



राष्ट्रीय मुक्त विद्यालयी शिक्षा संस्थान  
NATIONAL INSTITUTE OF OPEN SCHOOLING

आईएसओ 9001 : 2008 प्रमाणित/ISO 9001 : 2008 Certified

(स्कूल शिक्षा और साक्षरता विभाग, मा.सं.वि.मं., भारत सरकार के अंतर्गत एक स्वायत्त संस्था)  
(An Autonomous Institution Under Deptt. of School Education and Literacy, M.H.R.D., Govt. of India)

F-5-33/2021/NIOS/Eval/Coord  
16<sup>th</sup> August, 2021

**The Assistant Director (QS)**  
Department Of Post,  
Delhi Circle  
New Delhi – 110001

**Subject: Booking of Sensitive Confidential Examination material pertaining to the On Demand Examinations of National Institute of Open Schooling (NIOS) of All Over India.**

Sir/Madam,

I am thankful to you for the service provided by the Postal Department in booking of the sensitive examination material pertaining to National Institute of Open Schooling (NIOS).

**NIOS holds its On-Demand Examination 3 days a week on Tuesday, Wednesday and Thursday every week w.e.f 17/08/2021 in all over the country till further order.**

The Department of Posts issues orders to the various post offices to remain open beyond office hours till 20.30 hrs from our Examination Centre(s) concerned. A copy of the recent order issued during Jan-Feb, 2021 Vocational examination by your Department vide letter no. 1-6/02/2021-QS dated 03.02.2021 on the subject cited above is enclosed for your kind reference.

I request you to issue similar orders to the concerned offices this time also with an endorsement to the undersigned. The list of places where the post offices are required to remain open beyond office hours is sent herewith.

**It is proposed that in case there is a single handed post office mentioned in the list, the same may be replaced to the double handed post office with the intimation to NIOS, HQ.**

Kindly attach top priority owing to the sensitivity of the issue.

Yours faithfully,

(S.K Prasad)  
Director (Evaluation)

Encl:- (1) List of the Post Offices

cc: All Regional Director with request to share copy of this letter to ODE KV Principals.



P-210

DEPARTMENT OF POST  
O/o CHIEF POSTMASTER GENERAL, DELHI CIRCLE,  
NEW DELHI-110001

To,

All Heads of Circles concerned

No. 1-6/03/2021- QS

Dated:-16.08.2021

**Sub: Booking and dispatch of Post Examination materials pertaining to the on demand examination of National Institute of Open Schooling (NIOS) w.e.f 17 August, 2021.**

The National Institute of Open Schooling (NIOS) has informed that they are going to book Sensitive Examination Material from different centers in India in connection with On Demand Examinations **scheduled to be held in 03 days a week on Tuesday, Wednesday and Thursday every week w.e.f 17<sup>th</sup>, August, 2021 in all over the country till further orders.** The NIOS has requested to provide Speed Post facility at various Post Offices across the country for booking of Answer sheets till the examination is over **(03 days a week on Tuesday, Wednesday and Thursday every week w.e.f 17<sup>th</sup>, August, 2021 till further orders).** The List of Post Offices are enclosed herewith.

2. It has been decided to provide Speed Post booking facility for the Post Offices/Areas mentioned in the enclosure and to make arrangements for opening of Post Offices for these areas beyond the normal working hours in order to facilitate booking of the Examination material. The Circle/Divisions will take following action in this regard for booking of Examination material and its smooth dispatch immediately.

i. Arrangement for opening of Post Offices / Areas mentioned in the enclosure will be made for at least three hours after examination getting over i.e **till 20:30 hours** receive the material from Examination Centres(s) for booking and dispatch of Examination material. The Post Offices where arrangements are to be made should not be less than Double Handed Departmental Post Office. Arrangements so made are to be intimated to Delhi Circle immediately. In case of any problem the Examination Superintendents may be contacted.

ii. **Further, it has also been proposed by NIOS HQ that in case there is a single handed post office mentioned in the List, the same may be replaced to the double handed post office. And the same may be intimated to this office at [adgsdel@gmail.com](mailto:adgsdel@gmail.com) for further information to NIOS HQ, Noida.**

Concerned SSPOs/SPOs shall work as coordination officers. The Centre Supervisors of NIOS shall liaison with concerned SSPOs/SPOs whenever required.

iii. **The Examination material will be booked under Insured Speed Post for Rs. 1000/- (Rupees One Thousand only) in each case.** Post Offices where Speed Post facility is not available will also book the Examination material under Insured Speed Post and send the Speed Post Bags to the nearest Speed Post Centre for their onward dispatch to destination.

