PAKISTAN POST OFFICE

POST OFFICE MANUAL

Volume I

LEGISLATIVE ENACTMENTS

SECOND EDITION

Published under the authority of the
Director General, Pakistan Post Office,
Islamabad-44080.

2009

PREFACE

This is the Second Edition of the Post Office Manual, Volume I. The previous Edition of this Volume was published by the Department in 1968.

This Volume contains the Pakistan Post Office Act, 1898 and the statutory rules issued under this Act by the Federal Government as well as other Acts and Ordinances relating to the Pakistan Post Office Department. These Acts and Rules must be carefully read by the officers, supervisory officials and employees of the Department, as any violation of the provisions contained therein will render the offender to face criminal proceedings in the Court of Law and/or initiation of disciplinary action under the Removal from Service (Special Powers) Ordinance, 2000, as the case may be.

Every effort has been made to bring this Volume upto date. However, the possibility of omissions and printing errors cannot by ruled out. Intimation of any omission, error or suggestion for its improvement would be highly appreciated and attended to promptly by the Directorate General, Pakistan Post Office Department.

CONTENTS

CHAPTERS		PAGES
1.	The Post Office Act, 1898	1
2.	The Pakistan Post Office Rules, 1961	33
2A.	The Pakistan Postal Services Management Board Ordinance, 2002	109
3.	The Government Savings Banks Act, 1873	129
4.	The Post Office Cash Certificates Act, 1917	135
5.	The Post Office National Savings Certificates Ordinance, 1944	138
6.	[Omitted.]	144
7.	[Omitted.]	144
8.	[Omitted.]	144

INDEX TO CHAPTER 2 (PAKISTAN POST OFFICE RULES, 1961) 145

INDEX TO CORRECTIONS 170

CONTENTS OF CHAPTER 1

THE POST OFFICE ACT, 1898

[ACT NO. VI OF 1898]

(As modified up to 30th June, 1992)

SECTIONS		PAGES
	CHAPTER I	
	PRELIMINARY	
1.	Short title, extent, application and commencement.	1
2.	Definitions.	2
3.	Meanings of "in course of transmission by post" and "delivery"	3
	CHAPTER II	
	PRIVILEGE AND PROTECTION OF THE GOVERNMENT	
4.	Exclusive privilege of conveying letters reserved to the Government.	3
5.	Certain persons expressly forbidden to convey letters.	4
6.	Exemption from liability for loss, misdelivery, delay or damage.	5
	CHAPTER III	
	POSTAGE	
7.	Power to fix rates of inland postage..	5
8.	Power to make rules as to payment of postage and fees in certain cases.	5
9.	Power to make rules as to registered newspapers.	6
10.	Power to declare rates of foreign postage.	6
11.	Liability for payment of postage.	7
12.	Recovery of postage and other sums due in respect of postal articles.	7
13.	Customs duty paid by the Post Office to be recoverable as postage.	7
14.	Post Office marks *prima facie* evidence of certain facts denoted.	8
15.	Official mark to be evidence of amount of postage.	8

SECTIONS PAGES

CHAPTER IV

POSTAGE STAMPS

16. Provision of postage stamps and power to make rules as to them. 8
17. Postage stamps to be deemed to be stamps for the purpose of revenue. 9

CHAPTER V

CONDITIONS OF TRANSMISSION OF POSTAL ARTICLES

18. Re-delivery to sender or delivery to another addressee at the request of the sender of postal article in course of transmission by post. 9
19. Transmission by post of anything injurious prohibited. 10
20. Transmission by post of anything indecent, etc., prohibited. 10
21. Power to make rules as to transmission by post of postal articles. 10
22. Power to postpone dispatch or delivery of certain postal articles. 11
23. Power to deal with postal articles posted in contravention of Act. 11
24. Power to deal with postal articles containing goods contraband or liable to duty. 11
24A. Power to deliver such articles to Customs authority..... 12
25. Power to intercept notified goods during transmission by post. 12
26. Power to intercept postal articles for public good. 13
27. Power to deal with postal articles from abroad bearing fictitious or previously used stamps. 13
27A. Prohibition of transmission by post of certain newspapers. 14
27B. Power to detain newspapers and other articles being transmitted by post. 15
27C. Procedure for disposal by High Court of applications for release of newspapers and articles so detained. 16
27D. Jurisdiction barred. 16

CHAPTER VI

REGISTRATION, INSURANCE AND VALUE-PAYABLE POST

28. Registration of postal articles. 16
29. Power to make rules as to registration. 16

SECTIONS		PAGES
	CHAPTER VI-*contd.*	
	REGISTRATION, INSURANCE AND VALUE-PAYABLE POST	
30.	Insurance of postal articles.	17
31.	Power to require insurance of postal articles	17
32.	Power to make rules as to insurance.	17
33.	Liability in respect of postal articles insured	18
34.	Transmission by post of value-payable postal articles.	18
35.	Power to make rules as to value-payable postal articles.	19
36.	Power to give effect to arrangements with other countries.	19
	CHAPTER VII	
	UNDELIVERED POSTAL ARTICLES	
37.	Power to make rules as to disposal of undelivered postal articles.	20
38.	Disposal of undelivered postal articles at office of Post Master General	20
39.	Final disposal of undelivered postal articles	21
	CHAPTER VIII	
	SHIP LETTERS	
40.	Duty of master of ship, departing from any port in Pakistan, and not being a mail ship, to convey mail bags.	21
41.	Duty of master of ship arriving at any port in Pakistan, in respect of postal articles and mail bags on board.	21
42.	Allowance of gratuities for conveyance of postal articles by ships other than mail ships.	22
	CHAPTER IX	
	MONEY ORDERS	
43.	Power to maintain money order system and to make rules as to remittances thereby.	22
44.	Power for remitter to recall money order or alter name of payee.	23
45.	Power to provide for the issue of postal orders.	23
46.	Power to give effect to arrangements with other countries.	23
47.	Recovery of money order paid to the wrong person	24
48.	Exemption from liability in respect of money orders	24

SECTIONS PAGES

CHAPTER X

PENALTIES AND PROCEDURE

Offences by Officers of the Post Office

49. Penalty for misconduct of person employed to carry or deliver mail bags or postal articles. 25
50. Penalty for voluntary withdrawal from duty, without permission or notice, of person employed to carry or deliver mail bags or postal articles. 25
51. Penalty for making false entry in register kept by person employed to carry or deliver postal articles. 25
52. Penalty for theft, dishonest misappropriation, secretion, destruction, or throwing away, of postal articles. 25
53. Penalty for opening, detaining or delaying postal articles..... 25
54. Penalty for fraud in connection with official marks and for receipt of excess postage. 26
55. Penalty for fraudulently preparing, altering, secreting or destroying Post Office documents. 26
56. Penalty for fraudulently sending unpaid postal articles..... 26
57. Punishment of offences committed in an Acceding State or tribal area or non-Acceding State. 26

Other Offences

58. Penalty for contravention of section 4 27
59. Penalty for contravention of section 5. 27
60. Penalty for breach of rules under section 16..... 28
61. Penalty for contravention of section 19 or 20..... 28
62. Penalty for defiling or injuring post office letter-boxes. 28
63. Penalty for affixing without authority thing to, or painting, tarring or disfiguring, post office or post office letter-box. 28
64. Penalty for making false declaration..... 28
65. Penalty for master of ship failing to comply with the provisions of section 40 or 41..... 29
66. Penalty for detention of letters on board vessel arriving in port. 29
67. Penalty for detaining mails or opening mail bag..... 29
68. Penalty for retaining postal articles wrongly delivered or mail bags. 30
69. Penalty for unlawfully diverting letters..... 30

SECTIONS PAGES

CHAPTER X—*contd.*

PENALTIES AND PROCEDURE

General

70. Penalty for abetting, or attempting to commit, offences under Act. 30
71. Property in cases of offences to be laid in the Post Office. 30
72. Authority for prosecutions under certain sections of Act. 30

CHAPTER XI

SUPPLEMENTAL

73. Zamindari and other district posts. 31
74. General power to make rules and provisions as to rules under Act. 31
75. Delegation of powers, other than rule-making powers, to Director General 31
76. [*Repealed*] 31
77. [*Repealed*] 31

THE FIRST SCHEDULE

[*Repealed.*]

THE SECOND SCHEDULE

[*Repealed.*]

POST OFFICE MANUAL

Volume-I

LEGISLATIVE ENACTMENTS

CHAPTER I

THE POST OFFICE ACT, 1898

[1][Act No. VI of 1898]

(As modified up to 30th June, 1992)

[*22nd March, 1898*]

An Act to consolidate and amend the Law relating to the Post Office[2] **.

WHEREAS it is expedient to consolidate and amend the law relating to the Post Office [2]**; It is hereby enacted as follows:—

CHAPTER 1.—PRELIMINARY

1. Short title, extent, application and commencement.—(1) This Act may be called the [3] * Post Office Act, 1898.

[4][(2) It extends to the whole of Pakistan and applies to all citizens of Pakistan and persons in the service of Government wherever they may be.]

(3) It shall come into force on the first day of July, 1898.

---

[1] For Statement of Objects and Reasons, *see* Gazette of India, 1897, Pt. V, p. 385; for Report of the Select Committee, *see ibid*., 1898, Pt. V, p. 211; for Proceedings in Council, *see ibid*., 1897, Pt. VI, p. 249; *ibid*., 1898, Pt. VI, pp. 23, 99 and 285 to 289.

It has been extended to the State of Bahawalpur, by the Bahawalpur (Extension of Federal Laws) Order, 1953 (G.G.O. 11 of 1953), as amended.

This Act has been declared to be in force in the Chittagong Hill-tracts by the Chittagong Hill-tracts Regulation, 1900 (I of 1900), subject to certain modifications; *see* Bengal Reg.II of 1942.

It has been applied to excluded area of Upper Tanawal in N.W.F.P., with modifications, *see* N.W.F.P.; Regulation I of 1942.

It shall apply to the partially excluded areas of the district of Mymensingh, with certain modifications, *see* the Indian Post Office Act (Bengal Partially Excluded Areas Amendment) Regulation, 1942 (Ben. Reg. VII of 1942).

As to rules made under the Post Office Act, which are now in force or are in force from time to time, *see* the Postal Guide, which is published by the Post Office periodically; *see* also Gazette of India, 1926, Pt. I, p. 1224.

[2] The words "in India" omitted by A.O., 1949, Sch.

[3] The word "Indian" omitted, *ibid*.

[4] Subs. by the Central Laws (Statute Reform) Ordinance, 1960 (21 of 1960), s. 3 and 2nd Sch. (with effect from the 14th October, 1955), for sub-section (2) as amended by A.O., 1949, Sch., the Burma Laws Act, 1898 (13 of 1898), s. 18 and Sch. V, and the Federal Laws (Revision and Declaration) Act, 1951 (26 of 1951), ss. 4 and 8 and 3rd Sch.

2. Definitions.—In this Act, unless there is anything repugnant in the subject or context,—

(*a*) the expression "Director General" means the [1][Director General, Pakistan Post Office];

(*b*) the expression "Inland," used in relation to a postal article, means—

(i) posted in [2][Pakistan] and addressed to any place in [2][Pakistan] or to any place for which a post office is established by [3][the Federal Government [4]***] beyond the limits of [2][Pakistan]; or

(ii) Posted at any post office established by [3][the Federal Government[4]***] beyond the limits of [2][Pakistan] and addressed to any place for which any such post office is established or to any place in [2][Pakistan]:

[5][Provided that the expression "inland" shall not apply to any class of postal articles which may be specified in this behalf by the [3][Federal Government] by notification in the [6][official Gazette], when posted in or at or addressed to any places or post offices which may be described in such notification;

(*c*) the expression "mail bag" includes a bag, box, parcel or any other envelope or covering in which postal articles in course of transmission by post are conveyed, whether it does or does not contain any such article;

[7][(*d*) the expression "mail ship" means a ship employed for carrying mails, pursuant to contract or continuing arrangement, by the Federal Government or the Government of any foreign country];

(*e*) the expression "officer of the Post Office" includes any person employed in any business of the Post Office or on behalf of the Post Office;

(*f*) the expression "postage" means the duty chargeable for the transmission by post of postal articles;

(*g*) the expression "postage stamp" means any stamp provided by the [3][Federal Government] for denoting postage or other fees or

---

[1] Subs. by the Posts and Telegraphs (Amdt.) Act, 1962 (5 of 1962), s. 3 (with effect from the 1st July, 1962) for "Director General of [Posts and Telegraphs]". The words in crotchets were subs. by the Indian Post Office and Telegraph (Amdt.) Act, 1914 (14 of 1914), s. 3(i) for "the Post Office of India".

[2] Subs. by Ordinance 21 of 1960, s. 3 and 2nd Sch. (with effect from the 14th October, 1955), for "the Provinces and the Capital of the Federation" which had been subs. by A.O., 1949, Arts. 3(2) and 4, for "British India".

[3] Subs. by F.A.O; 1975 Art. 2 and Table, for "Central Government", which had been substituted previously by A.O., 1937, for "the G.G. in C.".

[4] The words "or the Crown Representative" omitted by A.O. 1949, Sch.

[5] Proviso ins., by the Indian Post Office (Amdt.) Act, 1903 (2 of 1903), s. 2.

[6] Subs. by A.O., 1937, for "Gazette of India".

[7] Subs. by the Federal Laws (Revision and Declaration) Ordinance, 1981, s. 3 and Second Sch; for the existing clause (d). This clause was amended previously by A.O., 1937.

sums payable in respect of postal articles under this Act, and includes adhesive postage stamps and stamps printed, embossed, impressed or otherwise indicated on any envelope, wrapper, postcard or other article;

(*h*) the expression "post office" includes every house, building, room, carriage or place used for the purposes of the Post Office, and every letter-box provided by the Post Office for the reception of postal articles;

(*i*) the expression "postal article" includes a letter, postcard, newspaper, [1][printed paper or small packet], parcel and every article or thing transmissible by post;

(*j*) the expression "Post Master General" includes a Deputy Post Master General or other officer exercising the powers of a Post Master General; and

(*k*) the expression "Post Office" means the department [2][established for the purpose of carrying the provisions of this Act into effect and] presided over by the Director General.

3. Meanings of "in course of transmission by post" and "delivery".— For the purposes of this Act,—

(*a*) a postal article shall be deemed to be in course of transmission by post from the time of its being delivered to a post office to the time of its being delivered to the addressee or of its being returned to the sender or otherwise disposed of under Chapter VII :

(*b*) the delivery of a postal article of any description to a postman or other person authorised to receive postal articles of that description for the post shall be deemed to be a delivery to a post office : and

(*c*) the delivery of a postal article at the house or office of the addressee, or to the addressee or his servant or agent or other person considered to be authorised to receive the article according to the usual manner of delivering postal articles to the addressee, shall be deemed to be delivery to the addressee.

CHAPTER II.—PRIVILEGE AND PROTECTION OF THE GOVERNMENT

4. Exclusive privilege of conveying letters reserved to the Government.—(1) Wherever within [3][Pakistan] posts or postal

---

[1] Subs. by the Finance Ordinance, 1979 (30 of 1979) s. 7, for "book, pattern or small packet".

[2] Ins. by the Indian Post Office and Telegraph (Amdt.) Act, 1914 (14 of 1914), s. 3.

[3] Subs. by the Central Laws (Statute Reform) Ordinance, 1960 (21 of 1960), s. 3 and 2nd Sch. (with effect from the 14th October, 1955), for "the Provinces and the Capital of the Federation" which had been subs by A.O., 1949, Arts. 3(2) and 4, for "British India".

communications are established by the [1][Federal Government], the [1][Federal Government] shall have the exclusive privilege of conveying by post, from one place to another, all letters, except in the following cases, and shall also have the exclusive privilege of performing all the incidental services of receiving, collecting, sending, despatching and delivering all letters, except in the following cases, that is to say:—

(*a*) letters sent by a private friend in his way, journey or travel, to be delivered by him to the person to whom they are directed, without hire, reward or other profit or advantage for receiving, carrying or delivering them;

(*b*) letters solely concerning the affairs of the sender or receiver thereof, sent by a messenger on purpose; and

(*c*) letters solely concerning goods or property sent [2][by sea or by land or by air] to be delivered with goods or property which the letters concern, without hire reward or other profit or advantage for receiving, carrying or delivering them:

Provided that nothing in the section shall authorise any person to make a collection of letters excepted as aforesaid for the purpose of sending them otherwise than by post.

(2) For the purposes of this section and section 5, the expression "letters" includes postcards.

5. Certain persons expressly forbidden to convey letters.— Wherever within [3][Pakistan] posts or postal communications are established by the [4][Federal Government], the following persons are expressly forbidden to collect, carry, tender or deliver letters, or to receive letters for the purpose of carrying or delivering them, although they obtain no hire, reward or other profit or advantage for so doing, that is to say: –

(*a*) common carriers of passengers or goods, and their servants or agents, except as regards letters solely concerning goods in their carts or carriages;[5]*

(*b*) owners and masters of vessels sailing or passing on any river or canal in [3][Pakistan], or between any ports or places in [3][Pakistan], and their servants or agents, except as regards letters solely concerning goods on board, and except as regards

---

[1] Subs. by F.A.O; 1975 Art. 2 and Table, for "Central Government", which had been substituted previously by A.O; 1937 for "G.G. in C.".

[2] Subs, by the Post Office (Amdt.) Act, 1952 (49 of 1952), s. 2, for "either by sea or by land."

[3] Subs. by the Central Laws (Statute Reform) Ordinance, 1960 (21 of 1960), s. 3 and 2nd Sch. (with effect from the 14th October, 1955), for "the Provinces and the Capital of the Federation" which had been subs. by A.O., 1949, Arts. 3(2) and 4, for "British India".

[4] Subs. by F.A.O; 1975 Art. 2 and Table, for "Central Government", which had been substituted previously by A.O; 1937 for "G.G. in C.".

[5] The word "and" omitted by the Post Office (Amdt.) Act, 1952 (49 of 1952) 3(1).

postal articles received for conveyance under Chapter VIII [1][;and]

[2][(*c*) owners, pilots and other members of the crew of aircraft flying from or to any airports in Pakistan.]

6. Exemption from liability for loss, misdelivery, delay or damage.— [3][The Federal Government] shall not incur any liability by reason of the loss, mis-delivery or delay of, or damage to, any postal article in course of transmission by post, except in so far as such liability may in express terms be undertaken by the [4][Federal Government] as hereinafter provided; and no officer of the Post office shall incur any liability by reason of any such loss, misdelivery, delay or damage, unless he has caused the same fraudulently or by his wilful act or default.

CHAPTER III.—POSTAGE

7. Power to fix rates of inland postage.— (1) The [4][Federal Government] may, by notification in the [5][official Gazette], fix the rates of postage and other sums to be charged in respect of postal articles sent by the inland post under this Act, and may make rules as to the scale of weights, terms and conditions subject to which the rates so fixed shall be charged:

[6][* * * * * * * *]

(2) [7][*Repealed.*]

(3) The [4][Federal Government] may, by notification in the [5][official Gazette], declare what packets may be sent by the inland post as [8][printed papers and small packets] within the meaning of this Act.

8. Power to make rules as to payment of postage and fees in certain cases.—The [3][Federal Government] may, by rule,—

(*a*) require the prepayment of postage on inland postal articles or any class of inland postal articles, and prescribe the manner in which prepayment shall be made;

(*b*) prescribe the postage to be charged on inland postal articles when the postage is not prepaid or is insufficiently prepaid;

---

[1] Subs. *by the Post Office (Amdt.) Act, 1952 (49 of 1952).*, s. 3(2), for the full-stop.

[2] Added., ibid., s. 3(3).

[3] The original words "The Secretary of State for India in Council" have successively been amended by A.O., 1937, and A.O., 1961, Art. 2 and Sch. (with effect from the 23rd March, 1956), to read as "Central Government" which were further substituted by F.A.O., 1975 Art. 2 and Table to read as above.

[4] Subs. by F.A.O; 1975 Art. 2 and Table, for "Central Government", which had been substituted previously by A.O; 1937 for "G.G. in C.".

[5] Subs. *ibid.*, for "Gazette of India".

[6] The proviso was repealed by the Finance Act, 1992.

[7] Sub-section (2) was omitted by Act VII of 1992, s. 2.

[8] Subs. by Finance Ordinance, 1979 (30 of 1979), for "book, pattern and sample packets".

(*c*) provide for the redirection of postal articles and the transmission by post of articles so redirected, either free of charge or subject to such further charge as may be specified in the rules; and

(*d*) prescribe the fees to be charged for the "express delivery" of postal articles, in addition to, or instead of, any other postage chargeable thereon under this Act.

***Explanation.*—**"Express delivery" means delivery by a special messenger or conveyance.

9. Power to make rules as to registered newspapers.— (1) The [1][Federal Government] may make rules providing for the registration of newspapers for transmission by inland post as registered newspapers.

(2) For the purpose of such registration, every publication, consisting wholly or in great part of political or other news, or of articles relating thereto, or to other current topics, with or without advertisements, shall be deemed a newspaper, subject to the following conditions, namely :—

(*a*) that it is published in numbers at intervals of not more than thirty-one days; and

(*b*) that it has a *bona fide* list of subscribers.

(3) An extra or supplement to a newspaper, bearing the same date as the newspaper and transmitted therewith, shall be deemed to be part of the newspaper:

Provided that no such extra or supplement shall be so deemed unless it consists wholly or in great part of matter like that of the newspaper and has the title and date of publication of the newspaper printed at the top of each page.

***Explanation.*—**Nothing in this section or in the rules thereunder shall be construed to render it compulsory to send newspapers by the inland post.

10. Power to declare rates of foreign postage.—(1) Where arrangements are in force with [2][****] any [3][****] foreign country, for the transmission by post of postal articles between [4][Pakistan] and [5][such]

---

[1] Subs. by F.A.O; 1975 Art. 2 and Table, for "Central Government", which had been substituted previously by A.O; 1937 for "G.G. in C.".

[2] The words "United Kingdom, or with" omitted by the Federal Laws (Revision and Declaration) Ordinance, 1981 (27 of 1981), s. 3 and Second Sch.

[3] The words "British possession or" omitted by Ordinance 27 of 1981.

[4] Subs. by the Central Laws (Statute Reform) Ordinance, 1960 (21 of 1960), s. 3 and 2nd Sch. (with effect from the 14th October, 1955) for "the Provinces and the Capital of the Federation" which had been subs. by A.O., 1949, Arts. 3(2) and 4, for "British India".

[5] Subs. by Ordinance 27 of 1981, s. 3 and Second Sch. for "the United Kingdom or such possession or".

country, the [1][Federal Government] may, in conformity with the provisions of such arrangements, declare what postage rates and other sums shall be charged in respect of such postal articles, and may make rules as to the scale of weight, terms and conditions subject to which the rates so declared shall be charged.

(2) Unless and until such declaration as aforesaid is made, the existing rates and regulations shall continue in force.

11. Liability for payment of postage.—(1) The addressee of a postal article on which postage or any other sum chargeable under this Act is due, shall be bound to pay the postage or sum so chargeable on his accepting delivery of the postal article, unless he forthwith returns it unopened:

Provided that, if any such postal article appears to the satisfaction of the Post Master General to have been maliciously sent for the purpose of annoying the addressee, he may remit the postage.

(2) If any postal article on which postage or any other sum chargeable under this Act is due, is refused or returned as aforesaid, or if the addressee is dead or cannot be found, then the sender shall be bound to pay the postage or sum due thereon under this Act.

12. Recovery of postage and other sums due in respect of postal articles.— If any person refuses to pay any postage or other sum due from him under this Act in respect of any postal article, the sum so due may, on application made by an officer of the Post Office authorised in this behalf by the written order of the Post Master General, be recovered for the use of the Post Office from the person so refusing, as if it were a fine imposed under this Act by any Magistrate having jurisdiction where that person may for the time being be resident; and the Post Master General may further direct that any other postal article, not being on [2][Pakistan State] service, addressed to that person shall be withheld from him until the sum so due is paid or recovered as aforesaid.

13. Customs-duty paid by the Post Office to be recoverable as postage.— When a postal article, on which any duty of customs is payable, has been received by post from any place beyond the limits of [3][Pakistan] and the duty has been paid by the postal authorities at any customs-port or

---

[1] Subs. by F.A.O; 1975 Art-2 and Table for "Central Government" which had been subs. by A.O., 1937, for " G.G. in C.".

[2] Subs. by A.O., 1961, Art. 2 and Sch., for "Her Majesty's" (with effect from the 23rd March, 1956)

[3] Subs. by the Central Laws (Statute Reform) Ordinance, 1960 (21 of 1960), s. 3 and 2nd Sch. (with effect from the 14th October, 1955), for "the Provinces and the Capital of the Federation" which had been subs. by A.O., 1949, Arts. 3(2) and 4, for "British India".

elsewhere, the amount of the duty shall be recoverable as if it were postage due under this Act.

14. Post Office marks *prima facie* evidence of certain facts denoted.— In every proceeding for the recovery of any postage or other sum alleged to be due under this Act in respect of a postal article,—

(*a*) the production of the postal article, having thereon the official mark of the Post Office denoting that the article has been refused, or that the addressee is dead or cannot be found, shall be *prima facie* evidence of the fact so denoted, and

(*b*) the person from whom the postal article purports to have come shall, until the contrary is proved, be deemed to be the sender thereof.

15. Official mark to be evidence of amount of postage.—The official mark on a postal article denoting that any postage or other sum is due in respect thereof to the Post Office of [1][Pakistan] or to the Post Office of [2][any] foreign country, shall be *prima facie* evidence that the sum denoted as aforesaid is so due.

CHAPTER IV.—POSTAGE STAMPS

16. Provision of postage stamps and power to make rules as to them.— (1) The [3][Federal Government] shall cause postage stamps to be provided of such kinds and denoting such values as [4][it] may think necessary for the purposes of this Act.

(2) The [3][Federal Government] may make rules as to the supply, sale and use of postage stamps.

(3) In particular and without prejudice to the generality of the foregoing power, such rules may—

(*a*) fix the price at which postage stamps shall be sold;

(*b*) declare the classes of postal articles in respect of which postage stamps shall be used for the payment of postage or other sums chargeable under this Act;

---

[1] Subs. by the Central Laws (Statute Reform) Ordinance, 1960 (21 of 1960), s. 3 and 2nd Sch. (with effect from the 14th October, 1955), for "the Provinces and the Capital of the Federation" which had been subs. by A.O., 1949, Arts. 3(2) and 4, for "British India".

[2] Subs. by the Federal Laws (Revision and Declaration) Ordinance, 1981 (27 of 1981), s. 3 and 2nd Sch. for "the United Kingdom or of any British possession or".

[3] Subs. by F.A.O., 1975 Art. 2 and Table for "Central Government" which had been subs. by A.O., 1937, for "G.G. in C.".

[4] Subs. *ibid.*, for "he".

(*c*) prescribe the conditions with regard to perforation, defacement and all other matters subject to which postage stamps may be accepted or refused in payment of postage or other sums;

(*d*) regulate the custody, supply and sale of postage stamps;

(*e*) declare the persons by whom and the terms and conditions subject to which postage stamps may be sold; and

(*f*) prescribe the duties and remuneration of persons selling postage stamps.

[1]**[17. Postage stamps to be deemed to be stamps for the purpose of revenue.—**(1)] Postage stamps provided under section 16 shall be deemed to be stamps issued by Government for the purpose of revenue within the meaning of the Pakistan Penal Code, and, subject to the other provisions of this Act, shall be used for the prepayment of postage or other sums chargeable under this Act in respect of postal articles, except where the [2][Federal Government] directs that prepayment shall be made in some other way.

[3][(2) Where the [2][Federal Government] has directed that prepayment of postage or other sums chargeable under this Act in respect of postal articles may be made by prepaying the value denoted by the impressions of stamping machines issued under [4][its] authority, the impression of any such machine shall likewise be deemed to be a stamp issued by Government for the purpose of revenue, within the meaning of the Pakistan Penal Code.]

CHAPTER V.—CONDITIONS OF TRANSMISSION OF POSTAL ARTICLES

18. Redelivery to sender [5][or delivery to another addressee at the request of the sender] of postal article in course of transmission by post.—(1) The [2][Federal Government] may, by rule, provide for the redelivery to the sender, [5][or delivery to another addressee at the request of the sender] without reference to the consent of the addressee and subject to such condition (if any) as may be deemed fit, of any postal article in course of transmission by post.

---

[1] The original s. 17 was re-numbered as s. 17(1) by the Indian Post Office (Amdt.) Act, 1924 (16 of 1924), s. 2.

[2] Subs. by F.A.O; 1975 Art. 2 and Table, for "Central Government", which had been substituted previously by A.O; 1937 for "G.G. in C.".

[3] Sub-section (2) ins. by the Indian Post Office (Amdt.) Act, 1924 (16 of 1924), s. 2.

[4] Subs. by A.O., 1937, for "his".

[5] Ins. by the Post Office (Amdt.) Act, 1957 (24 of 1957), s. 2.

(2) Save as provided by any rules that may be made under sub-section (1), the sender shall not be entitled to recall a postal article in course of transmission by post [1][or to ask for its delivery to another addressee].

19. Transmission by post of anything injurious prohibited.— (1) Except as otherwise provided by rule and subject to such conditions as may be prescribed thereby, no person shall send by post any explosive, dangerous, filthy, noxious or deleterious substance, any sharp instrument not properly protected, or any living creature which is either noxious or likely to injure postal articles in course of transmission by post or any officer of the Post Office.

(2) No person shall send by post any article or thing which is likely to injure postal articles in course of transmission by post or any officer of the Post Office.

20. Transmission by post of anything indecent, etc., prohibited.—No person shall send by post—

(*a*) any indecent or obscene printing, painting, photograph, lithograph, engraving, book or card, or any other indecent or obscene article, or

(*b*) any postal article having thereon, or on the cover thereof, any words, marks or designs of an indecent, obscene, seditious, scurrilous, threatening or grossly offensive character.

21. Power to make rules as to transmission by post of postal articles.— [2][(1) The [3][Federal Government] may make rules as to the transmission of articles by post.

(2) In particular and without prejudice to the generality of the foregoing power, such rules may—

(*a*) specify articles which may not be transmitted by post;

(*b*) prescribe conditions on which articles may be transmitted by post;

(*c*) provide for the detention and disposal of articles in course of transmission by post in contravention of rules made under clause (a) or clause (b);

(*d*) provide for the granting of receipts for, and the granting and obtaining of certificates of, posting and delivery of postal articles and the sums to be paid, in addition to any other postage, for such receipts and certificates ; and

---

[1] Added by Act 24 of 1957, s. 2.

[2] Subs. by the Indian Post Office (Amdt.) Act, 1912 (3 of 1912), s. 2, for the original sub-sections (1) and (2).

[3] Subs. by F.A.O; 1975 Art. 2 and Table, for "Central Government", which had been substituted previously by A.O; 1937 for "G.G. in C.".

(*e*) regulate covers, forms, dimensions, maximum weights, and enclosures, and the use of postal articles, other than letters, for making communications].

(3) Postal articles shall be posted and deliverd at such times and in such manner as the Director General may, by order, from time to time appoint.

22. Power to postpone dispatch or delivery of certain postal articles.— (1) Where the dispatch or delivery from a post office of letters would be delayed by the dispatch or delivery therefrom at the same time of [1][printed papers or small packets] and parcels, or any of them, such packets or parcels, or any of them, may, subject to such rules as the [2][Federal Government] may make in this behalf, be detained in the Post Office so long as may be necessary.

(2) Where separate parcel posts are established, parcels may be forwarded and conveyed by them, being detained, if necessary, in the Post Office for that purpose.

23. Power to deal with postal articles posted in contravention of Act.—(1) Any postal article sent by post in contravention of any of the provisions of this Act may be detained and either returned to the sender or forwarded to destination, in each case charged with such additional postage (if any) as the [2][Federal Government] may, by rule, direct.

(2) Any officer in charge of a post office or authorised by the Post Master General in this behalf may open or unfasten any newspaper or any [1][printed papers or small packets,] in course of transmission by post, which he suspects to have been sent by post in contravention of [3][section 20, clause (a) or of] section 21 or any of the provisions of this Act relating to postage.

(3) Notwithstanding anything in sub-section (1)—

(*a*) any postal article sent by post in contravention of the provisions of section 19 may, under the authority of the Post Master General, if necessary, be opened and destroyed; and

[4][(*b*) any postal article sent by post in contravention of the provisions of section 20 may be disposed of in such manner as the [2][Federal Government] may by rule direct.]

24. Power to deal with postal articles containing goods contraband or liable to duty.— [5][Except as otherwise provided in this Act, where a postal article suspected to contain any goods of which the import by

---

[1] Subs. by the Finance Ordinance, 1979 (30 of 1979) for "book, pattern or sample packets".

[2] Subs. by F.A.O; 1975 Art. 2 and Table, for "Central Government", which had been substituted previously by A.O; 1937 for "G.G. in C.".

[3] Ins. by the Indian Post Office (Amdt.) Act, 1912 (3 of 1912), s. 3.

[4] Subs. by the Indian Post Office (Admt.) Act, 1912 (3 of 1912), s. 3 for the original clause.

[5] Subs. by Act 3 of 1912,s. 4, for "Where a postal article suspected to contain any contraband goods"

post or the transmission by post is prohibited by or under any enactment for the time being in force,] or anything liable to duty, is received for delivery at a post office, the officer in charge of the post office shall send a notice in writing to the addressee inviting him to attend, either in person or by agent, within a specified time at the post office, and shall in the presence of the addressee or his agent, or if the addressee or his agent fails to attend as aforesaid then in his absence, open and examine the postal article :

Provided, first, that, if the Director General so directs in the case of any post office or class of post offices, the officer in charge of the post office shall call in two respectable persons as witnesses before he opens a postal article in the absence of the addressee or his agent:

Provided, secondly, that in all cases a postal article, after being opened under this section, shall be delivered to the addressee, unless it is required for the purpose of any further proceeding under this or any other law or enactment for the time being in force, and that the opening of the postal article and the circumstances connected therewith shall be immediately reported to the Post Master General.

[1]* * * * * * *

[2][**24A. Power to deliver such articles to Customs authority.—**The [3][Federal Government] may, by general or special order, empower any officer of the Post Office, specified in such order, to deliver any postal article, received from beyond the limits of [4][Pakistan] and suspected to contain anything liable to duty, to such Customs authority as may be specified in the said order, and such Customs authority shall deal with such article in accordance with the provisions of the [5][Customs Act, 1969] or of any other law for the time being in force.]

25. Power to intercept notified goods during transmission by post.—Where a notification has been published under section [6][16 of the Customs Act, 1969], in respect of any goods of any specified description, [7][or where the import or export into or from [4][Pakistan] of goods of any specified description has been prohibited or restricted by or under any other enactment for the time being in force], any officer of the Post Office empowered in this

---

[1] The third proviso was rep. by the Indian Post Office (Amdt.) Act, 1921 (15 of 1921), s. 2.

[2] S. 24A ins. *ibid.,* s. 3.

[3] Subs. by F.A.O; 1975 Art. 2 and Table, for "Central Government", which had been substituted previously by A.O; 1937. for "G.G. in C.".

[4] Subs. by the Central Laws (Statute Reform) Ordinance, 1960 (21 of 1960), s. 3 and 2nd Sch. (with effect from the 14th October, 1955), for "the Provinces and the Capital of the Federation", which had been subs. by A.O., 1949, Arts. 3(2) and 4, for "British India".

[5] Subs. by the Federal Laws (Revision and Declaration) Ordinance, 1981 (27 of 1981), s. 3 and 2nd Sch. for "Sea Customs" Act, 1878 (VIII of 1878)".

[6] Subs. *ibid*, for "19 of the Sea Customs Act, 1878 (VIII of 1878)".

[7] Ins. by the Dangerous Drugs Act, 1930 (2 of 1930), s. 40 and Sch. II

behalf by the [1][Federal Government] may search, or cause search to be made, for any such goods in course of transmission by post, and shall deliver [2][all postal articles reasonably believed or found to contain such goods] to such officer as the [1][Federal Government] may appoint in this behalf, and such goods may be disposed of in such manner as the [1][Federal Government] may direct. [3][In carrying out any such search, such officer of the Post Office may open or unfasten, or cause to be opened or unfastened, any newspaper or any [4][printed papers or small packet] in course of transmission by post].

26. Power to intercept postal articles for public good.—(1) On the occurrence of any public emergency, or in the interest of the public safety or tranquility, the [1][Federal Government], or a [5][Provincial Government], or any officer specially authorised in this behalf [6][by the Federal or the Provincial Government], may, by order in writing, direct that any postal article or class or description of postal articles in course of transmission by post shall be intercepted or detained, or [7][shall be disposed of in such manner as the authority issuing the order may direct].

(2) If any doubt arises as to the existence of a public emergency, or as to whether any act done under sub-section (1) was in the interest of the public safety or tranquility, a certificate [8][of the Federal Government or, as the case may be, of the Provincial Government] shall be conclusive proof on the point.

27. Power to deal with postal articles from abroad bearing fictitious or previously used stamps.—(1) Where a postal article is received by post from any place beyond the limits of [9][Pakistan]—

(*a*) bearing a fictitious postage stamps, that is to say, any facsimile or imitation or representation of a postage stamp, or

(*b*) purporting to be prepaid with any postage stamp which has been previously used to prepay any other postal article,

the officer in charge of the post office at which the postal article is received, shall send a notice to the addressee inviting him to attend, either in person or

---

[1] Subs. by F.A.O; 1975 Art. 2 and Table, for "Central Government", which had been substituted previously by A.O; 1937, for "G.G. in C.".

[2] Subs. by the Indian Post Office (Amendment) Act. 1912 (3 of 1912), s. 5, for "all such goods found".

[3] Ins., by the Indian Post Office (Amendment) Act, 1912 (3 of 1912), s. 5.

[4] Subs. by Finance Ordinance,1979 (30 of 1979) s.7, as above for "book, pattern or sample packet".

[5] Subs. by A.O.,1937, for "L.G.".

[6] Subs. by F.O.A; 1975 Art. 2 and Table, for "Central Government", which had been substituted previously by A.O; 1937, for by the "G.G. in C.".

[7] Subs. by Act 3 of 1912, s. 6, for "shall be delivered to the Govt. or to an officer thereof mentioned in the order, to be disposed of in such manner as the G.G. in C. may direct".

[8] Subs. by F.A.O; 1975 Art. 2 and Table, for "Central Government", which had been substituted previously by A.O; 1937, for "signed by a Secretary to the G. of I. or to the L.G.".

[9] Sub. by the Central Laws (Statute Reform) Ordinance, 1960 (21 of 1960), s. 3 and 2nd Sch. (with effect from the 14th October, 1955), for "the Provinces and the Capital of the Federation" which had been subs. by A.O., 1949, Arts. 3(2) and 4, for "British India".

by agent, within a specified time at the post office to receive delivery of the postal article.

(2) If the addressee or his agent attends at the post office within the time specified in the notice and consents to make known to the officer in charge of the post office the name and address of the sender of the postal article and to redeliver to the officer aforesaid the portion of the postal article which bears the address and the fictitious or previously used postage stamp, or, if the postal article is inseparable from the stamp, the entire postal article, the postal article shall be delivered to the addressee or his agent.

(3) If the addressee or his agent fails to attend at the post office within the time specified in the notice, or, having attended within that time, refuses to make known the name and address of the sender or to redeliver the postal article or portion thereof as required by sub-section (2), the postal article shall not be delivered to him, but shall be disposed of in such manner as the [1][Federal Government] may direct.

