



**CENTRAL BOARD OF SECONDARY EDUCATION  
'SHIKSHA SADAN' 17, ROUSE AVENUE,  
NEW DELHI-110002**

Dated : 29.11.2011  
Circular No. 82/2011

All the Heads of the institutions  
Affiliated to CBSE.

**Subject:- 41st Universal Postal Union (UPU) Letter Writing Competition 2012 -regarding**

Dear Principal,

The Department of Post shall be organizing the 41st UPU Letter Writing Competition 2012 for school going children on 8th January 2012. The purpose of this letter Writing competition is primarily to develop faculty in composition and subtlety of thought amongst the young people and to contribute to the strengthening of international friendship.

- 1). It is requested that the Principals of the CBSE affiliated schools may be advised to organize this competition in their schools in consultation with the Chief Post master General/Postmaster General of their respective Circles / Regions.
- 2). The language to be used in holding the completion will be English or any of the recognized languages embodied in the 8th schedule of our Constitution.
- 3). A copy of the detailed instructions, issued by the Department in this regard is enclosed. All the participating schools may be suitably informed that the entries may be forwarded to the Chief Postmaster General of their States for evaluation and further forwarding the best three entries to the Postal Directorate, New Delhi. Addresses of the Chief Postmasters Generals are with concerned CBSE Regional Offices for your kind information and necessary action.

**Kindly disseminate the above information to all the teachers and students concerned immediately.**

**Yours Sincerely,**

**(N. NAGARAJU)  
Director (Academic)**

**Copy with a request to respective Heads of Directorates/KVS/NVS/CTSA as indicated below to also disseminated the information to all concerned schools under their jurisdiction:**

1. The Commissioner, Kendriya Vidyalaya Sangathan, 18, Institutional Area, Shaheed Jeet Singh Marg, New Delhi 110 016
2. The Director, Navodaya Vidyalaya Samiti, A-28, Kailash Colony, New Delhi 110048.
3. The Director of Education, Directorate of Education , Govt. of NCT of Delhi, Old Secretariat, Delhi 110 054.
4. The Director of Public Instruction (Schools), Union Territory Secretariat, Sector -9 Chandigarh-160017.
5. Director of Education, Govt of Sikkim, Gangtok, Sikkim -737101
6. Director of School Education, Govt. of Arunachal Pradesh, Itanagar-791111
7. The Director of Education, Govt. of Andaman and Nicobar Islands, Port Blair-744101.
8. The Secretary, central Tibetan School Administration, ESESS Plaza, Community Centre, Sector 3, Rohini, Delhi-110085.
9. All Regional Officers of CBSE with the request of send this circular to all the Heads of the affiliated schools of the Board in their respective regions.
10. All Education Officers of the Academic Branch, CBSE.
11. All Asstt. Education Officers, CBSE.
12. The Library and Information Officer, CBSE
13. E.O to Chairman, CBSE
14. P.A. to C.E., CBSE
15. PA to Secretary, CBSE
16. P.A to HOD (EDUSAT), CBSE
17. P.A. to HOD (AIEEE), CBSE
18. PRO, CBSE
19. Joint Secretary (IT), CBSE with a request to upload the circular on the Website
20. The Secretary, AWES, Army Headquarters, Adjutant General Branch CW-4, Army Welfare Education Society, West Block -3, R.K.Puram, New Delhi 110022
21. PRO, CBSE, Delhi.

**Director (Academic)**

16

DETAILS OF THE 41<sup>st</sup> UPU LETTER WRITING COMPETITION, 2012

1. Subject "Write a letter to an athlete or sports figure you admire to explain what the Olympic Games mean to you".
2. Participants eligibility Children up to 15 years of age as on 31.03.2012
3. ~~Content~~ and form Composition must be presented in the form of letter about 500 to 800 words length on the given subject,
4. Date & Time Sunday, 8<sup>th</sup> January, 2012  
10.00 am. To 11.00 am.
5. Language English or any language listed in the 8<sup>th</sup> schedule of the Constitution of India.
6. Last date for submission of forms 20.12.2011
7. Prizes (At national level)
  - a) One First Prize Rs. 2000/- and a certificate.
  - b) One Second Prize Rs. 1500/- and a certificate.
  - c) One third prize Rs. 1000/- and a certificate.
  - d) Consolation Prizes Rs. 250/- to the best entry from each Postal Circle and certificate.