3. The concerned SSPOs/SPOs will make special arrangements for dispatch of the Insured Speed Post Bags immediately through the first available outlet. If no immediate arrangement is possible, the bags should be kept under safe custody till next available outlet. It is requested to take precautions for safe custody of the material.
4. The actual booking charges against booking of Insured Speed Post article will be realized by the booking offices at the time of booking itself.
5. The NIOS has agreed to make payment of extra expenditure for making Special arrangements in this regard. All concerned will keep record of the expenditure such as OTA paid to the staff, payment made for special transport arrangements in connection with dispatch of Speed Post bags and other miscellaneous charges as per actual cost incurred for all these arrangements. **The Consolidated account of the expenditure in this regard has to be submitted to this office, by all the Circles immediately or within 15 days over the examinations positively otherwise claim from any concerned Circle will be treated as NIL and the bill will be submitted for claim to NIOS without future correspondence in the matter.**
6. **There should not be any incidence of refusal to accept the examination material beyond the normal working hours i.e till 2030 hrs on the ground that there is no information in this regard.**
7. List of Post Offices / Areas for which arrangements are to be made for opening of Post Offices for booking and dispatch of examination material for the examination to be held in **03 days a week on Tuesday, Wednesday and Thursday every week w.e.f 17<sup>th</sup>, August, 2021 till further orders** is enclosed alongwith this schedule for the examination for ready reference.

Receipt of this letter may be acknowledged to the undersigned by return e-mail ([adqsdel@gmail.com](mailto:adqsdel@gmail.com)).

  
**Assistant Director (QS)**  
**Delhi Circle**

Copy to:

1. The Director (MO), Mail Operations Division, Dak Bhawan, New Delhi-110001.
2. Shri. S.K. Prasad, Director (Evaluation) I/c, National Institute of Open Schooling, A-24-25, Institutional Area, NH-24, Sector-62, Noida – 201309 w.r.t letter no. F-5-33/2021/NIOS/Eval/Coord dated-16<sup>th</sup>, August, 2021 for information and issuing instructions to the Centre Supervisors to contact the concerned SSPOs/SPOs/Postmaster alongwith the copy of this letter for necessary arrangements. Further, it is also requested that all NIOS Regions may be strictly instructed that only double handed Post Offices for the purpose of booking of sensitive examination materials may be earmarked for booking of NIOS examination materials, as difficulties are faced across the country being so many single handed Post Offices are identified by NIOS for booking purpose.



