



केन्द्रीय माध्यमिक शिक्षा बोर्ड
(शिक्षा मंत्रालय, भारत सरकार के अधीन एक स्वायत्त संगठन)
CENTRAL BOARD OF SECONDARY EDUCATION
(An Autonomous Organisation under the Ministry of Education, Govt. of India)



CBSE/Dir(ACAD)/2021

March 31, 2021
Circular No. ACAD-27/2021

All Heads of Institutions affiliated to CBSE

Subject: International Letter Writing Competition for Young people 2021 - reg.

The Universal Postal Union organizes International Letter Writing Competition for Young people aged 9-15. The young people have to write letter on a given theme to win exciting prizes.

Aim of the Competition

- To make young people aware of the important role played by the postal services in our societies
- To develop their skills in composition and expression of thoughts
- To foster enjoyment of letter writing and help strengthen the bonds of international friendship

Theme

- **'Write a letter to a family member about your experience with COVID-19'**

Submission of Entries

In view of the prevailing Covid-19 situation in the country, the participating students can also write their International Letter Writing Composition from home. The entries have to be sent to the designated Nodal Officers of the concerned Postal Circles only through the mode of Speed Post. Details of the Nodal Officers of all the Postal Circles is enclosed and also available on the Department of post's Website <http://www.indiapost.gov.in>

The last date for submission of entries is **5th April, 2021.**

The complete guidelines are given in Annexures.

School Heads are requested to disseminate the information amongst their students and motivate them to participate in the competition.

Dr. Joseph Emmanuel
Director (Academics)

Encl: As stated above.

Copy to the respective Heads of Directorates, Organizations and Institutions as indicated below with a request to disseminate the information to all the schools under their jurisdiction:

1. The Commissioner, Kendriya Vidyalaya Sangathan, 18-Institutional Area, Shaheed Jeet



'शिक्षा सदन', 17 राऊज़ एवेन्यू, इंस्टीटूशनल एरिया, नई दिल्ली-110002
'Shiksha Sadan', 17, Rouse Avenue, Institutional Area, New Delhi – 110002





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- Singh Marg, New Delhi-16
2. The Commissioner, Navodaya Vidyalaya Samiti, B-15, Sector-62, Institutional Area, Noida-201309
 3. The Director of Education, Directorate of Education, Govt. of NCT of Delhi, Old Secretariat, Delhi-110 054
 4. The Director of Public Instructions (Schools), Union Territory Secretariat, Sector 9, Chandigarh-160017
 5. The Director of Education, Govt. of Sikkim, Gangtok, Sikkim –737101
 6. The Director of School Education, Govt. of Arunachal Pradesh, Itanagar –791 111
 7. The Director of Education, Govt. of A&N Islands, Port Blair – 744101
 8. The Director of Education, S.I.E., CBSE Cell, VIP Road, Junglee Ghat, P.O. 744103, A&N Island
 9. The Director, Central Tibetan School Administration, ESSESS Plaza, Community Centre, Sector 3, Rohini
 10. The Additional Director General of Army Education, A –Wing, Sena Bhawan, DHQ, PO, New Delhi-110001
 11. The Secretary AWES, Integrated Headquarters of MoD (Army), FDRS Building No. 202, Shankar Vihar (Near APS), Delhi Cantt-110010
 12. The Under Secretary (Sch.3), Department of School Education and Literacy, Ministry of Education, Govt. of India, Shastri Bhawan, New Delhi-01
 13. All Regional Directors/Regional Officers of CBSE with the request to send this circular to all the Heads of the affiliated schools of the Board in their respective regions
 14. All Joint Secretary/ Deputy Secretary/ Assistant Secretary / Analyst, CBSE
 15. All Head(s)/ In-Charge(s), Centre of Excellence, CBSE
 16. In charge IT Unit with the request to put this circular on the CBSE Academic website
 17. In-Charge, Library
 18. The Head (Media & Public Relations), CBSE
 19. DS to Chairman, CBSE
 20. SPS to Secretary, CBSE
 21. SPS to Director (Academics), CBSE
 22. SPS to Director (Information Technology), CBSE
 23. SPS to Controller of Examinations, CBSE
 24. SPS to Director (Skill Education and Training), CBSE
 25. SPS to Director (CTET), CBSE
 26. SPS to Director (Professional Examinations), CBSE
 27. SPS to Director (EDUSAT), CBSE
 28. Record File