***Explanation.*—**For the purposes of this section, the expression "postage stamp" includes any postage stamp for denoting any rate or duty of postage of any [2][* * *] foreign country [3][and the impression of any stamping machine provided or authorised for the like purpose by or under the authority of the Government of such [4][* * *] country.]

[5][27A. Prohibition of transmission by post of certain newspapers.—No newspaper printed and published in [6][Pakistan] without conforming to the rules laid down in the [7][Press, Newspapers, News Agencies and Book Registration Ordinance, 2002 (XLVIII of 2002)] shall be. transmitted by post.

---

[1] Subs. by F.A.O. 1975 Act. 2 and Table for "Central Government" which had been substituted by A.O., 1937, for "G.G. in C.".

[2] The words "part of her Majesty's dominions or of any [Acceding state] or" omitted by the Federal Laws (Revision and Declaration) Ordinance, 1981 (27 of 1981), s. 3 and Second Sch. The words "Acceding State" had been substituted by the Federal Laws (Revision and Declaration) Act, 1951 (26 of 1951), s. 4 and III Sch; for "Indian State" which had been subs. for "Native State" by A.O; 1937.

[3] Ins. by the Indian Post Office (Amendment) Act, 1924 (16 of 1924), section 3.

[4] The words "part, State or" omitted by Ordinance, 27 of 1981 s. 3 and second Sch.

[5] Ss. 27A to 27D were ins. by the Press Law Repeal and Amendment Act, 1922 (14 of 1922), s. 6 and Sch. IV.

[6] Sub. by the Central Laws (Statute Reform) Ordinance, 1960 (21 of 1960), s. 3 and 2nd Sch. (with effect from the 14th October, 1955), for "the Provinces and the Capital of the Federation" which had been subs. by A.O., 1949, Arts. 3(2) and 4, for "British India".

[7] Subs. by Ordinance No. XLVIII of 2002 for "West Pakistan Press and Publications Ordinance 1963" which had been substituted by the Federal Laws (Revision and Declaration) Ordinance, 1981 (27 of 1981), s. 3 and Second Sch; for "Press and Registration of Books Act, 1867".

[1]**[27B. Power to detain newspapers and other articles being transmitted by post.—**(1) Any officer of the Post Office authorised by the Post Master General in this behalf may detain any postal article in course of transmission by post which he suspects to contain—

(*a*) (i) any newspaper or book as defined in the [2][Press, Newspapers, News Agencies and Book Registration Ordinance,2002(XLVIII of 2002)]; or

(ii) any document ;

containing any [3][treasonable or] seditious matter, that is to say, any matter the publication of which is punishable under [4][section 123A or section 124A, as the case may be, of the Pakistan Penal Code]; or

(*b*) any newspaper as defined in the [2][Press, Newspapers, News Agencies and Book Registration Ordinance, 2002 (XL VIII of 2002] edited, printed or published otherwise than in conformity with the rules laid down in that Act ;

and shall deliver any postal article so detained to such officer as the [5][Provincial Government] may appoint in this behalf.

(2) Any officer detaining any postal article under the provisions of sub-section (1) shall forthwith send by post to the addressee of such article notice of the fact of such detention.

(3) The [5][Provincial Government] shall cause the contents of any postal article detained under sub-section (1) to be examined, and, if it appears to the [5][Provincial Government] that the article contained any newspaper, book or other document, of the nature described in clause (*a*) or clause (*b*) of sub-section (1), may pass such orders as to the disposal of the article and its contents as it may deem proper, and, if it does not so appear, shall release the article and its contents, unless the same be otherwise liable to seizure under any law for the time being in force:

Provided that any person interested in any article detained under the provisions of clause (a) of sub-section (1) may, within two months from the

[1] As to the application of ss. 27B to 27D in respect of book, newspaper or other document containing matter defamatory of a Ruler of a State or Minister of such Ruler, etc., and tending to prejudice the relation between His Majesty's Government and the Government of such State, see s. 3 of the Foreign Relations Act, 1932 (12 of 1932) which further provides that for such application of these sections, the provisions of s. 3 of Act 12 of 1932 shall be construed as if for the words "Provincial Government", wherever they occur in these section, the words "Central Government" were substituted.

[2] Subs. by Ordinance No. XLVIII of 2002 for "West Pakistan Press and Publications Ordinance 1963" which had been substituted by the Federal Laws (Revision and Declaration) Ordinance, 1981 (27 of 1981), s. 3 and Second Sch; for "Press and Registration of Books Act, 1867".

[3] Ins. by the Pos Office (Amdt.) Act, 1951 (20 of 1951), s. 2.

[4] Subs. *ibid.*, for "section 124A of the Indian Penal Code".

[5] Subs. by A.O. 1937 for "L.G.".

date of such detention, apply to the [1][Provincial Government] for release of the same, and the [1][Provincial Government] shall consider such application and pass such orders thereon as it may deem to be proper:

Provided also that, if such application is rejected, the applicant may, within two months from the date of the order rejecting the application, apply to the High Court for release of the article and its contents on the ground that the article did not contain any newspaper, book or other document containing any [2][treasonable or] seditious matter.

(4) In this section "document" includes also any painting, drawing or photograph, or other visible representation.

27C. Procedure for disposal by High Court of applications for release of newspapers and articles so detained.—Every application made under the second proviso to sub-section (3) of section 27B shall be heard and determined in the manner provided by sections 99D to 99F of the Code of Criminal Procedure, 1898 [3][* * * *].

27D. Jurisdiction barred.—No order passed or action taken under section 27B shall be called in question in any Court otherwise than in accordance with the second proviso to sub-section (3) of that section.]

CHAPTER VI.—REGISTRATION, INSURANCE AND VALUE-PAYABLE POST

28. Registration of postal articles.—The sender of a postal article may, subject to the other provisions of this Act, have the article registered at the post office at which it is posted, and require a receipt therefor; and the [4][Federal Government] may, by notification in the [5][official Gazette], direct that, in addition to any postage chargeable under this Act, such further fee as may be fixed by the notification shall be paid on account of the registration of postal articles.

29. Power to make rules as to registration.—(1) The [4][Federal Government] may make rules as to the registration of postal articles.

(2) In particular and without prejudice to the generality of the foregoing power, such rules may—

---

[1] Subs. by A.O., 1937 for "L.G.".

[2] Ins. by the Post Office (Amdt.) Act, 1951 (20 of 1951), s. 2.

[3] The words "by a Special Bench of the High Court constituted in the manner provided by section 99 C of that Code" omitted by the Federal Laws (Revision and Declaration) Ordinance, 1981 (27 of 1981) s. 3 and Second Sch.

[4] Subs. by F.A.O., 1975 Art. 2 and Table for "Central Government" which had been subs. by A.O., 1937, for "G.G. in C.".

[5] Subs. *ibid.*, for "Gazette of India."

(*a*) declare in what cases registration shall be required;

(*b*) prescribe the manner in which the fees for registration shall be paid ; and

(*c*) direct that twice the fee for registration shall be levied on the delivery of a postal article required to be registered on which the fee for registration has not been prepaid.

(3) Postal articles made over to the Post Office for the purpose of being registered shall be delivered, when registered, at such times and in such manner as the Director General may, by order, from time to time appoint.

30. Insurance of postal articles.—The [1][Federal Government] may, by notification in the [2][official Gazette], direct—

(*a*) that any postal article may, subject to the other provisions of this Act, be insured at the post office at which it is posted, against the risk of loss or damage in course of transmission by post, and that a receipt therefor shall be granted to the person posting it; and

(*b*) that, in addition to any postage and fees for registration chargeable under this Act, such further fee as may be fixed by the notification shall be paid on account of the insurance of postal articles.

31. Power to require insurance of postal articles.— The [1][Federal Government] may, by notification in the [2][official Gazette], declare in what cases insurance shall be required, and direct that any postal article containing anything required to be insured, which had been posted without being insured, shall be returned to the sender or shall be delivered to the addressee, subject to the payment of such special fee as may be fixed by the notification :

Provided that the levy of such special fee as aforesaid shall not impose any liability upon [3][the Federal Government] [4][* * *] in respect of the postal article.

32. Power to make rules as to insurance.— (1) The [i][Federal Government] may make rules as to the insurance of postal articles.

(2) In particular and without prejudice to the generality of the foregoing power, such rules may—

---

[1] Subs. by F.A.O., 1975 Art. 2 and Table for "Central Government" which had been substituted by A.O., 1937, for "G.G. in C.".

[2] Subs. *ibid.*, for "Gazette of India".

[3] Subs. by F.A.O., 1975 Art. 2 and Table for "Central Government" which had been substituted previously by A.O; 1937 for "the Secretary of State for India in Council".

[4] The words "or the Secretary of State" omitted by A.O., 1949 Sch.

(*a*) declare what classes of postal articles may be insured under section 30 ;

(*b*) fix the limit of the amount for which postal articles may be insured; and

(*c*) prescribe the manner in which the fees for insurance shall be paid.

(3) Postal articles made over to the Post Office for the purpose of being insured shall be delivered, when insured, at such places and times and in such manner as the Director General may, by order, from time to time appoint.

33. Liability in respect of postal articles insured.— Subject to such conditions and restrictions as the [1][Federal Government] may, by rule, prescribe, [2][the Federal Government] shall be liable to pay compensation, not exceeding the amount for which a postal article has been insured, to the sender thereof for the loss of the postal article or its contents, or for any damage caused to it in course of transmission by post:

Provided that the compensation so payable shall in no case exceed the value of the article lost or the amount of the damage caused.

34. Transmission by post of value-payable postal articles.—The [1][Federal Government] may, be notification in the [3][official Gazette], direct that, subject to the other provisions of this Act and to the payment of fees at such rates as may be fixed by the notification, a sum of money specified in writing at the time of posting by the sender of a postal article shall be recoverable on the delivery thereof from the addressee, and that the sum, so recovered, shall be paid to the sender :

Provided that [4][[5]the Federal Government [6]* * * shall] [7][not] incur any liability in respect of the sum specified for recovery, unless and until that sum has been received from the addressee.

***Explanation.*—**Postal articles sent in accordance with the provisions of this section may be described as "value-payable" postal articles.

---

[1] Subs. by F.A.O., 1975 Art. 2 and Table for "Central Government" which had been substituted by A.O., 1937, for "G.G. in C.".

[2] Subs. by F.A.O., 1975 Art. 2 and Table for "Central Government" which had been substituted by A.O., 1937, for " the Secretary of State for India in Council".

[3] Subs. by A.O; 1937, for "Gazette of India".

[4] Subs. *ibid*, for "the Secretary of State for India in Council shall not".

[5] The word "neither" omitted by A.O., 1949, Sch.

[6] The words "nor the Secretary of State" omitted, *ibid.*

[7] Added. *ibid*.

35. Power to make rules as to value-payable postal articles.—(1) The [1][Federal Government] may make rules as to the transmission by post of value-payable postal articles.

(2) In particular and without prejudice to the generality of the foregoing power, such rules may—

(*a*) declare what classes of postal articles may be sent as value-payable postal articles;

(*b*) direct that no postal article shall be so sent unless the sender declares that it is sent in execution of a *bona fide* order received by him;

(*c*) limit the value to be recovered on the delivery of any value-payable postal article; [2]*

(*d*) prescribe the form of declaration to be made by the senders of value-payable postal articles, and the time and manner of the payment of fees;

[3][(*e*) provide for the retention and repayment to the addressee in cases of fraud of money recovered on the delivery of any value-payable postal article; and

(*f*) prescribe the fees to be charged for inquiries into complaints regarding the delivery of or payment for value-payable postal articles.]

(3) Postal articles shall be made over to the Post Office for the purpose of being sent as "value-payable" and shall be delivered, when so sent, at such times and in such manner as the Director General may, by order, from time to time appoint.

[4][(4) No suit or other legal proceeding shall be instituted against [5][the [6][Federal Government] [7]* * * or any officer of the Post Office in respect of anything done, or in good faith purporting to be done, under any rule made under clause (e) of sub-section (2)].

36. Power to give effect to arrangement with other countries.— (1) Where arrangements are in force with [8][* * *] any [9][* * *] foreign

---

[1] Subs. by F.A.O., 1975 Art. 2 and Table for "Central Government" which had been substituted by A.O., 1937, for "G.G. in C.".

[2] The word "and" rep. by the Indian Post Office (Amendment) Act, 1912 (3 of 1912), s. 7(1).

[3] Clauses (e) and (f) ins. *ibid.*

[4] Sub-section (4) ins. by s. 7(2), by the Indian Post Office (Amendment) Act, 1912.

[5] Subs. by A.O. 1937, for "the Secretary of State for India in Council".

[6] Subs. by F.A.O; 1975 Art. 2 and Table, for "Central Government", which had been substituted substituted previously by A.O; 1937 for "G.G. in C.".

[7] The words "the Secretary of State" omitted by A.O., 1949, Sch.

[8] The words "United Kingdom, or with" omitted by the Federal Laws (Revision and Declaration) Ordinance, 1981 (27 of 1981), s 3 and Second Sch.

[9] The words "British possession, [Acceding State] or" omitted by Ordinance 27 of 1981, the words in crotchets were amended by the Central Laws (Revision and Declaration) Act, 1951 (26 of 1951), s. 4 and Sch. III. for "Indian State" which had been substituted for "Native State" by A.O., 1937.

foreign country, for the transmission by post of registered, insured or value-payable postal articles between [1][Pakistan] and [2][such] country, the [3][Federal Government] may make rules to give effect to such arrangements.

(2) In particular and without prejudice to the generality of the foregoing power, such rules may prescribe—

(*a*) the form of declaration to be made by the senders of such postal articles as aforesaid; and

(*b*) the fees to be charged in respect thereof.

CHAPTER VII.—UNDELIVERED POSTAL ARTICLES

37. Power to make rules as to disposal of undelivered postal articles.—(1) The [3][Federal Government] may make rules as to the disposal of postal articles which for any reason cannot be delivered (hereinafter referred to as "undelivered postal articles").

(2) In particular and without prejudice to the generality of the foregoing power, such rules may—

(*a*) prescribe the period during which undelivered postal articles at a post office shall remain in that office ; and

(*b*) provide for the publication of lists of undelivered postal articles or of any class of undelivered postal articles.

(3) Every undelivered postal article, after being detained at a post office for the period prescribed by rule under the foregoing provisions of this section, shall be either forwarded, free of further charge, to the post office at which it was posted, for return to the sender, or sent to the office of the Post Master General.

38. Disposal of undelivered postal articles at office of Post Master General.—(1) Every postal article received at the office of the Post Master General under sub-section (3) of section 37 shall be dealt with as follows :—

(*a*) if practicable, it shall be redirected and forwarded by post to the addressee; or

---

[1] Subs. by the Central Laws (Statute Reform) Ordinance, 1960 (21 of 1960), s. 3 and 2nd Sch. (with effect from the 14th October, 1955), for "the Provinces and the Capital of the Federation" which had been subs. by A.O., 1949, Arts. 3(2) and 4, for "British India".

[2] Subs. by Ordinance 27 of 1981, s. 3 and Second Sch. for "the United Kingdom or such possession, State or".

[3] Subs. by F.A.O., 1975 Art. 2 and Table for "Central Government" which had been substituted by A.O., 1937, for "G.G. in C.".

(*b*) if it cannot be redirected and forwarded as aforesaid, it shall be opened by some officer, appointed by the Post Master General in this behalf and bound to secrecy, in order to ascertain the name and address of the sender.

(2) If the name and address of the sender are so ascertained, it shall be returned by post to the sender, free of further charge or subject to such further charge as the [1][Federal Government] may, by rule, direct.

39. Final disposal of undelivered postal articles.—Undelivered postal articles which cannot be disposed of under the foregoing provisions, shall be detained in the office of the Post Master General for such further period (if any), and shall be dealt with in such manner, as the [1][Federal Government] may, by rule, direct:

Provided that—

(*a*) letters and postcards shall be destroyed ;

(*b*) money or saleable property, not being of a perishable nature, found in any undelivered postal article, shall be detained for a period of one year in the office of the Post Master General, and, if on the expiration of that period no person has established his right thereto, shall, if money, be credited to the Post Office, and, if saleable property, be sold, the sale-proceeds being credited to the Post Office.

CHAPTER VIII.—SHIP LETTERS

40. Duty of master of ship, departing from any port in the Provinces, etc., and not being a mail ship, to convey mail bags.—The master of ship, not being a mail ship, about to depart from any port in [2][Pakistan] to any port within, or any port or place beyond, [2][Pakistan], shall receive on board any mail bag tendered to him by any officer of the Post Office for conveyance, granting a receipt therefor in such form as the [1][Federal Government] may, by rule, prescribe, and shall, without delay, deliver the same at the port or place of destination.

41. Duty of master of ship arriving at any port in the Provinces, etc., in respect of postal articles and mail bags on board.—(1) The master of a ship arriving at any port in [2][Pakistan] shall, without delay,

---

[1] Subs. by F.A.O., 1975 Art. 2 and Table for "Central Government" which had been substituted previously by A.O., 1937, for "G.G. in C.".

[2] Subs. by the Central Laws (Statute Reform) Ordinance, 1960 (21 of 1960), s. 3 and 2nd Sch. (with effect from the 14th October , 1955), for "the Provinces and the Capital of the Federation" which had been subs. by A.O., 1949, Arts. 3(2) and 4, for "British India".

cause every postal article or mail bag on board which is directed to that port and is within the exclusive privilege conferred on the [1] [Federal Government] by section 4, to be delivered either at the post office at that port or to some officer of the Post Office authorised in this behalf by the Post Master General.

(2) If there is on board any postal article or mail bag which is directed to any other place within [2][Pakistan] and is within the exclusive privilege aforesaid, the master shall, without delay, report the fact to the officer in charge of the post office at the port of arrival and act according to the directions he may receive from such officer, and the receipt of such officer shall discharge him from all further responsibility in respect of the postal article or mail bag.

42. Allowance of gratuities for conveyance of postal articles by ships other than mail ships.—The [1][Federal Government] may, by notification in the [3][official Gazette], declare what gratuities shall be allowed to masters of ships, not being mail ships, in respect of postal articles received by them for conveyance on behalf of the Post Office; and the master of a ship, not being a mail ship, about to leave any port in [2][Pakistan] as aforesaid shall, if he receives on board a mail bag for conveyance, be entitled to demand and obtain immediately the amount of the gratuity payable under this section in respect of the mail bag and its contents.

CHAPTER IX.—MONEY ORDERS

43. Power to maintain money order system and to make rules as to remittances thereby.—(1) The [1][Federal Government] may provide for the remitting of small sums of money through the Post Office by means of money orders, and may make rules as to such money orders.

(2) In particular and without prejudice to the generality of the foregoing power, such rules may prescribe—

(*a*) the limit of amount for which money orders may be issued;

(*b*) the period during which money orders shall remain current; and

(*c*) the rates of commission or the fees to be charged on money orders or in respect thereof.

---

[1] Subs. by F.A.O., 1975 Art. 2 and Table for "Central Government" which had been substituted previously by A.O., 1937, for "G.G. in C.".

[2] Subs. by the Central Laws (Statute Reform) Ordinance, 1960 (21 of 1960), s. 3 and 2nd Sch. (with effect from the 14th October , 1955), for "the Provinces and the Capital of the Federation" which had been subs. by A.O., 1949, Arts.3(2) and 4, for "British India".

[3] Subs. by A.O; 1937 for "Gazette of India".

44. Power for remitter to recall money order or alter name of payee.—(1) Subject to such conditions as the [1] [Federal Government] may, by rules made under section 43, prescribe in respect of the levy of additional rates of commission or fees or any other matters, a person remitting money through the Post Office by means of a money order may require that the amount of the order, if not paid to the payee, be repaid to him, or be paid to such person other than the original payee as he may direct.

(2) If neither the payee nor the remitter of a money order can be found, and if within the period of one year from the date of the issue of the order no claim is made by such payee or remitter, the amount of such order shall not be claimable from the Government.

45. Power to provide for the issue of postal orders.—The [1][Federal Government] may authorise the issue, in such form as may be suitable, of money order, to be called postal orders or by such other designation as may be deemed appropriate, for certain fixed amounts, and may make rules as to the rates of commission to be charged thereon and the manner in which, and conditions subject to which, they may be issued, paid and cancelled:

Provided that no such order shall be issued for an amount in excess of [2][fifty] rupees.

46. Power to give effect to arrangements with other countries.—(1) Where arrangements are in force with [3][* * *] any [4][* * *] foreign country, for the issue and payment through the Post Office of money orders between [5][Pakistan] and [6][such] country, the [1][Federal Government] may make rules to give effect to such arrangements.

(2) In particular and without prejudice to the generality of the foregoing power, such rules may prescribe—

(*a*) the manner in which, and the conditions subject to which, such orders may be issued and paid in [[5]Pakistan]; and

(*b*) the rates of commission to be charged thereon.

---

[1] Subs. by F.A.O., 1975 Art. 2 and Table for "Central Government" which had been substituted previously by A.O., 1937, for "G.G. in C.".

[2] Subs. by the Post Office (Amdt.) Act. 1973 (2 of 1974) s. 2 for "ten rupees".

[3] The words "United Kingdom, or with" omitted by the Federal Laws (Revision) and Declaration) Ordinance, 1981 (27 of 1981), s. 3 and Second Sch.

[4] The words "British possession, [Acceding State] or" omitted by Ordinance 27 of 1981, the words in crotchets were amended by the Federal Laws (Revision and Declaration) Act, 1951 (26 of 1951), s. 4 and Sch. III for "Indian State" which had been substituted for "Native State" by A.O., 1937.

[5] Subs. by the Central Laws (Statute Reform) Ordinance, 1960 (21 of 1960), s. 3 and 2nd Sch. (with effect from the 14th October , 1955), for "the Provinces and the Capital of the Federation" which had been subs. by A.O., 1949, Arts.3(2) and 4, for "British India".

[6] Subs. by Ordinance 27 of 1981, s. 3 and Second Sch. for "the United Kingdom or such possession, State or".

47. Recovery of money order paid to the wrong person.—If any person, without reasonable excuse, the burden of proving which shall lie on him, neglects or refuses to refund—

(*a*) any amount paid to him in respect of a money order by an officer of the Post Office in excess of what ought to have been paid to him in respect thereof, or

(*b*) the amount of a money order paid by an officer of the Post Office to him instead of to some other person to whom it ought to have been paid,

such amount shall be recoverable by an officer of the Post Office authorised by the Post Master General in this behalf from the person so neglecting or refusing as if it were an arrear of land revenue due from him. [1]

48. Exemption from liability in respect of money orders.—No suit or other legal proceeding shall be instituted against [2][the Government] or any officer of the Post Office in respect of—

(*a*) anything done under any rules made by the [3][Federal Government] under this Chapter; or

(*b*) the wrong payment of a money order caused by incorrect or incomplete information given by the remitter as to the name and address of the payee provided that as regards incomplete information, there was reasonable justification for accepting the information as a sufficient description for the purpose of identifying the payee ; or

(*c*) the payment of any money order being refused or delayed by or on account of, any accidental neglect, omission or mistake, by, or on the part of, an officer of the Post Office, or for any other cause whatsoever, other than the fraud or wilful act or default of such officer ; or

(*d*) any wrong payment of a money order after the expiration of one year from the date of the issue of the order; [4][or]

(*e*) any wrong payment or delay in payment of a money order beyond the limits of [5][Pakistan] by an officer of any post office not being one established by the [3][Federal Government].

---

[1] See the Revenue Recovery Act, 1890 (1 of 1890).

[2] The original words "the Secretary of State for India in Council" have successively been amended by A.O., 1937, and A.O., 1961, Art. 2 (with effect from the 23rd March, 1956), to read as above.

[3] Subs. by F.A.O; 1975 Art.2 and Table, for "Central Government", which had been substituted previously by A.O; 1937 for "G.G. in C.".

[4] The word "or" and cl. (e) ins. by the Indian Post Office (Amendment) Act, 1912 (3 of 1912), s.8.

[5] Subs. by the Central Laws (Statute Reform) Ordinance, 1960 (21 of 1960), s. 3 and 2nd Sch. (with effect from the 14th October , 1955), for "the Provinces and the Capital of the Federation" which had been subs. by A.O., 1949, Arts. 3(2) and 4, for "British India".

CHAPTER X.—PENALTIES AND PROCEDURE

Offences by Officers of the Post Office

49. Penalty for misconduct of person employed to carry or deliver mail bags or postal articles.—Whoever, being employed to carry or deliver any mail bag or any postal article in course of transmission by post,—

(*a*) is in a state of intoxication while so employed, or

(*b*) is guilty of carelessness or other misconduct, whereby the safety of any such mail bag or postal article as aforesaid is endangered, or

(*c*) loiters or makes delay in the conveyance or delivery of any such mail bag or postal article as aforesaid, or

(*d*) does not use due care and diligence safely to convey or deliver any such mail bag or postal article as aforesaid,

shall be punishable with fine which may extend to fifty rupees.

50. Penalty for voluntary withdrawal from duty, without permission or notice, of person employed to carry or deliver mail bags or postal articles.— Whoever, being employed to carry or deliver any mail bag or any postal article in course of transmission by post, voluntarily withdraws from the duties of his office without permission or without having given one month's previous notice in writing, shall be punishable with imprisonment which may extend to one month, or with fine which may extend to fifty rupees, or with both.

51. Penalty for making false entry in register kept by person employed to carry or deliver postal articles.— Whoever, being employed to carry or deliver any postal article in course of transmission by post and required while so employed to keep any register, makes, or causes or suffers to be made, any false entry in the register with intent to induce the belief that he has visited a place, or delivered a postal article, which he has not visited or delivered, shall be punishable with imprisonment for a term which may extend to six months, or with fine which may extend to one hundred rupees, or with both.

52. Penalty for theft, dishonest misappropriation, secretion, destruction, or throwing away of postal articles.—Whoever, being an officer of the Post Office, commits theft in respect of, or dishonestly misappropriates, or, for any purpose whatsoever, secretes, destroys or throws away, any postal article in course of transmission by post or anything contained therein, shall be punishable with imprisonment for a term which may extend to seven years, and shall also be punishable with fine.

53. Penalty for opening, detaining or delaying postal articles.— Whoever, being an officer of the Post Office, contrary to his duty, opens or

causes or suffers to be opened, any postal article in course of transmission by post, or wilfully detains or delays, or causes or suffers to be detained or delayed, any such postal article, shall be punishable with imprisonment for a term which may extend to two years, or with fine, or with both:

Provided that nothing in this section shall extend to the opening, detaining or delaying of any postal article under the authority of this Act or in obedience to the order in writing of the [1][Federal Government] or the direction of a competent Court.

54. Penalty for fraud in connection with official marks and for receipt of excess postage.—Whoever, being an officer of the Post Office,**—**

(*a*) fraudulently puts any wrong official mark on a postal article, or

(*b*) fraudulently alters, removes or causes to disappear any official mark which is on a postal article, or

(*c*) being entrusted with the delivery of any postal article, knowingly demands or receives any sum of money in respect of the postage thereof which is not chargeable under this Act,

shall be punishable with imprisonment for a term which may extend to two years, and shall also be punishable with fine.

55. Penalty for fraudulently preparing, altering, secreting or destroying Post Office documents.—Whoever, being an officer of the Post Office entrusted with the preparing or keeping of any document, fraudulently prepares the document incorrectly, or alters or secretes or destroys the documents, shall be punishable with imprisonment for a term which may extend to two years, and shall also be punishable with fine.

56. Penalty for fraudulently sending unpaid postal articles.—Whoever, being an officer of the Post Office, sends by post, or puts into any mail bag, any postal article upon which postage has not been paid or charged in the manner prescribed by this Act, intending thereby to defraud the Government of the postage on such postal article, shall be punishable with imprisonment for a term which may extend to two years, and shall also be punishable with fine.

57. Punishment of offences committed in an Acceding State or tribal area or non-Acceding State.—(1) Whoever, being an officer of the Post Office employed in any place [2][in any tribal area] in which posts are

[1] Subs. by F.A.O; 1975 Art. 2 and Table, for "Central Government", which had been substituted by A.O; 1937 for "G.G. in C.".

[2] Subs. by the Federal Laws (Revision and Declaration) Ordinance, 1981 (27 of 1981), s. 3 and Second Sch., for "in an Acceding State or tribal area or non-Acceding State" which had been substituted previously by A.O., 1949, Sch., for "in India beyond the limits of British India".

established by the [1][Federal Government [2]* * *], or being appointed to sell postage stamps in any such place, commits therein an offence punishable under this Act, shall be punishable either in the place where the offence was committed by any Court or officer duly empowered by [1]the [Federal Government [2]* * *] to take cognizance of offences committed in that place or in any part of [3][Pakistan] by any Court of competent jurisdiction as if the offence had been committed in that part.

(2) The provisions of section 188 of the Code of Criminal Procedure, 1898, shall not apply to any offence referred to in this section.

Other Offences

58. Penalty for contravention of section 4.—(1) Whoever—

(*a*) conveys, otherwise than by post, a letter within the exclusive privilege conferred on the [1][Federal Government] by section 4, or

(*b*) performs any service incidental to conveying, otherwise than by post, any letter within the exclusive privilege aforesaid, or

(*c*) sends, or tenders or delivers in order to be sent, otherwise than by post, a letter within the exclusive privilege aforesaid, or

(*d*) makes a collection of letters excepted from the exclusive privilege aforesaid for the purpose of sending them otherwise than by post,

shall be punishable with fine which may extend to fifty rupees for every such letter.

(2) Whoever, having already been convicted of an offence under this section, is again convicted thereunder, shall, on every such subsequent conviction, be punishable with fine which may extend to five hundred rupees.

59. Penalty for contravention of section 5.— (1) Whoever, in contravention of the provisions of section 5, carries, receives, tenders or delivers letters, or collects letters, shall be punishable with fine which may extend to fifty rupees for every such letter.

---

[1] Subs. by F.A.O; 1975 Art.2 and Table, for "Central Government", which had been substituted previously by A.O; 1937 for "G.G. in C.".

[2] The words "or the Crown Representative" omitted by A.O., 1949, Sch.

[3] Subs. by the Central Laws (Statute Reform) Ordinance, 1960 (21 of 1960), s. 3 and 2nd Sch. (with effect from the 14th October, 1955), for "the Provinces and the Capital of the Federation" which had been subs. by A.O., 1949, Arts. 3(2) and 4, for "British India".

(2) Whoever, having already been convicted of an offence under this section, is again convicted thereunder, shall, on every such subsequent conviction, be punishable with fine which may extend to five hundred rupees.

60. Penalty for breach of rules under section 16.—Whoever, being appointed to sell postage stamps,—

(*a*) takes from any purchaser for any postage stamp or quantity of postage stamps a price higher than that fixed by any rule made under section 16, sub-section (3), clause (a), shall be punishable with imprisonment for a term which may extend to six months, or with fine which may extend to two hundred rupees, or with both; or

(*b*) commits a breach of any other rule made under section 16, shall be punishable with fine which may extend to two hundred rupees.

61. Penalty for contravention of section 19 or 20.— (1) Whoever, in contravention of the provision of section 19 or section 20, sends or tenders or makes over in order to be sent by post any postal article or anything, shall be punishable with imprisonment for a term which may extend to one year, or with fine, or with both.

(2) The detention in the Post Office of any postal article on the ground of its having been sent in contravention of the provisions of section 19 or section 20, shall not exempt the sender from any proceedings, which might have been taken if the postal article had been delivered in due course of post.

62. Penalty for defiling or injuring post office letter-boxes.— Whoever places in or against any letter-box provided by the Post Office for the reception of postal articles any fire, match or light, any explosive, dangerous, filthy, noxious or deleterious substance, or any fluid, or commits a nuisance in or against any such letter-box, or does anything likely to injure any such letter-box or its appurtenances or contents, shall be punishable with imprisonment for a term which may extend to one year, or with fine, or with both.

63. Penalty for affixing without authority thing to, or painting, tarring or disfiguring, post office or post office letter-box.— Whoever, without due authority, affixes any placard, advertisement, notice, list, document, board or other thing in or on, or paints, tars or in any way disfigures any office or any letter-box provided by the Post Office for the reception of postal articles, shall be punishable with fine which may extend to fifty rupees.

64. Penalty for making false declaration.— Whoever, being required by this Act to make a declaration in respect of any postal article to

be sent by post or the contents or value thereof, makes in his declaration any statement which he knows, or has reason to believe, to be false, or does not believe to be true, shall be punishable with fine which may extend to two hundred rupees, and, if the false declaration is made for the purpose of defrauding the Government, with fine which may extend to five hundred rupees.

65. Penalty for master of ship failing to comply with the provisions of section 40 or 41.— Whoever, being the master of a ship,—

(*a*) fails to comply with the provisions of section 40, or

(*b*) without reasonable excuse, the burden of proving which shall lie on him, fails to deliver any postal article or mail bag or to comply with the directions of the officer in charge of the post office at a port of arrival, as required by section 41,

shall be punishable with fine which may extend to one thousand rupees.

66. Penalty for detention of letters on board vessel arriving in port.— (1) Whoever, being [1][the master of a ship or the pilot of an aircraft] arriving at any port in [2][Pakistan] or any one on board [3][such ship or aircraft], knowingly has in his baggage or in his possession or custody, after the postal articles on board or any of them have been sent to the post office at the port of arrival, any postal article within the exclusive privilege conferred on the [4][Federal Government] by section 4, shall be punishable with fine which may extend to fifty rupees for every such postal article as aforesaid.

(2) Whoever, being [5][such master, pilot] or other person as aforesaid, detains any such postal article as aforesaid after demand made for it by an officer of the Post Office, shall be punishable with fine which may extend to one hundred rupees for every such postal article.

67. Penalty for detaining mails or opening mail bag.—Whoever, except under the authority of this Act [6][or of any other Act for the time being in force] or in obedience to the order in writing of the [4][Federal Government] or the direction of a competent Court, detains the mails or any postal article in course of transmission by post, or on any pretence opens a mail bag in

---

[1] Subs. by the Post Office (Amdt.) Act, 1952 (49 of 1952), s. 4(a), for "either the master of a ship".

[2] Subs. by the Central Laws (Statute Reform) Ordinance, 1960 (21 of 1960), s. 3 and 2nd Sch. (with effect from the 14th October, 1955), for "the Provinces and the Capital of the Federation" which had been subs. by A.O., 1949, Arts. 3(2) and 4, for "British India".

[3] Ins. by Act 49 of 1952, s. 4(a).

[4] Subs. by F.A.O; 1975 Art.2 and Table, for "Central Government", which had been substituted previously by A.O; 1937 for "G.G. in C.".

[5] Subs. by Act 49 of 1952, s. 4(b), for "such master".

[6] Ins. by the Indian Post Office (Amendment) Act, 1921 (15 of 1921), s. 4.

course of transmission by post, shall be punishable with fine which may extend to two hundred rupees:

Provided that nothing in this section shall prevent the detention of an officer of the Post Office carrying the mails or any postal article in course of transmission by post, on a charge of having committed an offence declared to be cognizable by the Code of Criminal Procedure, 1898, or any other law for the time being in force.

68. Penalty for retaining postal articles wrongly delivered or mail bags.— Whoever fraudulently retains, or wilfully secretes or makes away with, or keeps or detains, or, when required by an officer of the Post Office, neglects or refuses to deliver up, any postal article in course of transmission by post which ought to have been delivered to any other person, or a mail bag containing a postal article, shall be punishable with imprisonment for a term which may extend to two years, and shall also be punishable with fine.

69. Penalty for unlawfully diverting letters.—Whoever, not being an officer of the Post Office, wilfully and maliciously, with intent to injure any person, either opens or causes to be opened any letter which ought to have been delivered, or does any act whereby the due delivery of a letter to any person is prevented or impeded, shall be punishable with imprisonment for a term which may extend to six months, or with fine which may extend to five hundred rupees, or with both:

Provided that nothing in this section shall apply to a person who does any act to which the section applies, if he is a parent, or in the position of a parent or guardian, of the addressee, and the addressee is a minor or a ward.

General

70. Penalty for abetting or attempting to commit, offences under Act.— Whoever abets the commission of any offence punishable under this Act or attempts to commit any offence so punishable, shall be punishable with the punishment provided for that offence.

71. Property in cases of offences to be laid in the Post Office.— In every prosecution for an offence in respect of a mail bag or of any postal article sent by post, it shall be sufficient, for the purpose of the charge, to describe the mail bag or postal article as being the property of the Post Office, and it shall not be necessary to prove that the mail bag or postal article was of any value.

72. Authority for prosecutions under certain sections of Act.— No Court shall take cognizance of an offence punishable under any of the

provisions of section 51, 53, 54, clauses (a) and (b), 55, 56, 58, 59, 61, 64, 65, 66 and 67 of this Act, unless upon complaint made by order of, or under authority from, the Director General or a Post Master General.

CHAPTER XI.—SUPPLEMENTAL.

73. Zamindari and other district posts.— (1) The [1][Federal Government] may make rules for the management of any Zamindari or other district post.

(2) In particular and without prejudice to the generality of the foregoing power, such rules may declare what portions of this Act shall be applicable to Zamindari and other district posts and to the persons employed in connection therewith.

74. General power to make rules and provisions as to rules under Act.— (1) In addition to the powers hereinbefore conferred, the [1][Federal Government] may make rules[2] to carry out any of the purposes and objects of this Act.

(2) In making any rule under this Act, the [1][Federal Government] may direct that a breach of it shall be punishable with fine which may extend to fifty rupees.

(3) All rules made by the [1][Federal Government] under this Act shall be published in the [3][official Gazette] and, on such publication, shall have effect as if enacted by this Act.

75. Delegation of powers, other than rule-making powers, to Director General.—The [1][Federal Government] may, by notification in the [3][official Gazette] authorise, either absolutely or subject to conditions, the Director General to exercise any of the powers conferred upon the [1][Federal Government] by this Act, other than a power to make rules.

76. [*Repeal.*] *Rep. by the Repealing and Amending Act, 1914 (X of 1914), s. 3 and Schedule II.*

77. [Repeal.] Repealed by the Federal Laws (Revision and Declaration Ordinance, 1981 (XXVII of 1981) s. 3 and 2nd Sch.

---

[1] Subs. by F.A.O; 1975 Art.2 and Table, for "Central Government", which had been substituted by A.O; 1937 for "G.G. in C.".

[2] For the Pakistan Post Office Rules, 1961, *see* Gazette of Pakistan 1961., Pt. 1, pp. 87-111.embodying S.R.O.293 (K) / 61, dated Karachi, the 17th February, 1961.

[3] Subs. by A.O., 1937, for "Gazette of India".

THE FIRST SCHEDULE.— [Enactments repealed.] Rep. by the Finance Act, 1992 from the year beginning on the 1st July,1992.

THE SECOND SCHEDULE.— [Enactments repealed.] Rep. by the Repealing and Amending Act, 1914 (X of 1914), s.3 and Sch. II.

