

Tr-29/1/2026-Training-DOP
Government of India
Ministry of Communications
Department of Posts
(Training Division)

Dak Bhawan, Sansad Marg
New Delhi – 110001
Date: 25.08.2026

To

All HoCs

Subject: Nomination of Postman officials for 2-Week Institutional Capacity Building Programme (ICBP) – reg.

With reference to the subject cited above, the Competent Authority has approved the reduction of the training duration of ICBP for Postman Cadre at PTCs/RTCs from 3 weeks to 2 weeks, based on the revised STP.

2. In this regard, larger Circles may be allotted proportionately more seats than smaller Circles, based on their Postman employee strength, to ensure representation from each Division/Region and wider coverage of officials.
3. Circles may accord priority to Postman officials working in larger Divisions, based on the Postman strength of the respective Divisions, while making nominations. The Circles may also ensure that all seats allocated to them are fully utilized.
4. Accordingly, the Circles are requested to nominate **eligible Postman officials who have completed at least two years of service and have a minimum of two years of service remaining before their retirement**, on a priority basis for the upcoming batches of the 2-Week ICBP Training Programme at PTCs/RTCs, based on the seat allocation made by the concerned PTCs/RTCs.
5. The revised 2-Week ICBP Training Programme is scheduled to commence from **31.08.2026 at PTCs/RTCs**.
6. This issues with the approval of the Competent Authority.



(Stefan Simon Tobias)
ADG (CP & Training)