Dr. Joseph Emmanuel
Director (Academics)



‘शिक्षा सदन’, 17 राऊज़ एवेन्यू, इंस्टीट्यूशनल एरिया, नई दिल्ली-110002
‘Shiksha Sadan’, 17, Rouse Avenue, Institutional Area, New Delhi – 110002



DETAILS OF 2021 INTERNATIONAL LETTER WRITING COMPETITION FOR YOUNG PEOPLE

1. Subject : **“Write a letter to a family member about your experience with COVID-19”.**
2. Participants eligibility : Children up to 15 years of age as on 31.03.2021.
3. Content and form : Composition must be presented in the form of letter.
4. Date/Time of Competition : **Competition at Venue - Will be decided by the Concerned Circles.**
Competition from Home - All the entries should reach the designated Nodal Officer by 5th April, 2021
5. Language : English or any language listed in the 8th schedule of the Constitution of India.
6. **Prizes (at Circle level)**
 - a. First Prize: Rs.25,000/- and a certificate
 - b. Second Prize: Rs.10,000/- and a certificate
 - c. Third Prize: Rs. 5,000/- and a certificate
7. **Prizes (at National level):**
 - a. First Prize: Rs. 50,000/- and a Certificate.
 - b. Second Prize: Rs. 25,000/- and a Certificate.
 - c. Third Prize: Rs. 10,000/- and a 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 winners will receive a special medal (gold for first prize, silver for second, and bronze for third) and a certificate, as well as other prizes to commemorate their win (such other prizes to be decided by the UPU). The gold medalist may also be offered a trip to the UPU headquarters in Berne, Switzerland, or an alternative prize to be decided at the sole discretion of the UPU. Writers awarded a special mention will also receive a certificate as well as other prizes (such other prizes to be decided by the UPU).

It may be ensured that each and every entry has the following details on its first page:

- i. Candidate's Passport size photograph.
- ii. Candidate's name.
- iii. Date of Birth.
- iv. Sex (Male/Female).
- v. Father's/Guardian's name.
- vi. Name of the School/Institution and full address.
- vii. Full postal address.

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

2021 International Letter-Writing Competition for Young People

RULES FOR PARTICIPANTS PARTICIPATING AT VENUE

- (a) The 2021 International Letter Writing Competition shall be open to school going children up to the age of 15 years as on 31.03.2021. **The age of the participants will be certified with a proof like Birth Certificate, AADHAR card, certificate issued by Schools etc.**
- (b) Date and time of the Competition: **Will be decided by the concerned Postal Circles.**
- (c) The participants will apply for participation in the competition along with three passport size photographs in the following format on plain paper.

| | | |
|---|---|---|
| 1 | Name of the competition * | 2021 International Letter Writing Competition for Young People. |
| 2 | Full Name of the participant * | |
| 3 | Father's /Guardian's Name * | |
| 4 | Full Address for correspondence * | |
| 5 | Name and complete address of the School/ Institution where studying * | |
| 6 | Age with exact date of birth * | |
| 7 | Sex (Male /Female) * | |
| 8 | Centre | |

* **Mandatory field.**

- (d) Participants shall submit completely filled application form along-with 1 photocopy of age proof document to the Nodal Officer of concerned Postal Circle in duplicate before the last date of submission of application form as decided by the Postal Circle. One copy of the application form will be retained by the participants as hall ticket for the purpose of entry at venue on the day of competition. The Department/Schools will provide the answer book to the participants at the venue but they shall bring their own pen/pencil. **The participants shall write their composition in their own handwriting not exceeding 800 words.**