CONTENTS OF CHAPTER 2 A

THE PAKISTAN POSTAL SERVICES MANAGEMENT BOARD ORDINANCE, 2002

[ORDINANCE NO. CXXVI OF 2002]

(As modified up to 20th February, 2003)

SECTIONS		PAGES
	PRELIMINARY	
1.	Short title, extent and commencement.	111
2.	Definitions	111
3.	Establishment of the Pakistan Postal Services Management Board	112
4.	Chairman.	112
5.	Appointment and term of office of a member	112
6.	Terms and conditions of appointment	113
7.	Resignation by a member	113
8.	Removal of a member	113
9.	Filling of a casual vacancy	113
10.	Meetings of the Board	113
11.	Powers and functions of the Board.	114
12.	Secretary of the Board.	115
13.	Executive Committee	115
14.	Delegation of powers	116
15.	Preparation of plans	116
16.	Postal tariffs	116
17.	Sale of assets and services	116
18.	Budget.	116
19.	Audit and accounts.	117
20.	Internal audit	117
21.	Pakistan Postal Services Fund	117

SECTIONS		PAGES
24.	Rates of profit and bonus	118
25.	Directives of the Federal Government.	119
26.	Power to make rules.	119
27.	Power to make regulations.	119
28.	Removal of difficulties.	119
29.	Savings.	119
Schedule I		**120-122**
Schedule II		**123-128**

CHAPTER 2-A

THE PAKISTAN POSTAL SERVICES MANAGEMENT BOARD ORDINNCE, 2002

[ORDINANCE NO. CXXVI OF 2002]

(As modified up to 20th February, 2003)

[15th November, 2002]

An ordinance to provide for the establishment of the Pakistan Postal Services Management Board.

WHEREAS it is expedient to provide for the establishment of the Pakistan Postal Services Management Board and for matters connected therewith or incidental thereto;

AND WHEREAS the President is satisfied that circumstances exist which render it necessary to take immediate action;

NOW, THEREFORE, in pursuance of the Proclamation of Emergency of the fourteenth day of October, 1999, and the Provisional Constitution Order No. 1 of 1999, read with the Provisional Constitution (Amendment) Order No. 9 of 1999, and in exercise of all powers enabling him in that behalf, the President of the Islamic Republic of Pakistan is pleased to make and promulgate the following Ordinance :—

1. Short title, extent and commencement.— (1) This Ordinance may be called the Pakistan Postal Services Management Board Ordinance, 2002.

(2) It extends to the whole of Pakistan.

(3) It shall come into force at once.

2. Definitions.—In this Ordinance, unless there is anything repugnant in the subject or context,—

(*a*) "Auditor General" means the Auditor General of Pakistan;

(*b*) "Board" means the Postal Services Management Board established under section 3;

* The Ordinance was published in the Gazette of Pakistan, Extraordinary, Islamabad in Part I, November 15,2002,pp. 1967-1978

(*c*) "Chairman" means the Chairman of the Board;

(*d*) "Director General" means the Director General of the Pakistan Post Office Department;

(*e*) "Executive Committee" means the Executive Committee of the Board;

(*f*) "Fund" means the Pakistan Postal Services Fund;

(*g*) "Member" means a member of the Board and includes the Chairman;

(*h*) "Pakistan Post Office Department" means the Pakistan Post Office Department established under the Post Office Act, 1898 (VI of 1898); and

(*i*) "Secretary" means the Secretary of the Board.

3. Establishment of the Pakistan Postal Services Management Board.— (1) For the management of the. Pakistan Post Office Department, there is hereby established a board to be known as the Pakistan Postal Services Management Board.

(2) The Board shall be a body corporate having perpetual succession and a common seal, with power, subject to the provisions of this Ordinance, to acquire, hold and dispose of its property, both movable and immovable, and shall by its name sue and be sued.

(3) The Board shall consist of the following members, namely:—

(*a*) Director General, Pakistan Post Office Department.	Chairman
(b) An officer of the rank of Joint Secretary from the Ministry of Finance.	Member
(*c*) An officer of the rank of Joint Secretary from the Communications Division.	Member.
(*d*) Three senior technical officers from the Pakistan Post Office Department.	Member.
(*e*) Three suitable persons from private sector.	Member.

4. Chairman.— (1) Subject to the provisions of this Ordinance, the rules and regulations made thereunder, the Chairman shall be a BS-21 or 22 officer.

(2) The Chairman shall have administrative and financial powers as specified in Schedule "I" and "II" to this Ordinance.

5. Appointment and term of office of a member.— A Member, not being an *ex-officio* member, shall be appointed by the Federal Government and shall hold office for a period of two years and shall be eligible for re-appointment for a further period of one year.

6. Terms and conditions of appointment.— The terms and conditions of appointment of a member appointed from private sector shall be such as the Federal Government may, from time to time, determine.

7. Resignation by a member.— A member, other than an ex-officio member may, by giving in writing to the Federal Government a notice of not less than sixty days, resign his office:

Provided that his resignation shall not take effect until accepted by the Federal Government.

8. Removal of a member.— (1) Subject to sub-section (2), the Federal Government may, by notification in the official Gazette, remove any member from his office.

(2) Any member may be removed from his office, if he —

(*a*) in the opinion of the Federal Government, fails to discharge, or becomes incapable of discharging, his duties under this Ordinance;

(*b*) has been declared insolvent;

(*c*) has been declared to be disqualified for employment in, or has been dismissed from the service of Pakistan;

(*d*) has been convicted of an offence involving moral turpitude; or

(*e*) has knowingly acquired or continued to hold without the permission in writing of the Federal Government, directly or indirectly or through a partner, any share or interest in any contract or employment with, or by on behalf of the Board, in any land or property which in his knowledge, is likely to benefit or has benefited as a result of the operation of the Board.

9. Filling of a casual vacancy.— A causal vacancy in the office of a member shall be filled by the appointment of another member for the remaining term of office of his predecessor.

10. Meetings of the Board.— (1) The Board shall meet at least once during a quarter.

(2) The meeting of the Board shall be held at such time and at such places as the Chairman may determine.

(3) To constitute quorum at a meeting of the Board, the Chairman and at least five other members shall be present one of whom shall be either Joint Secretary, Ministry of Finance, or Joint Secretary, Communications Division.

(4) The Chairman and, in his absence, a member authorized by him in this behalf, shall preside at the meetings of the Board.

(5) Each member shall have one vote and, in the event of an equality of votes, the Chairman shall have a casting vote.

(6) No act or proceedings of the Board shall be invalid merely on the ground of the existence of any vacancy in, or any defect in the constitution of the Board.

11. Powers and functions of the Board.— (1) Subject to the provisions of this Ordinance, the Board shall have complete decision making power in matters relevant to all the administrative, operation and finance of the Pakistan Post Office Department:

Provided that the power to make decisions in important policy matters shall vest in the Federal Government.

(2) In particular and without prejudice to the generality of the foregoing powers, the following shall be the powers and functions of the Board, namely:–

(*a*) To manage, maintain and operate the Pakistan Post Office Department;

(*b*) to manage, maintain and operate the Post Office Savings Banks throughout Pakistan;

(*c*) to frame overall market oriented postal policies and introduce flexible tariff regime in consultation with the Government;

(*d*) to manage postage rates for ordinary postal articles in consultation with the Government;

(*e*) to manage, maintain and operate the Postal Life Insurance throughout Pakistan;

(*f*) to make such provisions as appear to it to be appropriate for advancing the skills of its officers, employees and servants by education, training and otherwise, and to promote, within reasonable limits, their welfare;

(*g*) to conduct and assist research experiments or trials for the improvement of methods of postal facilities and other services being carried out by the Pakistan Post Office Department;

(*h*) to advise the Federal Government on matters relating to postal and other services being provided by the Pakistan Post Office Department and to provide consultancy services thereto;

(*i*) to maintain liaison with the Universal Postal Union and other international postal organizations;

(*j*) to open, operate and maintain bank accounts only with those banks authorized by the Finance Division in accordance with the instructions issued, from time to time, for maintaining working balances of public sector enterprises;

(*k*) to undertake domestic or foreign borrowings in consultation with the Finance Division and invest surplus funds of the Board in accordance with the instructions issued, from time to time, by the said Division;

(*l*) to seek contracts and provide postal services abroad; and

(*m*)to perform such other functions as the Federal Government may, from time to time, assign.

12. Secretary of the Board.—(1) There shall be a Secretary of the Board who shall be a senior officer of the Postal Group.

(2) The Secretary shall—

(*a*) be responsible for the administration of the Board's offices;

(*b*) be responsible for recording all decisions of the Board and monitoring progress thereon; and

(*c*) perform such other functions as the Board may, from time to time, assign.

Explanation.— For the purposes of this section, Postal Group means the Postal Occupational Group as constituted vide the Establishment Division's 0. M. No. 7/2/75– ARC, dated the 30th May, 1975.

13. Executive Committee.— (1) There shall be an Executive Committee for taking day to day operational decisions in line with the policy formulated by the Board, and matters delegated to it specifically by the Board.

(2) The Executive Committee shall consist of the following members, .namely:—

(*a*) Director General, Pakistan Post Office Department who shall be its President.

(b) Additional Director General (Administration), Pakistan Post Office Department.

(c) Additional Director General (Operations), Pakistan Post Office Department.

14. Delegation of powers.—The Board may, by order in writing, direct that any of its powers, shall, in such circumstances and under such conditions, if any, as may be specified in the order be exercisable also by a member or the Executive Committee.

15. Preparation of plans.— The Board shall, from time to time, prepare plans and, if necessary, prospective plans, for the development of postal and other services and for the furtherance of its purposes and functions under this Ordinance and matters incidental thereto.

16. Postal tariffs.— (1) Notwithstanding anything contained in the Post Office Act, 1898 (VI of 1898), the upward revision of postage rates for ordinary postal articles sent by inland post shall be subject to the prior approval of the Federal Government:

Provided that the rates being charged by the Pakistan Post Office Department immediately before the commencement of this Ordinance shall be deemed to have been approved by the Federal Government.

(2) Rates of postage to be charged in respect of postal articles sent abroad shall be fixed by the Board according to the relevant provisions of the Convention adopted by the latest Congress of the Universal Postal Union or in accordance with its international obligations.

(3) Fees to be charged in respect of postal articles requiring special treatment and for remittance of money shall be fixed by the Board.

(4) The Board may, from time to time, settle with foreign postal authorities rates at which accounts shall be settled with such authorities in respect of postal traffic between Pakistan and other countries.

17. Sale of assets and services.— The Board may, in a transparent manner, enter into joint ventures, concession contracts and management contracts for operation or expansion of its services or functions including out-sourcing its services:

Provided that the Board shall, with the prior approval of the Federal Government, enter into contracts for leasing and selling its assets.

18. Budget.— (1) The Board shall submit to the Federal Government a statement of the estimated receipts and expenditure for next financial year for approval in principle.

(2) The annual budget shall be approved by the Board.

(3) The Board may, within the budgetary allocations, authorize any expenditure considered necessary for the efficient performance of the functions of the Pakistan Post Office including re-appropriation from one head of account to another.

19. Audit and accounts.— (1) The accounts of the Board shall be maintained in such forms as may be determined by the Controller General Accounts.

(2) The Auditor General shall have the power to audit or cause to be audited, the accounts of the Pakistan Post Office Department.

(3) The Board shall cause the Pakistan Post Office Department to produce such accounts and books and connected documents, and furnish such explanation and information, as the Auditor General, or any officer authorized by him in this behalf, may require for the purpose of the audit.

(4) Copies of the audit report shall be sent to the Board and to the Federal Government.

(5) The Board shall cause compliance from the Pakistan Post Office Department with any directive issued by the Federal Government, the Auditor General or the Public Accounts Committee of National Assembly for rectification of an audit objection.

20. Internal audit.— The Board shall, in addition to the audit under section 19, cause to be carried out internal audit of the accounts of the Pakistan Post Office Department for submission to the Board through the Chairman.

21. Pakistan Postal Services Fund.— (1) There shall be a fund to be known as the Pakistan Postal Services Fund which shall vest in the Board.

(2) The Fund shall consist of—

(*a*) grants made by the Federal Government;

(*b*) loans obtained by the Board with the approval of the Federal Government;

(*c*) grants made by local bodies;

(*d*) receipts for services rendered, sale proceeds from movable property and, with the prior approval of the Federal Government, receipts of immovable property;

(*e*) loans obtained with the special or general prior sanction of the Federal Government;

(*f*) foreign aid and loans obtained from any source outside Pakistan with the sanction of, and on such terms as may be approved by, the Federal Government;

(*g*) proceeds of all charges and recoveries made under the Pakistan Post Office Act, 1898 (VI of 1898); and

(*h*) all other sums receivable by the Board.

(3) The Board shall have power to meet charges from the Fund in connection with its functions under this Ordinance including payment of salary or remuneration of the Chairman, members, officers, employees and advisers of the Board.

(4) All surplus money and profits earned by the Pakistan Post Office Department shall be deposited in the Government Treasury according to the prescribed procedure.

22. Appointment of officers, employees and advisers.— (1) Subject to sub-section (2), the Board may appoint such officers, employees and advisors as it may consider necessary for the efficient performance of its functions on such terms and conditions as may be prescribed by regulations.

(2) All appointments shall be made in accordance with the prescribed educational, technical or professional qualifications and experience and age limits, against posts sanctioned by the Government and all initial appointments shall be made after advertisement of the vacancies in the prominent newspapers.

23. Submission of yearly reports.— (1) The Board shall submit to the Federal Government, as soon as possible after the end of every financial year but before the 30th September a report on the conduct of its affairs for the year.

(2) The Federal Government may require the Board to furnish to it with any report, return, statement, estimates and statistics on any subject and any other document or any other information regarding any matter under the control of the Board.

24. Rates of profit and bonus.— (1) Rates of profit payable to depositors and investors of the savings schemes operated by the Pakistan Post Office Department shall be determined by the Federal Government.

(2) Rates of bonus payable on the Postal Life Insurance shall be fixed by the Board on the advice of the actuary conducting the valuation of the Postal Life Insurance Fund.

25. Directives of the Federal Government.— For furthering the functions and objectives of the Pakistan Postal Services Management Board, the Federal Government may, as and when it considers necessary, issue directives to the Board on matters of policy, and such directives shall be

binding on the Board and if a question arises whether any matter is a matter of policy or not, the decision of the Federal Government shall be final.

26. Power to make rules.— The Federal Government may, by notification in official Gazette, make rules for carrying out the purposes of this Ordinance.

27. Power to make regulations.— The Board may, with the prior approval of the Federal Government, by notification in the official Gazette, make regulations, not inconsistent with this Ordinance and the rules made thereunder, for carrying out the purposes of this Ordinance.

28. Removal of difficulties.— If any difficulty arises in giving effect to any of the provisions of this Ordinance, the Federal Government may make such order, not inconsistent with the provisions of this Ordinance, as may appear to it to be necessary for the purpose of removing the difficulty:

Provided that no such power shall be exercised after the expiry of one year from the coming into force of this Ordinance.

29. Savings.— Nothing in the Ordinance shall derogate from or affect the provision of the Post Office Act, 1898 (VI of 1898), the Government Savings Banks Act, 1873 (V of 1873), the Post Office Cash Certificates Act, 1917 (XVIII of 1917), the Post Office National Savings Certificates Ordinance, 1944 (XLII of 1944), and the Wireless Telegraphy Act, 1933 (XVII of 1933), or any enactment amending or extending the same, provided that reference to the Pakistan Post Office therein shall hereafter be read and constitute as reference to the Board.

*Schedule – I

ADMINISTRATIVE POWERS OF THE PAKISTAN POSTAL SERVICES MANAGEMENT BOARD [PPSMB]
POWERS ALREADY DELEGATED TO THE HEAD OF THE DEPARTMENT

Sl. No.	Nature of power	[1][Powers to be exercised by PPSMB]
1	2	3
1	**METHOD OF APPOINTMENT** Power to determine method of appointment and other conditions applicable to a post in BS-16 and below.	Full powers less contract appointments of officers of BS-19.
2	**PENSIONS** Power to sanction all kinds of pensions (including gratuities/ commutations) and to decide questions allied to the grant thereof in respect of officers holding posts in BS-17, 18, 19 & 20 other than the officers of Accounts Group (Inter Departmental Cadre).	Full powers.
3	**SECURITY DEPOSIT** Power to increase amount of security deposits.	Full powers.
	MISCELLANEOUS	
4	Power to grant authority for institution of legal proceedings and for defence of civil suits on behalf of the Department.	Full powers.
5	Power to grant authority for institution of criminal proceedings against departmental officials.	Full powers.
6	Power to introduce or modify standard printed form.	Full powers.
7	Power to sanction preservation or destruction of records (other than accounts record).	Full powers.
8	Power to correspond with Foreign Postal Administrations and the International Bureau of the Postal Union regarding matters covered by the convention of the Universal Postal Union and the other arrangements of the Union or by separate arrangements regarding exchanges of postal articles and money orders entered into with Foreign Postal Administrations.	Full powers.
9	Power to open guaranteed offices for a period of 5 years or more in special cases.	Full powers.
10	Power to exercise and sign contracts on behalf of the Department.	Full powers.
11	Power to sanction the condonation of residential accommodation in excess of the standard scale admissible occupied by the employees in BS-1 to 15 in leased buildings.	Full powers.
12	Power for the grant of permission for acquisition, disposal and construction of immovable property to all Government servants in the Departments.	Full powers.
13	Power to grant permission to be transferred to other Government offices/Departments or to take up other employment.	Full powers.
14	Power to prescribe a Government servant's headquarters.	Full powers.

* Schedule I inserted vide Gazette of Pakistan, Extraordinary, Part-I, December 11,2002, pp. 2160-2162.

[1] Substituted vide the Gazette of Pakistan, Extraordinary Part-I, dated 20-02-2003, Third Corrigenda.

[1][POWERS DELEGATED]

Sl. No.	Nature of power	[2][Powers to be exercised by PPSMB]
1	2	3
1	**INITIAL APPOINTMENTS** Power to make first appointment to posts in BS-17, 18 & 19 other than posts in Accounts Group (Inter Departmental Cadre) through FPSC.	Upto B-18
2	**PROMOTIONS** Power to order promotions to all posts from BPS-16 to 17, 17 to 18 and 18 to 19 other than posts included in Accounts Group (Inter Departmental Cadre).	Upto B-18 DG, PPO will chair this promotion committee and the Joint Secretary (I), MOC, will be a member.
3	**ACTING CHARGE APPOINTMENTS** Power to order acting charge appointment to posts in BPS-17, 18 & 19.	Upto B-19
4	**CURRENT CHARGE APPOINTMENTS** Power to extend current charge appointment for a further three months beyond initial period of three months against a post in BPS-20.	First three months.
5	**DUAL CHARGE APPOINTMENTS** Power to extend dual charge appointment for a further three months beyond initial period of three months to a post in BPS-20.	Upto BS-19
	DISCIPLINARY	
6	Power to impose major penalties on officers holding posts in BS-17, 18 and 19.	Upto B-19
7	Power to impose minor penalties on officers holding posts in BS-20.	Upto B-19
8	**TRANSFERS** Power to order transfers of officers in BS-20 and below.	Upto B-20
9	**PROMOTION / SELECTION COMMITTEES** Power to constitute Promotion Committees for considering promotions to posts in BS-18 and below and Selection Committee for making initial appointment to posts in BS-16 and below.	Promotion for B-18
10	**RESIGNATION** Power to accept resignation from an officer holding post in BS-17 or 18 or 19 other than the officer of Accounts Group (Inter Departmental Cadre).	Upto B-19 subject to rules/regulations as laid down by the Establishment Division
11	Power to allow Government servants in BS-17 to 19 to count extraordinary leave for increments subject to conditions laid down in F.R.20.	Full powers.

[1]POWERS NOT DELEGATED

[1] Substituted vide the Gazette of Pakistan, Extraordinary, Part-I, dated 20-02-2003.
[2] Substituted ibid.

Sl. No.	Nature of power	[2][Powers to be exercised by PPSMB]
1	2	3
1.	**STUDY LEAVE** Power to grant study leave.	[3]Communications Division
2.	Power to correspond with Ministries / Divisions.	[4]PPSMB through Communications Division

[*]Schedule – II

[1] Substituted vide the Gazette of Pakistan, Extraordinary, Part-I, dated 20-02-2003.
[2] Substituted *ibid.*
[3] Substituted *ibid.*
[4] Substituted *ibid.*

FINANCIAL POWERS OF THE PAKISTAN POSTAL SERVICES MANAGEMENT BOARD [PPSMB]

POWERS ALREADY DELEGATED BY FINANCE DIVISION TO THE HEAD OF THE DEPARTMENT

Sl. No.	Nature of power	[1][Delegated]
1	2	3
1	Conversion of a temporary post into a permanent post.	Already delegated by Finance Division to the Head of the Department.
2	Abolition of posts.	Already delegated by Finance Division to the Head of the Department.
3	Power to declare stores surplus or un-serviceable.	Already delegated by Finance Division to the Head of the Department.
4	Power to sell surplus or unserviceable stores and stock by auction.	Already delegated by Finance Division to the Head of the Department.
5	**Purchase of Durable Goods.** Purchase of Transport, Machinery and Equipment, Furniture & Fixture, Livestock and other durable goods.	Already delegated by Finance Division to the Head of the Department.
6	**Pre-investment Project Analysis.** Feasibility Studies, Research and surveys and Exploratory Operations.	Already delegated by Finance Division to the Head of the Department.
7	**Repair & Maintenance of Durable Goods.** Repair of Machinery, Equipment, Furniture and Fixture.	Already delegated by Finance Division to the Head of the Department.
8	Repair and Maintenance of Transport.	Already delegated by Finance Division to the Head of the Department.
9	**Commodities & Services:** Travelling Allowance.	Already delegated by Finance Division to the Head of the Department.
10	Transportation of goods.	Already delegated by Finance Division to the Head of the Department.
11	POL charges.	Already delegated by Finance Division to the Head of the Department.
12	Conveyance charges.	Already delegated by Finance Division to the Head of the Department.
13	Postage & Telegraph	Already delegated by Finance Division to the Head of the Department.
14	Telephone and Trunk Call.	Already delegated by Finance Division to the

[Sch-II

[-] Schedule II inserted vide Gazette of Pakistan, Extraordinary, Part-I, December 11,2002, pp. 2163-2168.

[1] Substituted vide the Gazette of Pakistan, Extraordinary, Part-I, dated 20-02-2003.

		Head of the Department.
15	Telex, Tele-printer and Fax.	Already delegated by Finance Division to the Head of the Department.
16	Courier and Pilot Service.	Already delegated by Finance Division to the Head of the Department.
17	Utilities, (Gas, Water, Elect.)	Already delegated by Finance Division to the Head of the Department.
18	Office Stationery.	Already delegated by Finance Division to the Head of the Department.
19	Printing and Publications.	Already delegated by Finance Division to the Head of the Department.
20	Newspapers, Periodicals and Books	Already delegated by Finance Division to the Head of the Department.
21	Uniform and Liveries.	Already delegated by Finance Division to the Head of the Department.
22	Rent of residential buildings.	The amount upto Rs. 10,000/- per month in each case has already been delegated by Finance Division to the Head of the Department.
23	Royalties, Rates and Taxes.	Already delegated by Finance Division to the Head of the Department.
24	Payment to Government Departments for services rendered.	Already delegated by Finance Division to the Head of the Department.
25	Essay Writing and Copy rights.	Already delegated by Finance Division to the Head of the Department.
26	Law charges.	Already delegated by Finance Division to the Head of the Department.
27	Fee to Law Officers.	Already delegated by Finance Division to the Head of the Department.
28	Fairs, Exhibitions and Other National Celebrations.	Already delegated by Finance Division to the Head of the Department.
29	Publicity and Advertisement Charges	Already delegated by Finance Division to the Head of the Department.
30	Payments to others for services rendered.	Already delegated by Finance Division to the Head of the Department.
31	Cost of State Trading	Already delegated by Finance Division to the

		Head of the Department.
32	Cost of Other Stores including purchase of drugs and medicines.	Already delegated by Finance Division to the Head of the Department.
33	Other expenditure on Commodities and Services.	Expense upto Rs. 25,000/- already delegated by Finance Division to the Head of the Department.
34	Scholarships, Bonuses and other awards.	Already delegated by Finance Division to the Head of the Department.
35	**Transfer payments.** Grants-in-Aid.	For Institutions not wholly financed by the Government, the powers delegated to the Ministries have been delegated to the Head of the Department already by the Finance Division.
36	**Miscellaneous Expenditure** Contribution and subscription.	Already delegated by Finance Division to the Head of the Department.
37	Delegation Abroad.	Already delegated by Finance Division to the Head of the Department.
38	Loss on Exchange.	Already delegated by Finance Division to the Head of the Department.
39	Secret Service Exp.	Already delegated by Finance Division to the Head of the Department.
40	Conferences/Seminars/Workshops/Symposia.	Already delegated by Finance Division to the Head of the Department.
41	Powers to order refund in accordance with the rules or in pursuance of decisions of courts in respect of which no appeal is proposed to be filed.	Already delegated by Finance Division to the Head of the Department.
42	Compensation payable to any individual under law, rules or judgment of Courts.	Already delegated by Finance Division to the Head of the Department.
43	Charges for remittance of pay and or allowances of establishment by money order or by bank drafts, other than leave salary.	Already delegated by Finance Division to the Head of the Department.
44	Fixation of initial pay by grant of premature increments in cases of first appointment under Government of persons not already in the service of the Federal, or Provincial Government.	Already delegated by Finance Division to the Head of the Department.
45	Fixation of initial pay of an officiating Government servant on appointment to another post in a time scale of pay.	Already delegated by Finance Division to the Head of the Department.
46	Sanction to the undertaking of work for which an honorarium is offered and the grant or acceptance of an	Already delegated by Finance Division to the

	honorarium.	Head of the Department.
47	Sanction of honoraria to Government Servant in connection with departmental examinations in accordance with the rules.	Already delegated by Finance Division to the Head of the Department.
48	Power to sanction the undertaking of work for which a fee is offered and acceptance of fee.	Already delegated by Finance Division to the Head of the Department.
49	Exemption from crediting of fees to Government.	Already delegated by Finance Division to the Head of the Department.
50	Relaxation of the prescribed time limit for submission of T.A. Bill.	Already delegated by Finance Division to the Head of the Department.
51	Relaxation of the prescribed time limit where the family of a transferred Government servant could not join him within one year due to shortage of accommodation, education of children or on medical or compassionate grounds.	Already delegated by Finance Division to the Head of the Department.
52	Relaxation of the prescribed time limit in respect of a member of the family of a transferred Government servant preceding him.	Already delegated by Finance Division to the Head of the Department.
53	Relaxation of prescribed time limit where the family could not follow a Government servant granted leave travel concession within the prescribed period of one month on medical grounds or due to private affairs.	Already delegated by Finance Division to the Head of the Department.
54	Grant of permission for the family to precede a Government servant granted leave travel concession.	Already delegated by Finance Division to the Head of the Department.
55	Grant of T.A. concession during leave where leave is combined with extraordinary leave due to circumstances beyond the control of a Government servant.	Already delegated by Finance Division to the Head of the Department.
56	Grant of daily allowance for compulsory halt due to dislocation of communications.	Already delegated by Finance Division to the Head of the Department.
57	Grant of extraordinary leave to temporary Government servants upto one year for reasons beyond their control.	Already delegated by Finance Division to the Head of the Department.
58	Grant of advances to Government servants from various provident funds.	Already delegated by Finance Division to the Head of the Department.
59	Permission to postpone recovery of advance drawn from the GP Fund for a specified period.	Already delegated by Finance Division to the Head of the Department.
60	Grant of advance for the purpose of Motor Car / Motor Cycle and Cycle to temporary Government servants.	Already delegated by Finance Division to the Head of the Department.
61	Relaxation of time limit of one month within which purchase of conveyance should be completed.	Already delegated by Finance Division to the Head of the Department. [Sch-II
62	Authorization of the final payment of the final dues of the deceased Government servant to the members of his family dispensing with production of succession	Already delegated by Finance Division to the Head of the Department.

	certificate and guardian-ship certificate in the case of minor heir(s).	
63	Question of deciding the real legal heir(s) in case where there is no nomination or the nomination is incorrect or invalid.	Already delegated by Finance Division to the Head of the Department.
64	Grant of conveyance allowance.	Already delegated by Finance Division to the Head of the Department.

[@]POWERS DELEGATED

S. No.	Nature of power	[#][To be exercised by PPSMB]
1	**2**	**3**
1.	Appointment of staff chargeable to contingencies equivalent to staff in BPS-1 to 7.	Full powers to appoint staff chargeable to contingencies equivalent to staff in BPS-1 to 4 subject to availability of funds.
2.	Re-appropriation of funds.	Full powers subject to laid down restrictions proposed by Finance Division.
3.	Construction of works.	Full powers.
4.	Write off of irrecoverable value of stores or public money due to losses on account of fraud, theft, etc.	[$][(i) upto Rs. 50,000/- in each case subject to the prescribed conditions. (ii) Up to Rs. 10,000/- to cover deficiencies on account of breakage, shortage in transit, wastage, spoilage and bottling dryness in storage and depreciation on account of wear and tear fluctuation in market prices and obsolescence.]
5.	Repair to the hired and requisitioned buildings.	Full powers, subject to condition that these powers shall be restricted to the extent covered by landlords' liability.
6.	Expenditure on rent of non-residential buildings.	[♦][Up to a limit of Rs. 25,000/-] **[Sch-II**
7.	Entertainment.	Full powers.
8.	Powers to decide the amount of permanent travelling allowance to be drawn by a Government servant holding	[♣][Powers of Secretary (C) be exercised.]

[@] Substituted vide Gazette of Pakistan, Extraordinary, dated 20-02-2003
[#] Substituted *ibid.*
[$] Substituted *ibid.*
[♦] Substituted vide Gazette of Pakistan, Extraordinary, dated 20-02-2003.
[♣] Substituted *vide Gazatte of Pakistan, Extraordinary, Islamabad, Part-I ,dated February 20.2003, pp.10-11.*

	more than one post to which permanent travelling allowance is attached.	
9.	Grant of special disability leave.	Full powers.
10.	Condonation of interruption of service.	Up to BS-16.
11.	Condonation of deficiency in qualifying service for pension.	Up to BS-16.
12.	Transfer of post from one office to another within the same scale, cadre, and re-designation, revival of posts falling in BPS-1 to BPS-19.	Only transfer of post from one office to another within the same scale and cadre.
13.	Powers to give administrative approval of works.	Up to Rs. 5,00,000/- only for approved development schemes.
14.	Powers to sanction investigation of claims of government servants to arrears of pay, allowances, etc.	Full powers to sanction investigations but not claims.
15.	Reimbursement of medical expenses.	Up to Rs. 20,000/- within the budgetary allocation.

CONTENTS OF CHAPTER 2

THE PAKISTAN POST OFFICE RULES, 1961

PARTS		PAGES
	PRELIMINARY	35
PART-I	**RATES OF POSTAGE**	
I.-	Inland Postal Articles	35-38
II.-	Foreign Postal Articles	39-45
PART-II	**MAIN CONDITIONS OF TRANSMISSION BY POST OF POSTAL ARTICLES**	
I.-	Inland Postal Articles	45-66
	Letters...	45
	Aerogrammes	47
	Postcards	47
	Urgent Mail Service	48
	Fax Mail Service	49
	Business Reply Envelopes and Cards	50
	Printed papers	51
	Prohibitions	53
	Small Packets	55
	Literature for the Blind	56
	Registered Newspapers	57
	Parcels...	60
	Prohibited Articles	64
	Redirection of Postal Articles	65
II.-	Foreign Postal Articles...	66-71
	Express delivery of unregistered Postal Articles	66
	Correspondence sent by ships other than mail ships	69
	Treatment of postal articles from abroad bearing fictitious or previously used stamps	69
	International Expedited Mail Service/International Speed Post...	70
	Surface Airlifted Mail	71
	International Fax Mail Service	71
III-	Air Mail Articles	71
PART-III	**REGISTRATION OF POSTAL ARTICLES**	
I.-	Inland Postal Articles	72-74
II.-	Foreign Postal Articles	74-75

PARTS		PAGES
PART-IV	**INSURANCE OF POSTAL ARTICLES**	
I.-	Inland Postal Articles	75-78
II.-	Foreign Postal Articles	78-82
PART-V	**VALUE-PAYABLE POST**	
I.-	Inland Postal Articles	83-85
II.-	Foreign Postal Articles	85-86
PART-VI	**MONEY ORDERS**	
I.-	Inland Money Orders	87-91
	Ordinary Inland Money Orders	87
	Urgent Money Orders	89
	Fax Money Orders	89
	Postal Draft Service	90
II.-	Foreign Money Orders	92-94
	Ordinary Foreign Money Orders	92
	Electronic Money Transfer Service from Foreign Countries ...	94
III.-	Pakistan Postal Orders	94-95
IV.-	British Postal Orders	95
PART-VII	**OFFICIAL POSTAL ARTICLES**	
I.-	Inland Official Postal Articles...	95-99
II.-	Foreign Official Correspondence	99
PART-VIII	**GENERAL RULES**	
I.-	Manner of Prepayment of Postage and other charges on Postal Articles	99-100
II.-	Price of Stamps	100
III.-	Certificates of Posting...	100-101
IV.-	Late Letters, Postcards, Printed Papers or Small Packets ...	101
IVA.-	Delivery through Post Boxes and Post Bags	101
V.-	Re-Delivery to sender or Delivery to another Addressee at the request of the Sender of Postal Articles in Course of Transmission by Post	101-103
VA.-	Provision of Receptacle for Delivery of Mail	103
VI.-	Detention in the Post Office of Printed Papers, Small Packets and Parcels...	103-104
VII.-	Detention and Disposal of Undelivered Postal Articles ...	104-105
	At the Post Office of Address	104
	In the Office of the Postmaster General	105
VIII.-	Gratuities to be Paid to Masters of Ships	106
IX.-	Authorising Postal Officials to Search for and to intercept certain Prohibited Articles	107-108

CHAPTER 2

PAKISTAN POST OFFICE RULES, 1961

[Issued by the Government of Pakistan in the Department of Posts and Telegraphs under Notification No. S.R.O. 293 (K)/61, dated Karachi, the 17th February, 1961 and modified upto 2nd May, 2009].

S.R.O. 293(K)/61.—In exercise of the powers conferred by the Post Office Act, 1898 (VI of 1898) the Central Government is pleased to make the following rules, namely: –

THE PAKISTAN POST OFFICE RULES, 1961

PRELIMINARY

1. These rules may be called the Pakistan Post Office Rules, 1961.

2. In these rules, unless there is anything repugnant in the subject or context, 'Act' means the Post Office Act, 1898 (VI of 1898).

PART-I

RATES OF POSTAGE

I.—INLAND POSTAL ARTICLES

3. The following *rates of postage shall be chargeable on postal articles where the postage is prepaid, namely: –

Letters

	Rs.
For a weight not exceeding 20 grams	4.00
For a weight exceeding 20 grams but not exceeding 50 grams ...	7.00
For a weight exceeding 50 grams but not exceeding 100 grams ...	10.00
For a weight exceeding 100 grams but not exceeding 250 grams ...	15.00
For a weight exceeding 250 grams but not exceeding 500 grams ...	20.00
For a weight exceeding 500 grams but not exceeding 1000 grams ...	30.00
For a weight exceeding 1000 grams but not exceeding 1500 grams...	40.00
For a weight exceeding 1500 grams but not exceeding 2000 grams...	50.00

* Rates revised with effect from 31st March, 2001.

Postcards

	Rs.
For a single postcard	1.00
For a reply postcard	2.00

Printed Papers

(*a*) Other Than Text Books

(Containing pamphlets, journals, periodicals, sheets of music, maps, printed circulars, invitations, notices, bills, greeting cards and books other than text books).

	Rs.
For a weight not exceeding 50 grams	4.00
For a weight exceeding 50 grams but not exceeding 100 grams ...	5.00
For a weight exceeding 100 grams but not exceeding 250 grams ...	6.00
For a weight exceeding 250 grams but not exceeding 500 grams ...	8.00
For a weight exceeding 500 grams but not exceeding 1000 grams ...	12.00
For a weight exceeding 1000 grams but not exceeding 1500 grams...	16.00
For a weight exceeding 1500 grams but not exceeding 2000 grams...	20.00

(*b*) Text Books

(Containing text books prescribed for study in schools, colleges, universities, other Government recognised institutions and exercises to and from the institutions recognised by Government which conduct correspondence courses).

	Rs.
For a weight not exceeding 50 grams	3.00
For a weight exceeding 50 grams but not exceeding 100 grams ...	4.00
For a weight exceeding 100 grams but not exceeding 250 grams ...	5.00
For a weight exceeding 250 grams but not exceeding 500 grams ...	7.00
For a weight exceeding 500 grams but not exceeding 1000 grams ...	10.00
For a weight exceeding 1000 grams but not exceeding 1500 grams...	13.00
For a weight exceeding 1500 grams but not exceeding 2000 grams...	16.00

Small Packets

	Rs.
Fro a weight not exceeding 100 grams	5.00
For a weight exceeding 100 grams but not exceeding 250 grams ...	7.00
For a weight exceeding 250 grams but not exceeding 500 grams ...	10.00

For a weight exceeding 500 grams but not exceeding 1000 grams ...	15.00
For a weight exceeding 1000 grams but not exceeding 1500 grams...	20.00
For a weight exceeding 1500 grams but not exceeding 2000 grams...	25.00

Registered Newspapers

	Re.
For every 100 grams or fraction thereof	1.00

The maximum weight of a bundle containing copies of registered newspapers shall not exceed five kilograms.

Literature for the Blind

These articles shall be exempt from postage up to the maximum weight of 10 kilograms per article.

Parcels

	Rs.
For a weight not exceeding 1 kilogram	20.00
For a weight exceeding 1 kilogram but not exceeding 3 kilograms...	35.00
For a weight exceeding 3 kilograms but not exceeding 5 kilograms...	50.00
For a weight exceeding 5 kilograms but not exceeding10 kilograms	75.00
For a weight exceeding 10 kilograms but not exceeding 15 kilograms	100.00
For a weight exceeding 15 kilograms but not exceeding 20 kilograms	125.00
For a weight exceeding 20 kilograms but not exceeding 25 kilograms	150.00
For a weight exceeding 25 kilograms but not exceeding 30 kilograms	175.00
For a weight exceeding 30 kilograms but not exceeding 35 kilograms	200.00
For a weight exceeding 35 kilograms but not exceeding 40 kilograms	225.00
For a weight exceeding 40 kilograms but not exceeding 45 kilograms	250.00
For a weight exceeding 45 kilograms but not exceeding 50 kilograms	275.00

4. (1) The following rates of postage shall be chargeable on inland air mail when the postage is prepaid, namely: –

Letters	Same rates as laid down for letters in rule 3.

Postcards	Same rates as laid down for postcards in rule 3.
Printed papers	Normal surface postage rate as laid down in rule 3 plus airmail fee of Re. 1.00 for every 100 grams or fraction thereof.
Small packets	Normal surface postage rate as laid down in rule 3 plus airmail fee of Re. 1.00 for every 100 grams or fraction thereof.
Registered newspapers ...	Normal surface postage rate as laid down in rule 3 plus airmail fee of Re. 1.00 for every 100 grams or fraction thereof.
Literature for the Blind ...	Only airmail fee of Re. 1.00 for every 100 grams or fraction thereof upto 10 kilograms.
Business Reply Envelopes...	Same rates as laid down in rule 3 for letters.
Business Reply Cards ...	Same rates as laid down in rule 3 for postcards.
Air Parcels	Normal surface postage rate as laid down in rule 3 plus air mail fee of Rs. 10.00 for every one kilogram or fraction thereof.

(2) The prepayment of the full postage and air mail fee on parcels and on all other articles shall be obligatory to ensure their transmission by air.