*The best entry at the national level shall qualify as the  
Official Indian Entry for the International level Competition*

The Universal Postal Union shall select the award winning entries. The top three entries will be awarded Gold, Silver and Bronz Medal respectively along with Certificate and album of UPU official postage stamps from UPU.

8. **It may be ensured that each and every entry must have the following details on its first page in respect of the candidates.**

1. Candidate's name.
2. Date of Birth
3. Male / Female.
4. Father's /Guardian's name.
5. Name of the School / Institution
6. Full Postal Address.

For further details, please contact the Chief Postmasters General / Postmasters General / Director Postal Services of your Circle / Region. Information will also be available on the Department's Website: <http://www.indiapost.gov.in>

VENUES

Address List of Chief Postmaster General (CPMG) / Postmaster General (PMG)/  
DPS

S.NO.	Circle	Address and Phone No. of CPMG	Address and Phone No. of PMG and DPS
1.	Assam	CPMG, Assam Circle, Guwahati-781001 Phone: 0361-2603636	PMG, Dibrugarh-786001 Phone: 0373-2329131
2.	Andhra Pradesh	CPMG, Andhra Pradesh Circle, Hyderabad-500001 Phone: 040-24744555	1. PMG, Visakhapatnam Region, CBM Compound, Visakhapatnam-530013 Phone: 0891-2544934  2. PMG, Vijaywada Region, Vijaywada-520010 Phone: 0866-2496324  3. PMG, Kurnool Region, Ashok Nagar, Kurnool- 518005 Phone: 08518-250210
3.	Bihar	CPMG, Bihar Circle, Patna- 800001 Phone: 0612-2225051	PMG(N), Muzaffarpur Region, Muzaffarpur-812001 Phone: 0621-2282593
4.	Chattisgarh	CPMG, Chattisgarh Circle, Raipur-492001 Phone: 0771-2233400	_____
5.	Delhi	CPMG, Delhi Circle, New Delhi-110001 Phone: 011-23620144	_____
6.	Gujarat	CPMG, Gujarat Circle, Ahmedabad-380001 Phone: 079-25505424	1. PMG, Rajkot-360001 Phone: 0281-2233200  2. PMG, Vadodara-390002 Phone: 0265-2791890
7.	Haryana	CPMG, Haryana Circle, Ambala-133001 Phone: 0171-2603100	_____
8.	Himachal Pradesh	CPMG, Himachal Pradesh Circle, Shimla-171009 Phone: 0177-2629000	_____
9.	J & K	CPMG, J & K Circle, Srinagar-190001 Phone: 0194-2452528	_____

		Jammu Tawi-180001 Phone: 0191-2561738	
10.	Jharkhand	CPMG, Jharkhand Circle, Ranchi-834002 Phone:0651-2482345	—
11.	Kerala	CPMG, Kerala Circle, Tirivanthapuram-695033 Phone: 0471-2308300	PMG, Kochi-682016 Phone: 0484-2391800  PMG, Kozhikode-673011 Phone: 0495-2767900
12.	Karnataka	CPMG, Karnataka Circle, Bangalore-560001 Phone: 080-22258832	PMG, SK Region, Bangalore-560001 Phone: 080-22255293  PMG, NK Region, Dharwad- 580001 Phone: 0836-2742001
13.	M.P.	CPMG, M.P. Circle, Bhopal- 462012 Phone: 0755-2550838	PMG, Indore Region, Indore- 452001 Phone: 0731-2702723
14.	Maharashtra	CPMG, Maharashtra Circle, Mumbai-400001 Phone: 022-22620049	PMG, Aurangabad-431002 Phone: 0240-2370822  PMG, Goa Region, Panaji- 403001 Phone: 0832-2225225  PMG, Nagpur Region, Nagpur-440010 Phone: 0712-2560517  PMG, Pune-411001 Phone: 020-26126157
15.	North East	CPMG, N.E. Circle, Shillong- 793001 Phone: 0364-2220579	DPS, Tripura Dn., Agartala- 791001 Phone: 0381-2323800  DPS, Mijoram Dn., Aizawal- 795001 Phone: 0389-2328024  DPS, Nagaland Dn., Kohima- 797001 Phone: 0370-2290597  DPS, Manipur Dn., Imphal-