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.**

2021 International Letter-Writing Competition for Young People

RULES FOR PARTICIPANTS PARTICIPATING FROM HOME

- (a) The 2021 International Letter Writing Competition shall be open to school going children up to the age of 15 years as on 31.03.2021. **The age of the participants will be certified with a proof like Birth Certificate, AADHAR card, certificate issued by Schools etc.**
- (b) Date and time of the Competition: **All the entries should reach the designated Nodal Officer by 5th April, 2021.**
- (c) The participants will apply for participation in the competition along with three passport size photographs in the following format on plain paper.

| | | |
|---|---|---|
| 1 | Name of the competition * | 2021 International Letter Writing Competition for Young People. |
| 2 | Full Name of the participant * | |
| 3 | Father's /Guardian's Name * | |
| 4 | Full Address for correspondence * | |
| 5 | Name and complete address of the School/ Institution where studying * | |
| 6 | Age with exact date of birth * | |
| 7 | Sex (Male /Female) * | |
| 8 | Centre | |

* **Mandatory field.**

- (d) Participants shall write their composition in their own hand writing in the Ruled Sheet/Plain paper (**not exceeding 800 words**) and submit the same along-with completely filled application form and 1 photocopy of age proof document, to the Nodal Officer through Speed Post only. The list containing details of Nodal Officer for each Circle Office is attached herewith.

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.***

List of Nodal Officers of each Postal Circle with complete details.

| S.No. | Name of the Circle | Name of the Officer | Designation | Complete postal address | Contact details (Mobile No. and e-mail ID) |
|-------|--------------------|------------------------|--------------------------------|--|--|
| 1. | Andhra Pradesh | Y Rama Krishna | AD(Mails & Technical) | O/o CPMG, AP Circle, Vijayawada-520013 | 0866-2429836 technical.ap@indiapost.gov.in |
| 2. | Assam | Ambikeswar Behera | Assistant Director(Philately) | O/o CPMG, 5 th Floor, Meghdoot Bhawan, Panbazar, Guwahati-781001 | Mob-9937442498 e-mail- adphilately.asm@gmail.com |
| 3. | Bihar | Satya Ranjan | Assistant Director (BD) | Meghdoot Bhawan, 2nd Floor, O/o the CPMG, Bihar Circle, Patna-800001 | 7050088888 abddpatna@gmail.com |
| 4. | Chhattisgarh | Sh Amit Kumar Singh | AD(Philately) | O/o CPMG, Chhattisgarh Circle, Raipur - 492001 | Mob- 9407624220 Adpsraipur3@gmail.com |
| 5. | Delhi | Shri Virendra Singh | Superintendent of Post Offices | SPOs, New Delhi West Division, Naraina Industrial Area Head Post Office building complex, New Delhi-110028 | 011-25799134 donewdelhiwestdn@gmail.com |
| 6. | Gujarat | Shri N.N. Raval | ADPS(Building& Technical) | O/o CPMG, Gujarat, Khanpur, Ahmedabad-380001 | Mob-9687407380 e-mail philatelyco@gmail.com |
| 7. | Haryana | Sh. Ravindra Kumar | Assistant Director (Technical) | O/o The Chief PMG, Haryana Circle, 107, The Mall Ambala Cantt-133001 | 0171-2688405 94502-81721 apmgtech.dop@gmail.com |
| 8. | Himachal Pradesh | Shri Bali Ram | APMG | O/o the CPMG, HP Circle, Shimla -171009 | Mob - 9805754934 adtechnical.hp@gmail.com |
| 9. | Jammu & Kashmir | Shri Abdul Hamid Kumar | ASP (Establishment) | O/o CPMG, J&K Circle, Srinagar, CGO Complex, Bund Road, Polo View, J&K-190001 | Mob-7006815011 jkmonitoringcellsrinagar@gmail.com |
| 10. | Jharkhand | Sri Shantanu Azad | ASP BD/Phil | O/o The Chief Postmaster General, Jharkhand Circle, Meghdoot Bhawan Doranda,Ranchi-834002 | Mob. No.9304776313 e-mail- cotechnosection@gmail.com |
| 11. | Karnataka | Shri G.D. Bhat | Assistant Director | O/o CPMG, Karnataka Circle, Bengaluru-560001 | Mob-0449030860 e-mail- tech.ka@indiapost.gov.in |
| 12. | Kerala | Ms. M. Bindu | Assistant Director (Technical) | O/o the CPMG, Kerala Circle, Thiruvananthapuram | Mob – 9447061540 e-mail – adtechnicalco.keralapost@gm |