5. The following rates shall be chargeable on the delivery of postal articles where the postage or air mail fee is not prepaid or is insufficiently prepaid: –

On an unpaid letter or postcard or packet... ...	Double the prepaid rate.
On an insufficiently paid letter or postcard or packet	Double the deficiency.

6. The following rates of postage shall be chargeable, on delivery on Business Reply Envelopes and Business Reply Cards transmitted without pre-payment of postage in accordance with rule 18, namely: –

Business Reply Envelopes

Surface Mail	Same rate as laid down for letters in rule 3.
Air Mail	Same rate as laid down for letters in rule 4.

Business Reply Cards

Surface Mail	Same rate as laid down for a single postcard in rule 3.
Air Mail	Same rate as laid down for a single post card in rule 4.

II.—Foreign Postal Articles

7. The following *rates of postage shall be chargeable on surface postal articles when the postage is pre-paid, namely: –

Letters

(A) For any part of the world served by the foreign post with the exception of Bangladesh, India and Indonesia:

	Rs.
For a weight not exceeding 20 grams	33.00
For a weight exceeding 20 grams but not exceeding 50 grams ...	57.00
For a weight exceeding 50 grams but not exceeding 100 grams...	80.00
For a weight exceeding 100 grams but not exceeding 250 grams ...	190.00
For a weight exceeding 250 grams but not exceeding 500 grams ...	360.00
For a weight exceeding 500 grams but not exceeding 1000 grams ...	645.00
For a weight exceeding 1000 grams but not exceeding 2000 grams..	1120.00
For every additional 1 kilogram or fraction thereof upto 5 kilograms	585.00

(B) For Bangladesh

	Rs.
For a weight not exceeding 20 grams	16.00
For a weight exceeding 20 grams but not exceeding 50 grams ...	28.00
For a weight exceeding 50 grams but not exceeding 100 grams ...	40.00
For a weight exceeding 100 grams but not exceeding 250 grams...	95.00
For a weight exceeding 250 grams but not exceeding 500 grams ...	180.00
For a weight exceeding 500 grams but not exceeding 1000 grams ...	320.00
For a weight exceeding 1000 grams but not exceeding 2000 grams...	560.00
For every additional 1 kilogram or fraction thereof upto 5 kilograms	290.00

(C) For India

	Rs.
For a weight not exceeding 20 grams	21.00
For a weight exceeding 20 grams but not exceeding 50 grams ...	36.00
For a weight exceeding 50 grams but not exceeding 100 grams ...	50.00
For a weight exceeding 100 grams but not exceeding 250 grams ...	120.00
For a weight exceeding 250 grams but not exceeding 500 grams ...	225.00
For a weight exceeding 500 grams but not exceeding 1000 grams ...	405.00
For a weight exceeding 1000 grams but not exceeding 2000 grams...	705.00
For every additional 1 kilogram or fraction thereof upto 5 kilograms	370.00

* Rates revised with effect from the 1st January, 2007.

(D) For Indonesia

	Rs.
For a weight not exceeding 20 grams	28.00
For a weight exceeding 20 grams but not exceeding 50 grams ...	48.00
For a weight exceeding 50 grams but not exceeding 100 grams ...	68.00
For a weight exceeding 100 grams but not exceeding 250 grams ...	160.00
For a weight exceeding 250 grams but not exceeding 500 grams ...	305.00
For a weight exceeding 500 grams but not exceeding 1000 grams ...	550.00
For a weight exceeding 1000 grams but not exceeding 2000 grams...	950.00
For every additional 1 kilogram or fraction thereof upto 5 kilograms	500.00

Note.- The maximum limit of weight of a letter for transmission by foreign post to any country shall be two kilograms. This limit may be raised to five kilograms for such countries which bilaterally accept letters upto five kilograms. The names of such countries shall be notified by the Director General from time to time in the Post Office Guide and/or Director General's Circulars.

Postcards

	Rs.
(A) For any part of the world served by the foreign post with the exception of Bangladesh, India and Indonesia	26.00
(B) For Bangladesh	13.00
(C) For India	16.00
(D) For Indonesia...	22.00

Printed Matters

(i) Printed papers other than registered newspapers, periodicals, journals, books, pamphlets, sheets of music and maps:

(A) For any part of the world served by the foreign post with the exception of Bangladesh, India and Indonesia:

	Rs.
For a weight not exceeding 20 grams	22.00
For a weight exceeding 20 grams but not exceeding 50 grams ...	40.00
For a weight exceeding 50 grams but not exceeding 100 grams ...	55.00
For a weight exceeding 100 grams but not exceeding 250 grams ...	120.00
For a weight exceeding 250 grams but not exceeding 500 grams ...	215.00
For a weight exceeding 500 grams but not exceeding 1000 grams ...	410.00
For a weight exceeding 1000 grams but not exceeding 2000 grams...	690.00
For every additional 1 kilogram or fraction there of upto 5 kilograms	315.00

(B) For Bangladesh

	Rs.
For a weight not exceeding 20 grams	11.00
For a weight exceeding 20 grams but not exceeding 50 grams ...	20.00
For a weight exceeding 50 grams but not exceeding 100 grams ...	28.00
For a weight exceeding 100 grams but not exceeding 250 grams ...	60.00
For a weight exceeding 250 grams but not exceeding 500 grams ...	108.00
For a weight exceeding 500 grams but not exceeding 1000 grams ...	205.00
For a weight exceeding 1000 grams but not exceeding 2000 grams...	345.00
For every additional 1 kilogram or fraction thereof upto 5 kilograms	155.00

(C) For India

	Rs.
For a weight not exceeding 20 grams	18.00
For a weight exceeding 20 grams but not exceeding 50 grams ...	40.00
For a weight exceeding 50 grams but not exceeding 100 grams ...	55.00
For a weight exceeding 100 grams but not exceeding 250 grams ...	120.00
For a weight exceeding 250 grams but not exceeding 500 grams...	215.00
For a weight exceeding 500 grams but not exceeding 1000 grams ...	410.00
For a weight exceeding 1000 grams but not exceeding 2000 grams...	690.00
For every additional 1 kilogram or fraction thereof upto 5 kilograms	315.00

(D) For Indonesia

	Rs.
For a weight not exceeding 20 grams	19.00
For a weight exceeding 20 grams but not exceeding 50 grams...	35.00
For a weight exceeding 50 grams but not exceeding 100 grams ...	45.00
For a weight exceeding 100 grams but not exceeding 250 grams ...	100.00
For a weight exceeding 250 grams but not exceeding 500 grams ...	180.00
For a weight exceeding 500 grams but not exceeding 1000 grams ...	350.00
For a weight exceeding 1000 grams but not exceeding 2000 grams...	585.00
For every additional 1 kilogram or fraction thereof upto 5 kilograms	270.00

(ii) Registered newspapers, periodicals, journals, books, pamphlets, sheets of music and maps:

Note.- The maximum limit of weight shall be five kilograms. However, any postal article containing books and/or pamphlets may weigh upto ten kilograms for transmission by post to such countries as may be notified by the Director General from time to time in the Post Office Guide and/or Director General's Circulars.

(A) For any part of the world served by the foreign post with the exception of Bangladesh, India, and Indonesia:

	Rs.
For a weight not exceeding 20 grams...	15.00
For a weight exceeding 20 grams but not exceeding 50 grams ...	20.00
For a weight exceeding 50 grams but not exceeding 100 grams ...	30.00
For a weight exceeding 100 grams but not exceeding 250 grams ...	60.00
For a weight exceeding 250 grams but not exceeding 500 grams ...	105.00
For a weight exceeding 500 grams but not exceeding 1000 grams ...	200.00
For a weight exceeding 1000 grams but not exceeding 2000 grams...	340.00
For every additional 1 kilogram or fraction thereof upto 10 kilograms	155.00

(B) For Bangladesh

	Rs.
For a weight not exceeding 20 grams	8.00
For a weight exceeding 20 grams but not exceeding 50 grams ...	10.00
For a weight exceeding 50 grams but not exceeding 100 grams ...	15.00
For a weight exceeding 100 grams but not exceeding 250 grams ...	30.00
For a weight exceeding 250 grams but not exceeding 500 grams ...	55.00
For a weight exceeding 500 grams but not exceeding 1000 grams ...	100.00
For a weight exceeding 1000 grams but not exceeding 2000 grams...	170.00
For every additional 1 kilogram or fraction thereof upto 10 kilograms	80.00

(C) For India

	Rs.
For a weight not exceeding 20 grams	12.00
For a weight exceeding 20 grams but not exceeding 50 grams ...	20.00
For a weight exceeding 50 grams but not exceeding 100 grams ...	30.00
For a weight exceeding 100 grams but not exceeding 250 grams ...	60.00
For a weight exceeding 250 grams but not exceeding 500 grams ...	105.00
For a weight exceeding 500 grams but not exceeding 1000 grams ...	200.00
For weight exceeding 1000 grams but not exceeding 2000 grams ...	340.00
For every additional 1 kilogram or fraction thereof upto 10 kilograms ...	155.00

(D) For Indonesia

	Rs.
For a weight not exceeding 20 grams	13.00

For a weight exceeding 20 grams but not exceeding 50 grams ...	17.00
For a weight exceeding 50 grams but not exceeding 100 grams ...	25.00
For a weight exceeding 100 grams but not exceeding 250 grams ...	50.00
For a weight exceeding 250 grams but not exceeding 500 grams ...	90.00
For a weight exceeding 500 grams but not exceeding 1000 grams ...	170.00
For a weight exceeding 1000 grams but not exceeding 2000 grams...	290.00
For every additional 1 kilogram or fraction thereof upto 10 kilograms...	130.00

Small Packets

(A) For any part of the world served by the foreign post with the exception of Bangladesh, India and Indonesia.

	Rs.
For a weight not exceeding 100 grams	65.00
For a weight exceeding 100 grams but not exceeding 250 grams ...	135.00
For a weight exceeding 250 grams but not exceeding 500 grams ...	245.00
For a weight exceeding 500 grams but not exceeding 1000 grams ...	415.00
For a weight exceeding 1000 grams but not exceeding 2000 grams...	615.00
For every additional 1 kilogram or fraction thereof upto 5 kilograms...	465.00

(B) For Bangladesh

	Rs.
For a weight not exceeding 100 grams	30.00
For a weight exceeding 100 grams but not exceeding 250 grams ...	70.00
For a weight exceeding 250 grams but not exceeding 500 grams ...	125.00
For a weight exceeding 500 grams but not exceeding 1000 grams ...	205.00
For a weight exceeding 1000 grams but not exceeding 2000 grams...	305.00
For every additional 1 kilogram or fraction thereof upto 5 kilograms	235.00

(C) For India

	Rs.
For a weight not exceeding 100 grams	55.00
For a weight exceeding 100 grams but not exceeding 250 grams ...	115.00
For a weight exceeding 250 grams but not exceeding 500 grams ...	210.00
For a weight exceeding 500 grams but not exceeding 1000 grams ...	350.00
For a weight exceeding 1000 grams but not exceeding 2000 grams...	520.00

For every additional 1 kilogram or fraction thereof upto 5 kilograms	395.00

(D) For Indonesia

	Rs.
For a weight not exceeding 100 grams...	55.00
For a weight exceeding 100 grams but not exceeding 250 grams...	115.00
For a weight exceeding 250 grams but not exceeding 500 grams ...	210.00
For a weight exceeding 500 grams but not exceeding 1000 grams...	350.00
For a weight exceeding 1000 grams but not exceeding 2000 grams...	520.00
For every additional 1 kilogram or fraction thereof upto 5 kilograms	395.00

Note.- The maximum limit of weight of a small packet for transmission by post to any part of the world shall be two kilograms. However, a small packet may weigh upto five kilograms for transmission to such countries as may be notified by the Director General from time to time in the Post Office Guide and/or Director General's Circulars.

Cecogrammes (Literature for the Blind)

For any part of the world served by the foreign post:	
For a weight upto a maximum of 7 kilogrammes	Free

Parcels

The Director-General shall, from time to time, declare in the Post Office Guide or Postal Notices the countries and places to which parcels may be transmitted by the Foreign Post, and the rates of postage chargeable in each case.

Redirection and other charges due on parcels which are returned as undeliverable from the countries and places of destination in accordance with the arrangements in force between Pakistan and such countries and places shall be recovered from senders in Pakistan.

8. The Federal Government shall, from time to time, declare the countries and places to which postal articles may be sent by air mail and the rates of postage chargeable in each case, and the Director-General shall notify such rates in the *Post Office Guide* and in *Postal Notices.*

9. (1) With the exception of registered articles and redirected articles, unpaid or underpaid letters and single postcards shall be liable to a charge, payable by the addressee or, in the case of undeliverable article, by the sender. The charge on an unpaid or insufficiently paid letter or such postcard shall be calculated either in the office of exchange or in the office of delivery.

This charge will be in proportion to the fraction that the deficiency bears to the due amount of postage of the first weight step of a surface outward foreign letter in the country of origin to Pakistan. The amount to be realised from the addressee will be determined in Pakistan currency by multiplying this fraction with the amount of postage due on a foreign surface mail letter of the first weight step from Pakistan to the country of origin. The fraction that the deficiency bears to the amount of postage due on the letter will be indicated by the country of origin besides a 'T' stamp affixed in the middle of the upper part of the front of the item.

(2) For clearance through the Customs, the following fees, recoverable from the addressees, shall be levied on foreign postal articles imported by post into Pakistan:

(i) On articles of letter mail actually presented for customs examination.....Rs. 20.00

(ii) On parcels, irrespective of the fact whether customs duty or sales tax is levied on the same or not. .....Rs. 30.00

Provided that such fee shall not be recoverable in the case of postal articles which contain books, magazines, newspapers, catalogues, leaflets, technical literature, official documents, specimen copies of reference books and paper rolls exclusively or in the case of articles of letter mail which are picked up at random by an officer of customs for examination and on which no custom-duty is levied.

(3) *[Omitted.]*

PART-II

MAIN CONDITIONS OF TRANSMISSION BY POST OF POSTAL ARTICLES

I.—INLAND POSTAL ARTICLES

Letters

10. (1) Letters may be transmitted by post with or without prepayment of postage.

(*2*) The maximum dimensions of a letter shall not exceed 900 millimetres in length, width and depth combined but the greatest dimension shall not exceed 600 millimetres, with a tolerance of 2 millimetres. The minimum surface of a letter shall not be less than 90 by 140 millimetres with a tolerance of 2 millimetres. In roll form the length plus twice the diameter shall not exceed 1040 millimetres, but the greatest dimension shall not exceed 900 millimetres, with a tolerance of 2 millimetres. In roll form, the

length plus twice the diameter as the minima shall be 170 millimetres, but the greatest dimension shall not be less than 100 millimetres.

(*3*) The name and address of the addressee shall be definite and complete, written in ink or typed clearly to the length of the cover and above it a sufficient space shall be left for postage stamps or impressions of franking machines or for affixing franked labels.

(*4*) The postage stamps or franked labels of a licenced franked machine shall be affixed, or the franked impressions of a licenced franking machine obtained, at the top right hand corner of the address side of a letter.

(*5*) The name and address of the sender preceded by an indication, namely 'From' shall appear on the letter, preferably on the top left hand corner of the cover or on its reverse, showing also the post code number after the name of the post town or city. The same general conditions of acceptance shall also apply to the items in envelopes with transparent panels.

(*6*) In case of a letter addressed to a foreign country the name and address of the addressee complete in all respects shall be written in ink or typed on the cover in Roman letters and in Arabic figures or in official language of the country of destination to which the letter is addressed.

(7) Any unpaid letter which is posted open or insecurely closed shall be securely closed by the post office before being forwarded to its destination.

Note.—Letter is defined as a communication by one person to another sent in writing, print or type. The communication may be dissemination of information, thought, idea or advice.

11. When non-inflammable or "Safety" cinematograph films are sent by the letter post, they shall be contained in a substantial metal case and the metal case shall be packed in a strong wooden or cardboard container and a label bearing the words "This contains non-inflammable films only" printed in red type or written in bold hand in red ink shall be affixed to the outside of each packet.

12. (1) The Director-General may, in special circumstances, prescribe a limit of weight for letters for and from any particular post office or offices.

(2) The Director-General may also prescribe that every letter, having contents of a specified nature and posted at or addressed to such places as the Director-General may notify, shall be accompanied by a declaration in such form as may be prescribed by the Director-General.

Aerogrammes

12A. Whenever required aerogrammes may be issued by the Director-General. The maximum dimensions of an aerogramme shall be 110 x 220 millimetres with a tolerance of 2 millimetres whereas the minimum dimensions shall be 90 x 140 millimetres with a tolerance of 2 millimetres. The length shall be at least equal to the width multiplied by $\sqrt{2}$ (approximate value 1.4).

Postcards

13. Single and reply cards of private manufacture may be transmitted by post as postcards:

Provided that—

(*a*) *[Omitted.]*

(*b*) their dimensions are not greater than 148 by 105 millimetres, with a tolerance of 2 millimetres, or less than 140 by 90 millimetres, with a tolerance of 2 millimetres. Their length shall be at least equal to the width multiplied by $\sqrt{2}$ (approximate value 1.4), and

(*c*) as regards substance, they are neither thinner nor more flexible than the inland postcards issued by the post office.

14. All reply postcards of private manufacture shall display the title "Postcards" on the address-side, but this title is not obligatory for single cards of private manufacture. Reply-halves of reply-paid cards shall bear the words "Postcards" and "Reply". Whatever is printed on the address-side of the inland or international official postcards issued by the post office is also permissible on the address-side of cards of private manufacture.

15. (1) A postcard shall not be folded, cut, or otherwise altered, except that the impressed postage stamp (if any) may be perforated with initials; nor may a postcard be enclosed in cover of any kind.

(2) The right-hand half of the address-side of a postcard is in all cases reserved for the address of the recipient, for the postage stamp or impression of stamping machine necessary for prepayment, which should, so far as possible, be affixed in the upper right-hand corner, and for the postal directions "Registered" and "Acknowledgment due", but the left-hand half of the address-side, as well as the back, may be used by the sender for the purpose of a written communication, or may be otherwise disposed of, subject to the restrictions mentioned in sub-rule (3).

Note 1.—Although the vertical line drawn on the address-side of the inland postcards issued by the post office does not divide that side into two equal parts, the division so made shall be taken to represent the "right-hand half of the address-side" and the "left-hand half of the address-side" for the purpose of this rule.

Note 2.—A small space marked off by fine lines or minute dots to indicate the place where the postage stamp should be affixed is allowed on the upper right-hand corner of the address-side of postcards of private manufacture.

(3) Nothing shall be attached to a postcard except: –

(*a*) stamps in payment of postage or other postal fees or stamp duty;

(*b*) a gummed label completely adherent to the card, and bearing the name and address of the person to whom the card is sent;

(*c*) a similar label not exceeding 50 millimetres in length and 20 millimetres in width bearing the name and address of the sender of the card; and

(*d*) engravings, illustrations, drawing and photographs on very thin paper and completely adherent to the card.

Stamp in payment of stamp duty may be affixed only to the back of the postcard. The articles specified in clauses (*c*) and (*d*) may be affixed either to the back or the left-hand half of the address-side.

(4) The reply-halves of reply-paid cards cannot be registered by the original senders of such cards.

16. Should any of the conditions imposed by rules 13, 14 and 15 be infringed, the postcard shall be treated as a letter.

Urgent Mail Service

17. (1) Urgent Mail Service may operate to and from such offices as may be notified by the Director-General from time to time.

(2) Urgent Mail Service articles shall be subject to the usual conditions prescribed for letter post and parcel mail items. The prepayment of postage shall be obligatory. The maximum weight and the minimum and maximum dimension of an Urgent Mail Service article shall be as prescribed by the Director General from time to time.

(3) The rates of fee to be charged from time to time on Urgent Mail Service articles shall be notified by the Director-General in the Postal Notices.

(4) Urgent Mail Service articles shall be addressed and closed in the manner as may be prescribed by the Director-General and shall be accepted only at the counters of such post offices and mail offices during such hours and shall be destined only for places within the municipal limits of such towns as may be notified by him from time to time

(5) The manner in which Urgent Mail Service articles shall be delivered and number of attempts to effect delivery through special arrangement shall be prescribed by the Director-General.

(6) Urgent Mail Service articles, in case an article is lost or its contents are tampered with or damaged during the course of transmission through the post, shall be treated as registered articles for the purpose of grant of ex-gratia compensation:

Provided that _

(a) the complaint for loss or tampering with its contents or damage thereto is lodged with the post office within thirty days from the date of posting of the article; and

(b) the damage to the contents of the article is not caused due to the nature of the contents or insecure packing.

17A. *[Omitted.]*

.

17B. *[Omitted.]*

Fax Mail Service

17C. (1) Fax Mail Service may operate to and from specified post offices as may be notified by the Director-General from time to time.

(2) Fax mail articles shall be the items of priority mail with no restrictions on their contents except any thing the transmission of which by post is prohibited.

(3) A Fax mail article comprising messages and documents shall be accepted upto a maximum size of 210 millimetres by 297 millimetres.

(4) The fee as notified from time to time shall be realized in cash and a receipt shall be given to the sender in such form as may be prescribed by the Director-General.

(5) The documents required to be transmitted shall be presented along-with the fee referred to in sub-rule (4) at the Fax counter of a post office or an Express Post Centre during hours fixed by the Director-General.

(6) A Fax mail article shall be delivered against a receipt from the addressee.

(7) Only one attempt shall be made to effect delivery through special delivery arrangements.

(8) There will be no delivery of a Fax mail article on Sundays and Post Office holidays.

(9) The Post Office Department shall not incur any liability in case of delay or non-delivery due to incomplete or incorrect address of the addressee or any fault in the transmission lines or apparatus.

Business Reply Envelopes and Cards

18. (1) "Business Reply Cards" and "Business Reply Envelopes" shall, subject to the provisions of this rule, be transmitted by post without prepayment of postage, and postage thereon shall be collected in cash from the addressee on delivery.

(2) Persons desiring the privilege of sending out Business Reply Cards and Envelopes for return to them shall make application to the postmaster at the office to which the cards or envelopes are to be returned, who shall transmit the application to the Postmaster-General and await the receipt of a permit.

(3) The fee for the permit shall be one thousand rupees which shall be recovered in advance from the applicant. The permit shall remain in force for one year only from the date of issue, but may be renewed for further period of one year on payment of a fee of one thousand rupees in respect of each renewal. The permit shall be cancelled if there be a default in the payment of the postage due on such cards and envelopes.

(4) Business Reply Cards shall conform in size, form and quality with the conditions prescribed for postcards of private manufacture.

(5) Business Reply Cards and Envelopes shall bear on the address-side, either printed thereon or on a label affixed thereto (*a*) the printed name and address of the permit holder to whom the card or envelope is to be delivered, (*b*) the permit number, (*c*) the name of the post office issuing the permit, (*d*) two thick vertical lines in black or any other colour near the right-hand edge, (*e*) the words "Business Reply Envelopes", "Business Reply Card", or "Business Reply Label" as the case may be, (*f*) the inscription "No postage stamp necessary if posted in Pakistan", and (*g*) the words "Postage will be paid by addressee".

Sufficient space shall be left for post-marking at the top of the card or envelope. A permit-holder may incorporate in any advertisement issued by him in a newspaper or other publications a special design containing the printed entries hereinbefore specified with a view to its being used as a Business Reply Label and affixed to a card or envelope.

(6) Business Reply Cards may be sent out as reply portions of double postcards or may be enclosed with other matter, but Business Reply Envelopes shall be enclosed with other matter.

(7) When Business Reply Cards and Envelopes are returned to the office of origin, they shall be delivered to the person for whom they are intended on payment of the postage chargeable thereon.

Printed Papers

19. (1) Printed papers shall be of two kinds: (i) "Text Books"; and (ii)"Other than Text Books" distinguished by their contents as follows and subject to two different rates of postage as laid down in rule 3, namely: –

(A) Text Books may consist of the printed matter as described below:

(*a*) Books prescribed for study in schools, madrassas, colleges, universities, professional institutions and other Government recognized institutions which conduct correspondence courses;

(*b*) reference books required for higher studies; and

(*c*) a text books packet may not contain any writing except the signature, date and description or in case of pupils' exercise books only corrections and tutors' note directly relating to the solutions of exercises.

(B) Printed papers other than Text Books may consist of the matter as given below:

(*a*) Books, other than text books, periodicals, plans, maps, drawings, whether done by hand or in mechanical process, photographs and engravings, not bearing any writing except the signature, date and description or dedication not exceeding five words;

(*b*) business, commercial or legal documents drawn wholly or partly by hand such as deeds, accounts, powers of attorney, proposals for insurance and insurance policies;

(*c*) manuscripts for press and manuscript music sheets not bearing any written endorsement other than a direction consisting of not more than ten words regarding the disposal or return of the manuscript, and the name and address of the sender and corrections in proof or printing errors;

(*d*) licenses, statistical returns sent by or to officials by their designations only and revenue and judicial processes sent by courts to Nazims of Union Councils, Presidents of Union Boards, President of Panchayats and Presidents of Chowkidari Unions and vice versa;

Note.—Courts summons, notices and other similar documents issued by criminal or civil courts, whether sent from the court of issue or returned to it direct, or through the medium of another court, Government offices, or railway administration, as well as police diaries cannot be sent at printed paper rates of postage;

(*e*) written letters of old date which have previously passed through the post and served their original purpose;

(*f*) pupils' exercises, in original or with corrections, but without any note which does not relate directly to the execution of the work; and

(*g*) documents wholly or partly printed in imitation of type-writing or reproduced from a manuscript or computer written or type written original by any mechanical process of polygraphy such as chronography, mimeography:

Provided that,—

(i) they are handed in at the post office counter or window;

(ii) the special attention of the counter or window clerk is drawn to the fact that they are documents of the kind mentioned in this sub-clause; and

(iii) at least 20 precisely identical copies are posted at the same time.

(2) *[Omitted.]*

(3) *[Omitted.]*

(4) *[Omitted.]*

(5) *[Omitted.]*

(6) In the case of printed papers writing to the extent indicated below shall be permitted: –

(*a*) in the case of books and complimentary cards (such as Christmas, New Year, Birthday, Id and Bijoya cards), the name of the person to whom sent or prescribed, the name and address of the sender or owner, date, and not more than five words or initials of a complimentary nature or signifying presentation;

(*b*) in the case of invoices, bills of lading and receipts (for goods or money) or printed forms, the necessary manuscript entries;

(*c*) in the case of printed notices, printed circulars (such as printed notices and printed letters) and printed invitations, the date and hour of the occasion to which they relate, the name and address of the addressee, the name of the sender and, in the case of notices of a meeting, the object of the meeting;

(*d*) in the case of printed market reports, quotations for goods and price lists, necessary entries relating to particulars of prices;

(*e*) in the case of printed notices for payment of premia posted by Insurance Companies, dates, name and address of the insurant, number of policy amount and reference number and letter; and

(*f*) proof corrections in proof-sheets and music sheets, and corrections of printing errors in other printed matter.

***Explanation*—**By "printing" is meant any species of typewriting or computer print out easy to recognize, lithography, hand-stamping or any mechanical process, except the copying press and the typewriter, ordinarily used to produce a number of identical copies of written matter and easy to recognise. "Writing" includes typewriting and any mechanical or other process ordinarily used to produce a single document, including computer printing and typewriting on an electric typewriter with special ribbon which gives the typewritten material the appearance of a printed document.

20. With any of the articles mentioned in rule 19 may be sent anything that is necessary for their safe transmission through the post, such as roller, etc; and any legitimate binding, mounting, or covering loose or attached, and anything that ordinarily appertains to such articles, as pens and pencils in the case of a pocket book, photographs in the case of a photograph book, and card plates in the case of visiting cards.

Prohibitions

21. (1) No communication of the nature of a letter or having the character of a personal communication shall be enclosed in or written upon a printed paper except to the extent specified in rule 19.

(2) [*Omitted.*]

(3) A printed paper shall not contain "paper-money", which for the purposes of this rule includes unobliterated postage or other stamps, currency notes, hundies, cheques, bank-notes, bankpost bills, bills of exchange, and all orders or authorities for the payment of money; provided that a printed paper may contain one stamped and addressed envelope,

postcard or wrapper bearing the name and address of the sender of the printed paper, or some other person named thereon.

22. (1) The dimensions of a printed paper, which may be of any shape, shall be as given below: —

(*a*) the length, width and depth combined together of a printed paper, as the maxima, shall be 900 millimetres but the greates dimension shall not exceed 600 millimetres. In roll form, the length plus twice the diameter as the maxima, shall be 1040 millimetres but the greatest dimension shall not exceed 900 millimetres; and

(*b*) the minimum surface of a printed paper shall not be less than 90 by 140 millimetres, with a tolerance of 2 millimetres. In roll form, the length plus twice the diameter, as the minima, shall be 170 millimetres, but the greatest dimension shall not be less than 100 millimetres.

(2) Printed papers sent open in the form of cards, whether folded or not, shall be subject to the same minimum limits of dimensions as postcards of private manufacture, the maximum being the same as that prescribed for printed papers in sub-rule (1).

23. (1) The Director-General may, in special circumstances, prescribe a limit of weight for printed paper for and from any particular post office or offices.

(2) The Director General may also prescribe that every printed paper having contents of a specified nature and posted at or addressed to such places as the Director General may notify shall be accompanied by a declaration in such form as may be prescribed by the Director General.

24. A printed paper shall be posted without a cover, or in an unfastened envelope, or in a cover which can be easily removed for the purpose of examination without breaking any seal or tearing any paper or separating any adhering surfaces. A printed paper posted without a cover may not be fastened or otherwise treated so as to prevent easy examination.

25. If a printed paper is found to contain anything not permitted by the rules, or to be in excess of the prescribed size, or to be packed in a manner not in accordance with the rules, it shall be charged on delivery with letter or parcel postage, whichever may be less. Any postage paid on it shall, however, be taken into account in assessing the charge.

Small Packets

26. (1) A small packet may contain bonafide trade patterns or samples of merchandise, not having any saleable value, pictures, photographs, exposed photographic films or plates sent for processing to a processing laboratory or finished pictures, slides and films sent by a processing laboratory, small gifts like diaries, table calendars, or other articles of stationery not having much intrinsic value, with or without any matter which may be sent as a printed paper. There shall be no writing upon or in a small packet except the name and address of the sender, the name and address of the person for whom it is intended, a trade mark number, prices and indications as to the weight, size or quantity to be disposed of, or a direction of not more than 10 words about manner of processing a film, size of prints required or not more than five complimentary words in the case of gifts.

(2) Objects of natural history, dried or preserved animals and plants, geological specimens and other similar objects shall also be admitted to transmission by post at the rates of postage for small packets, provided that they are not sent for a commercial purpose, and that they are packed in the manner prescribed for small packets generally.

27. (1) (a)The weight of a small packet shall not exceed two kilograms:

Provided that the Director-General may, in special circumstances, fix a lower limit of weight for small packets, for and from any particular post office or offices.

(*b*) The dimensions of a small packet shall be same as prescribed in sub-rule (1) of rule 22.

(2) The Director-General may also prescribe that every small packet having contents of a specified nature and posted at or addressed to such places, as the Director-General may notify shall be accompanied by a declaration, in such form as may be prescribed by the Director-General.

28. (1) A small packet shall be posted without a cover, or with a cover open at both ends, or in an unfastened envelope or other cover which can be easily removed so as to admit of a ready examination of the contents.

(2) Samples of seeds, drugs and other articles which cannot be sent in unfastened or removable envelopes may be sent enclosed in boxes or bags, provided that they are fastened in such a way that they can be easily opened; they may also be sent in air-tight cases, when necessary, provided that the nature of the contents is certified on the cover under the full signature and address of the sender.

(3) Articles of glass or other fragile material shall be securely packed (in boxes of metal, wood, or strong corrugated card-board) in such a way as to prevent all risk of injury to the mails or to the officers of the Post Office.

(4) Liquids, oils and substances which easily liquefy shall be enclosed in receptacles hermetically sealed. Each receptacle shall be placed in a special box of metal or of strong wood or of strong corrugated card-board, containing saw-dust, cotton, or spongy material in sufficient quantity to absorb the liquid in case the receptacle be broken. The lid of the box shall be fastened down in such a manner that it will not easily be detached.

(5) Fatty substances which are not easily liquefied, such as ointments, soft soap, resins, etc., shall be enclosed in an inner cover (box, bag of linen or parchment, etc.), which shall itself be placed in a second box of wood, metal or strong and thick leather.

(6) Dry powders, whether dyes or not, shall be placed in card-board boxes, which themselves hall be enclosed in a bag of linen, or parchment.

(7) Live bees shall be enclosed in boxes so constructed as to prevent all danger and to allow the contents to be ascertained.

29. (1) If a small packet is found to contain anything not permitted by the rules, or to be in excess of the prescribed size or weight, or to be packed in a manner not in accordance with the rules, it shall be charged on delivery with letter or parcel postage, whichever may be less. Any postage paid on it shall, however, be taken into account in assessing the charge.

(2) If a packet containing samples of any of the articles mentioned in clauses (3) to (7) of rule 28 is not packed in the manner prescribed therein, it shall not be forwarded.

Literature for the Blind

30. Papers of any kind, periodicals or books impressed in "Baraille" or other special type or bearing writing for the use of the blind, plates bearing the characters of writing used by the blind, sound recordings and special paper intended solely for the use of the blind shall be admitted for transmission by post as packets containing Literature for the Blind, provided that they are sent by or addressed to an officially recognized institute for the blind in accordance with the following conditions, namely:—

(*a*) Literature for the blind shall be made up in such a way that its contents are sufficiently protected while permitting quick and easy verification.

(*b*) Literature for the blind shall be placed in a wrapper, on a roller or between card board, in open envelopes or containers, in closed, unsealed envelopes or containers which can be easily and safely opened and re-closed, or tied with a string which is easy to unknot.

(*c*) No special conditions of closing shall be required for literature for the blind containing books or brochures and such items may be opened for verification of their contents.

(*d*) The packet shall bear on the address side in the top right hand corner a white label bearing the prescribed symbol.

(*e*) The packet shall bear on the outside the inscription "Literature for the Blind", and the written or printed name and address of the sender.

(*f*) The packet shall not contain any communication either in writing or printed in ordinary type, except the title and table of contents of the book or periodical, and any key to, or instructions for, the use of special type, or any enclosure except a label for the return of the packet.

(*g*) The weight of a packet containing literature for the blind shall not exceed ten kilograms or any lower limit that may be prescribed by the Director-General for and from a particular post office or offices.

(*h*) The dimensions of a packet containing literature for the blind which may be of any shape, shall be as given below,—

(i) Maximum: Length, width and depth combined, 900 millimetres but the greatest dimension shall not exceed 600 millimetres with a tolerance of 2 millimetres. In roll form, length plus twice the diameter 1040 millimetres but the greatest dimension shall not exceed 900 millimetres, with a tolerance of 2 millimetres.

(ii) Minimum: To have a surface measuring not less than 90 x 140 millimetres, with a tolerance of 2 millimetres. In roll form, length plus twice the diameter, 170 millimetres but the greatest dimension shall not be less than 100 millimetres.

31. Should any of the conditions imposed by rule 30 be infringed, the packet (unless it is admissible as an ordinary packet) shall be charged on delivery with letter or parcel postage, whichever may be less. Any postage paid on the packet shall, however, be taken into account in assessing the charge.

Registered Newspapers

32. (1) Newspapers as defined in section 9 of the Act shall be transmitted by post as registered newspapers provided that they comply with the following conditions: –

(*a*) The newspapers shall have been registered in the office of the Postmaster-General, or officer exercising the powers of the

Postmaster-General, of the Postal Circle in which it is published, and the period for which its registration or the last renewal thereof as the case may be remains in force shall not have expired.

(*b*) The full postage shall be prepaid unless the newspaper is exempted from prepayment of postage by a valid licence.

(*c*) The newspapers shall bear in print in any convenient place either on the first or last page the word "Registered" followed by the registration number which has been assigned to it by the Postmaster-General or other Officer referred to in clause (*a*).

(*d*) The newspapers shall be posted at the place of publication and shall be handed over at such post office or mail office and on such days of the week or such dates of the month as may have been specified in this behalf by the proprietor, manager or publisher of the newspaper at the time of applying for registration or at any time subsequent thereto by giving fifteen days clear notice to the Postmaster of the place.

(*e*) Every copy or bundle of copies of the newspaper shall be posted without a wrapper, or with a wrapper open at both ends which can be easily removed for an inspection of the newspaper, or in an unfastened envelope. The maximum weight of a bundle containing copies of registered newspapers shall not exceed five kilograms.

(*ee*) *[Omitted.]*

(*f*) There shall be no word printed on the newspaper after its publication or upon the cover (if any) thereof, nor shall any writing or mark be made upon it or upon the cover (if any) thereof, except the name and address of the person to whom it is sent, and, in the case of packets containing more than one copy of the newspapers, the number of copies of the newspaper enclosed, and, if desired, the subscriber's number and the name and address of the newspaper, or of the sender, and, in the case of press packets addressed to railway bookstalls or recognised agents on the line, the direction "To be delivered direct from the mail van".

(*g*) There shall be no paper or thing enclosed in or with any such newspaper other than an extra or supplement as specified in section 9 of the Act.

(*h*) The registration number shall not be printed on the wrapper.

(*iA*) *[Omitted.]*

(*iB*) *[Omitted.]*

(2) An application for the first registration of a newspaper for the purposes of clause (*a*) of sub-rule (1) shall, save in the case of a newspaper printed or published under the orders of any Government in Pakistan or for

official purposes, be made in the form prescribed for the purpose by the Director-General, and be accompanied by a list showing the names and addresses of at least fifty *bona fide* subscribers and

(i) by a certificate from the District, or Sub-Divisional Magistrate within whose local jurisdiction the newspaper is printed or published or the printer or the publisher resides, that—

(*a*) the declaration or declarations required by the Press, Newspapers, News Agencies and Book Registration Ordinance, 2002 (XLVIII of 2002) has or have been made, or

(*b*) no such declaration is required under the said Act as the publication is not a newspaper according to the definition given in that Act, or

(ii) *[Omitted.]*

(3) A first registration shall remain in force till the 31st December of the calendar year following that in which it was affected. Every subsequent renewal of a registration shall remain in force for one calendar year. The fee for registration of a newspaper shall be one thousand rupees for one year which may be renewed for a further period of one calendar year on payment of a fee of one thousand rupees in respect of each renewal. A penalty as prescribed by the Director General from time to time shall be charged for late renewal of registration after the expiry of the grace period of one month.

(4) Nothing in this rule shall be deemed to prevent newspapers from being transmitted by post, either singly or otherwise, at the rates and under the conditions prescribed for printed papers, and if a newspaper sought to be transmitted by post as a registered newspaper fails to comply with any of the conditions specified in sub-rule (1), it shall be transmitted by post at the said rates and the said conditions.

(5) The Postmaster-General or officer exercising the powers of the Postmaster-General of the Postal Circle in which the newspaper is published may cancel or refuse the registration of a newspaper, (*i*) when he is satisfied that the conditions specified in sub-section (2) of section 9 of the Act do not continue to be fulfilled; or (ii) as soon as the certificate or the recommendation mentioned in item (*i*) or item (*ii*) of sub-rule (2), respectively, is formally cancelled or withdrawn by the authorities concerned.

33. Packets of registered newspapers containing more than one copy of the same issue may be transmitted by post provided that the following conditions in addition to those prescribed in rule 32 are complied with: –

(a) Each packet shall contain only copies of the same registered newspaper and of the same date.

