (excluding insured and VP articles) through Post boxes/bags will be available in all the Delivery post offices in Mysore city - having the post box/bag facilities.
2. The scheme is purely VOLUNTARY.
3. The willing post box/bag holders should send a written authority to the concerned Postmaster/Sub Postmaster authorising agent / agents to receive the delivery of Regd letters on his/her behalf. This letter of authority shall also contain the specimen signatures of the authorised agent/agents.
4. The concerned Postmaster/Sub Postmaster will issue a letter of authority to the post box/bag holder authorising such an agent to receive the Regd letters on behalf of the post box/bag holder. This letter of authority shall also contain the specimen signatures of the authorised agent/agents. Any loss of this letter of authority should be promptly reported to Postmaster/Sub Postmaster concerned.
5. The registered letters will be sent through the authorised agent in a bundle duly sealed with the post office seal. The bundle will contain a special delivery slip in duplicate. The PB holder will check the registered letters with reference to the entries in the delivery slip & acknowledge the same.; one copy of the delivery slip will be returned to the post office duly acknowledged - the same day or the next working day. If there are any acknowledgements, they should also be signed by the PB holder and returned alongwith the delivery slip.
6. If the post box/bag holder intends to refuse any registered letter entered in the delivery slip - a remark should be made in the delivery slip against these articles. The refused articles should be returned - UNOPENED to the post office along with the delivery slip.
7. Regd letters in a damaged condition will not be sent out for delivery through post box/bag. Instead an intimation will be sent requesting the PB holder to obtain open delivery of such letters at the post office.
8. If any more details are required, the nearest delivery post office may please be contacted.

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Sr.Suptd.of POs,
Mysore Division,
Mysore - 570020