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|-----|----------------|---------------------------|--------------------------------------|---|--|
| | | | | - 695033 | ailcom. |
| 13. | Madhya Pradesh | Shri Chandresh Kumar Jain | Assistant Director (BD) | O/o CPMG, Madhya Pradesh Circle, Dak Bhawan, Bhopal - 462012 | Mob - 7587598114 e-mail- bd.mp@indiapost.gov.in |
| 14. | Maharashtra | Ms. Saranya U | Director, Mumbai GPO(current charge) | 1 st Floor, Mumbai GPO, Mumbai - 400 001 | dirmumbaigpo@indiapost.gov.in 022-22620693 |
| 15. | North-East | Shri Biswajit Chakraborty | Assistant Director (Philately) | O/o the Chief Postmaster General, North East Circle, Shillong 793001 | 9436476830 E mail - _adphilately.ne@rediffmail.com |
| 16. | Odisha | Shri Sarbeswar Choudury | AD (Philately) | O/o the CPMG, Odisha Circle, Bhubaneswar-751001 | 8114931604 sarbeswarindiapost@gmail.com |
| 17. | Punjab | Shri Krishan Sharma | Assistant Director(Technical) | O/o CPMG, Sandesh Bhawan, Sector 17 E, Chandigarh | Mob-7973446228 e-mail- tech.pb@indiapost.gov.in |
| 18. | Rajasthan | Bhupendra Parashar | AD(Mails&BD) | O/o CPMG, Rajasthan, Sardar Patel Marg, C-Schme, Jaipur-302007 | Ph- 011 - 22620693 e mail - dirmumbaigpo@indiapost.gov.in |
| 19. | Tamil Nadu | Shri Rajarathinam C. | Assistant Director (Admn.&PO) | O/o CPMG, Tamil Nadu Circle, Chennai - 600002 | Mob-9444248289 e-mail - ga.tn@indiapost.gov.in |
| 20. | Telangana | Sri. M Manmadha Rao | Asst. Director (Rectt & Technical) | O/o the Chief PMG, Telangana Circle, Abids, Hyderabad-500001 | Mob - 91 9866629638 eMail : sstechnicalco@gmail.com |
| 21. | Uttarakhand | Sh. Hira Lal | Asstt. Director (Technical) | O/o Chief Postmaster General, Uttarakhand Circle, 2nd Floor, Dehradun GPO Compound, Dehradun 248001 | e-mail adtechcodehradun@gmail.com Mob- 9416915460 |
| 22. | Uttar Pradesh | Shri K.S. Bajpai | APMG (TG/DE) | O/o Chief Postmaster General, U.P. Circle, Lucknow - 226001 | tg.y.up@indiapost.gov.in Mobile no.-8368154383 |
| 23. | West Bengal | Shri Nirmalya Mitra | ADPS(BD&Phil) | O/o CPMG, West Bengal Circle, Room No. 36, P-36, C.R. Avenue, Yogayog Bhawan, Kolkata-12 | Ph-033 - 22120242 e-mail- apmgphil@gmail.com |