

Department of Posts: India
Business Development Cell
O/o the Chief Postmaster General
Gujarat Circle, Ahmedabad-380001

- To,
1. The Postmaster General, North Region, Ahmedabad 380 004
 2. The Postmaster General, South Region, Vadodara 390 002
 3. The Postmaster General, Saurashtra & Kutchh Region, Rajkot 360 001

No: BDC/37-26/Police/IV/2021 **Date: 27-09-2021**

Sub: Instructions for collection of examination fees of Lokrakshak, Class-3 to be conducted by Lokrakshak Recruitment Board-2021, Gandhinagar through Post Office under e-Payment from **01.10.2021 to 26.10.2021** under **Biller ID: 70118** **Biller Name: LOKRAKSHAK RECRUITMENT 2021** (LRB/202122/2).

The Chief Postmaster General, Gujarat Circle has approved the proposal for collection of examination fee for Lokrakshak, Class-3 to be conducted by Lokrakshak Recruitment Board-2021, Gandhinagar through Post Office under e-Payment from **01.10.2021 to 26.10.2021** under **Biller ID: 70118** **Biller Name: LOKRAKSHAK RECRUITMENT 2021.**

Advt. No.	Title
LRB/202122/2	Lokrakshak, Class-3

The Post Offices will accept only examination fees from General candidates in CASH only. Exam fees and DOP Commission is as under:

Category	Exam Fee (under e-Payment)	DOP Commission for collection of Fees under E-bill post	GST	Amt.
GENERAL	100	10.20	1.80	112

Counter Clerk should first accept the exam fee under e-payment and then authorize application on OJAS web portal <https://ojsadmin.gujarat.gov.in>.

Counter PA has to opt for following options in the Biller ID:

1. Application No : _____
2. Confirmation No : _____
3. Apply For : Lokrakshak (Class-3)
4. Amount : _____

No Post Offices will effect payment to the concerned Department as it will be done centrally by the The Postmaster, Gandhinagar HO, Gandhinagar 382 010.

The Postmaster, Gandhinagar HO, Gandhinagar 382 010 will work as Nodal officer and affect the consolidated payment to the Lokrakshak Recruitment Board-2021, Gandhinagar deducting Rs.12/- per transaction after last date of acceptance of fees. The details are as under:

- Rs. 100/- under the Head of Account e.Payment-collection-fees of Lokrakshak
- Rs.1.80/- GST.
- Rs.10.20/-Charges for collection online application exam fees under e-bill Post "1201-00-800-04-02-00".

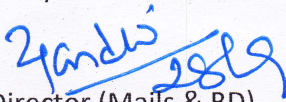
Remaining Operating/Accounting procedure for acceptance & collection of examination fees will remain the same.

It is therefore requested to arrange to issue strict instructions that-

- A. All the applications must be authorized on OJAS on the same day of its acceptance.
- B. **It is mandatory to print the Point Of Sale and OJAS reports (Daily) of the Biller and maintain the same report along with physical challans in record of the post office.**
- C. **It is mandatory to save the daily OJAS report by the post office.** A separate folder with biller id name (i.e Lokrakshak 2021) will be created for saving the report of daily OJAS updation by the concerned post office. The saved report folder is to be maintained for a 02 months period from the last date of collection for the reconciliation purpose.
- D. In no case, fees is to be accepted after the last date as after CSI roll out, closure of Biller Id is not being reflected.
- E. Counter clerk should also check whether the candidate has mentioned his/her mobile no. behind his/her challan for contact, if any problem occurs.

All Regional / Divisional heads are requested to identify IP/ASP working in Divisional/Regional office as a Nodal Officer for the project and they should monitor the scheme and to reconcile the data between e-payment and Ojas on a daily basis and to set right the differences.

There may be heavy rush for work in the last few days. Hence, it is requested to extend the working hours for this work upto 17:00 hrs. for last 2/3 days, if necessary. If required, additional counters may be opened. Banners / Computerized Printout regarding availability of service may please be placed in public space of computerized POs. Please give wide publicity to the scheme.


Assistant Director (Mails & BD)
Business Development Cell
O/o the Chief Postmaster General
Gujarat Circle, Ahmedabad-380 001

Copy for information & n/a to:

1. The Directorate, Dak Bhavan, New Delhi. w.r.t.No.36-16/2013-BD&MD dtd. 03.07.2017.
2. The Postmaster, Gandhinagar HO, Gandhinagar – 382010
3. The Director of Accounts (Postal) (Book-I &PA-I Sn.), Circle Office, Ahmedabad-1.
4. The Manager Accounts (BD), Circle Office, Ahmedabad-380 001.
5. The ADPS.(Techno & Phil), Circle Office, Ahmedabad- 380 001.
- For addition of above Biller in POS of CSI.
6. The Chairman, Lokrakshak Recruitment Board-2021 & the Managing Director of Gujarat Police Housing Corporation Ltd., Behind Lokayukta Bhawan, CHH Road, Sector -10/B, Gandhinagar – 382010.