**Regarding Zoom meeting for On Demand Examination on 13.08.2021 at 03.00 P.M.**

Sl. No	Regional Centre	Name of C.S. of KVs		On-Demand Examination Centres in KVs	Name of Post Office	Contact No.	Email I.D.
1.	Prayagraj	Ms. Neetu Verma	1.	Kendriya Vidyalaya No.3 Agra Cantt No.3 WAC Line Agra Cantt.,U.P.-282021	Head Post Office, Pratappura, Agra, U.P. 282001	9711992466	principalkv3agra@gmail.com
		Ms. Mini Verma	2.	Kendriya Vidyalaya No.1,AFS,Chakeri,Kanpur,N-4 Area, Air Force Station Chakeri, Kanpur, U.P.-208008	Chakeri Aerodrum PO Kanpur, Uttar Pradesh-208008	9483510566	kv1chakerikanpur@gmail.com
		Dr.Diwakar Singh	3.	Kendriya Vidyalaya ,BHU Campus, Varanasi,U.P.-221005	BHU Main Post Office, BHU Campus, Malviya Nagar, Varanasi, U.P. 221005	9410696830	kvbhussvaranasi@gmail.com
2.	Jammu	Sh. Amit Waller	4.	Kendriya Vidyalaya No.1 Jammu	Head Post office Apsara Road Gandhi Nagar	9419145429	kvno1jammu@gmail.com
		K.S. Pathania	5.	Kendriya Vidyalaya Kargil, Army Post Office , 8 Mountain Div. Khumbathang , Kargil UT of Ladakh-194105	Army Post Office , 8 Mountain Div. Khumbathang , Kargil	9459455001, 9465104938, 6005075937	<a href="mailto:Principalkvkg1@gmail.com">Principalkvkg1@gmail.com</a> , kvkargil_1@rediffmail.com
		Sh. Kanwar Singh	6.	Kendriya Vidyalaya No.1 Shivpora, PO Batwara,Srinagar,J&K-194101	General Post Office, Srinagar	9968000379	Pkvno1sgrpkvno1sgr@gmail.com, pkvno1sgr@yahoo.co.in
		Sh. Phutsog Wangial	7.	Kendriya Vidyalaya , Leh-Ladakh-194101	Head Post Office, Leh	9419980482	kv.lehladakh@gmail.com
3.	Dehradun	Sh. Dhan Raj Singh Negi	8.	Kendriya Vidyalaya No.1 Hathibarkala, Dehradun, U. K.	GPO,Rajpur Rd, Ghanta Ghar, Near, Chukkuwala, Dehradun, Uttarakhand	9411715715	kvhb1ddn@gmail.com
		Sh.. Bakhte Muneem	9.	Kendriya Vidyalaya No.2 Hathibarkala, Dehradun, U. K.	GPO,Rajpur Rd, Ghanta Ghar, Near, Chukkuwala, Dehradun, Uttarakhand	7060402954	kv2soihbk@gmail.com
		Sh. Chetan Arora	10.	Kendriya Vidyalaya,Kashipur,Bazpur Road,Industrial Area, Kashipur, Dist. Udham Singh Nagar, U. K.	Main Post Office,Post office Road, Kashipur-244713	9419026579	kashipurkv@gmail.com
4.	Chennai	Sh. R.N. Sendhil Kumar	11.	Kendriya Vidyalaya, Nagercoil, Next to Govt. ITI Konam,Nagercoil-629004,Kanyakumari	Konam Industrial Estate, Konam, Kanyakumari , 629004	9437190708	<a href="mailto:kvnagercoil@gmail.com">kvnagercoil@gmail.com</a> kvnagercoil@yahoo.com
		Sh. M. Vellaichamy	12.	Kendriya Vidyalaya,Island Grounds, Pallavam Salai, ParkTown, Chennai-600002	Head Post Office, Anna Salai, Mount Road, Chennai-600002	9444705547, 7397415830	kvigch2@yahoo.co.in kvislandgrds@gmail.com
		Sh. Alagendhi Natesan	13.	Kendriya Vidyalaya, Coimbatore, Meena Estate Sowripalyam, Tamilnadu-641028	Sowripalayam Sub Post Office Coimbatore, 641028	9442483283	kvcoimbatore028@gmail.com
		Sh. Selvaraj P	14.	Kendriya Vidyalaya No.1, Madurai, PT Rajan Road ,BB Kulam,Narimedu, Madurai,Tamilnadu-625002	Head Post Office, Thallakulam, Madurai-625002	8667568885, 9757338602	kv1narimedu@gmail.com
5.	Raipur	Sh. Harilal Padhan	15.	Kendriya Vidyalaya, Near Circuit House, Chandmari, Raigarh, Chhattisgarh-496001	HEAD POST OFFICE- RAIGARH, NEAR RAILWAY STATION	9078707333	raigarhkv@gmail.com
6.	Chandigarh	Sh. Santosh Chander (Principal)	16.	Kendriya Vidyalaya, Sector-31, Chandigarh-160030	Post Office Sector 30 S.O	9466355441	kvsec31@gmail.com
		Sh. Satnam Singh (Principal)	17.	Kendriya Vidyalaya No.1 Hardayal Road, Jalandhar Cantt, Jalandhar, Punjab-144005	GPO Jalandhar Cantt,	9779072240	<a href="mailto:kv1jalandhar@gmail.com">kv1jalandhar@gmail.com</a> kvjalandharcantt@gmail.com
7.	Kolkata	Sh. Santosh Kumar Bal	18.	Kendriya Vidyalaya, IIT Kharagpur Campus, Near Gas Godown Midnapur. Kharagpur, W.B.-721302	Kharagpur Technology (Sub Office) , IIT Kharagpur, DistPaschimMidnapore,	9937187475	itkvkharagpur@gmail.com
		Sh. Vinod Mathpal	19.	Kendriya Vidyalaya, Command Hospital, Diamond Harbour Road, Alipore, Kolkata, W.B.-700027	Alipore Head Post Office, 23, Belvedere Rd, Alipore, Kolkata,	7044090331	kvcommandhospital@gmail.com
		Sh. Santosh Soni	20.	Kendriya Vidyalaya, Asansol kalla, Domohani Railway Colony, Asansol, W.B.-713340	Asansol Head Post Office,Chittaranjan Rd, Munshi	8770073343	<a href="mailto:kvasansol@gmail.com">kvasansol@gmail.com</a>

