

No. 19-19/2024-GDS  
Government of India  
Ministry of Communications  
Department of Posts  
(GDS Section)  
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Dak Bhawan, Sansad Marg,  
New Delhi - 110 001  
Dated : 25-02-2025

**OFFICE MEMORANDUM**

**Subject : Voluntary Discharge Scheme for all categories of Gramin Dak Sevaks (GDS) on Medical Grounds - reg.**

In compliance with the provisions of Section 20 of **Rights of People with Disabilities Act, 2016** and the order dated 11.04.2024 of the Hon'ble High Court of Kerala in OP (CAT) No. 85/2021, the Para 2.2 (Scheme-2 : On Medical Ground) of the OM No. 17-31/2016-GDS dated 14.12.2018 is hereby modified as under:

**2. SCHEME : VOLUNTARY DISCHARGE SCHEME ON MEDICAL GROUNDS :**

**I. Scope :** Intended for those who suffer on account of any contagious disease or bodily or mental infirmity which permanently incapacitates him/her for engagement as GDS.

**II. Scheme Options for GDS :**

**(Option : A)** In case a GDS suffers on account of any contagious disease or bodily or mental infirmity which permanently incapacitates him/her for engagement and the GDS **does not wish to quit**, following provisions shall be applicable :

No authority shall dispense with or reduce TRCA of a GDS who suffers on account of any contagious disease or bodily or mental infirmity, which permanently incapacitates him/her for engagement :

Provided that, if a GDS after acquiring disability is not suitable for the post he/she was holding, shall be shifted to some other post, irrespective of its TRCA level, which is suitable for discharge of his or her duties as GDS.

Provided further that if it is not possible to adjust the GDS against any post keeping in view the nature of disability, he/she may be kept on a supernumerary post until a suitable post is available or he/she attains the age of 65 years, whichever is earlier.

**(Option : B)** In case, the GDS suffers on account of any contagious disease or bodily or mental infirmity which permanently incapacitates him/her for engagement and neither willing to be shifted on any other post nor to be retained on the

supernumerary post, he/she **may quit** Gramin Dak Seva (in short Seva) permanently.

### **III. Term and Conditions :**

The exercise of any of the above option by the GDS will be subject to following conditions:

i) An application for quitting the Seva in prescribed proforma (as per Annexure-I) will be submitted by the GDS.

ii) In case GDS is not in a position to sign the application, it can be submitted on his behalf by his/her spouse or any other family member, above 18 years of age.

iii) On submission of application, the GDS is to be directed by the Divisional Head to appear before the appropriate Medical Authority (i.e., Civil Surgeon or a District Medical Officer or Medical Officer of Govt. Hospital) immediately but not later than 15 days from receipt of his/her application for quitting the seva.

iv) Upon being referred by the Divisional Head, the appropriate Medical Authority, who will examine the fitness of the GDS and in case he is found to be fit he will certify accordingly. In case the GDS is not found fit, the Medical Authority would certify that:

a) the GDS suffer on account of any contagious disease (name of disease) or bodily or mental infirmity (name of infirmity) which permanently incapacitates him/her for engagement as GDS.

or

b) the GDS is fit for further service of less laborious character than he is presently doing.

v) A certificate so obtained from the Medical Authority without the prior approval of the Department will not be valid.

vi) Where the medical authority has found the GDS fit for further service or fit for the work of less laborious character, the GDS will not be allowed to quit and he/she will be offered alternative post. In case the Medical Authority certify him to be unfit, the competent authority will accept the request forthwith.

vii) The Divisional Head will be the competent authority to accept and approve the voluntary discharge for all categories of GDS. Date of effect will be the date of acceptance of the request.

viii) The scheme is purely voluntary and there will be no compulsion on any

GDS to quit under this scheme.

ix) The scheme will not be available for GDS under put off duty, or against whom any disciplinary action/criminal action is pending or contemplated.

x) The scheme will be effective from the date of issue of this O.M. and applicable to all the GDS who are engaged on regular basis in accordance with the GDS (Conduct & Engagement) Rules, as amended time to time, subject to fulfillment of all other conditions of this scheme.

**IV. Entitlements:** Normal discharge benefits proportionate to the period of engagement rendered. In case the GDS quits engagement before completion of 10 years of engagement period, she/he will not be entitled to get any monetary benefits.

**V. Note:** *The powers of Divisional Head will be discharged by the Head of Unit of not below the rank of the PS Group 'B' in case of independent units (e.g., GPOs, Foreign Post office etc.).*

3. This issues with the approval of the competent authority.

4. Hindi version will follow.

**(Ravi Pahwa)**  
**Director (GDS/PCC)**

**To**

**All the Chief Postmasters General / Post Masters General**

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**Annexure - I****Application for Voluntary Discharge from Engagement as Gramin Dak Sevaks on Medical Grounds or transfer to other suitable post/retaining on supernumerary post.****[Applicable only on account of any contagious disease or bodily or mental infirmity which permanently incapacitates the GDS]****Date:** \_\_\_\_\_**To:**\_\_\_\_\_  
\_\_\_\_\_**Madam/Sir,**

I, the undersigned, \_\_\_\_\_ (Name, Designation & Office), have completed \_\_\_\_\_ years of engagement as of \_\_\_\_\_. I am currently suffering from \_\_\_\_\_ (name of the contagious disease or bodily/mental infirmity), which renders me incapable of performing any duties associated with the post of BPM/ABPM/Dak Sevak.

2. I am willing to undergo a medical examination by the appropriate Medical Authority as designated by the Department.
3. In view of the above, I respectfully submit my request as per one of the following options (please select one):
  - **Option A:** To transfer me to another post suitable for the discharge of my duties as GDS or to retain me on a supernumerary post.
  - **Option B:** To allow me to voluntarily discharge from engagement as GDS on medical grounds, subject to medical examination by the competent Medical Authority.

**Place:** \_\_\_\_\_**Signature of GDS:** \_\_\_\_\_**Name & Designation of GDS:** \_\_\_\_\_**Note:**

In case GDS is not in a position to sign the application, it can be submitted on his behalf by his/her spouse or any other family member, above 18 years of age, suitably modifying the above format.

