



studied as compulsory or elective subjects) conducted by any recognized Board of School Education by the Government of India/State Governments/ Union Territories in India shall be a mandatory educational qualification for all approved categories of Gramin Dak Sevaks.(Referred to in Directorate Order No 17-31/2016-GDS dated 25.06.2018).

(ii) Compulsory knowledge of Local Language The candidate should have studied the local language at least up to 10th standard [as compulsory or elective subjects] as declared by the State Government or as per constitutional provisions relating to the 8th schedule of Constitution of India. List of Official languages of the state are shown below:-

NAMES OF CIRCLE AND OFFICIAL LANGUAGES OF THE STATE/ UT UNDER EACH CIRCLE

Sl. No.	Name of Circle	Name of State/ Union Territory covered under Postal Circle	Local language as for the Postal Circle
6	Gujarat	Gujarat, Dadra Nagar Haveli, Daman and Diu	Gujarati

Basic Computer Training

The candidates for all approved categories of GDS referred to in (i) above will be required to furnish Basic Computer Training Course Certificate of at least 60 days duration from any Computer Training Institute run by Central Government/State Government /Universities / Boards / Private Institutions Organizations. This requirement of basic computer knowledge certificate shall be relaxable in cases where a candidate has studied computer as a subject in Matriculation or class XII or any other higher educational level and in such cases, a separate certificate will not be insisted upon.

Knowledge of Cycling

Knowledge of Cycling is a pre-requisite condition for all GDS posts. In case of a candidate having knowledge of riding a scooter or motor cycle, that may be considered as knowledge of cycling. The candidate has to submit a declaration to this effect.

Adequate representation of SC/ST/OBC, Persons with Disability & Economically Weaker Sections (EWSs).

The instructions issued by the Department vide no.19-11/97-ED & TRG dated 27.11.1997, No. 17-08/2017-GDS dated 26.02.2019 and No. 17-09/2019-GDS dated 26.02.2019 providing for adequate representation of SC/ST/OBC communities, Persons with Disability and Economically Weaker Sections (EWSs) respectively will continue to apply. The permissible disability for persons with Disability will be as given below in GDS posts:-

S l . No.	Name of the Posts	Categories of disability suitable for the post.
1	BPM/ ABPM/ Dak Sevaks	a) Low vision (LV), b) D(Deaf), HH (Hard of hearing), c) One Arm (OA), One leg (OL), Leprosy Cured, Dwarfism, Acid Attack Victim, d) Specific learning disability. Multiple disabilities from amongst disabilities mentioned at (a) to (d) above except Deaf and Blindness.

Production of SC/ST/OBC/Disability/ Economically Weaker Sections Certificate

Production of SC/ST/OBC/disability/EWSs certificate in the prescribed format would be compulsory in case of such candidates.

How to apply:-

Instructions to Candidates:

1. Candidates must ensure to go through the notification and instructions thoroughly and understood well before registering himself for applying online.
2. Candidate has to ensure himself that he is eligible by all respects for the Circle/Post he selected.
3. Only one Registration is to be made for one candidate. The same registration number should be used for submission of applications during the cycle to any of the circles.
4. In case of any duplicate Registration is found by altering the basic details like change of father name, change of Date of Birth, Applying one Registration with UR category and another registration etc; will be treated as duplicate registration. all the candidatures relating to all such duplicate Registration and all such registrations will be deleted for consideration.
5. Candidates need not submit any physical application. It should also be noted that any application is physical sent stating that the application could not be uploaded, it will not be processed.

6. While selecting board name candidates ensure that they are selecting the correct board name with appropriate configuration. Any application submitted against with board name other than the actual board of pass that application will automatically rejected. In case any Board of candidate passed is not available the same is to be taken up with the respective postal circle Administration in which the Board is Registered.
7. Candidate should ensure to upload all the mandate documents such as photo, signature, SSC certificate, community certificate and other documents should be submitted in legible and clearly scanned. Since, Non submission and submission of non legible blurred documents will be summarily rejected and the application is liable for rejection for all purposes. And certificates with vital information blurred, his/her candidature will be rejected.
8. Candidates should ensure that they are eligible for making fee payment before making payment. Since, Fee once paid will not be refunded. And also should note that in case of online payment sometimes the settlement may take up to 72 hours, hence candidates those or making online fee payment on the last days should ensure to get it settled. In any case if the payment made is not settled and application could not be submitted those fees also will not be refunded.
9. Candidates are advised in their own interest to submit online applications much before the closing date and not to wait till the last date to avoid the possibility of disconnection/inability or failure to login to the website on account of heavy load on the website during the closing days.

Application submission :

Only online application will be accepted from the candidate. Candidate who desires to apply online will have to register himself / herself in the portal through <https://indiapost.gov.in> or <https://appost.in/gdsonline> with effect from 21.12.2020 to 20.01.2021 with the following basic details to obtain the Registration Number:-

- i) Name (In capital letter as per X class certificate Marks Memo including spaces)
- ii) Father Name
- iii) Mobile Number (Unique for one Registration number)
- iv) Date of Birth
- v) Gender
- vi) Community
- vii) PH – Type of Disability – (HH/OH/VH)- Percentage of disability
- viii) State in which Xth class passed
- ix) Board in which Xth class passed
- x) Year of Passing Xth class
- xi) Xth Class Certificate Number / Roll Number (optional)
- xii) Transgender certificate issued by District Magistrate as per THE TRANSGENDER PERSONS (PROTECTION OF RIGHTS) ACT, 2019.

Fee Payment

1. Applicant of category OC/OBC/EWS Male / trans-man should pay a fee of Rs. 100/- (Rupees one hundred) for each set of five options. Candidate who requires to make the payment has to visit any Head Post Office or other identified Post Offices in India. Names of the offices are available in the website <http://appost.in/gdsonline>.

The applicant can also pay the fee through online mode of payment using the URL provided in the Home page. All recognized Credit/Debit cards and Net Banking facility can be availed for this purpose. Charges applicable for usage of Debit/Credit cards and net banking as per the rules from time to time will be levied to the candidates.

For making the payment of fee the candidate should refer the Registration Number in all cases.

2. However, payment of fee is exempted for all Female / trans-woman candidates as well PwD candidates. They may apply online directly through the provided link in the Website.

For applying online candidate should submit the application by providing information of Registration Number to proceed to fill up the subsequent information. Documents once uploaded against one registration number will be available for submission of subsequent posts or for other Circles. Hence, candidates need not upload any documents further. The candidates need to upload the following documents in the formats and sizes as prescribed, hence it is advised to keep the scanned documents ready in softcopy form before applying online. Non submission of all legible and correct mandatory documents in proper format is liable for rejection of application. →