(b) The packets shall be posted in the same post office and on the same days as in the case of single copies of the same registered newspaper.

(c) The packets shall be addressed to the Local Agents at the place of destination whose names and addresses shall be communicated to the office of posting by the proprietor, manager or publisher of the registered newspaper.

(d) The packets shall not be delivered at the addressee's residence but shall be handed over at the window of the office of destination to the Local Agent or any person authorised in this behalf by the Local Agent.

(e) The sender shall indicate the following on the packet: –

"To be delivered at window."

Parcels

34. (1) A parcel may contain a single written communication of the nature of a letter or having the character of a personal communication addressed to the addressee of the parcel.

(2) Save as provided in sub-rule (1) no written communication shall be enclosed in a parcel.

(3) If a parcel is suspected to contain any written communication other than the one permitted by sub-rule (1) it shall be forwarded to its destination marked 'For open delivery'. If on being opened in the office of delivery in the presence of the addressee or his authorised agent it is found to contain any written communication other than the one permitted by sub-rule (1), each such written communication shall be charged on delivery with double the letter postage. Any postage paid on the parcel shall not be taken into account in assessing this charge. If the addressee fails to attend as required or refuses to pay the charge in full, the parcel shall be returned to the sender from whom the charge shall be recovered.

35. The Postmaster-General may, at any time, in respect of any particular office or offices, suspend the acceptance or despatch of parcels or restrict the number or description of parcels to be accepted or despatched.

36. (1) No parcel shall be accepted for transmission by post without prepayment of prescribed registration fee. The weight of a parcel shall not exceed 50 kilograms.

(2) A parcel shall not exceed two metres for any one dimension or three metres for the sum of the length and the greatest circumference measured in a direction other than that of the length.

(3) No parcel shall be such that, by reason of its shape, manner of packing or any other feature, it cannot be carried by post without serious inconvenience or risk.

37. The Director-General may, in special circumstances, prescribe a lower limit of weight than 50 kilograms for a parcel for and from any particular post office or offices.

38. (1) A parcel shall be packed and enclosed in a reasonably strong case, wrapper, or cover, fastened in a manner calculated to preserve the contents from loss or damage in the post, to prevent any tampering therewith and to protect other postal articles from being damaged in any way thereby.

(2) Liquids and substances which liquefy easily shall be despatched in a double receptacle. Between the first receptacle (bottle, flask, pot, box, etc.) and the second (which shall be a box of metal or of strong wood) some space shall be left to be filled with saw dust, pran, or some other absorbing material in sufficient quantity to absorb all the liquid contents in the event of breakage.

(3) Live bees shall be enclosed in suitable cases and so packed as to prevent all risks of injury to other postal articles in course of transmission by post or to officers of the Post Office.

39. Human and other viscera may be transmitted by post to Chemical Examiners for analysis subject to the following conditions: –

(*a*) The suspected viscus or other material to be sent for examination shall be enclosed in a glass bottle or jar, fitted with a stopper or sound cork.

(*b*) Great care shall be taken that the stopper or cork of the bottle fits tightly. This precaution is specially necessary when alcohol is used as a preservative, in such cases a ring of bee's wax or candle-wax shall be placed round the lip of the bottle so as to cover the shoulder of the stopper. The stopper shall be carefully fastened down with bladder or leather and sealed.

(*c*) The glass bottle or jar shall then be placed in a strong wooden or tin box, which shall be large enough to allow of a layer of raw cotton, at least twenty millimetres thick being placed between the bottle or jar and the box.

(*d*) The box itself shall be encased in cloth, which shall be securely closed and sealed. The seals shall be at intervals not exceeding seventy five millimetres along each seam. All the seals shall be of the same kind of wax and shall bear distinct impressions of the

same device. The device shall not be that of a current coin or merely a series of straight, curved or crossed lines.

40. Brains of rabid animals may be transmitted by post to authorised laboratories when sent by persons holding veterinary or medical qualifications and on the conditions prescribed in rule 38.

41. Cultures or other articles known or believed to contain the living germs of plague may be transmitted by the Inland post subject to the following conditions: –

(*a*) Such cultures or other articles aforesaid shall not be accepted for transmission unless they are sent by a Medical Practitioner in possession of a qualification not lower than that of M.B.B.S. of a recognized University or by a person specially permitted by the Federal Government or a Provincial Government to send cultures or other articles; nor unless they are consigned to a Government Laboratory, or to a person specially permitted by the Federal Government, or a Provincial Government, to receive such cultures or other articles.

(*b*) The cultures or other articles aforesaid shall be securely packed in a hermetically closed tin of adequate strength which shall be placed in a strong outer box of wood or tin with a layer of at least 20 millimetres of raw cotton-wool between the inner and outer case.

(*c*) The outer case shall be enclosed in a stout cloth, which shall be securely fastened and sealed and labelled with such distinguishing inscription as will suffice to make immediately manifest the nature of the contents.

(*d*) The sender shall present the parcel at the post office accompanied by a declaration as to the nature of its contents, and a certificate signed by himself to the effect that he has advised the addressee of its despatch and that such addressee, if the parcel should not be addressed to a Government, Laboratory, has been specially permitted by the Federal Government, or a Provincial Government, to receive such cultures or other articles. The certificate, moreover, shall show on its face that the sender is a person authorised within the meaning of clause (a) to send such cultures or other articles.

42. Bottles of anthrax spore vaccine may be transmitted by post by laboratories permitted by the Federal or Provincial Governments to despatch or receive such articles and on the conditions prescribed in clause (*b*), (*c*) and (*d*) to rule 41.

43. Strong smelling articles (*e.g.,* assafoetida) shall be enclosed in a hermetically sealed case of tin or other metal.

44. Films, celluloid and articles, made wholly or partly of celluloid shall be packed in a strong wooden box, and a white label bearing in heavy black characters the indication "Celluloid! Keep away from fire and light" shall be affixed to the address-side of the parcel.

45. Osmic acid (Osmium tetroxide) may be transmitted by the Inland post subject to the following conditions: –

(*a*) The acid shall be securely packed in a hermetically sealed stout glass capsule which shall be embedded in the centre of a tin case filled with fine sand in such a manner as to leave a layer of sand of not less than 45 millimetres between any part of the glass capsule and the inside of the tin case.

(*b*) The outside of the tin case shall be labelled in red letters 5 millimetres high "OSMIC ACID DANGEROUS TO HANDLE".

(*c*) The tin case shall be soldered down and placed in an outer box of wood of reasonable strength with a layer of at least 25 millimetres of raw cotton wool between the inner tin case and the outer wooden box.

(*d*) The outside of the wooden box shall also be labelled in letters "OSMIC ACID".

(*e*) The quantity of the acid enclosed in a capsule shall not exceed two grammes and not more than one capsule shall be included in a parcel.

46. The postage on a parcel shall be fully prepaid. Postage shall be realized in cash. The postage charges may also be prepaid with service postage stamps or through franked label affixed to the parcel by the licencee or by obtaining franked impression of a licensed franking machine on the cover of a parcel.

47. (1) Every parcel intended for transmission by post shall be presented at the window of the post office. The name and full postal address of the sender showing the post code number after the name of the town or city and the number of the National Identity Card or particulars of passport, in case of a foreign national, shall be written in ink or typed on the cover of the parcel. The booking clerk shall check the correctness of these particulars from the original documents to be shown by the sender or his agent. Any parcel found in a letter box shall not be forwarded but returned to the sender or forwarded to the Returned Letter Office for disposal if the address of the sender is not found written on the cover of the parcel.

(2) If a parcel containing any of the articles mentioned in sub-rules (2) and (3) of rule 38 and rules 39, 41, 43 and 44 is not packed in the manner prescribed therein, it shall not be forwarded.

48. Every parcel posted at or addressed to such places as the Director-General may, from time to time, notify in Post Office Guide and/or Postal Notices in this behalf, shall be accompanied by a declaration in such form as may be prescribed by the Director-General, containing a statement signed by the sender, as to the nature of its contents and their value.

Prohibited Articles

49. (1) *[Omitted.]*

(2) Circulars relating to lotteries shall not be transmitted by post.

(3) "Ammunition" as defined in section 4 of the Arms Act, 1878 (XI of 1878) shall not be transmitted by inland post.

(4) Postal articles of the Letter Mail landed in Pakistan under arrangements in force with a foreign country for the transmission by post of postal articles between Pakistan and such country shall not be transmitted by post within Pakistan if they contain coin, bullion, precious stones, jewellery, articles of gold or silver or other articles liable to customs duty, unless and until the customs duty, if any payable thereunder has been paid.

(5) All classes of articles of the letter mail of which the whole or a part of the address-side has been marked off into several divisions intended to receive successive addresses shall not be transmitted by post.

(6) Any article, which has thereon or cover thereof any matter which constitutes an attack on the territorial integrity or sovereignty of Pakistan.

(7) Anything which is sent in contravention of any enactment or Government orders for the time being in force.

50. If a postal article in course of transmission by post is actually found to contain any of the articles, the transmission of which by post is prohibited by rule 49, it shall be returned to the sender.

51. (1) No article shall be transmitted by post which has thereon, or on the cover thereof, any matter which is prejudicial to the maintenance of law and order or which is in furtherance of the aims of a political party or organisation, or any matter which tends directly to cause loss or injury, to any community or class of persons whatsoever.

(2) No article shall be transmitted by post which has thereon, or on the cover thereof, any pictorial representation of a person who is a proclaimed offender or who has been convicted of an offence punishable under Chapter

VI of the Pakistan Penal Code or who has been directed to be detained under the provisions of the Public Safety Act.

(3) If any article in course of transmission by post is found to contravene the provisions of sub-rules (1) and (2), it shall be sent to the Returned Letter Office and shall be there dealt with in the manner provided in section 39 and rules 214 to 218, as if it were an undelivered postal article which cannot be disposed of under section 37 or section 38 of the Act.

52. (1) No article shall be transmitted by post which has anything written, printed or otherwise impressed upon or attached to its address side, which, either on account of its being likely to be mistaken for stamps used for the payment of postage or by inconvenient proximity to any such stamp or by tending to prevent the easy and quick reading of the address or in other way, is in itself or in the manner in which it is written, printed, impressed or attached, likely, in the opinion of the Director-General, to embarrass the officers of the Post Office in dealing with such article.

(2) If any article in the course of transmission by post is found to contravene the provisions of sub-rule (1), it shall be returned to the sender.

Re-direction of postal articles

53. (1) Save as otherwise provided in rule 56, a postal article redirected to any place served by the Inland post by an officer of the Post Office or by an agent of the addressee after its delivery shall be transmitted by post free of charge in respect of such further transmission:

Provided that—

(*a*) in the case of an unregistered article redirected by an agent of the addressee, the article has not been opened and has been either returned to the postman or re-posted at the place of delivery; and

(*b*) in the case of a registered article re-directed by an agent of the addressee, the article has not been opened and has been returned to the postman at the place of delivery with the receipt unsigned.

(2) Where a postal article is re-directed to any place under the first paragraph of this rule, the postmaster at such place, may if authorised by a general or special order in this behalf issued by the Postmaster-General, require the addressee of the re-directed article to give, at the time of delivery, a receipt for such article.

(3) An unregistered postal article that is insufficiently addressed, shall, if it bears the address of the sender, be returned by the office of posting or delivery or an intermediate office, as the case may be, to the sender. If an

article so returned is reposted by the sender after completing the address of the addressee, it shall be treated as an un-registered postal article posted for the first time and charged with postage accordingly.

54. *[Omitted.]*

55. (1) A postal article re-posted after having been opened, or reposted at any place other than the place at which it was delivered, shall be treated as a postal article posted for the first time, and charged with postage accordingly. A registered article of which delivery has been taken can be re-posted only under the conditions prescribed for the posting of registered articles for the first time, except that, subject to the provisions of rule 51, no fresh charge shall be made on account of postage if the article has not been opened.

(2) In an officer to whom a postal article has been delivered in pursuance of an order made under section 26 of the Act returns the article to the post office with a view to its transmission either to the original sender or to original addressee, the article shall, provided it is suitably packed and addressed, be transmitted to its destination by post free of further charge on account of postage.

56. A parcel re-directed to any place served by the Inland post shall, save where the original address and substituted address are within the delivery area of the same post office, or are within the same post town, be chargeable in respect of each re-direction with further postage amounting to half the prepaid rate.

II.—FOREIGN POSTAL ARTICLES

57. The Director-General shall, from time to time, notify in the *Post Office Guide* and/or Postal Notices the conditions in force for the transmission of postal articles by the Foreign Post.

Express delivery of unregistered postal articles

58. (1) Unregistered articles of letter mail may be transmitted by the Foreign Post for Express Delivery to foreign countries where Express Delivery Service is available.

(2) On all such articles a printed label, dark red in colour, bearing the indication "Express" in bold letters shall be conspicuously affixed on the address side or an inscription to that effect made in its place.

(3) The delivery in Pakistan of such articles received from foreign countries shall be governed by the same rules as are applicable to inland

express delivery articles. If the express articles on their receipt from the Foreign Postal Administrations have to be submitted to customs control such articles shall be presented to them as soon as possible after their arrival in Pakistan. The customs authorities shall be encouraged to carry out the control of such items speedily. Only one attempt shall be made at express delivery. If that attempt fails, the postal article shall be treated as an ordinary one:

Provided that a fee of twenty rupees shall be charged from the addressee for the delivery of a fax message received in a post office in Pakistan from a foreign country sent by a private individual, firm or organization.

59. (1) If the addressee of a foreign parcel or bulk bag fails to take its delivery within thirty days following the date of delivery to him, or to his accredited agent, of an intimation of its arrival in the Foreign Post, a warehousing charge at the following rate commencing from the thirty-first day, shall be collected from the addressee at the time of delivery.—

(i) Rs. 5.00 per day or part thereof per parcel; and

(ii) Rs. 10.00 per day or part thereof per bulk bag:

Provided that in case of parcel bearing an alternative address, if the parcel could not be delivered at the original address, the warehousing charge due from the first addressee shall be charged from the second addressee at the time of delivery.

[Omitted.]

Provided further that the period of grace in the case of articles not collected from the post office of delivery shall be seven days.

(2) If the addressee of a foreign parcel addressed "*Post Restante*" fails to take its delivery within fifteen days following the date of its arrival in the office of delivery, a warehousing charge at the rate specified in sub-rule (1) shall be collected from the addressee at the time of delivery.

[Omitted.]

(3) The Director-General, or any officer authorised by him in this behalf, may, by order in writing, waive the collection of warehousing charges on any parcel or bulk bag: –

(i) addressed to a Foreign Mission in Pakistan;

(ii) addressed to a charitable institution;

(iii) containing educational material; or

(iv) in respect of which a certificate issued by the concerned officer of Customs is produced to the effect that the delay occurred due to completion of customs formalities.

60. Every parcel handed to the post office for transmission by the foreign post shall be presented at the post office with a declaration, in such form as may be, from time to time, prescribed by the Director-General, containing a statement signed by the sender as to the nature of its contents and value. The article shall also bear the name and full address of the sender as well as the number of his National Identity Card or in case of a foreign national, his passport number alongwith the date and place of issue of the passport. The booking clerk shall check the correctness of these particulars from the original documents to be shown by the sender or his agent. No such parcel shall be accepted if it is so small or so covered with writing or sealing wax, or otherwise made up in such a manner, as to render it impracticable to affix to some part of it the form of declaration prescribed by the Director-General in addition to the official labels to be applied to the address-side of the parcel.

***Explanation.*—**This rule shall not apply to a parcel which has an address-label tied to it, provided that the label is not so small or so covered with writing as to render it impracticable to affix to one side of the label the form of declaration prescribed by the Director-General in addition to the official labels to be applied to the address-side.

61. The export by post of anything subject to export regulation shall not be permitted unless such export is covered by an export licence issued by an authority appointed in this behalf by the Federal Government:

Provided that this rule shall not apply to the transmission by post of goods which are, from time to time, notified by the Federal Government to be exempt from export control.

62. No postal parcel shall be accepted for transmission to a foreign country unless it is presented along with a declaration in the form prescribed by the State Bank of Pakistan for the purpose of control on foreign exchange:

Provided that this rule shall not apply in the case of postal articles which are, from time to time, notified by the Federal Government to be exempt from such control.

63. (1) Gold, jewellery, or precious stones, or Pakistan currency notes, bank notes or coins or foreign exchange or security shall not be transmitted by the foreign post except with the permission of the State Bank of Pakistan. This shall be subject to such further conditions as the Director-General may, from time to time, notify in the *Post Office Guide* and / or Postal Notices.

(2) If a postal article in course of transmission within Pakistan is found to contain any gold, jewellery, or precious stones, or Pakistan currency notes, or bank notes or coins or foreign exchange or security, the export of which is not authorised by the State Bank of Pakistan, it shall be returned to the sender.

64. (1) As a general rule, all articles of letter post should be fully prepaid by the sender. Unpaid and insufficiently paid articles other than letters and postcards should not be forwarded but should be returned to the senders. When unpaid and insufficiently paid letters or postcards are posted in great number, they will be returned outright to the sender.

(2) Unpaid and insufficiently paid letters and postcards posted in Pakistan for transmission to a foreign country shall be returned to the senders, if their addresses can easily be ascertained, in order that the deficiency in postage may be made up by them. If the sender's address cannot be ascertained the articles will be forwarded to the destination duly taxed by the office of exchange in the manner described below: –

Items which are found deficient in postage shall be marked with the "T" stamp (Postage due) in the middle of the upper part of the front of the item; beside the impression of this stamp the office of exchange shall write very legibly, in the local currency, the amount of the under payment and under a fraction line the charge applicable from Pakistan to the country of destination for the first weight step of a letter by surface mail.

Correspondence sent by ships other than mail ships

65. Unregistered foreign correspondence marked by the sender for despatch by a ship, not being a mail ship, shall be forwarded by such ship provided that the postage is fully prepaid. If any such correspondence is not prepaid with postage applicable to an inland article of the same category, the sender shall be required to pay double the deficiency in the internal postage.

Treatment of postal articles from abroad bearing fictitious or previously used stamps

66. Where a postal article has been received by post from any place beyond the limits of Pakistan, bearing a fictitious or previously used postage stamp and the addressee of such postal article has failed to attend, by himself or his agent, at the post office of delivery within the time specified in the notice sent to him in that behalf, or having so attended, has refused to make known the name and address of the sender or to re-deliver the postal article or such portion thereof as may be required under section 27 of the Act, and, in consequence of such failure or refusal, the postal article has not been delivered to the addressee or his agent, the postal article shall be disposed of in the following manner: –

The officer-in-charge of the post office at which the postal article has been received for delivery shall record a statement, in such form as the Director-General shall prescribe, setting forth action taken by him under provisions of section 27 of the Act, and the fact of such failure or refusal as aforesaid on the part of the addressee or his agent; and shall forward the statement, together with the postal article, through the usual channel, to the Director-General.

The Director-General shall then, in due course, transmit the statement together with the postal article, to the Postal Administration of the place beyond the limits of Pakistan from which the article was received.

International Expedited Mail Service / International Speed Post

66A. (1) International Expedited Mail Service / International Speed Post, hereinafter referred to as "EMS / International Speed Post" shall operate between Pakistan and such foreign countries as may be notified by the Director-General from time to time under the arrangements mutually agreed upon between Pakistan and such foreign countries.

(2) Letter Post and other mail items shall be transmitted as EMS / International Speed Post articles with the exception of prohibitions laid down in the UPU Convention and import / export restrictions laid down in the internal enactments / regulations for the time being in force in the countries of origin and destination.

(3) EMS / International Speed Post articles shall be packed in the manner laid down in rules 38 to 44 and the sender shall invariably indicate his own name and address on the article.

(4) The maximum weight of EMS / International Speed Post article shall not exceed 30 kilograms for Hong Kong and United Kingdom and 20 kilograms for all other countries. As regards size, the minimum and maximum dimension shall be as under: –

Minimum	90 x 140 mm, tolerance of 2 mm.
Maximum	Length 900 mm, width and depth combined 500 mm, the greatest may not exceed 600 mm, with a tolerance of 2 mm. In roll form length *plus* twice the diameter, 1040 mm, but the greatest dimension may not exceed 900 mm.

(5) Postage on EMS / International Speed Post articles shall be realised in cash at the rates prescribed from time to time in Postal Notices.

(6) EMS / International Speed Post articles shall be presented at the counter of such post offices, during such working hours and for such countries as may be notified by the Director-General from time to time.

(7) If an EMS / International Speed Post article contains anything on which custom or other duties are leviable it shall be accompanied by a customs declaration form as prescribed from time to time duly filled in by the sender and the article shall be cleared with the customs authorities before despatch.

(8) EMS / International Speed Post articles shall be treated as registered articles and a receipt in such form as may be prescribed by the Director-General shall be granted to the sender of the article at the time of booking.

(9) Inward EMS / International Speed Post articles shall be delivered immediately on receipt in the office of delivery through special delivery staff at the address given on the article under receipt to be taken in such form as may be prescribed by the Director-General. Un-deliverable articles shall be disposed of according to the instructions of the sender or in the absence of any such instructions, the article shall be returned to the sender.

Surface Air Lifted Mail

66B. Outward foreign parcels for specified stations may be booked at designated post offices on payment of such postage charges and on such terms and conditions as may be notified by the Director-General from time to time in the *Post Office Guide* or Postal Notices.

International Fax Mail Service

66C. Messages and documents may be accepted at the designated post offices for transmission to specified stations of overseas countries electronically by fax machines on such conditions as notified by the Director-General from time to time in the *Post Office Guide* or Postal Notices.

III.—AIR MAIL ARTICLES

67. Letters, postcards, printed papers, literature for the blind (cecogramme), small packets and parcels may be accepted at any post office for transmission by air, subject to such restrictions as the Director-General shall, from time to time, notify in the *Post Office Guide* or *Postal Notices.*

PART-III

REGISTRATION OF POSTAL ARTICLES

I.—INLAND POSTAL ARTICLES

68. Letters, postcards, printed papers and small packets, parcels and registered newspapers prepaid with postage at registered newspaper rates of postage may be registered at any post office for transmission by post to any other post office.

69. (1) In addition to the postage, a fee of twenty rupees shall be charged for the registration of any postal article:

Provided that a fee of ten rupees shall be charged for the registration of,

(*a*) any postal article containing registered newspapers, journals and magazines; and

(*b*) any postal article sent by a bulk mailer registered with the Post Office as such.

(2) The registration fee as a bulk mailer shall be one thousand rupees which shall be recovered in advance from the applicant. The registration shall remain valid for one year from the date of issue, but may be renewed for further period of one year on payment of a fee of five hundred rupees in respect of each renewal.

70. The prepayment of the postage and registration fees is obligatory in the case of all registered articles.

71. (1) An article intended for registration shall be presented at the window of the post office. The article presented for registration shall bear the name and address of the sender written on the top left hand corner on the cover or failing that on the back of the cover of the article. No such article shall be accepted for registration if it is so small or so covered with writing or sealing-wax on the address-side, or otherwise made up in such a manner, as to render it impracticable to affix to the article the official labels prescribed by the Director-General.

Explanation.—This sub-rule shall not apply to an article which has an address-label tied to it, provided that the label is not so small or so covered with writing on the address-side as to render it impracticable to affix to that side the official labels prescribed by the Director-General.

(2) No parcel shall be accepted for registration unless it bears the name and address of the sender as well as the number of his National Identity Card, or in case of a foreign national, his passport number alongwith the date and place of its issue written on the cover.

72. A receipt shall be given to the person who presents an article for registration at the post office window during the hours prescribed for posting registered articles.

73. No registered article shall be delivered to the addressee unless and until he or his agent has signed a receipt for it in such form as the Director-General shall prescribe.

74. (1) If the sender of a registered article pays at the time of posting the article a fee of five rupees in addition to the postage and registration fee, there shall be sent to him on the delivery of the article a form of acknowledgement which shall be signed by the addressee or his authorised agent. If the addressee or the agent refuses to sign, the acknowledgement of delivery shall bear a statement to this effect.

(2) No article for which an acknowledgement is required under sub-rule (1) shall be accepted for registration unless it is accompanied by a prescribed form of acknowledgement duly filled in and the sender superscribes the article as "Acknowledgement Due" as well as indicates thereon his name and full address.

75. The sender of a registered article may obtain an attested copy of the original receipt signed by the addressee on payment of a special fee of five rupees, provided that he makes his application for it within six months of the date on which the addressee signed the original receipt.

76. (1) Registration shall be obligatory in the case of—

(*a*) Any parcel irrespective of weight or mode of transmission.

(*b*) Any insured article.

(*c*) Any parcel addressed to a place for which a customs declaration is required.

(*d*) Any article containing postage or other stamps or labels or an uncrossed cheque, an uncrossed bank draft, hundi, banknote, bank-post bill, bill of exchange, or the like,—if the contents are either superscribed upon the cover or are known or manifest to the officers of the post office owing to the transparency, insecurity, or insufficiency of the cover, or to any other cause.

(*e*) Any article bearing word "Registered" or any other word, phrase, or marks to the like effect written or impressed on the cover.

(*f*) Any registered article which is re-posted after having been delivered.

(*g*) Any value-payable article.

(*h*) Any article having contents of intrinsic value of five hundred rupees but not exceeding two thousand rupees.

***Exception.*—**Nothing in this rule shall be held to render registration of a printed paper compulsory only by reason that it contains a stamped envelope, postcard or wrapper as provided by sub-rule (3) of rule 21.

(2) Twice the fee of registration shall be levied on the delivery of any postal article required under this rule to be registered on which the fee for registration has not been prepaid.

II.—FOREIGN POSTAL ARTICLES

77. Letters, postcards, printed papers and small packets may be registered at any post office for transmission to countries and places served by the foreign post, subject to such exceptions as the Director-General shall, from time to time, notify in the *Post Office Guide* or Postal Notices.

78. In addition to the postage, a fee of one hundred rupees shall be charged for the registration of any letter, post card, printed paper or small packet to be sent by the foreign post.

79. The registration of all parcels to be sent by the foreign post is obligatory. No separate fee shall be charged for such registration.

80. Rules, 70, 71, 72 and 73, relating to the registration of inland postal articles, shall be equally applicable to registered articles sent or received by the foreign post.

81. (1) The sender of a registered article posted in Pakistan and addressed to any country shall be entitled to obtain an acknowledgement of its delivery by paying a fee, in addition to the postage and registration fee, of fifty rupees. If the sender desires that the acknowledgement of delivery may be returned to him by air mail, he shall, in addition, pay air mail surcharge equal to the amounts of air mail postage for an ordinary air mail letter of the first unit of weight from Pakistan to the country of destination.

(2) When the sender of a registered article posted in Pakistan and addressed to any country has not paid the fee for an acknowledgement of its delivery and desires to have an enquiry made by the post office regarding the disposal of the article, he shall be entitled to this service free of cost provided that this application is made within one year counting from the day following the date of posting of the article.

(3) If the sender or addressee of a registered article posted in any country other than Pakistan and addressed to a place in another country desires that

the Pakistan Postal Administration should forward his enquiry regarding the disposal of the article to the Administration of origin, he shall be entitled to this service free of cost.

(4) The enquiry may, in addition to other means of communication, be sent to a foreign postal administration by fax, e-mail or any available electronic means of communication, on payment of the prescribed charges by the sender.

(5) [*Omitted.]*

(6) A repacking charge of ten rupees shall be levied on each foreign parcel received in damaged condition which is re-packed in order to protect its contents.

PART-IV

INSURANCE OF POSTAL ARTICLES

I.—INLAND POSTAL ARTICLES

82. Registered letters, value-payable registered letters, registered parcels and value-payable registered parcels may be insured up to the value of five thousand rupees at such branch post offices, as may be authorized by the Postmaster General, and upto the value of fifty thousand rupees at other post offices:

Provided that in no case shall such value exceed the real value of the content of the article insured:

Provided also that articles containing gold coins or billion or currency notes or any two or all of them shall be insured for the actual value of the contents.

83. Insurance shall cover all risks in course of transmission by post.

84. In addition to the postage and the fee for registration, the following further fees shall be charged for insurance, namely: –

(a) fifteen rupees, in case the value insured does not exceed one thousand rupees;

(b) ten rupees for every additional one thousand rupees or fraction thereof upto ten thousand rupees; and

(c) twenty-five rupees, for every additional ten thousand rupees or fraction there of upto fifty thousand rupees.

85. The prepayment of all charges on insured articles, namely, postage, registration fees and insurance fees, shall be compulsory. Postage stamps or service postage stamps or franked labels of licenced franking machines affixed to an insured letter and franked labels of licenced franking machines or service postage stamps affixed to an insured parcel must be

placed apart from one another so that they may not serve to conceal injuries to the article.

86. (1) Every letter tendered for insurance shall be enclosed in a strong cover which must be securely fastened and sealed with fine wax bearing a private mark, in such a way that it cannot be opened without either breaking the seals or leaving obvious traces of violation. No label of any kind shall be affixed by the sender to such a cover. Envelopes with black or coloured borders or transparent panels shall not be used. Seals shall be placed over each flap or seam of the cover; and if the cover is tied round with string or tape, a seal shall be placed on the ends where they are tied.

(2) Every parcel tendered for insurance shall be packed carefully and substantially, with due regard to the nature of the contents and the length of the journey, and shall be sealed with wax or lead, bearing a private mark, in such a way that it cannot be opened without either breaking the seal or leaving obvious traces of violation. Seals shall be placed over each joint or loose flap of the covering of a parcel; and, if string be used in packing a seal shall be placed on the ends of the string where they are tied. If a parcel contains gold or silver bullion or coins, it shall be packed in a strong case of wood or metal with an outer covering of cloth or stout paper.

(3) All the seals affixed to an insured postal article shall be of the same kind of wax and shall bear distinct impressions of the same private device. The device shall not be that of current coin or merely a series of straight, curved, or crossed lines.

87. No postal article shall be accepted at any post office for insurance if it is so small or so covered with writing or sealing-wax on the address-side, or otherwise made up in such a manner, as to render it impracticable to affix to the article the official labels prescribed by the Director-General.

***Explanation.*—**This rule shall not apply to an article which has an address-label tied to it, provided that the label is not so small or so covered with writing on the address-side as to render it impracticable to affix to that side the official labels prescribed by the Director-General.

88. An article intended for insurance shall be presented at the window of the post office with the amount for which the sender wishes it to be insured, clearly written in words and figures, without erasure or correction on the cover. The name and address of the sender showing the post code number after the name of the town or city shall clearly be written on the cover at the top left hand corner or on its reverse or on a separate slip of paper, to be presented with the article, should there be no room for his name and address on the cover. The sender shall also write on the article his

National Identity Card number or particulars of passport in case of a foreign national.

89. A receipt shall be given to the person who presents an article for insurance at the post office window during the hours prescribed for posting insured articles.

90. The sender of an insured article shall be entitled to obtain an acknowledgement of its delivery signed by the addressee or his authorised agent.

91. There shall be payable to the sender of an insured postal article compensation not exceeding the amount for which the article has been insured, for the loss of the postal article or any of its contents or for any damage caused to it in course of transmission by post:

Provided that the compensation shall in no case exceed the value of the article or any of its contents lost or the amount of the damage caused, and provided that in the case of loss, the sender shall furnish full particulars of the contents of the postal article and their value:

Provided, also, that no compensation shall be payable—

(*a*) where there has been misdelivery arising out of incorrectness or incompleteness of the address written by the sender;

(*b*) where there has been fraud on the part of the sender or addressee;

(*c*) where the insured article has been delivered to the addressee and he has signed and returned the receipt therefor;

(*d*) where the sender has not given intimation of the loss within three months from the date of posting;

(*e*) where the loss or damage was due to improper or insecure packing;

(*f*) where there is no visible damage to the cover or seals;

(*g*) where the insured article contains gold coins or bullion or currency notes or any two or all of them and has not been insured for the actual value of the contents;

(*h*) in the case of the loss of halves of currency notes;

(*i*) in the case of damage arising from the nature of the article insured; or

(*j*) where the insured article contained anything the transmission of which by post is prohibited.

92. Compensation shall be payable one month after the date on which intimation of loss is given by the sender to the Post Office, except in cases in

which the Postmaster-General may consider that the circumstances demand the withholding of payment pending enquiry.

93. Coin, bullion, platinum, precious stones, jewellery, currency notes, articles of gold or silver and other articles of an intrinsic value exceeding two thousand rupees may be sent by post only in insured letters or insured parcels. If a letter or parcel presented at the post office window is found to contain any such object of value, it shall not be accepted for transmission by post, unless the sender insures it; and if an uninsured article manifestly containing any such object of value is found in course of transmission by post it shall be either intercepted and returned to the sender or forwarded to destination and delivered to the addressee .

Explanation.—In this rule the expression "articles of gold or silver" includes articles made wholly or partly of gold or silver, but not coins and electro or other plated goods. The expression "coin" does not include cut counterfeit coin remitted on behalf of the Currency Department and Mints. The expression "currency notes" does not include defaced notes, *i.e.,* notes from which the signature has been cut off after cancellation, remitted on behalf of the Currency Department. The expression "jewellery" includes watches, the cases of which are entirely or mainly composed of gold, silver or platinum.

II.—FOREIGN POSTAL ARTICLES

94. The Director-General shall, from time to time, notify in the *Post Office Guide* and/or Postal Notices the countries and places for transmission to which registered letters, value-payable registered letters containing jewellery or valuables, parcels and value-payable parcels may be insured, and the limit up to which such letters or parcels may be insured in each case:

Provided that in no case shall such value exceed the real value of the contents of the letter or parcel insured.

95. In addition to the postage and the registration fee of one hundred rupees, the fee as prescribed in rule 84 shall be charged for insurance.

96. The prepayment of all charges on insured foreign registered letters and parcels shall be compulsory. Postage stamps or franked labels of licenced franking machines affixed to letters and the service postage stamps or franked labels of licenced franking machines affixed to parcels intended for insurance shall be placed apart from one another, so that they may not serve to conceal injuries to the cover of the letter or parcel. No label of any kind shall be affixed by the sender to the cover of a letter intended for insurance.

97. (1) Every foreign letter tendered for insurance shall be enclosed in a strong envelope, which shall be securely fastened and sealed with fine wax

bearing a private mark, in such a way that it cannot be opened without either breaking the seals or leaving obvious traces of violation. The envelopes shall be made up in one piece, and allow the seals to adhere completely. Envelopes with black or coloured borders or transparent panels shall not be used. Seals shall be placed over each flap or seam of the cover; and if the cover is tied round with string or tape, a seal shall be placed on the ends where they are tied.

(2) Every foreign parcel tendered for insurance shall be packed carefully and substantially, with due regard to the weight and nature of the contents as well as the mode of transport and the length of the journey and shall be sealed with wax or lead, bearing a private mark, in such a way that it cannot be opened without either breaking the seal or leaving obvious traces of violation. Seals shall be placed over each joint or loose flap of the covering of a parcel; and, if string be used in packing, a seal shall be placed on the ends of the string where they are tied. If a parcel contains coin, bank notes, currency notes, bearer bonds, platinum, gold or silver (manufactured or not) precious stones, jewels or other precious objects, it shall be packed in a strong case of wood or metal with an outer covering of cloth or stout paper.

(3) All the seal affixed to an insured foreign letter or parcel shall be of the same kind of wax or lead and shall bear distinct impressions of the same private device. The device shall not be that of a current coin or merely a series of straight, curved or crossed lines.

98. No foreign letter or parcel shall be accepted at any post office for insurance if it is so small or so covered with writing or sealing wax on the address-side, or-otherwise made up in such a manner, as to render it impracticable to affix to it the official labels prescribed by the Director-General.

***Explanation.*—**This rule shall not apply to a letter or parcel which has an address-label tied to it, provided that the label is not so small or so covered with writing on the address-side as to render it impracticable to affix to that side the official labels prescribed by the Director-General.

99. A foreign letter or parcel containing jewellery or valuables intended for insurance shall be presented at the window of the post office with the amount for which the sender wishes it to be insured clearly written, in words and figures without erasure or correction, on the cover and accompanied by such form or forms duly filled up as may be prescribed by the Director-General, from time to time, in the *Post Office Guide* or Postal Notices. The name and address of the addressee of a foreign letter or parcel intended for insurance shall be written in ink on the actual cover of the article. Letters addressed to initials or directed in pencil or bearing at the time of posting erasures or corrections in the address shall not be forwarded.

Every letter or parcel shall bear clearly written in ink or type, the name and full address of the sender showing the post code number after the name of the town or city and the number of the National Identity Card issued by the Federal Government or particulars of passport, in case of a foreign national.

100. A receipt shall be given to the person who presents a foreign letter or parcel for insurance at the window of the post office during the hours prescribed for posting insured foreign articles.

101. (1) When a foreign letter or a foreign parcel, not being a parcel addressed to a prisoner of war or to an Information Bureau established for prisoners in a belligerent country or in a neutral country which has received belligerents in its territory or to a belligerent interned in a neutral country, has been posted in and insured by a Pakistan Post Office within or without the limits of Pakistan and when such letter or parcel has been lost or the contents thereof have been abstracted or damaged in the course of transmission by post, compensation not exceeding the amount for which such letter or parcel has been insured shall be payable, in accordance with and subject to the provisions of sub-rules (2), (4) and (5) on account of such loss, abstraction or damage, to the sender except in the case of a parcel in respect of which the Administration of the country of destination decides to pay compensation to the addressee under the same conditions as those prescribed in respect of the Pakistan Post Office in sub-rule (3).

(2) Whether or not the addressee has made reservations on taking delivery of a letter, the contents of which have been abstracted or damaged, or has, after taking delivery thereof, immediately made a complaint of abstraction or damage to the Administration of the office of delivery and proved to the satisfaction of that Administration that the abstraction or damage did not take place after the delivery, the compensation payable under sub-rule (1) shall be payable to the sender and no claim for the payment of compensation to the addressee shall be entertained.

(3) When an inward parcel insured by a foreign Administration is lost or the contents thereof are abstracted or damaged, compensation shall be payable by the Pakistan Post Office to the addressee up to an amount not exceeding that for which it has been insured if he claims such compensation after having made reservation in taking delivery of the parcel or if he furnishes proof that the sender of the parcel has waived his rights to such compensation in the addressee's favour.

(4) The compensation payable under sub-rules (1) to (3) shall in no case exceed the value of the article lost or the amount of loss occasioned by the abstraction of, or damage to, the contents of the article, and loss of profits or other indirect loss shall not be taken into consideration in the assessment of such compensation.

(5) No compensation shall be payable under sub-rules (1) to (3)—

(*a*) where the loss or damage has been caused by the fault or negligence of the sender, or arises from the nature of the article;

(*b*) where the insurance has been fraudulently made for a sum above the real value of the contents, or there has been any other fraud on the part of the sender or the addressee;

(*c*) where the insured article has been delivered to the addressee, or where the article is returned to the sender and the addressee or sender, as the case may be, has signed and returned the receipt therefor without protest, or in the case of an insured letter without immediately making a complaint of abstraction of or damage to the contents of the letter to the Administration of the Office which delivered the article and proving to the satisfaction of that Administration that the abstraction or damage took place before the delivery of the letter;

(*d*) where the sender has not given intimation of the loss, abstraction or damage within one year following the day of posting;

(*e*) where the loss, abstraction or damage was due to improper or insecure packing;

(*f*) where there is no *visible* damage to the cover or seals;

(*g*) in cases beyond control (*e.g.,* tempest, shipwreck, earthquake, war, etc.);

(*h*) where the insured article cannot be traced in consequence of the destruction of the documents relating to it from causes beyond control unless proof of liability of the Post Office to pay compensation in respect of the article has been furnished otherwise;

(*i*) where the insured article contained anything the transmission of which by the letter or the parcel post, as the case may be, is prohibited; or

(*j*) where the insured article is seized under the internal regulations of the country of destination.