					Bazar, Asansol, PaschimBardhaman,, West Bengal		
8.	Jaipur	Sh.Kailash Chand Meena	21.	Kendriya Vidyalaya, Sikar, Old NH-11,Sabalpura, Sikar, Rajasthan	General Post Office, Sikar (Raj.) -	9413729721	kvsikar@yahoo.com
		Sh.Shekhar Jakhoria	22.	Kendriya VidyalayaNo.2 Kota, Near T.A. Camp, Railway Colony, Kota Jn. Kota, Rajasthan	Bhimganj Mandi Post Office, Station Road, Kota Jn. Kota (Raj.) -	9602290001	shekharjakhoria@gmail.com
		Sh.G.D. Meena	23.	Kendriya Vidyalaya No.06, Sector-03, Patap Nagar, Sangsner, Jaipur, Rajasthan	S.O. Sector-05, Pratap Nagar, Sanganer, Jaipur -	9412709714	<a href="mailto:kv6jpr@rediffmail.com">kv6jpr@rediffmail.com</a>
		Sh.Ashok Kumar	24.	Kendriya Vidyalaya No.01, Bajaj Nagar, Jaipur, Rajasthan	General Post Office, Jaipur (Raj.) -	9406925963	<a href="mailto:akashok175@gmail.com">akashok175@gmail.com</a>
		Sh.Shivdan Singh	25.	Kendriya Vidyalaya No.03, AFS, Nal, Bikaner, Rajasthan	General Post Office, Bikaner (Raj.) -	9460657510	kv3nalbn@gmail.com
		Sh.Om Prakash	26.	Kendriya Vidyalaya No.02, Eklinggarh Cantt, Udaipur, Rajasthan	Udaipur Shastri Circle SO, Taluk- Girwa, District-Udaipur (Raj.) -	7340063769	omprakashyadav68@gmail.com
9.	Gandhinagar	Mrs. Vinita Sharma	27.	Kendriya Vidyalaya No.1(MR Campus), Shahibaug Near Police Commissioner's Office, Ahmadabad- 380004	Post office, Shahibaug, Opp. National Memorial, Near Circuit House, Ahmedabad	9427001905	kvno1shahibaugfs@yahoo.co.in
		Sh. Yashdeep Rohilla	28.	Kendriya Vidyalaya No.1, Ichhanatath, Opp. S.V. N.I.T., Surat-395007	Post office, SVR College S.O. , SVNIT Campus, Athwa, Ichhanath	9430007985	Principalkv1surat@gmail.com
10.	Ranchi	Ms. Savitri Kumari	29.	Kendriya Vidyalaya,South Settlement Railway Engg. Colony, Near Tatanagar Railway Station, Dist. East Singhbhum, Jharkhand	Golpahari Main Rd, Golpahari, Parsudih, Jamshedpur, Jharkhand	9771368076	kvatanagar@gmail.com
		Mrs. Odil Sushila Minz	30.	Kendriya Vidyalaya, Army Area Namkum, Ranchi, Jharkhand	Tata Road, Namkum, Ranchi, Jharkhand	8987039855	<a href="mailto:kvnranchii@gmail.com">kvnranchii@gmail.com</a>
11.	Guwahati	NIL		NIL		NIL	NIL
12.	Dharamshala	Sh. Girish Chand	31.	Kendriya Vidyalaya,Yol Cantt, Kangra,H.P.-176052	Sub Post Office, Yol Cantt., Dharamshala	8629067855	kv Yolcantp@gmail.com
		Sh. Sunil Chauhan	32.	Kendriya Vidyalaya, Vilege-Jhaniara, Hamirpur, H.P.-177001	Head Post Office, Hamirpur	8989802022	pplkvhamirpur@gmail.com
		Sh. Ajeet Kumar Yadav	33.	Kendriya Vidyalaya, Lower Khaliar, Near D.C. Residence. Distt.Mandi, Kangra, H.P.	Head Post Office Near LIC Office, Behind DC Office, Mandi	8076520826	principalkvmandi@gmail.com
		Sh. Jageshwar Singh	34.	Kendriya Vidyalaya ,14GTC, Subathu, Distt. Solan, H.P.-173206	Post Office, Subathu	8219260883	jageshwarjage72@gmail.com
13.	Pune	Sh. B.G. Raut	35.	Kendriya Vidyalaya, Ambhagari, Nagpur	Post office Defence – Project Ambajhari, Defence, Nagpur - 440021	7999615584	Santoshthakur1975@rediffmail.com
		Ms. Shabana Khan	36.	Kendriya Vidyalaya, Ganeshkhind, Pune	Post office Ganesh Kihind,	Principal- 94522787270 & Sh. A.K. Gupta(PGT) 9421059636	Kvganeshkhind07@gmail.com
		Sh. Kishor Kumar	37.	Kendriya Vidyalaya No.2, Vasco, Goa,Mormugoa, Municipal Council Building, FL Gomes Road, Vasco Da Gama, Goa-403802	Post office Near Basco Hotel, DRFL Gama Road, Vasco De Gama Goa	78721110000	kv2vasco@gmail.com
		Sh. Sohan Lal	38.	Kendriya Vidyalaya ,ONCG, Panvel, Raigad	Post office ONGC, Complex Phase-I, Near Mumbai Pune old highway,	9414493861	Sohanalkv5@gmail.com