			795001 Phone: 0385-2220264  DPS, Arunachal Pradesh Dn., Itanagar-791111 Phone: 0360-2214937
16.	Punjab	CPMG, Punjab Circle, Chandigarh-160017 Phone: 0172-2706700	
17.	Orissa	CPMG, Orissa Circle, Bhubaneswar-751001 Phone: 0674-2392000	DPS, Sambhalpur, Orissa Phone: 0663-2401009  PMG, Berhampur (GM), Berhampur-760001 Phone: 0680-2221555
18.	Rajasthan	CPMG, Rajasthan Circle, Jaipur-302007 Phone: 0141-2372020	PMG, Southern Region, Ajmer-305006 Phone: 0145-2433602  PMG, Western Region, Jodhpur-342001 Phone: 0291-2432800
19.	Tamil Nadu	CPMG, Tamil Nadu Circle, Chennai-600002 Phone: 044-28520367	PMG, Southern Region, Madurai-625002 Phone: 0452-1532244, 2532244  PMG, Western Region, Coimbatore-641002 Phone: 0422-2554100  PMG, Central Region, Tiruchirapalli-620001 Phone: 0431-2463600
20.	Uttar Pradesh	CPMG, U.P. Circle, Lucknow-226001 Phone: 0522-2622000	PMG, Agra Region, Agra- 282001 Phone: 0562-2363310  PMG, Kanpur Region, Kanpur-208001 Phone: 0512-2306614, 0512- 2306022  PMG, Gorakhpur Region, Gorakhpur-273008

			Phone:0551-2200844 PMG, Bareilly Region, Bareilly-243001 Phone: 0581-2427005  PMG, Allahabad Region, Allahabad-211001 Phone: 0532-2624887
21.	Uttaranchal	CPMG, Uttaranchal Circle, Dehradun-248001 Phone: 0135-2658396	—
22.	West Bengal	CPMG, West Bengal Circle, Kolkata-700012 Phone:033-22120070	PMG South Bengal Region, Kolkata-711112 Phone: 033-22121080  PMG, North Bengal & Sikkim Region, Siliguri- 734411 Phone: 0353-2436550  DPS, A & N Island Dn., Port Blair Phone: 03592-230485  DPS, Sikkim State, Gangtok Phone: 03592-222610

For further details, please contact the Chief Postmasters General / Postmasters General / Director Postal Services of your Circle / Region.

**Department of Posts  
Government of India**

PC

Annexure -1

41<sup>st</sup> UPU Letter Writing Competition for Young People, 2012

RULES FOR PARTICIPANTS

- (a) The 41<sup>st</sup>, Universal Postal Union (UPU) Letter Writing competition shall be open to school going children up to 15 years of as on 31.03.2012.
- (b) The age of participants is to be certified by the school authorities where the participant is studying.
- (c) Date by which participants should declare their Intention to participation the competition (last date) to CPMG/PMG /School Principal 20.12.2011
- (d) Date and time of the 'on the spot competition'. 08-01.2012  
10.00 to 11.00hrs.
- (e) The participants will make their own arrangements to reach the venue of the competition. The Department / schools will provide the answer books for the competition to the children but they will bring their own pen/ pencil etc.
- (f) All the candidates shall be required to apply in person to the Chief Postmaster General / Postmaster General/ School Principal in duplicate. Both copies must have a passport size photograph of the candidate affixed on them.
- (g) The participants will apply for participation in the competition along with three passport size photographs in the following format on plain paper.
  - I. Name of the competition 41<sup>st</sup> UPU Letter Writing  
Competition for young people 2012
  - II. Full Name of the participant
  - III. Father's /Guardian's Name.
  - IV. Full Address for correspondence.
  - V. Name of the School/ Institution where studying with full details.

Age with exact date of birth to be  
Certified by the Head of the Educational  
Institution.

VII Sex (Male /Female)

VIII Centre.

(h) Entry in the examination Hall will be by Hall permits to be issued by the Chief Postmasters General / Postmaster General/School Principal concerned. Each participant will be allotted a Roll No. by the concerned Chief Postmaster General / Postmaster General School Principal.

**IMPORTANT:-***All the particulars as mentioned above including the full name and address of the participant should appear on the first page of the Answer Book also. Entries, which do not furnish all relevant details, would not be considered valid.*

PC

10

(11)