(6) In the following cases, namely:—

(*a*) when an insured letter or parcel is lost or destroyed or its contents are wholly abstracted;

(*b*) when, by reason of damage attributable to the postal service, the addressee refuses to take delivery of an insured parcel;

the sender of such letter or parcel, shall be further entitled to a refund of the charges and fees which have been paid, and when an error on the part of the Post Office gives rise to enquiry as to the disposal of such letter or parcel, to a refund of any fee paid on account of such enquiry; but the sender of such letter or parcel shall in no case be entitled to a refund of the fee paid for insurance.

(7) The Federal Government does not accept any liability to the sender or the addressee, other than that mentioned in sub-rules (1) to (6), in respect of loss of an insured inward or outward foreign letter or parcel or the abstraction of, or damage to, the contents thereof.

102. If, after payment of the compensation, an insured letter or parcel, or a part thereof which was previously considered as lost is recovered, the sender and addressee shall be informed of the recovery. The sender shall also be asked to take delivery of the recovered article within three months against refund of the amount of compensation paid. If the sender does not take delivery within the prescribed period, the addressee shall then be asked to take delivery under the same conditions. If the addressee also does not take delivery, the article shall be treated as undeliverable and disposed of accordingly.

103. (1) Where a foreign parcel contains coin, bullion, bank notes, currency notes or any kind of securities payable to bearer, platinum, precious stones, jewellery or articles of gold or silver, it shall not be accepted for transmission by post unless the sender whishes to insure it. If a foreign parcel containing any such object of value is addressed to a country or place to which insurance is not available, the parcel shall be insured for its inland transit within the limits of Pakistan, and in such cases the fee charged for insurance shall be calculated at the rates prescribed in rule 84.

(2) If an uninsured foreign parcel declared to contain or manifestly containing any of the objects of value specified in sub-rule (1) is received from a foreign country, the parcel shall be forwarded to destination as an insured parcel and delivered to the addressee subject to the payment of an insurance fee calculated in the manner prescribed in sub-rule (1) on the declared value of the contents or on the value assessed by the Customs authorities, whichever is higher, provided that if the value of the contents exceeds the maximum limit for which inland parcels may be insured, the parcel shall be insured only for such maximum. If refused by addressee, it shall be returned to the country of origin.

***Explanation.*—**In this rule the expression "Articles of gold or silver" includes articles made wholly or partly of gold or silver, but not electro or other plated goods. The expression "jewellery" includes watches the cases of which are entirely or mainly composed of gold, silver or platinum.

104. Where an insured foreign parcel, which has been re-directed or returned as undeliverable, is received in Pakistan subject to a fresh insurance fee by reason of its having been so re-directed or returned, such fee shall be recoverable on delivery as if it were postage due under the Act.

PART-V

VALUE-PAYABLE POST

I.—INLAND POSTAL ARTICLES

105. Registered parcels, registered printed papers, small packets and registered newspapers prepaid with postage at registered newspaper rates of postage and with registration fee, and registered letters prepaid with postage, registration fee and a supplementary fee of five rupees per letter, may be transmitted by the inland post as value-payable postal articles, provided that the amount specified for remittance to the sender in the case of any such postal article shall not exceed ten thousand rupees:

Provided that such parcels, letters, printed papers and packets do not contain coupons, tickets, certificates or introduction designed for the sale of goods on what is known as the "Snowball system".

106. No such postal article as aforesaid shall be accepted at any post office for transmission by post as a value-payable postal article unless the sender declares that it is sent in execution of a *bona fide* order received by him. At any post office notified from time to time in this behalf by the Director-General, the sender shall, in addition, be required to declare that the article is one of the transmission of which by post as a value-payable postal article is permitted. No postal article as aforesaid shall be accepted at these offices without such further declaration.

Explanation.—An article may be sent by the value-payable post even though it possesses no intrinsic value. Thus, legal documents, bonds, policies of the insurance, promissory notes, railway goods and parcel receipts, bills of lading or ordinary bills for collection may be sent as value-payable postal articles. In the case of a railway receipt or bill of lading sent as a value-payable postal article it will be sufficient for the purposes of this rule if the article to which the railway receipt or bill of lading relates, has been sent in execution of a *bona fide* order to send the other documents specified, the documents must be sent in execution of a *bona fide* order to send the document itself.

107. (1) Every postal article intended to be transmitted by post as a value-payable postal article shall be presented at the post office with a printed form prescribed by the Director-General and obtainable at the post office, in which the sender shall specify the sum to be remitted to himself, fill in the required entries in ink, and sign the declaration required by rule 106. The sender of a postal article intended to be transmitted by post as value-payable shall write clearly on the face of the article itself—

(*a*) in the upper left-hand corner—the letters "V.P." allowed by an entry, *in figures and words,* of the amount for remittance to him self, and

(*b*) in the lower left-hand corner—his own name and full address.

(2) Value-payable postal articles shall not be accepted unless the town of payment shown in the value-payable money order form is the one where the postal article has been booked.

108. No article shall be accepted at any post office for transmission by post as a value-payable postal article if it is so small or so covered with writing or sealing-wax on the address-side, or otherwise made up in such a manner, as to render it impracticable to affix to the article the official labels prescribed by the Director-General.

***Explanation.*—**This rule shall not apply to an article which has an address-label tied to it, provided that the label is not so small or so covered with writing on the address-side as to render it impracticable to affix to that side the official labels prescribed by the Director-General.

109. The amount to be recovered from the addressee shall be the sum specified by the sender for remittance to himself *plus* a fee calculated at the rate of money order commission laid down in rule 122 on the amount specified for remittance to the sender. When the amount due is recovered from the addressee the sum for payment to the sender shall be remitted to him by means of a money order.

110. (1) If the addressee of a value-payable postal article omits to take delivery of it within the seven days following the date of its first presentation or the date of delivery to him or to his accredited agent of an intimation of its arrival, or, in the case of an article sent out for delivery through a village postman, the date of return to the post office of the village postman after its first presentation or delivery of intimation of its arrival to the addressee or to his accredited agent, the article shall be returned to the sender on the 8th day:

Provided that if in the meantime the addressee has applied in writing to the post office for the detention of the article for a further period not exceeding seven days beginning with the said 8th day and has paid with the application a fee of five rupees for each day of such further period, the article shall not be returned to the sender until the expiration of the further period covered by the application. Any fee so paid, shall in no circumstances be refunded.

(2) When a value-payable postal article is returned to the sender under sub-rule (1) the sender shall be required to pay any charges that may be due on it and to acknowledge receipt of the article by signing the form presented by the postman. In no circumstances shall any fee or fees prepaid by the sender be refunded.

111. If a complaint is made by the addressee immediately after the receipt of a value-payable postal article, that it was sent dishonestly, or fraudulently, the Postmaster-General may, if satisfied that there are *prima facie* grounds for believing that the value-payable postal article was sent with the intention of defrauding the addressee, withhold the payment to the

sender of the money recovered from the addressee. If, after making such enquiries as may be necessary, he is fully satisfied that the value-payable postal article was sent with this intention, he may order the return of the article to the sender and refund to the addressee the sum of money recovered from him on delivery of the value-payable postal article.

112. Whenever the sender or addressee of a value-payable postal article makes a complaint regarding the delivery of or payment for the value-payable postal article, he shall be entitled to have an enquiry made by the post office on paying a fee of ten rupees. The fee shall be paid by means of a postage stamp or stamps affixed to the letter of complaint. This fee shall be refunded in cases where the complaint is found to be well grounded.

Explanation.—Complaint in respect of V.-P. article booked by Departments of the Federal or Provincial Governments are exempt from the payment of this enquiry fee.

113. The Federal Government shall not incur any liability in respect of the sum specified for remittance to the sender in respect of a value-payable postal article unless and until that sum has been received from the addressee and unless a claim for that sum has been preferred within one year from the date of posting of the article.

II.—FOREIGN POSTAL ARTICLES

114. The Director-General shall, from time to time, notify in the Post Office Guide or Postal Notices, the countries and places with which value-payable postal articles may be exchanged and the conditions which shall govern the exchange of such postal articles.

115. No such postal article, as aforesaid, shall be accepted at any post office for transmission by post as a value-payable postal article unless the sender declares that it is sent in execution of a *bona fide* order received by him. At any post office, notified from time to time in this behalf by the Director-General, the sender shall in addition, be required to declare that the article is one the transmission of which by post as a value-payable postal article is permitted. No postal article, as aforesaid, shall be accepted at these offices without such further declaration.

Explanation.—An article may be sent by the value-payable post even though it possesses no intrinsic value. Thus, legal documents, bonds, policies of insurance, promissory notes, railway goods and parcel receipts, bills of lading or ordinary bills for collection may be sent as value-payable postal articles. In the case of a railway receipt or bill of lading sent as a value-payable postal article, it will be sufficient for the purposes of this rule if the article to which the railway receipt or bill of lading relates, has been sent in execution of

bona fide order. In the case of the other documents specified the document must be sent in execution of a *bona fide* order to send the document itself.

116. (1) Every postal article intended to be transmitted by post as a value-payable postal article shall be presented at the post office with a printed form, prescribed by the Director-General and obtainable at the post office, in which the sender shall specify the sum to be remitted to himself, fill in the required entries in ink; and sign the declaration required by rule 115.

(2) *[Omitted.]*

(3) In the event of non-delivery of a value-payable parcel originating in Pakistan for delivery in a country to which value-payable service is available, the fee prepaid by the sender on the amount specified for remittance under that sub-rule shall, on application, be repaid to him, subject to a deduction of ten per cent of the fee paid.

117. *[Omitted.]*

118. (1) If the addressee of a foreign value-payable parcels fails to take delivery of it within ten days following the date of its first presentation or the date of delivery to him or to his accredited agent of an intimation of its arrival, it shall be forwarded further or disposed of according to the instructions of the sender given on the Despatch Note.

[Omitted.]
[Omitted.]

(2) If the addressee of a foreign value-payable parcel addressed *"Poste Restante"* fails to take delivery of it within ten days following the date of its arrival in the office of delivery, it shall be forwarded further or disposed of according to the instructions of the sender recorded on the Dispatch Note.

[Omitted.]

119. If a complaint is made by the addressee immediately after the receipt of a value-payable postal article, that it was sent dishonestly or fraudulently, the Postmaster-General may, if satisfied that there are *prima facie* grounds for believing that the value-payable postal article was sent with the intention of defrauding the addressee, withhold the payment to the sender of the money recovered from the addressee. If, after making such enquiries as may be necessary, he is fully satisfied that the value-payable postal article was sent with this intention, he may order the return of the article to the sender and refund to the addressee the sum of money recovered from him on delivery of the value-payable postal article.

120. Rules 108, 112 and 113, relating to inland value-payable articles, shall be equally applicable to foreign value-payable articles.

PART-VI

MONEY ORDERS

I.—INLAND MONEY ORDERS

Ordinary inland money orders

121. The amount for which a single money order may be issued shall not exceed ten thousand rupees:

Provided that the Director General may, by notification in the Post Office Guide or Director General's Circulars, fix a lower limit of amount for money order for or from any particular extra departmental branch post office or sub office.

122. A commission on the issue of inland money orders at the flat rate of fifty rupees per money order irrespective of the value of a single money order upto ten thousand rupees shall be charged from the remitter:

Provided that money order commission chargeable on value payable money orders booked by the publishers of newspapers and periodicals registered with Pakistan Post Office as such shall be at a special flat rate of twenty-five rupees per money order irrespective of value of the single money order upto ten thousand rupees:

Provided further that the money order commission chargeable on money orders booked under the Benazir Income Support Programme and the Punjab Food Support Scheme shall be at a special flat rate of twenty-five rupees per money order irrespective of value of the single money order upto ten thousand rupees:

Provided also that the money order commission chargeable on money orders booked by the Pakistan Army for payment to the widows, families, and dependent of shaheed or deceased personnel of armed forces to mitigate their suffering shall be charged at a special flat rate of twenty-five rupees per money order irrespective of the value of a single money order upto ten thousand rupees.

123. The Director-General may, at any time, (a) suspend the issue of money orders upon or by any particular post office, or group of post offices, or (b) direct that money orders shall not be so issued except on payment of special rates of commission higher than those prescribed by rule 122.

124. The remitter of a money order shall fill in, in ink, on a money order from prescribed by the Director-General, such particulars as the Director-General may require. Such particulars may be written in English, Urdu, or in the local language of the district.

125. The money order form duly filled in, together with the amount of the money order and commission, may be presented at the post office during

the hours prescribed for money order business. A blank money order form shall be obtainable from the post office at the price of one rupee each.

126. A receipt shall be given to the remitter for the amount paid by him an account of the money order and commission. The Post Office will not incur any liability if a fraud or misappropriation of the amount of the money order takes place on account of the failure of the remitter to collect the receipt for the money order issued.

127. The remitter of a money order shall be entitled to obtain, free of charge, an acknowledgment of the payment of the amount of the order signed by the payee or his authorised agent.

128. The payment of a money order shall ordinarily be made at the address of the payee on his signing the money order and acknowledgment.

129. The money order and acknowledgment shall be signed by the payee named by the remitter, or by some person authorised in writing by the payee in this behalf. The signature shall be written in ink in the space provided for the purpose.

130. If the remitter or payee of a money order is illiterate, his mark shall be obtained and shall be verified in such manner as the Director-General may direct.

131. A money order shall be redirected to the payee on his written request free of charge.

132. The remitter of a money order which has not been paid may require that the address of the payee shall be altered or that the name of the post office, at which the order was originally made payable, shall be changed. The required change shall be made without additional charge on the remitter's applying in writing to the post office at which the order was issued.

133. *[Omitted.]*

134. The remitter of a money order which has not been paid may stop payment and require that the money be repaid to himself. This shall be done without additional charge on the remitter's applying in writing to the post office at which the money order was issued, and producing the receipt and giving full particulars of the payee's address as entered in the money order. Payment can be stopped by telegram, telex, fax, e-mail or any other electronic means of communication if the remitter pays for it. In no case, however, shall the post office be responsible for inability or failure to stop payment of a money order in compliance with the remitter's request. The money order commission shall not be refunded in any case.

135. If the payee of a money order cannot be found, or if the payee refuses to take payment, the amount of the order shall be returned at once to the remitter free of charge. The commission shall in no case be refunded.

136. If payment of a money order to the payee cannot be effected and the amount cannot be repaid to the remitter owing to the latter not being found, the order shall be void and its value credited to the Federal Government. But, if the payee or remitter subsequently applies for payment, the amount of the order shall be paid to him on the authority of the Audit Officer, provided that application is made before the expiration of one year from the date of issue of the original order.

Urgent Money Orders

137. Inland money orders shall be accepted on payment of additional fee as prescribed by the Director General from time to time for transmission by Urgent Mail Service at the option of the remitter between such post offices where this service is available. The limits of value and other conditions laid down in these rules relating to Ordinary Money Order shall apply in the case of Urgent Money Orders.

Fax Money Orders

137A. (1) Inland money orders may be accepted for transmission by facsimile machine at the option of the remitter between such specified towns and such post offices as are authorized to accept Fax Money Orders on the following special conditions, namely: –

(*a*) A special printed money order form for transmission by Fax of Money Order shall be used by the remitter;

(*b*) The maximum amount which may be remitted by a single Fax Money Order shall not exceed fifty thousand rupees;

(*c*) Fax Money Orders shall be accepted only at counters of the specified post offices located at the specified towns during the prescribed hours of booking;

(*d*) A commission as prescribed by the Director-General from time to time for transmission by Fax Money Order shall be charged; and

(*e*) Payment of Fax Money Orders through special delivery agent shall be confined within the municipal limits of the specified towns only.

(2) All rules applicable to Ordinary Money Orders shall also apply to Fax Money Orders.

138. [*Omitted.*]

139. [*Omitted.*]

140. [*Omitted.*]

141. [*Omitted.*]

142. [*Omitted.*]

143. [*Omitted.*]

144. [*Omitted.*]

145. [*Omitted.*]

146. [*Omitted.*]

147. [*Omitted.*]

148. [*Omitted.*]

149. [*Omitted.*]

150. [*Omitted.*]

151. [*Omitted.*]

152. [*Omitted.*]

153. [*Omitted.*]

Postal Draft Service

153A. (1) The amount for which a single postal draft may be issued shall not exceed one hundred thousand rupees if un-crossed and two hundred thousand rupees if crossed and payable through a Post Office Savings Bank account.

(2) A commission on the issue of a single postal draft shall be charged at the following rates, namely: –

For any amount upto	Rs. 25,000	Rs. 1.50 per Rs. 1000 with a minimum of Rs. 12.
For any amount upto	Rs. 50,000	Rs. 1 per Rs. 1000 with a minimum of Rs. 37.50.
For any amount upto	Rs. 100,000	Paisa 80 per Rs. 1000 with a minimum of Rs. 50.
For any amount upto	Rs. 200,000	Paisa 75 per Rs. 1000 with a minimum of Rs. 80.

(3) The purchaser shall fill in the prescribed application form, obtainable free of cost from the post office, and together with the amount of the draft and commission may present it at the counter of such post office as may be

authorised by the Director-General to issue postal drafts during normal working hours.

(4) The draft will be prepared by the post office in the manner prescribed by the Director-General and embossed with protectograph and will be made over to the purchaser under receipt who will himself enter the name of the payee in the draft. No postal official shall enter the name of the payee on the draft in any case.

(5) The purchaser will make his own arrangements for the despatch of postal draft to the payee.

(6) The payee will present the postal draft at the counter of the paying post office, mentioned in the draft. Payment of the postal draft will be made to the payee after proper identification and on his signing the receipt on the back of the draft. Cash payment will be made for drafts up to one hundred thousand rupees. Drafts of an amount exceeding one hundred thousand rupees will have to be crossed by the purchaser in favour of Post Office Savings Bank Account of the payee and its payment will not be made in cash but credited in the savings bank account of the payee.

(7) A postal draft not presented for payment within three months from the date of issue will become void and will not be paid.

(8) If a postal draft becomes void or is lost before payment, a duplicate in lieu thereof may be issued provided that the purchaser makes an application to the Postmaster of the office which originally issued the draft within thirty days of its becoming void or the date of issue of the draft, as the case may be, and surrenders the void draft or the counterfoil of the lost draft to the Postmaster.

(9) A duplicate postal draft will be issued by the office of issue on application made by the purchaser and on his surrendering the void draft or the purchaser's counterfoil, as the case may be. The void draft will be cancelled with the remarks "Cancelled and duplicate Postal Draft No…….. Dated……issued".

(10) A fee as may be prescribed from time to time will be chargeable for issue of a duplicate postal draft in lieu of a void or lost postal draft.

(11) Payment of a postal draft, including a void postal draft, may be made to the purchaser on his written application and on surrendering the counter-foil in addition to the original draft.

(12) The Post Office will not incur any liability if a postal draft is paid to a wrong person due to the fault of the purchaser.

II.—FOREIGN MONEY ORDERS

Ordinary foreign money orders

154. (1) Foreign money orders shall be of two kinds, namely: –

(*a*) Money orders expressed in rupee currency; and

(*b*) Money orders expressed in sterling or United States dollars.

(2) The Director-General shall, from time to time, notify in the *Post Office Guide* or *Postal Notices* the countries and places with which money orders of each kind may be exchanged.

155. (1) The amount for which a single foreign rupee money order may be issued shall not exceed Rs. 10,000 (except from and to extra departmental branch and sub-post offices).

(2) The amount for which a single foreign sterling money order may be issued shall not exceed £ 50 or US $100 or such smaller sum as may in any case be specially notified by the Director-General in the *Post Office Guide* or *Postal Notices*. No such money order shall include any fraction of a pound or a dollar.

(3) The amount of a foreign sterling or dollar money order shall be paid to the post office in rupee currency at such rates of exchange as the Director-General shall, from time to time, direct.

156. (1) In the case of a foreign rupee money order, the rate of commission shall be the same as prescribed in rule 122.

(2) In the case of foreign sterling or dollar money order, the rate of commission shall be the same as laid down in sub-rule (1) and for the purposes of calculating the commission payable the amount of money order would be converted into Pakistan rupees at the prescribed rate of exchange.

157. (1) [*Omitted.*]

(2) The remitter of a foreign money order to any of the countries or places specially notified in that behalf by the Director-General from time to time in the *Post Office Guide* or *Postal Notices* shall be entitled to receive an advice of its payment from the foreign post office of payment.

(3) When the remitter of a foreign money order desires to have an enquiry made by the post office regarding the disposal of the money order, he shall be entitled to this service, provided that an application is made within one year counting from the day following the date of booking of the money order.

158. The provisions of rules 132, 133 and 134, relating to inland money orders, shall also apply to foreign money orders.

159. Rules 123, 124, 125, 126 and 130, relating to inland money orders, shall be applicable to the issue of foreign money orders.

160. Foreign sterling or dollar money orders received for payment in Pakistan shall be paid as if they were inland money orders, the amount in sterling or dollars of the original money order being converted into rupee currency by the Pakistan post office of exchange at such rate of exchange as the Director-General may, from time to time, direct.

161. The payment of a foreign money order shall ordinarily be made at the address of the payee. Except when otherwise provided by the Director-General, it shall be made on his signing the order and acknowledgement.

162. Under no circumstances can a foreign money order, whether a rupee money order or a sterling or a dollar money order, be paid after it has been treated as void or returned to the country of issue.

163. Rules 129, 130, 131 and 135, relating to inland money orders, shall be applicable to the payment of foreign money orders.

164. [*Omitted.*]

165. [*Omitted.*]

166. [*Omitted.*]

167. [*Omitted.*]

168. [*Omitted.*]

169. [*Omitted.*]

170. [*Omitted.*]

171. [*Omitted.*]

172. [*Omitted.*]

173. [*Omitted.*]

174. [*Omitted.*]

175. [*Omitted.*]

176. [*Omitted.*]

177. [*Omitted.*]

178. [*Omitted.*]

179. [*Omitted.*]

180. [*Omitted.*]

Electronic Money Transfer Service From Foreign Countries

180A. Any remittance received from abroad through any authorized agent shall be disbursed to the payee when he approaches the nominated post office counter, according to the procedure as notified by the Director-General from time to time.

III.—PAKISTAN POSTAL ORDERS

181. The amount for which a single Pakistan Postal Order may be issued shall be in the denominations shown in column (1) of the table below and the commission on the issue of these postal orders shall be at the rate specified in column (2) thereof.

TABLE

Denomination of Postal Order	**Rate of Commission**
1	**2**
Rs. 10 or below	Rs. 15.00 each
Rs. 15.00	Rs. 15.00
Rs. 20.00	Rs. 15.00
Rs. 30.00	Rs 15.00
Rs. 40.00	Rs. 15.00
Rs. 50.00	Rs. 15.00

182. [*Omitted.*]

183. The Director-General may prescribe the offices authorised to hold a stock of Pakistan postal orders and the manner in which they shall be sold and paid to the public.

184. (1) If a Pakistan postal order is not presented for payment within six months from the last day of the month of issue, a second commission at the rates prescribed in rule 181 shall be charged, which shall be paid in postage stamps affixed to the back of the order.

(2) Pakistan postal orders presented for payment more than twelve months after the last day of the month of issue shall not be paid.

(3) The Director-General or on his behalf the Postmaster-General concerned may, if he considers it necessary or expedient exempt, by order in

writing, any Pakistan postal order from all or any of the provisions of this rule.

185. (1) The purchaser of a Pakistan postal order shall be entitled to obtain repayment of its value, *but not the commission*, on presenting the order and the counterfoil at the post office from which the order was purchased within six months from the last day of the month of issue. He shall also be entitled to repayment of its value after six months, but not after twelve months, from the last day of the month of issue provided a second commission at the rates prescribed in rule 181 is paid.

(2) Should the order have been crossed for payment through a bank, the purchaser shall first cancel the crossing by writing across the face of the order the words "Please pay cash" and adding his initials.

(3) No payment shall be claimable in respect of any stamp used for the purpose of making up a broken amount.

186. After a Pakistan postal order has once been paid to whomsoever it is paid, the Post Office shall not be liable for any further claim.

IV.—BRITISH POSTAL ORDERS

186A. (1) The Director-General may designate the post offices authorized to encash British Postal Orders on such conditions as may be prescribed from time to time.

(2) A British Postal Order presented for encashment more than six months after the last day of the month of issue shall not be encashed until authorization for encashment has been received from the concerned postal administration.

PART-VII

OFFICIAL POSTAL ARTICLES

I.—INLAND OFFICIAL POSTAL ARTICLES

187. Official postal articles shall be transmitted by post under the following conditions: –

(*a*) The rates of postage and conditions of transmission by post hereinbefore prescribed for the different classes of unofficial postal articles and the rules under which such articles may be registered, insured, or sent value-payable shall be applicable also to official postal articles of the same classes.

***Exception 1.*—**The condition that postage shall be prepaid in full on postcard does not apply to "Service Unpaid" postcards in the cases mentioned in rules 188 and 192 (2).

***Exception 2.*—**The condition that unpaid letters must be securely closed by the senders shall not apply to letters sent unpaid under the provisions of rules 188 and 192.

***Exception 3.*—**The condition that a parcel shall not contain more than one written communication of the nature of a letter, or having the character of a personal communication, shall not apply to an official parcel containing only the office files provided that such parcel shall not contain any other communication of the nature of or having the character of a letter which does not relate to such files.

(*b*) Official postal articles, whether the postage is prepaid or not, shall bear the superscription "On Pakistan State Service" and this shall be supported by the signature and official designation—to be entered in the lower left-hand corner of the article—of the officer who sends the article, or of the Head Clerk or Superintendent of his office or other responsible officer to whom the duty of dispatching is confined.

***Explanation 1.*—**Service postcards bear the inscription "On Service" printed immediately above the impressed stamp. In their case, therefore, no further superscription shall be required.

***Explanation 2.*—**Postmasters may recognise abbreviated designations, provided they are generally known; but no official can claim the recognition of an abbreviation, the rule being that the designation shall be entered in full.

***Explanation 3.*—**Postmasters may recognise *facsimile* impression of signatures made by means of stamps, but not such impressions when lithographed or otherwise produced. Public officers who use such stamps shall make arrangements for the proper custody and use; and where there is any reason to suspect the misuse of any such stamp or the absence of proper precautions against its misuse, postmasters may decline to recognise the stamp impression and require strict adherence to the rule. Printed names shall not be recognised in lieu of signatures except in the case of official Gazettes in open covers posted in large numbers by the office of publication.

(*c*) Service stamps affixed to, or impressed or embossed on, or impressions of stamping machines taken on, an article which does not bear the prescribed superscriptions supported by the signature and official designation of the sender shall not be recognised by the Post Office in payment of postage.

(*d*) The delivery and re-direction of articles superscribed "On Pakistan State Service" shall be governed by the official designation (when given) of the addressee.

188. (1) The postage chargeable on the delivery of official postal articles when the postage is not prepaid or is insufficiently prepaid, shall be as follows: –

On an unpaid postcard, letter or packet	...	...	The prepaid rate.
On an insufficiently paid postcard, letter or packet		...	The deficiency.

(2) In cases where it is not thought advisable to entrust postage stamps to a subordinate official who has to correspond with, or to send returns to, a superior, he may be allowed by his superior to post to him official articles other than parcels, without prepaying the postage, and the same course may be adopted in other cases where it is found convenient or proper to make the postage charge fall on the receiving office.

Note.—The prepayment of postage on parcels is compulsory.

189. The particulars of persons and institutions entitled to send official postal articles on Pakistan State Service together with the conditions under which they can do so shall be notified by the Director-General, Pakistan Post Office from time to time in the *Post Office Guide* and *Postal Notices*.

190. Correspondence sent by an officer of a local authority, or by any officer of the Government acting in a capacity connected with a local authority, such as the President or Secretary or a Local Fund Committee, shall not be deemed official correspondence within the meaning of these rules and may not by superscribed as "On Pakistan State Service". But nothing in this rule shall be held to prevent the transmission "On Pakistan State Service" or correspondence sent by an officer of the Government acting as such, although the correspondence may relate to the affairs of a local authority.

Illustration.—The Commissioner of a Division, writing in that capacity to the Secretary of a Local Fund Committee concerning its affairs, may superscribe the letter "On Pakistan State Service".

191. The postage and other charges (if any) on an official postal article can be properly prepaid only by a proper service stamp or stamps or by a proper impression or impressions of stamping machines. Where, however, an ordinary postage stamp instead of a service stamp is used on an official postal article, the article shall be recognised as an official postal article by the Post Office; but the irregularity shall be brought by the officer in charge of the

post office at which the article was so posted, to the notice of the officer concerned and, if of frequent occurrence, to that of the Postmaster-General.

Note.—Service stamps and postcards shall not be sold at post offices but shall be obtainable by Government officials and persons specially authorised to purchase and use service stamps at Government Treasuries. These stamps shall not be used for the prepayment of postage on private correspondence.

192. (1) Letters, postcards, printed papers and small packets posted by officers of the Government in their official capacity, addressed to private individuals or associations, shall, even when they relate to the private interests and concerns of the individuals or associations addressed, be sent as official post article, prepaid in the usual way.

Exception.—Nothing in this sub-rule shall affect (a) the practice of the Law Courts in regard to the despatch of "certified copies" to persons who do not appear to take them personally, and of documents filed in judicial cases the return of which has been applied for, or (b) the despatch of printed papers and small packets containing books or publications purchased from Government. Such documents, books, or publications may be posted by the judicial or other Government officers concerned in covers superscribed "Service Unpaid", and covers so superscribed shall be charged, on delivery, with postage at the rates to which they would have been liable if the postage had been prepaid. All articles so posted shall be endorsed under the full signature and official designation of the sender, according to the specimen form given on the margin.

Service unpaid.

A.B.,
LAHORE.

Commissioner,
RAWALPINDI.

(2) Letters, postcards, printed papers and small packets sent by private persons to officers of the Government containing communications which the sender is required by law or rule to make, if superscribed "Service Unpaid" shall, if not refused and returned unopened by the addressee, be charged, on delivery, with postage at the rates to which they would have been liable if the postage had been prepaid, and not at double rates as in the case of ordinary articles:

Service Unpaid.
To
The District
Superintendent of Police,
PESHAWAR.

Signature of
Sender.

Provided that any article so sent is addressed to the full official designation of the officer for whom it is intended, and that it has been endorsed under the full signature of the sender according to the specimen form given on the margin.

Note.—The prepayment of postage on parcels is compulsory.

193. The amount of postage marked as due on postal articles delivered under the superscription of "Service Unpaid" or "On Pakistan State Service" or "On Service Unpaid" shall be initialled by the postmaster, or other officer authorised in this behalf by the Postmaster-General, of the office of delivery, and whenever any alteration is necessary in the amount as entered in figures, the amount due shall be written in words and attested by the signature in full, of the postmaster or other officer aforesaid. Officers of the Government shall be bound to receive, and to pay any postage which may be due on articles addressed to them under the superscription "On Pakistan State Service" or "On Service" and bearing the signature in full of the sender. Service stamps shall not be accepted in payment of postage due on such articles.

II.—FOREIGN OFFICIAL CORRESPONDENCE

194. Official correspondence transmitted by the foreign post is subject to the same rates and governed by the same rules as private correspondence. Service stamps may be used on all official correspondence as well as parcels addressed to any country, subject to the conditions prescribed in rule 192. If service stamps are used for the pre-payment of postage, this must be supported by the superscription and signature prescribed by clause (b) of rule 187 relating to inland official postal articles.

195. The amount of postage marked as due on postal articles received by the foreign post for delivery to officers of the Government shall be initialled by the postmaster, or other officer authorised in this behalf by the Postmaster-General, of the office of delivery. Service Stamps shall not be accepted in payment of postage due on such articles.

PART-VIII

GENERAL RULES

I.—MANNER OF PREPAYMENT OF POSTAGE AND OTHER CHARGES ON POSTAL ARTICLES

196. Where the postage or other fees or sums chargeable on a postal article is prepaid or are prepaid, the prepayment shall be made either by means of a proper stamp or stamps provided for the purpose by the orders of the Federal Government under section 16 of the Act or by means of a proper impression or impressions of stamping machines or in cash, subject to such terms and conditions as the Director-General may from time to time prescribe.

197. The postage and other charges shall not be deemed to be prepaid by means of a proper stamp—

(*a*) If the stamp is a stamp which has not been provided for use as a postage stamp under section 16 of the Act; or

(*b*) if the stamp has been obliterated, defaced, torn, cut or otherwise rendered imperfect; or

(*c*) if the stamp has upon it any word, letter, figure, or design printed or impressed upon it, otherwise than by the authority of the Federal Government before posting; or

(*d*) if the stamp has been cut or otherwise separated from an embossed envelope or from a postcard or wrapper; or

(*e*) if the stamp has been withdrawn from circulation; or

(*f*) if the postage stamp is not affixed at the top right hand corner of the address side of the postal article or is affixed at the back of such article:

Provided that nothing in this rule shall prevent the perforation of postage stamps with initials, or other identifying marks, traced in minute holes.

Note.—The special registration envelopes provided by the Post Office, bearing embossed stamps denoting the registration fee and the initial rate of letter postage, cannot be used for the transmission of unregistered postal articles.

II.—PRICE OF STAMPS

198. Adhesive postage stamps shall be sold in each case for the denoted value of the stamp or stamps.

199. Postcards, ordinary envelopes with an embossed or printed stamp, airmail envelopes and aerogrammes shall be sold for the denoted value of the stamp or stamps which they bear.

200. Embossed registration envelopes shall be sold at a price equal to the value of stamp or stamps denoted on the envelopes *plus* a stationery charge as notified by the Director-General from time to time which shall be separately indicated on the registration envelopes.

201. Any contravention of rules 198, 199 and 200 shall be punishable with fine which may extend to Rs. 50.

III.—CERTIFICATES OF POSTING

202. (1) A certificate of posting may be obtained in respect of any postal article for which a receipt is not given by the Post Office subject to the following conditions, namely: –

(*a*) The certificate of posting written in ink shall be presented to an officer on duty at the post office along with the article to be posted, during the hours fixed for the grant of such certificates.

(*b*) The certificate shall contain an exact copy of the addresses on the articles to which it relates and shall have a postage stamp or stamps affixed thereto in payment of a fee to be charged at the rate of five rupees for every three articles or for any less number.

(*c*) The actual number of articles in respect of which the certificate is required shall be written in words at the foot of the certificate.

(2) The officer on duty shall compare the number of the articles presented and the addresses on them with the entries in the certificate, and, if the latter be correct, shall obliterate the postage stamps and impress the date-stamp upon the certificate. The certificate shall then be returned to the person who presented it.

IV.—LATE LETTERS, POSTCARDS, PRINTED PAPERS OR SMALL PACKETS

203. Letters, postcards, printed papers or small packets only intended for despatch by any mail may be presented at the window of the post office, Mail Sorting and Transportation office, or section within such hours as the Postmaster-General may prescribe and if so presented shall be accepted for despatch by inland or foreign post.

204. *[Omitted.]*

IVA.—DELIVERY THROUGH POST BOXES AND POST BAGS

204A. Post boxes and post bags, entitling the renters to receive delivery of all fully prepaid unregistered letters, postcards, printed papers, registered newspapers, small packets and accountable articles after surrendering signed receipts thereof received to their address in a post box or a bag, may be rented on such fee and the terms and conditions as laid down by the Director-General from time to time in the *Post Office Guide* or *Postal Notices*.

V.—RE-DELIVERY TO SENDER OR DELIVERY TO ANOTHER ADDRESSEE AT THE REQUEST OF THE SENDER OF POSTAL ARTICLES IN COURSE OF TRANSMISION BY POST

205. (1) Postal articles, while in the course of transmission by post, may be recalled by the sender or delivered to another addressee at the request of

the sender, without reference to or the consent of the first addressee, subject to the following conditions, namely: –

(*a*) No such postal articles as aforesaid shall be re-delivered to the sender or delivered to another addressee at the request of the sender except under the orders of—

(i) the First Class Postmaster or the Superintendent of Post Offices, within whose jurisdiction the article is posted; or

(ii) the Head of a Postal Circle; or

(iii) the Director-General.

(*b*) An application for the re-delivery or delivery to another addressee of a postal article shall be made in writing to any of the authorities aforesaid, either direct or through any officer in charge of a post office.

(*c*) An application shall be received only from the sender of the postal article, or from some person authorised in this behalf by the sender in writing.

(*d*) A fee of ten rupees in the case of inland article and a fee of twenty rupees in the case of foreign article shall be paid in respect of each postal article for which an application is made under clause (b) and the fee shall in no case be refundable:

Provided that no fee shall be charged in the case of official articles.

(*e*) Upon receiving such application and the fee as aforesaid, the officer in charge of the post office shall, unless he is a First Class Postmaster, send the same to the First Class Postmaster or the Superintendent of Post Offices to whom he is subordinate and shall in the meanwhile detain the postal article in case it is in his custody, or, where he is a First Class Postmaster, proceed to act under (g).

(*f*) If the postal article is not in the custody of the said officer he shall require the officer in charge of the post office of address in the case of an inland postal article, or of post office of exchange in the case of a foreign postal article, to abstain from delivering it to the addressee or from sending it to its address, and to detain the article in his custody, and such requisition may be sent by air, telegraph, telex, fax mail, e-mail or any other electronic means of communications at the expense of the applicant.

(*g*) When the application reaches authority named in (*a*) that authority may, upon being satisfied that the applicant is the sender, order the re-delivery to the sender or delivery to another addressee of the postal article.

(*h*) In the case of foreign postal articles which have already left the country, the post office of exchange concerned shall arrange to have the form as prescribed by the Director-General from time to time for the purpose, filled in by the sender and to transmit the same to the office of exchange in the foreign country of destination. The form may be forwarded by air or transmitted to the office of exchange of destination by telegraph, telex, fax mail, e-mail or any other electronic means of communication, on payment of the necessary charges by the sender.

Provided that this clause shall not apply to a number of foreign countries whose legislation does not permit withdrawal from the post or alteration of address of letter post items at the request of the sender.

(2) These rules shall apply to all postal articles, official as well as non-official.

VA.—PROVISION OF RECEPTACLE FOR DELIVERY OF MAIL

205A. The addressee shall be encouraged to provide a receptacle, post box or a drop box at the door of the house, office or premises for receipt of, or delivering to the addressee, any unregistered postal article by a postman or any other postal official.

VI.—DETENTION IN THE POST OFFICE OF PRINTED PAPERS, SMALL PACKETS AND PARCELS

206. Printed papers (other than newspapers) and small packets shall not be detained at the post office at which they were posted, for a period exceeding one day.

207. (1) Printed papers (other than newspapers) and small packets received from abroad shall not be detained in the Pakistan office of exchange for a period exceeding one day exclusive of the day on which the mail is received in the said office of exchange:

Provided that nothing in this rule shall prevent any further detention at the port of arrival that may be necessary, for the purpose of customs examination or enquiries.

(2) Printed papers, containing printed papers obviously without value such as circulars, price lists and advertisements, when received from abroad, shall not be detained in the Pakistan office of exchange for a period exceeding two days exclusive of the day on which the mail is received in the said office of exchange.

208. The delivery of printed papers (other than newspapers), and small packets shall not be delayed beyond the delivery next following that by which they would ordinarily be delivered.