		Ms. Meena Joshi	39.	Kendriya Vidyalaya, Army Area, Pune	GPO Pune,	7983739236 9921827204	principalkvarmyareapune@gmail.com
14.	Hyderabad	Ms. Jaya P. Rajappan	40.	Kendriya Vidyalaya No.2 Golconda,Nanalnagar X Road,Oppsite Shah Ghouse Hotel, Tolichowki,Hyderabad-500008	HUMAYUN NAGAR POST OFFICE, DOOR NO. 10-4-4, MEHDIPATNAM ROAD, HUMANYUN NAGAR, OPPOSITE NMDC	8277564759/ 23566016	<a href="mailto:kvgolkd2@gmail.com">kvgolkd2@gmail.com</a> kv2golkd@yahoo.com
15.	Bhopal	Mrs. Nilanjani Prasad	41.	Kendriya Vidyalaya No.2, Gwalior, Air Force Station, Maharajpura, Bhind Road, Gwalior,M.P.-474020	S.O AFS Maharajpur, Bhind Road	9425757631	kv2gw11@gmail.com
16.	Visakhapatnam	Sh. S.S. Raja	42.	Kendriya Vidyalaya, Waltair, 80 Feet Road ,Behind Andhra Jyothi Press, Thatichetlapalem, Visakhapatnam, Andhra Pradesh-530016	Post Office, Daba Gardens, Visakhapatnam(Urban)	8985479945	<a href="mailto:kvwaltairvsp@gmail.com">kvwaltairvsp@gmail.com</a>
17	NIOS HQ(Delhi)	Mrs. Sangeeta	43.	NIOS, H.Q. Kendriya Vidyalaya No.1 Delhi Cantt,	Gopi Nath Post Office-110010	Principal- 8750032220, Anil- 7602175457	
18.	Kochi		44.	NIL	NIL	NIL	
			45.	NIL	NIL	NIL	
19	Patna	Sona Kumar	46.	Kendriya Vidyalaya AFS Purina, Bihar	Head Post office , Purnea	8777677449	
		Mr.Anant Kumar	47.	K V Darbhanga	Post Office Basudevpur	8544512243	
		Dr.AminaKhatoon	48.	K V No1 , Gaya	RMS , Gaya	9144119292	
		Dr.SeemaPradhan	49.	K V Ara , Bhojpur	Head Post office , Ara	9472902430	
20.	Bengaluru	Sh. V.R. Kattmani	50.	Kendriya Vidyalaya , Dharwad, Near Somrswara Temple Road, Dharwad, Karnataka	Post Office, Saraswathpur, Dharwad-580002	8108892962	
		Sh. M.S. Yadav	51.	Kendriya Vidyalaya No.2, Yekkur, Kankandy,Mangalore, Karnataka	Post Office, Fisheries College Branch, Ekkur, Dakshina Kannada-575002	9085321857	
			52.	KV Hebbal	Indian Institute of Science, Post Office, Bengaluru-560012		
			53.	KV MEG & Center	Post Office Shivanshetty Garden, Bengaluru-560042		
21.	Bhubaneswar	Sh. K.S. Prakasa Rao	54.	Kendriya Vidyalaya, Sundergarh	HEAD POST OFFICE, AT/PO: SUNDARGARH, DIST.: SUNDARGARH, ODISHA	7989278507	
		Dr. Anjan Kumar Khatua	55.	Kendriya Vidyalaya No.2 CRPF Campus, Bhubaneswar (Odisha) 751011	CRPF Line SO, CRPF Post Office, Group Centre, CRPF Bhubaneswar-751011	8729911843	Principalkv2bbsr@gmail.com