209. Parcels shall not be detained at the post office at which they are posted for a period exceeding one day.

210. Parcels received from abroad shall not be detained at the Pakistan office of exchange for a period exceeding two days exclusive of the day on which the parcel mail is received in the said office of exchange:

Provided that nothing in this rule shall prevent any further detention at the Pakistan office of exchange that may be necessary for the purposes of customs examination or enquiries.

211. Subject to the limitations expressed in rule 209 and 210, parcels shall be delivered at such times and by such deliveries as the Director-General may direct.

VII.—DETENTION AND DISPOSAL OF UNDELIVERED POSTAL ARTICLES

At the post office of address

212. (1) An undelivered postal article, the addressee of which is not known or has left the station of address without intimating his fresh address to the post office, shall ordinarily be kept in deposit in the head, sub, or branch post office to which it is addressed for a period of seven days after all enquiries to find the addressee have proved unsuccessful.

(2) An undelivered postal article, on which the words "*Poste Restante*", "To await arrival", or similar instructions have been written, shall remain in the post office to which it is addressed—

(*a*) for a period of two months from the date on which it reaches the post office at Karachi;

(*b*) for a period of one month in all other cases.

(3) Notwithstanding anything contained in sub-rule (1) or sub-rule (2), an undelivered value-payable postal article, whether or not the words *'Poste Restante',* 'To await arrival' or similar instructions have been written thereon, shall, subject to the proviso to sub-rule (1) of rule 110 remain in the post office to which it is addressed for a period of seven days only.

(4) An undelivered postal article shall ordinarily not remain in a post office to which it has been redirected, after it has been ascertained that the addressee cannot be found.

(5) An undelivered telegram, which is in course of transmission by post, shall, remain in the post office to which it is addressed, for a period of three days from the date on which it reached that office.

213. An undelivered postal article, of which the addressee—

(*a*) has refused or after due notice omitted to take delivery, or

(*b*) is known to have gone away from Pakistan without leaving instructions at the post office as to the direction of his correspondence, or

(*c*) is dead, and there is no person to whom the article could properly be delivered,

shall not be detained in the post office to which it is addressed.

In the office of the Postmaster-General

214. Subject to the provision of section 39, proviso (*b*), of the Act, letters which cannot be disposed of under section 38 of the Act, shall be detained for a period of—

(i) one month, when they are, unregistered, and

(ii) three months, when they are registered.

On the expiration of the prescribed period, the letters shall be destroyed by being burnt.

215. Postcards which cannot be disposed of under section 38 of the Act shall be detained for a period of one month, on the expiration of which they shall be destroyed by being burnt:

Provided that postcards, other than those sent "Service Unpaid" under the provisions of rule 189 on which the postage has not been prepaid shall be destroyed forthwith by being burnt.

216. Subject to the provisions of proviso (b) to section 39 of the Act, printed papers, small packets and registered newspapers which cannot be disposed of under section 38 of the Act shall be dealt with as follows: –

(*a*) Printed papers containing printed matter, obviously without value, such as trade circulars and price lists, shall be disposed of forthwith by being sold as waste paper or destroyed.

(*b*) Other printed papers, small packets and registered newspapers shall be detained for a period of one month if they are unregistered and three months if they are registered, on the expiration of which their contents may be disposed of by being sold or destroyed. Magazines, periodicals and newspapers may, at the option of the Postmaster-General be used for any public purpose.

217. Subject to the provisions of section 39, proviso (*b*), of the Act, parcels which cannot be disposed of under section 38, shall be detained for a period of three months on the expiration of which they may be destroyed.

218. Nothing in these rules shall prevent the immediate destruction of any postal article in exercise of the powers conferred by sub-section (3) of section 23 of the Act.

VIII.—GRATUITIES TO BE PAID TO MASTERS OF SHIPS

219. Gratuities shall be payable to the masters of ships, not being mail ships, in respect of postal articles and mail bags or other containers received by them for conveyance on behalf of the Post Office, at the rates fixed by the International Bureau of the Universal Postal Union from time to time.

220. The gratuities shall be payable at the time when the mail bags are made over to the masters of the ships by which they are to be conveyed, and on the granting of a receipt for the bags in the form below: –

Received from the Postmaster .....the following mail bags: –

From	To	No.	Remarks
Total (in figures and words).			

Master _____

Date: A.M./P.M. _____ 20 ____

S.S. "_____"

N.B.—When one form is not sufficient for all the entries, the forms which are used must be numbered in consecutive order, and the word "Last" must be written at the top of the last form.

IX.—AUTHORISING POSTAL OFFICIALS TO SEARCH FOR AND TO INTERCEPT CERTAIN PROHIBITED ARTICLES

221. Postal articles found in course of transmission by post to bear words, marks or designs of a seditious character shall be made over to the Provincial Special Police for disposal. All other postal articles which are sent by post in contravention of section 20 of the Act, shall be destroyed or otherwise dealt with in such manner as the Postmaster-General may direct.

222. The officers mentioned below are empowered to search, or cause search to be made, for birds' skins and feathers in course of transmission by post to any place out of Pakistan the taking of which by sea or by land or by air out of Pakistan is prohibited. The said officers shall deliver all postal articles reasonably believed or found to contain such skins and feathers to the nearest Collector of Customs.

(1) All officers of the Pakistan Post Office Department holding a post not below Basic Pay Scale 11 in Divisions, Units or Field Offices.

(2) All Head Sorters in Foreign Posts, International Mail Offices, Express Post Centres, District Mail Offices or Mail Sorting and Transportation Sections.

(3) All Sub Postmaster in charge of sub post offices.

Note.—Manufactured articles containing the skins and feathers of birds (such as fans and boas) also come within the above prohibition.

223. The bringing into Pakistan through the medium of the Post Office, and the taking out of Pakistan through that medium to any place outside Pakistan, of any narcotic drugs having been prohibited under section 16 of the Customs Act, 1969 (IV of 1969), the officers specified in rule 222 are empowered to search or cause search to be made for those narcotic drugs in the course of transmission by post. The said officers shall deliver all postal articles reasonably believed or found to contain any of these substances to the nearest Customs Collector, for disposal in accordance with the provisions of the Custom Act, 1969 (IV of 1969), applicable to prohibitions and restrictions imposed under section 16 of the said Act.

224. The officers specified in rule 222 are empowered to search, or cause search to be made, for any copy of seditious publication, the bringing of which by sea or by land or by air into Pakistan is prohibited, in course of transmission by post to any place in Pakistan. The said officers shall deliver all postal articles reasonably believed or found to contain such copies of publication to the Director-General, Intelligence Bureau, or any officer acting in his behalf.

225. The officers specified in rule 222 are empowered to search, or cause search to be made, amongst all articles in course of transmission by post to any place in Pakistan, for living plants and all portions thereof including seeds and fruits or any agricultural product or edible, the import of which by sea or land into Pakistan is prohibited, regulated or restricted by the Federal Government. The said officers shall deliver all postal articles reasonably believed or found to contain such goods to the nearest Customs Collector or any officer authorized by him in this behalf.

226. The officers specified in rule 222 are empowered to search or cause search to be made for lottery tickets and lottery circulars, in course of transmission by post, of which the bringing into Pakistan through the medium of the Post Office is prohibited. The said officers shall return to the senders all postal articles found to contain such lottery tickets and lottery circulars.

CONTENTS OF CHAPTER 3

THE GOVERNMENT SAVINGS BANKS ACT, 1873

[ACT NO. V OF 1873]

(As modified up to 15th April, 1982)

SECTIONS		PAGES
	PRELIMINARY	
1.	Short title and local extent	130
2.	(Repealed.)	130
3.	Interpretation clause.	130
	DEPOSITS BELONGING TO THE ESTATES OF DECEASED PERSONS.	
4.	Nomination and Payment on death of depositor.	131
5.	Payment to be a discharge	132
	Saving of right of executor.	132
	Saving of right of creditor	132
6.	Security for due administration.	132
7.	Power to administer oath.	133
	Penalty for false statements.	133
8.	Deposit when excluded in computing court-fees.	133
9.	Act not to apply to deposits belonging to estates of European soldiers or deserters.	133
	DEPOSITS BELONGING TO MINORS	
10.	Payment of deposits to minor or guardian.	133
11.	Legalization of like payments heretofore made.	134
	DEPOSITS BELONGING TO LUNATICS	
12.	Payment of deposits belonging to lunatics.	134
	DEPOSITS MADE BY MARRIED WOMEN	
13.	Payment of married women's deposits.	134
	RULES	
14.	Rules regulating certificates under section 8, and payments under section 10, 12, or 13	134

CHAPTER 3

THE GOVERNMENT SAVINGS BANKS ACT, 1873

ACT NO. V OF 1873[1]

(As modified up to 15th April, 1982)

[*28th January, 1873*]

An Act to amend the law relating to Government Savings Banks.

Preamble.—WHEREAS it is expedient to amend the law relating to the payment of deposits in Government Savings Banks; It is hereby enacted as follows :—

PRELIMINARY

1. Short title.—This Act may be called the Government Savings Banks Act, 1873.

Local extent.—[2][It extends to the whole of Pakistan.]

[3]* * * * * * * * *

2. [*Repeal of Act XXVI of 1855*] *Rep. by the Repealing Act, 1873 (XII of 1873).*

3. Interpretation-clause.—In this Act—

"depositor" means a person by whom, or on whose behalf, money has been heretofore, or shall be hereafter, deposited in a

---

[1] For the Statement of Objects and Reasons to the Bill, which was based upon the Trustee Savings Banks Act, 1863 (26 and 27 Vict., c. 87), s. 30, *see* Gazette of India, 1872, Pt. V,p. 575; for Proceedings in Council, see *ibid.*, 1872, Supplement, pp. 727, 743; *ibid.*, 1873, Supplement, pp. 150 and 221.

This Act has been applied to the Chittagong Hill-tracts with certain modifications, see Bengal Regulation III of 1944.

It has been extended to the Baluchistan States Union, *see* the Baluchistan States Union (Federal Laws) (Extension) Order, 1953 (G.G.O. 4 of 1953) as amended.

It has been extended to the Khairpur Stat *see*, the Khairpur (Federal Laws) (Extension) Order, 1953 (G.G.O. 5 of 1953), as amended.

The Act has been declared to be in force in Baluchistan, *see* the Baluchistan Laws Regulation, 1913 (Reg. No. 2 of 1913), s. 3.

It has also been extended to the Leased Areas of Baluchistan, *see* the Leased Areas (Laws) Order, 1950 (G.G.O. 3 of 1950); and applied in the Federated Areas of Baluchistan, *see* Gaz. of India, 1937, Pt. I, p. 1499.

The Act has been and shall be deemed to have been brought into force in Gwadur (w.e.f. the 8th September, 1958), by the Gwadur (Application of Central Laws) Ordinance, 1960 (37 of 1960), s. 2.

[2] Subs. by the Central Laws (Statute Reform) Ordinance, 1960 (21 of 1960), s. 3 and 2nd Sch. (with effect from the 14th October, 1955), for "all the Provinces and the Capital of the Federation" which had been subs. by A.O., 1949, Arts. 3(2) and 4, for "the whole of British India".

[3] Commencement clause rep. by he Repealing Act, 1874 (16 of 1874).

Government Savings Bank; and "deposit" means money so deposited:

[1]["Secretary" means in the case of a Post Office Savings Bank, the Postmaster-General appointed for the area in which the Savings Bank is situate [2][or if that area is in India, [3]the Postmaster-General for such area in Pakistan as the [4][Federal Government] may by general or special order specify in this behalf:]

[5]["minor" means a person who is not deemed to have attained his majority under the Majority Act, 1875 (IX of 1875)].

Deposits belonging to the Estates of deceased Persons

4. [6][Nomination and payment on death of depositor.—(1) A Depositor may, in such manner and form as may be prescribed by rules of the Government Savings Bank, make nomination conferring upon any person or persons the right to receive on the death of the depositor the whole or any part of the deposit standing to his credit.

(2) The person or persons nominated under sub-section (1) shall, notwithstanding anything contained in any other law for the time being in force or in any disposition, whether testamentary or otherwise, by a depositor of the deposit or any part thereof, be entitled, to the exclusion of all other persons, to receive the deposit or part to which the nomination relates.

(3) Where any person nominated under sub-section (1) dies before the death of the depositor or before he has received any sum thereunder, the nomination shall cease to have any effect.

(4) A depositor may, by a notice to the Postmaster concerned in such form as may be prescribed for the purpose, at any time vary or cancel any nomination made by him under sub-section(1).

(5) In any case where—

(*a*) a depositor dies without making any nomination under sub-section (I) in respect of the whole of the deposit standing to

---

[1] Subs. by Government Savings Banks (Amdt.) Act, 1923 (16 of 1923), s. 2, for the original definition.

[2] Ins. by A.O. 4 of 1949, Sch.

[3] The word "by" rep. by the Federal Laws (Revision and Declaration) Act, 1951 (26 of 1951), s. 3, and II Sch.

[4] Subs. by F.A.O., 1975, Art. 2 and Table, for "Central Government".

[5] Subs. by the Amending Act, 1916 (13 of 1916), s. 2 and Sch., for the original definition.

[6] This section was subs. first by the Government Savings Banks (Amdt.) Act, 1923 (16 of 1923), s. 3 and then by the Government Savings Banks (Amdt.) Act, 1943 (2 of 1943), s. 2 and again by Government Savings Banks (Amendment) Act, 1965 (XXIV of 1965) s. 2 to read as above.

his credit, or after any such nomination, if made, has ceased to have effect under sub-section(3);

(*b*) the deposit, or the part of the deposit in respect of which no nomination has been made, does not exceed twenty-five thousand rupees; and

(*c*) the probate of the will of the depositor, or the letters of administration of his estate, or a succession certificate under the Succession Act, 1925 (XXXIX of 1925), is not, within three months of the death of the depositor, produced to the Secretary of the Government Savings bank concerned, payment of the deposit, or the part as aforesaid, may be made to the person appearing to be entitled to receive it or to administer the estate of the deceased by the Secretary or by any officer employed in the management of the Government Savings Bank who is empowered in this behalf by a general or special order of the [1][Federal Government] to the extent to which he is so empowered and subject to any general or special order of the Secretary in this behalf.]

5. Payment to be a discharge.— Such payment shall be a full discharge from all further liability in respect of the money so paid:

Saving of right of executor.— But nothing herein contained precludes any executor or administrator, or other representative of the deceased, from recovery from the person receiving the same, the amount remaining in his hands after deducting the amount of all debts or other demands lawfully paid or discharged by him in due course of administration.

Saving of right of creditor.— And any creditor or claimant against the estate of the deceased may recover his debt or claim out of the money paid under this Act [2]* * * to any person, and remaining in his hands un-administered, in the same manner and to the same extent as if the latter had obtained letter of administration of the estate of the deceased.

6. Security for due administration.— The Secretary of any such Bank [3][or any officer empowered under [4]{sub-section (5) of section 4}] may take such security as he thinks necessary from any person to whom he pays any money under [4][sub-section (5) of section 4] for the due administration of the money so paid, and he may assign the said security to any person interested in such administration.

---

[1] Subs. by F.A.O., 1975, Art. 2 and Table, for "Central Government".

[2] Certain words previously amended by the Amending Act, 1891 (12 of 1891), s. 2 and Sch. I. have been omitted by the Federal Laws (Revision and Declaration) Ordinance, 1981 (27 of 1981), s. 3 and 2nd Sch.

[3] Ins. by the Government Savings Bank (Amdt.) Act, 1923 (16 of 1923), s. 4.

[4] Subs. by the Savings Banks (Amendment) Act., 1965 (XXIV of 1965), s. 3.

7. Power to administer oath.— For the purpose of ascertaining the right of the person claiming to be entitled as aforesaid, the Secretary of any such Bank [1][or any officer empowered under [2]{sub-section (5) of section 4}] may take evidence on oath or affirmation according to the law[3] for the time being relating to oaths and affirmations.

Penalty for false statements.— Any person who, upon such oath or affirmation, makes any statement which is false, and which he either knows or believes to be false or does not believe to be true, shall be deemed guilty of an offence under section 193 of the Pakistan Penal Code (XLV of 1860).

8. Deposit when excluded in computing court-fees.— Where the amount of the deposit belonging to the estate of a deceased depositor does not exceed [4][three thousand rupees] such amount shall be excluded in computing the fee chargeable, under the Court-fees Act, 1870 (VII of 1870), on the probate, or letters of administration, or certificate (if any), granted in respect of his property[5]:

Provided that the person claiming such probate or letters of certificate shall exhibit to the Court authorized to grant the same a certificate of the amount of the deposit in any Government Savings Bank belonging to the estate of the deceased. Such certificate shall be signed by the Secretary of such Bank, and the Court shall receive it as evidence of the said amount.

[6]9. [Act not to apply to deposits belonging to estates of European soldiers or deserters.] Omitted by the Federal Laws (Revision and Declaration) Ordinance, 1981 (XXVII of 1981), s. 3 and 2nd Sch.

Deposits belonging to Minors

10. Payment of deposits to minor or guardian.— Any deposit made by, or on behalf of, any minor may be paid to him personally if he made the deposit, or to his guardian for his use if the deposit was made by any person other than the minor, together with the interest accrued thereon.

The receipt of any minor or guardian for money paid to him under this section shall be a sufficient discharge therefor.

---

[1] Ins. by the Government Savings Bank (Amdt.) Act, 1923 (16 of 1923), s. 4.

[2] *Subs*. by the Savings Banks (Amendment) Act, 1965 (XXIV of 1965), s. 4

[3] See the Oaths Act, 1873 (10 of 1873).

[4] Subs. by the Government Savings Banks (Amendment) Act, 1917 (17 of 1917), s. 2, for "one thousand rupees".

[5] Cf. the Savings Bank Act, 1828 (9 Geo. 4, c. 92), s. 40, now rep. by the Savings Banks Act, 1863 (26 and 27 Vict, c. 87).

[6] This section was previously amended by A.O., 1949, Sch. and A.O., 1961, Art. 2 and Sch.

11. [Legalization of like payments heretofore made.] Omitted by the Federal Laws (Revision and Declaration) Ordinance, 1981 (XXVII of 1981), s. 3 and 2nd Sch.

Deposits belonging to Lunatics

12. Payment of deposits belonging to lunatics.— If any depositor becomes insane or otherwise incapable of managing his affairs,

and if such insanity or incapacity is proved to the satisfaction of the Secretary of the Bank in which his deposit may be,

such Secretary may, from time to time, make payments out of the deposit to any proper person,

and the receipt of such person, for money paid under this section, shall be a sufficient discharge therefor.

Where a committee or manager of the depositor's estate has been duly appointed, nothing in this section authorizes payments to any person other than such committee or manager.

Deposits made by Married Women

13. Payment of married women's deposits.— Any deposit made by or on behalf of a married woman, or by or on behalf of a women who afterwards marries, may be paid to her, whether or not [1][section 20 of the Succession Act, 1925] applies to her marriage; and her receipt for money paid to her under this section shall be a sufficient discharge therefor.

Rules

14. Rules regulating certificates under section 8, and payments under section 10, 12 or 13.— All certificates under section 8, and all payments under section 10, section 12 or section 13, shall be respectively granted and made by the Secretary of the Bank, subject to such rules consistent with this Act as the [2][Federal Government] may, form time to time, prescribe[3].

---

[1] Subs. by he Federal Laws (Revision and Declaration) Ordinance, 1981 (27 of 1981), s. 3 and 2nd Sch. for the Indian Succession Act., 1865, section 4".

[2] Subs. by F.A.O. 1975, Art. 2 and Table for "Central Government" which was substituted by A.O; 1937. for "G.G; in C.".

[3] For such rules, *see* Gazette of India, 1895, Pt. I, p. 406, and *ibid.*, 1897, Supplement, p. 158.

CONTENTS OF CHAPTER 4

THE POST OFFICE CASH CERTIFICATES ACT, 1917

[ACT NO. XVIII OF 1917]

(As modified up to 31st August, 1975)

SECTIONS		PAGES
1.	Short title.....	136
2.	Prohibition of transfer of Post Office 5-year Cash Certificates without the consent of an authorised officer.	136
3.	Payment on death of holder of Post Office 5-year Cash Certificate.	137

CHAPTER 4

THE POST OFFICE CASH CERTIFICATES ACT, 1917

[1][ACT NO. XVIII OF 1917]

(As modified up to 31st August, 1975)

[19th September, 1917]

An Act to restrict the transfer of Post Office 5-year Cash Certificates and to provide for the payment of Certificates standing in the name of deceased persons.

WHEREAS it is expedient to restrict the transfer of Post Office 5-year Cash Certificates and to provide for the payment of Certificates standing in the name of deceased persons; It is hereby enacted as follows :—

1. Short title.—This Act may be called the Post Office Cash Certificates Act, 1917.

2. Prohibition of transfer of Post Office 5-year Cash Certificates without the consent of an authorised officer.— (1) Notwithstanding any provision in any enactment or any rule of law for the time being in force to the contrary, no transfer (whether made before or after the commencement of this Act) of a Post Office 5-year Cash Certificate shall be valid without the previous consent in writing of [2][an officer of the Post Office authorised by general or special order of the [3](Federal Government) in that behalf].

---

[1] For Statement of Objects and Reasons, *see* Gazette of India, 1917, Pt. V, p. 75; and for Proceedings in Council *see ibid.*, 1917, Pt. VI, pp. 705 and 929. This Act has been applied to Phulera in the Excluded Area of Upper Tanawal to the extent the Act is applicable in the N.-W.F.P., and also extended to the Excluded Area of Upper Tanawal (N.-W.F.P.) other than Phulera with effect from such date and subject to such modifications as may be notified, *see* N.-W.F.P. (Upper Tanawal) (Excluded Area) Laws Regulation, 1950. It has been applied to the Chittagong Hill-tracts by Bengal Regulation III of 1944.

It has been extended to the Baluchistan States Union by the Baluchistan States Union (Federal Laws) (Extension) Order, 1953 (G.G.O.4 of 1953) as amended.

It has also been extended to the Khairpur State by the Khairpur (Federal Laws) (Extension) Order, 1953 (G.G.O.5 of 1953), as amended.

The Act has also been applied to Baluchistan by the Baluchistan Laws Regulation, 1913 (2 of 1913), s. 3 as amended by Regulation 4 of 1943.

The Act has also been extended to the Leased Areas of Baluchistan, *see* G.G.O.3 of 1950; and applied in the Federated Areas of Baluchistan, *see* Gazette of India, 1937, Pt. I, p. 1499.

The Act has been and shall be deemed to have been brought into force in Gwadur w.e.f. 8-9-58, by the Gwadur (Application of Central Laws) Ordinance, 1960 (37 of 1960), s. 2.

[2] Subs. by the Post Office Cash Certificates (Amendment) Act, 1920 (32 of 1920), s. 2, for "the Post Master-General for the area in which the post office of issue is situate".

[3] Subs. by F.A.O., 1975, Art. 2 and Table for "Central Government" which was substituted by A.O., 1937, for "G.G. in C.".

(2) In this section "transfer" means a transfer *inter vivos* and does not include a transfer by operation of law.

3. Payment on death of holder of Post Office 5-year Cash Certificate.— (1) If a person dies and is at the time of his death the holder of a Post Office 5-year Cash Certificate, payment of the sum for the time being due on such Certificate may be made in the manner provided in the Government Savings Banks Act, 1873 (V of 1873), for the payment of deposits belonging to the estates of deceased persons, and the provisions of sections 4 to 9 of the said Act shall apply accordingly as if the holder of such Certificate were a depositor in a Government Savings Bank and the sum for the time being due on such certificate were a deposit in such a Bank [1][and as if for the words "three thousand" in [2][section 8] of the said Act the words "five thousand" were substituted]:

Provided that the powers conferred by the said provisions on the Secretary of a Government Savings Bank shall be exercisable by the Post Master-General for the area within which the post office of issue of such Certificate is situate [3][or if that area is in India, by the Post Master-General for such area in Pakistan as the [4][Federal Government] may by general or special order specify in this behalf]:

Provided further that, where in any one case payment is to be made of Certificates issued from more post offices than one, the said powers shall be exercisable by the Post Maser-General for the area in which any of the said post offices is situate.

(2) Nothing in sub-section (1) shall be deemed to require any person to accept payment of the amount due on a Post Office 5-year Cash Certificate before the same has reached maturity.

---

[1] Ins. by the Post Office Cash Certificates (Amdt.) Act, 1920 (32 of 1920), s. 3.

[2] Subs. by the Government Savings Banks (Amendment) Act, 1943 (2 of 1943), s. 8, for "sections 4 and 8".

[3] Ins. by G.G.O.4 of 1949, Sch.

[4] Subs. by F.A.O., 1975, Art. 2 and Table, for "Central Government".

CONTENTS OF CHAPTER 5

THE POST OFFICE NATIONAL SAVINGS CERTIFICATES ORDINANCE, 1944

[ORDINANCE NO. XLII OF 1944]

(As modified upto 14th July, 1988)

SECTIONS		PAGES
1.	Short title, application and commencement	139
2.	Interpretation.	140
3.	Restriction of transfer.	140
4.	Payment on death of holder of savings certificate.	140
5.	Holdings by or on behalf of minors.	141
6.	Rules.	142

CHAPTER 5

THE POST OFFICE NATIONAL SAVINGS CERTIFICATES ORDINANCE, 1944

[1][ORDINANCE NO. XLII OF 1944]

(As modified upto 14th July 1988)

(9th September, 1944)

An Ordinance to make certain provision in respect of Post Office Twelve-Year National Savings Certificates and other classes of Savings Certificates.

WHEREAS an emergency has arisen which renders it necessary to make certain provision in respect of Post Office Twelve-Year National Savings Certificates and other classes of Savings Certificates;

NOW, THEREFORE, in exercise of the powers conferred by section 72 of the Government of India Act, as set out in the Ninth Schedule to the Government of India Act, 1935 (26 Geo. 5, c. 2,) the Governor-General is pleased to make and promulgate the following Ordinance: –

1. Short title, application and commencement.— (1) This Ordinance may be called the Post Office National Savings Certificates Ordinance, 1944.

(2) It applies to—

(*a*) Post Office Twelve-Year National Savings Certificates issued in pursuance of the Notification of the Government of India in the Finance Department No. F. 17(100)-F/43, dated the 4th September, 1943, and

---

[1] The Ordinance has been applied to—

(i) Baluchistan, see (Notification No. 52-W., dated the 11th October, 1944, Gazette of India, 1944, Pt. I, p. 1326;

(ii) the Chittagong Hill-tracts, with effect from the 11th January, 1945, see Ben. Government Notification No. 218-S., dated the 6th January, 1945.

(iii) the partially excluded areas of the Mymensingh District, subject to modifications with effect from the 18th January, 1945, see Ben. Government Notification No. 828-S.S.S., dated the 12th January, 1945.

It has been extended to the Leased Areas of Baluchistan by the Leased Areas (Laws) Order, 1950 (G.G.O. 3 of 1950).

It has been extended to the Baluchistan States Union by the Baluchistan States Union (Federal Laws) (Extension) Order, 1953 (G.G.O. 4 of 1953), as amended.

It has been extended to the Khairpur State by the Khairpur (Federal Laws) (Extension) Order, 1953 (G.G.O. 5 of 1953), as amended.

(*b*) any[1] other classes of savings certificates to which the [2][Federal Government] may from time to time by notification in the official Gazette direct that the provisions of this Ordinance shall apply.

(3) It shall come into force at once.

2. Interpretation.— In this Ordinance—

(*a*) "minor" means a person who is not deemed to have attained his majority under the Majority Act, 1875 (IX of 1875);

(*b*) "Savings Certificate" includes a Post Office Twelve-Year National Savings Certificate referred to in clause (a) of sub-section (2) of section I and a savings certificate of any other class to which the provisions of this Ordinance have been applied by a direction in pursuance of clause (b) of that sub-section;

(*c*) "transfer" means a transfer *inter vivos* and does not include a transfer by operation of law.

3. Restriction of transfer.— Notwithstanding any provision in any enactment or any rule of law for the time being in force to the contrary, no transfer, whether made before or after the commencement of this Ordinance, or as the case may be, before or after the making of a direction in pursuance of clause (b) of sub-section (2) of section I, of a savings certificate shall be valid without the previous consent in writing of an officer of the Post Office authorised by general or special order of the [2][Federal Government] in that behalf.

4. Payment on death of holder of savings certificate.— (1) If a person dies and is at the time of his death the holder of a savings certificate, payment of the sum for the time being due thereon may be made in the manner provided in the Government Savings Banks Act, 1873 (V of 1873), for the payment of deposits belonging to the estates of deceased persons, and the provisions of section 4 to 9 of the said Act shall apply accordingly as if the holder of the savings certificate were a depositor in a Government Savings Bank and the sum for the time being due on the certificate were a deposit in such a Bank:

---

[1] The provisions of this Ordinance have been applied to the Pakistan Post Office Twelve-Year Savings Certificates and to the Pakistan Defence Savings Certificates, see Gazette of Pakistan, 1948, Pt. I, p. 601 and also to the Pakistan Post Office Ten-Years Savings Certificate and the Pakistan Post Office Five-Years Savings Certificates, see Gazette of Pakistan, 1953 Pt. I p. 235; and the Ten-Years National Development Certificates, see *ibid*., 1957, Ext. p. 2215

[2] Subs. by the F.A.O; 1975, Art. 2 and Table, for "Central Government".

Provided that in such application section 8 of the said Act shall be construed as if the reference therein to three thousand rupees were a reference to the amount of the maximum holding of savings certificates prescribed in the rules made or deemed to have been made under this Ordinance applicable to the particular savings certificate :

Provided further that—

(*a*) the powers conferred by the said provisions on the Secretary of a Government Savings Bank shall be exercisable by the Postmaster-General for the area within which the post office of issue of such savings certificate is situate [1][or if that, area is in India, by the Postmaster-General for such area in Pakistan as the [2][Federal Government] may be a general or special order specify in this behalf];

(*b*) where in any one case payment is to be made of savings certificates issued from more post offices than one, the said powers shall be exercisable by the Postmaster-General for the area in which any of the said post offices is situate.

(2) Nothing in sub-section (1) shall be deemed to require any person to accept payment of the amount due on a savings certificate before it has reached maturity.

5. Holdings by or on behalf of minors.— Notwithstanding any provision in any enactment or any rule or law for the time being in force to the contrary,—

(1) a minor may apply for and hold savings certificates and any person may apply for and hold savings certificates on behalf of a minor;

(2) where any certificate is held by or on behalf of a minor, the minor shall, whether the certificate was applied for and issued before or after the commencement of this Ordinance or, as the case may be, before or after the making of a direction in respect of such certificate in pursuance of clause (b) of sub-section (2) of section 1, be, bound by the provisions of this Ordinance and of any rules made or deemed to have been made thereunder applicable to such savings certificate and by the terms of any declaration made by the applicant for the certificate in pursuance of the said rules ;

(3) Payment of the sum for the time being due on a savings certificate held by or on behalf of a minor may be made—

---

[1] Certain words ins. by A.O., 1949.
[2] Subs. by the F.A.O., 1975, Art. 2 and Table, for "Central Government".

(*a*) to him personally, if he himself applied for the certificate, or

(*b*) for the use of the minor, if the application for the certificate was made by any person other than the minor,—

(i) to any such person, being a parent of the minor or guardian of his property, as may be nominated in that behalf in the form of application, or

(ii) if no such nomination has been made, to any guardian of the property of the minor appointed by a competent Court, or where no such guardian has been so appointed, to either parent of the minor, or where neither parent is alive, to any other guardian of the minor,—

and the receipt of the minor or, as the case may be, of his parent or guardian for any sum paid under this clause shall be a sufficient discharge therefor.

6. Rules.— (1) The [1][Federal Government] may by notification in the official Gazette make rules[2] relating to any class of savings certificate.

(2) In particular and without prejudice to the generality of the foregoing power, such rules may provide for the application for, the issue, maximum limits of holding and discharge of, and conditions as to interest or discount relating to, any class of savings certificate, and may also provide—

(*a*) that where any such maximum limits of holdings are exceeded no interest shall be payable on the amount of such excess;

(*b*) that if any interest has been paid on any amount of such excess, it shall be recoverable as an arrear of land-revenue or in such other manner as the rules may prescribe.

(3) All rules relating to —

---

[1] Subs. by the F.A.O., 1975, Art. 2 and Table, for "Central Government".

[2] For the Ten-Years National Development Savings Certificates Rules, 1958, *see* Gazette of Pakistan, 1958, Ext., pp. 661-679; and for the encashment of the Holdings of Deceased Saving Certificates, *see ibid.,* 1960 Pt. I. pp. 393-394.

For the Defence Savings Certificates Rules, 1966, see Ministry of Finance Gazette Notification No. S.R.O. 1076 (K)/66, dated 7th November, 1966, as amended.

For the National Deposit Certificates Rules, 1972, see S.R.O. 997(I)/72 dated 27th October, 1972 as amended.

For the Khaas Deposit Certificates Rules, 1973, see S.R.O. 353(I)/73, dated 15th March, 1973, as amended.

For the Premium Savings Certificates Rules, 1976, see S.R.O. 103(I)/77, dated 19th January, 1977, as amended.

For the Special Savings Certificates Rules, 1990, see S.R.O. 134(I)/90, dated 4th February, 1990 as amended.

For the Regular Income Certificates Rules, 1993, see S.R.O. 100(I)/93, dated 2nd February, 1993 as amended.

(*a*) the Post Office Twelve-Year National Savings Certificates in force at the commencement of this Ordinance;

(*b*) any other class of savings certificate in force at the time when a direction in pursuance of clause (b) of sub-section (2) of section 1 is made in respect thereof—

shall, so far as they are not inconsistent with the provisions of this Ordinance, continue in force until they are duly rescinded or amended, and shall be deemed to have been made under this Ordinance.

CHAPTER 6

THE WIRELESS TELEGRAPHY ACT, 1933

[ACT NO. XVII OF 1933]

Not Printed in This Volume

CHAPTER 7

THE WIRELESS TELEGRAPHY (POSSESSION) RULES, 1957

Not Printed in This Volume

CHAPTER 8

THE WIRELESS RECEIVING APPARATUS (LICENSING) RULES, 1957

Not Printed in This Volume

INDEX

to

Chapter 2 (Pakistan Post Office Rules, 1961)

This index has been compiled solely for the purpose of assisting reference. No expression used in it should be considered in any way as interpreting the rules.

A

	Rules
Acknowledgement—	
Advice of payment of a foreign money order … … … …	157(2)
Receipt of foreign money order to be signed by payee or some authorized person … … … … … …	129 *read with* 161 & 163
Receipt of inland m.o. to be signed by payee or some authorised person	129
Remitter of inland m.o. entitled to an—of payment signed by the payee or his authorized agent free of charge … … …	127
Sender of a registered article entitled to receive an attested copy of— of delivery on payment of extra fee … … … … …	75
Sender of an inland insured article entitled to receive an—of delivery signed by the addressee or his authorised agent … … …	90
Advice of Payment	
See "Acknowledgement" … … … … … …	157(2)
Aerogrammes —	
Dimension of — … … … … … … …	12A
Price of — … … … … … … …	199
Air fee(s)—	
Fees chargeable on air mail articles (inland). … … … …	4-5
Power to fix—on outward foreign articles … … …	8
Airmail—	
Conditions of transmission of postal articles by— … … …	67
Fees chargeable on—articles … … … … …	4-5
Prepayment of full charges for transmission by—compulsory … …	4(2)
Air mail envelope(s) —	
Price of — … … … … … … … …	199

B

Brains—	
— of rabid animals. How and where to be transmitted by post …	40

	Rules
British postal order(s)—	
Offices authorised to encash— … … … … …	186 A(1)
Time-limits for presentation of—for payment … … … …	186 A(2)
Business Reply card(s)—	
Conditions of transmission by post of— … … … …	18
Rates of postage chargeable for—(inland) on their delivery … …	6
Business Reply envelope(s)—	
Conditions of transmission by post of— … … … …	18
Rates of postage chargeable for—(inland) on their delivery … …	6
C	
Certificate of posting—	
Conditions for dispatch of articles under — … … … …	202
Obtainable in respect of postal articles for which no receipt is given by the Post Office … … … … … …	202
Commission—	
Payment of inland m.o. at some other address to the payee or p.o. named in the order without charge of additional— … …	132
Rates of —for foreign rupee m.os. … … … … …	156(1)
Rates of —for foreign stertling or dollar m.os. … … … …	156(2)
Rates of —for inland m.os. … … … … … …	122
Special rates of —for inland m.os. … … … … …	123
Compensation—	
Cases in which —is not payable for loss of or damage to an insured inland article … … … … … … …	91
Cases in which —is not payable for loss of or damage to insured foreign letters and parcels or contents thereof … … …	101(5)
—payable for loss of or damage to an insured inland article … …	91-92
—payable for loss of or damage to insured foreign letters and parcels or contents thereof … … … … … …	101(1)to(4)
Refund of the amount of—in case of subsequent recovery and delivery of a lost insured article … … … … … …	102
Complaint(s)	
Action to be taken on—of fraud in respect of foreign v.p. articles …	119
Action to be taken on —of fraud in respect of inland v.p. articles …	111
—regarding delivery of or payment for an inland or a foreign v.p. article …	112 read with 120
Correspondence—	
Foreign —sent by ships other than mail ships to be fully prepaid …	65

Correspondence — Contd. Rules

Foreign official— 194-195

Inland —which shall not be deemed official 190

D

Delivery—

Acknowledgement of —of an inland insured article 90

Acknowledgement of —of a registered foreign article 81

Acknowledgement of —of a registered inland article 74

Complaint regarding —of an inland or a foreign v.p. article ... ... 112 read with 120

—of articles of mail through post boxes and post bags 204A

—foreign registered letters containing any object of value, such as coin, bullion, etc. ... ... 103(2)

—of parcels 211

—of uninsured foreign parcels containing any object of value received from foreign countries ... ... 103(2)

Registered articles not to be delivered unless addressee or his agent signs the prescribed receipt 73

Registered article reposted after having been delivered is subject to fresh registration ... ... 76(1)(f)

Reposting of postal articles after— 55

Demurrage—

Levy of —on inward foreign parcels or bulk bags... 59

Levy of —on inland v.p. articles ... ... 110(1)

Destruction—

—of parcels which cannot be disposed of... 217

—of postal articles posted in contravention of section 20 of P.O. Act. ... 221

—of postal articles posted in contravention of section 23(3) of the P.O. Act 218

—of postcards which cannot be disposed of, on the expiration of the prescribed period 215

—of registered letter which cannot be disposed of, on the expiration of the prescribed period 214

—of unregistered letters which cannot be disposed of, on the expiration of the prescribed period 214

Packets containing printed papers to be disposed of by being sold or by—forthwith ... ... 216(a)

Detention—

—and disposal of undelivered postal articles 212-218

—in the Post Office of printed papers and small packets and parcels ... 206-211

Detention —*contd.* Rules

—of printed papers containing printed papers without value in a Pakistan office of exchange when received from abroad ... ... 207(2)
—of printed papers (other than newspapers) and small packets in office of delivery 208
—of printed papers (other than newspapers) and small packets in office of posting 206
—of printed paper (other than newspapers) and small packets received from abroad. ... ... 207(1)
—of parcels in office of posting. 209
—of parcels received from abroad 210
—of postcards which cannot be disposed of 215
—of registered letters in office of P.M.G. ... ... 214(ii)
—of undelivered parcels in office of P.M.G. 217
—of undelivered postal articles ... ... 212(1)to(4)
—of undelivered postal articles which are not detained in office of delivery 213
—of undelivered other printed paper, small packets and registered newspapers in office of P.M.G., if registered... 216(b)
—of undelivered telegrams in course of transmission by post.... ... 212(5)
—of undelivered unregistered other printed paper, small packets and registered newspapers in office of P.M.G. ... ... 216(b)
—of unregistered letters in office of P.M.G. ... ... 214(i)
Period of —of undelivered v.p. articles. ... ... 110,212(3)
Period of — of undelivered v.p. articles received from abroad 118
.

E

Electronic money transfer—
Disbursement of amount received through—from abroad 180A

Envelopes—
Conditions of transmission of Business Reply— 18
Price of air mail— 199
Price of embossed— 199
Price of embossed registration— 200
Rates of postage for Business Reply—(inland)... 6
Registration—bearing embossed stamps not to be used for transmission of unregistered postal articles ... ... 197 Note

Fax mail service—
Conditions of transmission of —articles 17C
Fee recoverable for delivery of a fax message sent by a private individual, etc. ... ... 58(3)

Rules

Fax money order—

Commission chargeable on— .... 137A(1)(d)
Conditions of acceptance of— 137A

Fee(s)—

Customs clearance —on inward foreign postal articles ... ... 9(2)
Enquiry —in connection with inland and foreign v.p. articles ... 112, 120
Enquiry —in respect of a foreign registered article not chargeable ... 81(2)&(3)
Extra — chargeable for insurance of inland postal articles 84
Extra —chargeable for registration 69, 78
—chargeable for inland insurance of foreign parcels containing objects of value, such as coin, bullion, etc. ... ... 103(1)
—chargeable from addressee in addition to the sum specified by sender for remittance to himself 109
Fresh insurance —on insured foreign parcels redirected or returned as undeliverable 104
Insurance of foreign letters and parcels, —chargeable for 95
Late —not chargeable on postal articles 203
Postal articles subject to twice the —for registration ... ... 76(2)
Prepayment of registration —compulsory 70, 79
Refund of enquiry —re, disposal of foreign insured letter or parcel 101(6)
Refund of —to the sender in the case of non-delivery of a foreign v.p. parcel ... ... 116(3)
Registered articles re-posted after having been delivered. Fresh registration.—for ... ... 76(1) (f)
Schedule of —chargeable on v.p. articles ... ... 109,116(1)
Sender of a registered article entitled to receive acknowledgement of delivery on payment of extra— 74, 81
Supplementary— chargeable on inland v.p. articles 105
Uninsured foreign parcels containing objects of value. Charge of— for dispatch to destination as an insured parcel ... ... 103(2)
Unpaid or insufficiently paid postal articles other than parcels — chargeable on delivery 5

Film(s)—

Transmission of "Safety" cinematograph—by letter post 11

Fraud—

Action to be taken on complaints of —in respect of foreign v.p. articles.. 119
Action to be taken on complaints of —in respect of inland v.p. articles... 111

G

Gratuity—

—to be paid to masters of ships in respect of postal articles 219, 220

INDEX

I

	Rules
Insurance (Foreign)—	
Affixing of labels of any kind to covers of foreign letters for—prohibited … … … … … … …	96
Cases in which foreign letters or parcels are not accepted for— …	98
Cases in which no compensation is payable for loss of or damage to insured foreign letters, or parcels … … … …	101(5)
Compensation payable for loss of or damage to insured foreign letters, or parcels … … … … … …	101(1)&(2)
Countries and places for transmission to which postal articles may be insured … … … … … …	94
Entries to be made and forms to be filled up by sender of foreign letter or parcel containing jewellery, etc., intended for— …	99
Fees chargeable at inland rates on outward foreign parcels containing objects of value to a country to which no — is available … …	103(1)
Fees chargeable for—of letters and parcels … … … …	95
Fresh—fee to be recovered on insured foreign parcels redirected to Pakistan or returned as undeliverable … … … …	104
Insured parcels, how to be prepared and sealed … … …	97(2)
Insured value not to exceed the real value of the contents of the article insured … … … … … … … …	94
Inward uninsured foreign parcel containing objects of value is subject to payment of insurance fee by the addressee …. …	103(2)
Letters intended for —, how to be packed and sealed … … …	97(1)
Limit up to which outward foreign letters or parcels may be insured …	94
Parcels tendered for —, how to be packed and sealed … … …	97(3)
Prepayment of all charges is compulsory on foreign insured articles …	96
Receipt granted by p.o. for foreign letters or parcels presented for— …	100
Refund of charges and enquiry fees except fee for— … … …	101(6)
Uninsured foreign parcels containing objects of value, received from foreign countries. How to be disposed of … … … …	103(2)
Insurance (Inland)—	
Articles containing gold coin or bullion to be insured for the actual value of the contents … … … … … …	82
Articles of an intrinsic value exceeding a prescribed minimum limit must be sent by insured post	93
Cases in which compensation is not payable for loss or damage to an insured article … … … … … … …	91
Cases in which postal articles are not accepted for— … …	87
Compensation payable in the case of loss of or damage to an insured article. … … … … … …	91-92
—covers all risks in course of transmission by post … … …	83
Entries to be made by the sender on inland articles intended for— …	88
Extra fee chargeable for— … … … … … …	84

Insurance (Inland) — *contd.* Rules

Insured value not to exceed the real value of the contents of the articles insured … … … … … … 82

Letters and parcels containing coin, bullion, objects of value, etc., not to be accepted for transmission by post unless they are insured … 93

Letters and parcels intended for —, how to be packed and sealed … 86

Prepayment of all charges is compulsory on insured articles … … 85

Procedure to be adopted when an uninsured article containing coin, bullion, object of value, etc., is found in course of transmission by post … … … … … … … … 93

Receipt granted by the p.o. for each article presented for— … … 89

Sender of an insured article entitled to receive acknowledgment of delivery signed by the addressee … … … … … 90

Value up to which an article may be accepted for— … … … 82

Insured article(s)—

Acceptance of liability by the Federal Government for—(foreign) … 101(7)

Cases in which compensation is not payable for loss of or damage to an— … … … … … … 91

Compensation payable in the case of loss of or damage to an— … 91-92

Postage stamps affixed to —should be placed apart from one another… 85

Prepayment of all charges is compulsory on insured articles … … 85, 96

Receipt granted by p.o. for inland— … … … … … 89

Refund of charges and enquiry fee in cases of loss or destruction of foreign insured letters or parcels … … … … … 101(6)

Refund of the amount of compensation by sender/addressee in the case of subsequent recovery of a lost foreign— … … … 102

Seals affixed to an inland—should be of same kind of wax and should bear impressions of same private device … … … … 86(3)

Sender of an inland—entitled to receive acknowledgement of delivery signed by the addressee … … … … … … 90

Insured letters—

See "Letters"

Insured parcels—

See "Parcels"

Interception—

—of postal articles containing anything seditious … … … 221,224

—of postal articles containing anything the transmission of which by post is prohibited … … … … … … 221-226

—officers empowered to search, or cause search to be made, for articles the transmission of which by post is prohibited … … 222-226

International Expedited Mail Service—

Conditions for transmission of —articles … … … … … 66A

INDEX

	Rules
International Fax Mail Service.—	
Conditions for transmission of —articles … … … …	66C
International Speed Post	
See "International Expedited Mail Service". … … … …	
Late letter(s)—	
Fee not chargeable for—and postal articles (inland or foreign) …	203
—, etc. How to be dealth with—when presented for dispatch … …	203
Letter(s)—	
Cases in which foreign—are not accepted for insurance … …	98
Cases in which no compensation is payable for loss of or damage to insured foreign— … … … … … …	101(5)
Compensation payable for loss of or damage to insured foreign— …	101(1), (2)&(4)
Conditions of transmission of—by post … … … …	10
Countries and places for transmission to which foreign registered.— and v.p. registered —may be insured. … … … …	94
Definition of — … … … … … …	10 Note
Destruction of unregistered —which cannot be disposed of … …	214
Detention of unregistered —in office of P.M.G. … … …	214
Dimensions of— … … … … … …	10(2)
Disposal of unpaid —posted open or insecurely closed … …	10(7)
Entries to be made and forms to be filled up by senders of insured foreign— … … … … … …	99
Fees for insurance of foreign—… … … … … …	95
Foreign insured —, how to be packed and sealed. … … …	97(1)&(3)
Inland insurance of foreign —containing objects of value. … …	103(2)
Inland insured —, how to be packed and sealed … … …	86(1)
Insured value not to exceed the real value of the contents of the articles insured. … … … … … …	82, 94
Labels not be affixed by sender to the cover of a foreign —intended for insurance … … … … … …	96
Late fee not chargeable for— or registered or insured articles …69,78,84 & 95	
—(inland) sent as v.p. articles not to contain coupons, tickets, certificates or introductions designed for the sale of goods on "Snowball system" … … … … … …	105,114
—(inland) containing objects of value not to be accepted for transmission by post unless they are insured … … …	93
—posted by Government officers addressed to private individuals …	192(1)
—posted by private persons addressed to Government officers… …	192(2)
Postage rates for foreign— … … … … … …	7

Letter(s)—*contd.* Rules

Postage rates for inland— 3

Postage stamps affixed to foreign insured—to be placed apart from one another 96

Postage stamps affixed to inland insured—to be placed apart from one another 85

Power of D.G. to prescribe a limit of weight for— 12

Prepayment of all charges on inland insured articles compulsory ... 85

Prepayment of all charges on insured foreign registered —compulsory 96

Refund of the amount of compensation by sender/addressee in the case of subsequent recovery of a lost foreign insured— 102

Refund of charges and enquiry fee in cases of loss or destruction of foreign insured — or parcels ... ... 101(6)

Value up to which foreign registered letters and v.p. registered — may be insured 94

Value up to which inland registered letters and v.p. registered — may be insured 82

Limit of value—

—of fax money orders 137A

—of foreign money orders 155

—of inland m.os. 121

—of Postal Draft 153A

—of Urgent money orders 137

—up to which foreign registered letters may be insured 94

—up to which foreign v.p. registered letters may be insured 94

—up to which inland registered letters may be insured 82

—up to which inland v.p. registered letters may be insured 82

Literature for the blind—

Conditions of transmission of —by post 30-31

Dimensions of a packet containing— ... ... 30(h)

Penalty for infringement of conditions of— 31

Postage, rates of —(foreign) 7-8

Postage rates of —(inland) 3-5

Lottery—

—tickets or circulars, Officers empowered to search or cause search to be made in course of transmission by foreign post 226

M

Money order(s)

Conditions for Urgent Mail Service— 137

Condition for fax— 137A

INDEX

	Rules
Money order(s) (Foreign)—	
Acknowledgment and —to be signed by payee or by some authorised person.	129 read *with* 161,163
Advice of payment of—	157
Alteration in the name of post office or address of the payee of—	158
Applicability to the issue or payment of foreign money orders of certain rules relating to inland money order	159, 163
Countries and places with which —may be exchanged	154(2)
Entry of particulars on —forms	124 read with 159
Kinds of —	154(1)
Mark to be obtained and verified in the case of illiterate remitters or payees of —	130 read *with* 159,163
Payment in Pakistan of sterling or dollar—	160
Payment of —to payees	161
Payment of sterling or dollar —to the Pakistan P.O. in rupee currency.	155(3)
Power of D.G. to suspend the issue of —upon or by any p.o. or group of p.os.	123(*a*) read *with* 159
Presentation of —at post offices for issue during prescribed hours	125 read *with* 159
Rates of exchange at which amount of sterling or dollar —to be paid to the Pakistan P.O. in rupee currency	155(3)
Rates of commission for foreign rupee —	156(1)
Rates of commission for sterling or dollar —	156(2)
Receipt granted by the post office to remitters of —	126 *read with* 159
Redirection of —to payees	131 *read with* 163
Refund of amount of order to remitter if payment is stopped	158
Return of a —if payee cannot be found or he refuses to take payment	135 *read with* 163
Single dollar —not to exceed US $ 100 and not to include a fraction of a dollar	155(2)
Single rupee —not to exceed a certain limit	155(1)
Single sterling —not be exceed £50 and not to include a fraction of a pound	155(2)
Void inward —	162
Money order(s) (Inland)—	
Acknowledgement and —to be signed by payee or some authorised persons	129
Alteration in the name of the paying office or in the address of the payee by the remitter of a — permissible	132
Commission, Rates of —	122

Money order(s) (Inland)— *contd.* Rules

Entry of particulars on —forms … … … … … 124

Mark to be obtained and verified in the case of illiterate remitters or payees of— … … … … … … … 130

Payment of — … … … … … … 128

Payment of void— … … … … … … 136

Power of D.G. to prescribe special rates of commission of— … … 123

Powers of D.G. to suspend the issue of —upon or by any p.o. or group of p.os. … … … … … … 123

Presentation of —at p.os. for issue during prescribed hours … … 125

Receipt granted by the p.o. to remitters of — … … … … 126

Redirection of —to payees … … … … … … 131

Remitter of a—entitled to receive free of charge acknowledgement signed by payee … … … … … … 127

Repayment of —to remitter … … … … … … 134

Return of —to remitter if payee cannot be found or he refuses to take payment … … … … … … 135

Single —not to exceed the prescribed limit … … … … 121

Void — … … … … … … 136

N

Newspaper(s)—

Detention of registered—in office of P.M.G. … … … … 216(*b*)

Disposal of undelivered registered— … … … … … 216(*a*)

Fee for registration and subsequent renewal of registered — … … 32(3)

Rates of postage for registered — … … … … … 3

O

Official correspondence (Foreign)—

—governed by the same rules as private correspondence … … 194

"Postage due" on—to be initialled by postmaster or some authorised officer … … … … … … 195

Use of service stamps on— … … … … … … 194

Official postal article(s) (Inland)—

Conditions of transmission by post of— … … … … 187

Correspondence which shall not be deemed official correspondence … 189

Documents, books or publications posted by judicial or other Government officers in covers superscribed" Service Unpaid" … 192(1) *Exception.*

—posted by Government officers addressed to private individuals … 192(1)

—posted by private persons to Government officers … … … 192(2)

Persons entitled to send—on "Pakistan State Service" … … 189

Official postal article(s) (Inland) — *contd.* Rules

Postage due on articles superscribed "Service Unpaid", "On Pakistan State Service" or "On Service" 193

Prepayment of postage and other charges on — 191

Prepayment of postage on official parcels compulsory ... ... 192(2)Note

Postage rates on— 187-188

P

Packet(s)—

Destruction of undeliverable —containing printed papers without value ... ... 216(*a*)

Disposal of undeliverable registered — containing other printed papers and registered newspapers— ... ... 216(*b*)

Disposal of undeliverable unregistered—containing other printed papers and registered newspapers— ... ... 216(*b*)

See also "Official postal article(s)" and "Small packets"—... ...

Pakistan postal order(s)—

Amount for the issue of — 181

Commission chargeable on the issue of each — 181

Liability of the Post Office ceases after an —has once been paid ... 186

Power of PMG to allow payment of time barred — ... ... 184(3)

Purchaser of an —is entitled to the repayment of its value but not the commission ... ... 185(1)

Repayment of — 185

Stock of —to be held by offices authorised by the D.-G. 183

Time-limits for the presentation of —for payment 184

Parcel(s)—

Cases in which foreign —are not accepted for insurance 98

Cases in which no compensation is payable for loss of or damage to insured foreign — ... ... 101(5)

Celluloid and articles made of celluloid. Manner of packing — containing them 44

Compensation payable for loss of or damage to insured foreign — ... 101(1)to(4)

Conditions of transmission of inland —by post 34-48

Countries and places for transmission to which foreign parcels and v.p. parcels may be insured 94

Cultures or other articles containing living germs of plague, brains of rabid animals, human and other viscera, etc., etc. Conditions of transmission and manner of packing— containing them 39-45

Delivery of — 211

Destruction of —which cannot be disposed of 217

Detention of —in office of posting 209

Detention of —received from abroad 210

Detention of undelivered—in office of P.M.G. 217

Parcel(s)— *contd.*	Rules
Dimensions of a —	36(2)
Entries to be made and forms to be filled up by the sender of an insured foreign—	99
Export licence when required for —to be dispatched to foreign countries	61
Fees chargeable for inland insurance of foreign —containing objects of value, such as coin, bullion, etc.	103(1)
Fee chargeable for insurance of foreign—	95
Foreign exchange control regulations to be complied with before —can be accepted by the post office for transmission to foreign countries	62
Foreign insured —, how to be packed and sealed	97(2)&(3)
Fresh insurance fee to be recovered on insured foreign—redirected to Pakistan or returned as undeliverable	104
Further postage chargeable on a redirected inland—	56
Human and other Viscera. Manner of packing —containing them ...	39
Inland insurance of foreign —containing objects of value, such as coin, bullion, etc.	103(1)
Inland insured —,how to be packed and sealed	86(2)
Insured value not to exceed the real value of the contents of the article insured	82, 94
Limit of weight of —	36(1)
Limit up to which foreign parcels and v.p. parcels may be insured ...	94
Liquids and substances which liquefy, Manner of packing—containing them	38(2)
Manner of packing, etc., of—	38
May contain one communication addressed only to the addressee ...	34
Osmic acid. Manner of packing containing it—	45
—(inland) containing coin, bullion, precious stones, jewellery, currency notes and article of gold or silver not to be accepted for transmission by post unless they are insured	93
—(inland) sent as v.p. articles not to contain coupons, tickets, certificates or introductions designed for the sale of goods on "Snowball system"	105
—found in a letter-box to be returned to the sender or R.L.O.	47(1)
—posted at or addressed to such places as notified by the D.G. should be accompanied by a declaration *re.* nature of contents and value of—	48
Postage rates of —(foreign)	7
Postage rates of —(inland)	3
Postage service stamps affixed to a foreign insured —to be placed apart from one another	96
Postage service stamps affixed to an inland insured —to be placed apart from one another	85
Postage to be fully prepaid on—	46

Parcel(s)— *contd.*	Rules
Power of D.G. to prescribe a lower limit of weight of— … …	37
Power of P.M.G. to suspend dispatch of — … … … …	35
Prepayment of all charges on inland insured —compulsory … …	85
Prepayment of all charges on inland—compulsory … … …	46
Refund of charges and enquiry fee in cases of loss or destruction of foreign insured letters or parcels … … … …	101(6)
Refund of the amount of compensation by sender/addressee in the case of subsequent recovery of a lost foreign insured— … …	102
Registration fee on inland— … … … … … …	69(1)
Strong smelling articles, Manner of packing—… … … …	43
Uninsured foreign —containing objects of value received from foreign countries. How to be dealt with … … … … …	103(2)
Value up to which inland registered —and v.p. registered —may be insured … … … … … …	82
Warehousing charge on a foreign —or bulk bag …. … … …	59
Weight of — … … … … … …	36(1)
Writing of National Identity Card number on — compulsory … …	71(2)
Post boxes and post bags—	
Conditions and fee for renting of —for delivery of mail … …	204A
Postage—	
Manner of prepayment of —and other charges on postal articles …	196-197
—due on articles superscribed "Service Unpaid" "On Pakistan State Service" or "On service" … … … … … …	193
Prepayment of —on official postal articles … … … …	191
Prepayment of —on parcels compulsory … … … …	46,192(2) Note
Rates of —(foreign) … … … … … …	7
Rates of —(inland) … … … … … …	3-5
Redirected inland parcels, Further —chargeable on them— … …	56
Registration envelopes bearing embossed stamps not to be used for transmission of unregistered postal articles … … …	197Note
Postage rates chargeable on Foreign—	
—air mail postal articles …. … … … … …	8
Fee levied on letter mail articles and parcels for customs clearance …	9(2)
No—Cecogrammes, (Literature for the Blind) upto 7 kg. if sent by surface mail … … … … … … …	7
—letters … … … … … … … …	7
—parcels … … … … … … … …	7
—postcards … … … … … … … …	7
—printed matters consisting of registered news papers, etc. … …	7(ii)
—printed papers (other than registered newspapers, periodicals, journals, books, pamphlets, sheets of music and maps) … …	7(i)

Postage rates chargeable on Foreign— *contd.* Rules
—small packets 7
—unpaid or insufficiently prepaid articles ... ... 9(1)
Postage rates chargeable on Inland—
—air mail postal articles 4
—business Reply Cards. 6
—business Reply Envelopes 6
—insufficiently paid letters or post cards or packets 5
—letters 3
—literature for the Blind ... ... 3&4
—official Postal articles 187-188
—parcels 3
—postal articles on delivery where postage is not prepaid or is insufficiently prepaid 5
—postcards ... ... 3&4
—printed papers (other than Text Books or Text Books)... ... ... 3&4
—printed papers (Text Books) ... ... 3&4
—registered newspapers ... ... 3&4
—small packets ... ... 3&4
—unpaid letters or post cards or packets 5
—unpaid or insufficiently paid air mail postal articles 5
Postal article(s)—
Certificate of posting obtainable in respect of —for which no receipt is given by the p.o. 202
Conditions for the recall of — 205
Conditions of transmission by air mail of — 67
Conditions of transmission by post of foreign — 57-66
Conditions of transmission by post of inland— 10-56
Destruction of —posted in contravention of sec. 23(3) of the P.O. Act.... 218
Detention of undelivered— ... ... 212(1)to(4)
Detention of undelivered —in office of delivery 213
Foreign—found to contain coin(s), bullion currency etc., without authorization of the State Bank of Pakistan to be returned to sender ... ... 63(2)
Further postage chargeable on a redirected inland parcel 56
Gratuities to be paid to masters of ships in respect of — 219-220
Insurance of Foreign — 94-104
Insurance of Inland — 82-93
Late fee not chargeable for — 203
Manner of prepayment of postage and other charges on — 196-197
Officers empowered to search, or cause search to be made, for prohibited — 221-225
Official — *See* "Official postal articles."

Postal article(s)— *contd.* Rules

—prohibited from transmission by post 49-52

Re-call by senders of —when in course of transmission by post ... 205

Redirection of inland — 53-56

Registration envelopes bearing embossed stamps not to be used for transmission of unregistered — ... ... 197 Note

Registration of Foreign — 77-81

Registration of Inland — 68-76

Re-posting of postal articles after delivery 55

Treatment of foreign —bearing fictitious or previously used stamps ... 66

Treatment of —containing anything the transmission of which by post is prohibited 221-225

Value-payable —(Foreign), rules regarding 119-120

Value-payable —(Inland), rules regarding 105-113

When a —is subject to twice the fee for registration ... ... 76(2)

Postal Draft—

Conditions for issue and payment of —... ... ... 153A

Commission for issue of — ... ... 153A(2)

Limit of value of — ... ... 153A(1)

Postal Orders —*See* Pakistan Postal Orders/British Postal Orders

Postcard(s)—

Business Reply Cards, Conditions of transmission by post of —... ... 18

Conditions of transmission by post of — 13-16

Destruction of —which cannot be disposed of, other than those sent "Service Unpaid" 215

Destruction of —which cannot be disposed of, on the expiration of the prescribed period 215

Detention of —which cannot be disposed of 215

Dimensions of a— ... ... 13(b)

Disposal of unpaid or insufficiently paid— 16

Instructions regarding use of — 15

—posted by Government officers addressed to private individuals ... 192(1)

—posted by private persons addressed to Government officers... ... 192(2)

Price at which —should be sold 199

Rates of postage for Business Reply —(inland) 6

Rates of postage for foreign — 7

Rates of postage for inland — 3

Reply —of private manufacture 14

Power of D.G. —

—to fix air mail postage rates for foreign countries 8

—to fix a lower limit of weight for small packets 27

INDEX

	Rules
Power of D.G. — *contd.*	
—to prescribe a limit of weight for printed paper	23
—to prescribe a limit of weight for letters	12
—to prescribe a lower limit of weight for parcels	37
—to prescribe special rates of commission for inland money orders. ...	123
—to prescribe special rates of commission for foreign money orders ...	156 read with 123
—to suspend the issue of inland or foreign money orders upon or by any post office or group of post offices	123(a),159
Power of P.M.G.—	
—to allow payments of time barred Pakistan Postal Order	184(3)
—to suspend acceptance or dispatch of parcels	35
Prepayment—	
Manner of —of postage and other charges on postal articles	196-197
—of all charges on insured foreign registered letters, and parcels is compulsory	96
—of all charges on insured inland articles is compulsory	85
—of all charges to be made by means of stamps, or impressions of stamping machines, or in cash	196
—of full charges for transmission of postal articles by air is compulsory	4(2)
—of postage and registration fee is compulsory in the case of registered articles	70
—of postage on inland official postal articles	191
—of postage on inland parcels posted by Government officers in their official capacity is compulsory	192(2)Note
Printed paper(s)—	
Conditions of transmission of —by post	19-25
Contents of —	19-20
Covering of —	24
Detention in a Pakistan Office of Exchange of —containing printed papers without value, when received from abroad	207(2)
Detention of —(other than newspapers) in office of delivery	208
Detention of —(other than newspapers) in office of posting	206
Detention of —(other than newspapers) received from abroad. ...	207(1)
Dimensions of —	22
Disposal of packets containing —without value	216
Late fee not chargeable for —	203
Penalty for infringement of conditions prescribed for sending — ...	25
Postage rates of —	3 & 7

Printed paper(s)— *contd.* Rules

Posted by judicial or other Government officers in covers superscribed "Service Unpaid" … … … … … … 192(1) *Exception*

Power of D.G. to prescribe a limit of weight for — … … … 23

Prohibitions regarding enclosure of or writing upon a— … … 21

Rates of postage for foreign— … … … … … … … 7

Registered —(inland or foreign) sent as v.p. articles not to contain coupons tickets certificates or introductions designed for the sale of goods on "Snow ball system" … … … … … 105

Transmission of registered —as v.p. articles … … … … 105

Prohibited article(s)—

—for transmission by post … … … … … … 49-52

Officers empowered to search, or cause search to be made, for postal articles containing— … … … … … … 221-226

Treatment of postal articles containing anything the transmission of which by post is prohibited … … … … … 221-226

Prohibitions—

—in respect of printed papers … … … … … … 21-22

R

Rabid animals—

Brain of —How and where to be transmitted by post … … 40

Recall—

—of articles in course of transmission by post … … … 205

See "Re-delivery". … … … … … … …

Receipt(s)—

—granted by the p.o. for each article presented for inland insurance … 89

—granted by the p.o. for each article presented for registration … 72

—granted by the p.o. for foreign letters or parcels presented for insurance … … … … … … 100

—granted by the p.o. to remitters of fax money orders: … … 137A(2) *read with* 126

—granted by the p.o. to remitters of money orders … … … 126

—granted by the p.o. to remitters of U.M.S. money orders … … 137 *read with* 126

—granted to senders of EMS / ISP articles … … … … 66A(8)

—granted to senders of Fax mail articles … … … … 17C(4)

—to be signed by sender when an inland v.p. article is returned to him … …. …. …. … … … 110(2)

Registered articles not to be delivered unless addressee or his agent signs the prescribed — … … … … … … 73

Receipt(s)— *contd.* Rules

Supply of an attested copy of original —singed by the addressee ... 75

Receptacle for receipt of mails—

Addressee to provide —at their premises 205A

Re-delivery—

Conditions for the recall of postal articles 205

Postal articles (inland or foreign) which may be re-called by the sender 205

Redirection—

Fresh insurance fee to be recovered on — of insured foreign parcels to Pakistan or returned as undeliverable 104

Further postage to be charged on a redirected inland parcel 56

—of a money order to the payee... 131

—of postal articles (inland) 53-56

Refund—

—of enquiry fee *re.* disposal of foreign insured letter or parcel ... ... 101(6)

—of charges in case of loss or destruction of foreign insured letters or parcels ... ... 101(6)

—of the amount of foreign m.o. to remitter if payment is stopped ... 158

—of the amount of inland m.o. to remitter if payment is stopped ... 134

Registered article(s)—

An inland —re-posted after having been delivered is subject to fresh registration ... ... 76(1)(*f*)

Inland —not to be delivered unless the addressee or his agent signs the prescribed receipt 73

Prepayment of postage and registration fees compulsory in the case of inland— 70

Receipt granted by the post office for each inland— 72

Sender of an inland —entitled to receive an acknowledgement of delivery on payment of extra fee 74

Supply to the sender of an inland—of attested copy of the original receipt singed by the addressee 75

Value up to which inland —may be insured 82

Registered letter(s)—

Countries and places for transmission to which foreign —and v.p. —may be insured 94

Destruction of —which cannot be disposed of 214

Detention of —in office of P.M.G. 214

Prepayment of all charges on insured foreign —compulsory 96

Value up to which foreign —and v.p. —may be insured 94

Value up to which inland —and v.p. —may be insured 82

Registered newspaper(s)— Rules

Conditions for the transmission by post of packets of —containing more than one copy of the same issue … … … … 33

Conditions of transmission of —by post … … … … 32-33

Detention of —in office of P.M.G. … … … … … 216(b)

Disposal of undelivered— … … … … … … 216(b)

Rates of postage (inland) on— … … … … … … 3

Weight of bundle of — … … … … … … 32(1)(e)

Registration (Foreign)—

Applicability to foreign postal articles of certain conditions for—of inland postal articles … … … … 80

Extra fee chargeable for—of a postal article … … … … 78

Foreign countries to which registered letters, postcards printed papers and small packets may be sent … … … … 77

Prepayment of postage and —fee compulsory … … … … 78

Sender of a registered article entitled to make enquiry by fax, e-mail, etc. … … … … … … 81(4)

Sender of a registered article entitled to receive acknowledgement of delivery on payment of extra fee … … … … … 81

Registration (Inland)—

A registered article re-posted after having been delivered is subject to fresh— … … … … … … 76(1)(f)

Articles intended for—registration, how to be posted … … … 71

Cases in which —is obligatory … … … … … … 76

Concessional rates of—fee chargeable on registered newspapers, journals and magazines … … … … … … 69(1)(a)

Extra fee chargeable for—of a postal article of letter mail … … 69

Postal articles may be registered at any post office … … … 68

Prepayment of postage and —fee compulsory … … … … 70

Receipt granted by the post office for each article presented for — … 72

Registered articles not to be delivered unless the addressee or his agent signs the prescribed receipt … … … … 73

—fee as bulk mailer for a period of one year … … … … 69(2)

—of inland postal articles … … … … … … 68-76

Sender of a registered article entitled to receive acknowledgement of delivery on payment of extra fee … … … … … 74

Supply of attested copy of original receipt signed by addressee … 75

When a postal article is levied with twice the fee for— … … 76(2)

Repayment—

—of amount of foreign m.o. to remitter… … … … … 158

—of amount of inland m.o. to remitter… … … … … 134

Reposting—

—of postal articles after delivery … … … … … 55

Rules

S

Search of prohibited articles—
—by certain postal officials 221-226
Small packet(s)—
Conditions of transmission of—by post 26-29
Contents of — 26
Covering of — 28
Detention of —in office of delivery 208
Detention of —in office of posting 206
Detention of —received from abroad ... ... 207(1)
Dimensions of— ... ... 27(1)(b)
Packing of—containing certain articles 28
Penalty for infringement of conditions in respect of— 29
Power of D.G. to fix in special circumstances a lower limit of weight for — 27
Rates of postage for foreign — 7
Rates of postage for inland — 3
Weight of — ... ... 27(1)(a)

"Snowball system" —
Postal articles (inland and foreign) on — 105

Stamp(s)—
Postage —affixed to an inland insured article, to be placed apart from one another 85
Postage —affixed to foreign insured letters or parcels to be placed apart from one another 96
Price at which —should be sold 198-200
Treatment of postal articles from abroad bearing fictitious or previously used — 66
Use of service —on official correspondence addressed to foreign countries 194
Surface Airlifted mail—
Conditions for transmission of — ... ... 66(B)

T

Telegram(s)—
Detention of undelivered —in course of transmission by post ... 212(5)

Transmission of Foreign Postal articles. Conditions of—
Airmail articles 67
Coins bullion currency etc; to be transmitted with the permission of the State Bank of Pakistan ... ... 63(1)
Correspondence sent by ships other than mail ships 65

Transmission of Foreign Postal articles. Condition of – *contd.* Rules

Export licence, when required 61
Foreign exchange control regulations to be complied with 62
International Expedited Mail Service / ISP 66A
International Fax Mail Service 66C
Official correspondence 194-195
Parcels 60
Surface Airlifted mail 66B
Treatment of postal articles bearing fictitious or previously used stamps 66

Transmission of Inland postal articles by post, Conditions of —

Business Reply Cards 18
Business Reply Envelopes 18
Disposal of unpaid or insufficiently paid postcards 16
Fax Mail Service 17C
Further postage chargeable on a redirected parcel 56
Letters 10
Literature for the Blind 30-31
Official postal articles 187-193
Parcels 34-48
Postcards 13-16
Power of D.-G. to prescribe in special circumstances a limit of weight for Printed Papers 23
Power of D.-G. to prescribe in special circumstances a limit of weight for letters 12
Power of D.-G. to prescribe in special circumstances a limit of weight for parcels 37
Printed papers— 19-25
Prohibited articles 49-51
Redirection of postal articles 53
Registered newspapers 32-33
Re-posting of postal articles after delivery 55
Small packets 26-29
Urgent Mail Service 17

U

Urgent Mail Service.—

Conditions for transmission of —articles 17
Dimension of — articles ... ... 17(2)
Fees chargeable on—articles ... ... 17(3)
Limits of weight of—articles ... ... 17(2)
Places to which—may operate ... ... 17(1)

Urgent Money Order.— Rules

Conditions for sending— 137

Fees for booking— 137

Limits of value and other conditions for— 137

V

Vaccine—

Transmission by post of anthrax spore— 42

Value—Payable article(s) (Foreign)—

Action to be taken on complaints of fraud in respect of — 119

Amount specified for remittance to sender not to exceed a certain limit 114

Applicability to —of certain rules relating to inland v.p. articles ... 120

Articles which may be transmitted by v.p. post 114

Cases in which —are not accepted for transmission by post ... ... 108 *read with* 120

Complaint regarding delivery of or payment for a — ... ... 112 *read with* 120

Countries to which —may be transmitted 114

Declaration to be given by sender of—... 115

Enquiry fee in respect of— ... ... 112 *read with* 120

Letters, packets and parcels not to contain coupons, tickets, certificates or introductions designed for the sale of goods on "Snowball system" 114

Manner of posting of — ... ... 116(1)

Refund of fee to the sender in the case of non-delivery of a v.p. parcel 116(3)

Responsibility of Government in respect of — ... ... 113 *read with* 120

Schedule of fees for sending— ... ... 116(1)

Value-payable article(s) (Inland)—

Action to be taken on complaints of fraud in respect of — 111

Amount specified for remittance to sender not to exceed a certain limit— 105

Amount to be recovered from the addressee of a— 109

Cases in which —are not accepted for transmission by post 108

Charges to be paid by the sender when a —is returned to him ... ... 110(2)

Complaint regarding delivery of or payment for a —article 112

Declaration to be given by sender of a— 106

Enquiry fee regarding delivery of or payment for the— 112

Fee to be charged from the addressee in addition to the sum specified by the sender for remittance to himself 109

Value – payable articles(s) (Inland) – *contd.* Rules

Letters, packets and parcels sent as —not to contain coupons, tickets certificates or introductions designed for the sale of goods on "Snowball system" … … … … … … 105

Levy of demurrage if the addressee omits to take delivery of— … 110(1)

Manner of posting of a— … … … … … … 107

Period of detention of undelivered— … … … … … 110, 212(3)

Period of detention of —in the offices of delivery and their disposal, if not delivered within the period … … … … … 110(1)

Postal articles which may be sent by v.p. post … … … 105

Receipt to be signed by the sender when —is returned to him … 110(2)

Responsibility of Government in respect of — … … … 113

Value-payable post (Foreign)—

Action to be taken on complaints of fraud in respect of—articles … 119

Amount specified for remittance to a sender of—article not to exceed a certain limit … … … … … … 114

Applicability to foreign v.p. articles of certain rules relating to inland v.p. articles … … … … … … 120

Articles which may be transmitted by— … … … … 115

Cases in which—articles are not accepted for transmission by post .. 108 *read with 1*20

Manner of posting of a—article … … … … … 116(1)

Refund of fee to the sender of a—article in the case of non-delivery of a.v.p. parcel … … … … … … 116(3)

Responsibility of Government in respect of a—article … … 113 *read with* 120

Schedule of fees for sending a— … … … … … 116(1)

—articles not to contain coupons, tickets, certificates or introductions designed for the sale of goods on "Snowball system" … 114

Value-payable post (Inland)—

Action to be taken on complaints of fraud in respect of—articles … 111

Amount specified for remittance to a sender of a—article not to exceed the prescribed limit … … … … … … 105

Amount to be recovered from the addressee of a— … … … 109

Cases in which—articles are not accepted for transmission by post. … 108

Charges to be paid by the sender when a.v.p. article is returned to him … … … … … … 110(2)

Complaint regarding the delivery of or payment for a.v.p. article. … 112

Declaration to be given by sender of a— … … … … 106

Enquiry fee for—article … … … … … …

Letters, packets and parcels sent as v.p. articles not to contain coupons, tickets, certificates or introductions designed for the sale of goods on "Snowball System" … … … … 105

Value-payable post (Inland)—*contd.* Rules

Levy of demurrage for detention of a—article ... ... 110(1)

Manner of posting of a—article 107

Period of detention of v.p. articles in the offices of delivery and their disposal if not delivered within that period ... ... 110(1)

Postal articles which may be sent as— 105

Receipt to be signed by the sender when a.v.p. article is returned to him ... ... 110(2)

Responsibility of Government in respect of a—article 113

Schedule of fees for sending— 109

Void money order(s)—

Non-payment of —(foreign) or that returned to country of issue ... 162

Payment of —(inland) 136

When an inland money order becomes void. 136

W

Warehousing charge—

—on inward foreign parcels or bulk bags 59

— on inland v.p. articles 110

Index to Corrections

PARTICULARS OF SECTIONS/ RULES CORRECTED			
Section/Rule Corrected	**Page No. Corrected**	**Authority/S.R.O No. and Date**	**Dated Initials**

PARTICULARS OF SECTIONS/ RULES CORRECTED			
Section/Rule Corrected	**Page No. Corrected**	**Authority/S.R.O No. and Date**	**Dated Initials**

Index to Corrections

PARTICULARS OF SECTIONS/ RULES CORRECTED			
Section/Rule Corrected	Page No. Corrected	Authority/S.R.O No. and Date	Dated Initials

Index to Corrections

PARTICULARS OF SECTIONS/ RULES CORRECTED			
Section/Rule Corrected	**Page No. Corrected**	**Authority/S.R.O No. and Date**	**Dated Initials**

Index to Corrections

PARTICULARS OF SECTIONS/ RULES CORRECTED			
Section/Rule Corrected	**Page No. Corrected**	**Authority/S.R.O No. and Date**	**Dated Initials**

Index to Corrections

PARTICULARS OF SECTIONS/ RULES CORRECTED			
Section/Rule Corrected	**Page No. Corrected**	**Authority/S.R.O No. and Date**	**Dated Initials**

PARTICULARS OF SECTIONS/ RULES CORRECTED			
Section/Rule Corrected	**Page No. Corrected**	**Authority/S.R.O No. and Date**	**Dated Initials**

Index to Corrections

PARTICULARS OF SECTIONS/ RULES CORRECTED			
Section/Rule Corrected	**Page No. Corrected**	**Authority/S.R.O No. and Date**	**Dated Initials**