



Operational Guide

Advanced Postal Technology (APT)

FOR

Rule 3 Transfer for GDS Employees



INDEX

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ABBREVIATIONS

Sl. No.	Abbreviation	Description
1	GDS	Gramin Dak Sevak
2	DH	Divisional Head
3	APT	Advanced Postal Technology
4	OA	Office Assistant
5	DO	Divisional Office
6	ABPM	Assistant Branch Postmaster
7	BPM	Branch Postmaster



Operational Guide:

Operational Guide Version 1.0 Dated 30.10.2025

DISCLAIMER

The operational procedure provided in this Operational Guide is just an illustration for the user for using the APT software solution in an effective manner. If the reader has any doubt in the Department ruling and guidelines, he/she should refer to the respective manuals and volumes only. The APT Operational Guide should not be cited as Rulings.



1 Introduction

This Operational Guide provides detailed procedure for “**GDS Rule 3 Transfer**” module for a Candidate.

“**Rule-3**” refers to the Limited Transfer Facility (LTf) for GDS under the Department of Posts. This allows GDS employees to apply for transfers under certain conditions through <https://app.indiapost.gov.in/employeeportal>.

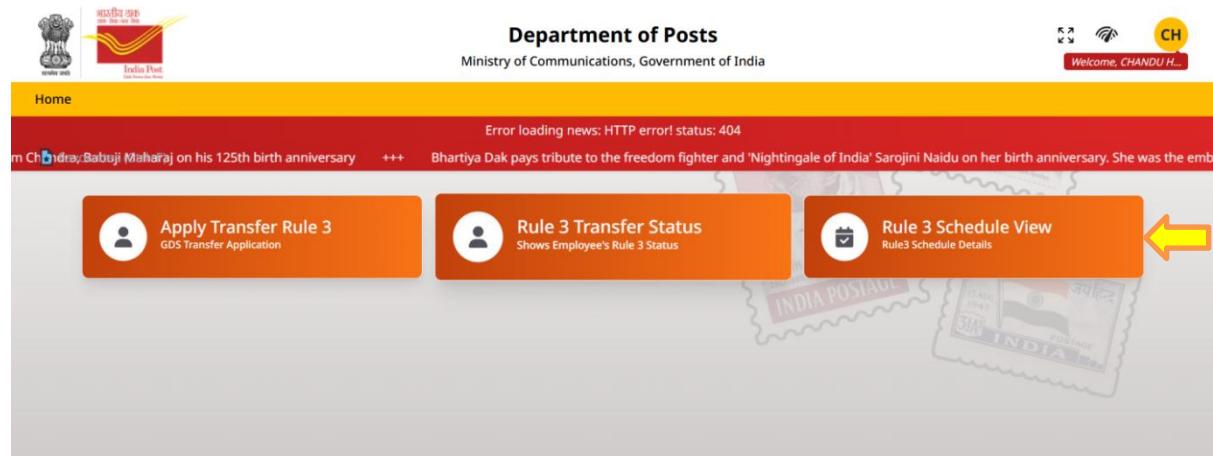
This module has been specifically designed to apply Rule 3 transfer and Verification from the Administration. **GDS employee Data available in this module is populated from PIS module and pay related information is captured from Payroll module.**

2 User Login

The user has to login through the web browser using URL <https://app.indiapost.gov.in/employeeportal>

Enter your login credentials (User name& Password) and click on “Sign In” User name will be **8 digit GDS employee ID** and password.

3 Rule 3 Transfer Schedule





Role required to access the **Employee Self-Service** is **TRF-TRS-CRU - Transfer Role Self Service** provided for all **Office types** in **Role Management**. This role is already assigned to all officials.

Upon releasing of notification by the Directorate, the **Self-Service transfer cards** will be available at **Employee Self Service - Employee Transfer - Rule 3 Schedule view** under GDS employee login. Click on “**Rule 3 Schedule view**”.

Current Cycle: 8



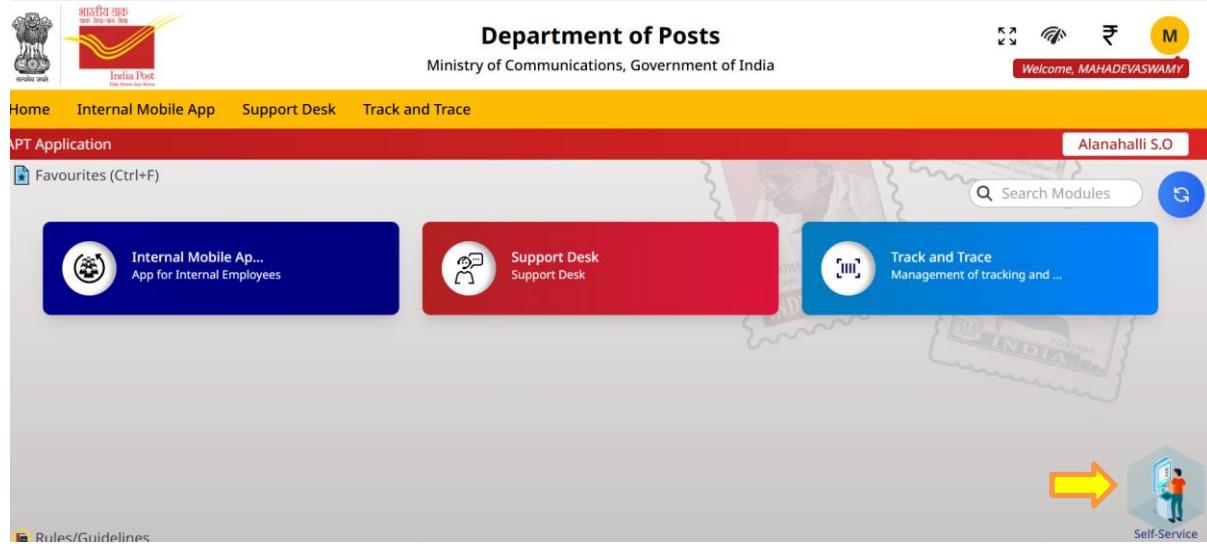
Current Cycle: 8		
Activity	Start Date & Time	End Date & Time
Vacancy updation by Divisions/Units	21-10-2025 00:00	27-10-2025 23:59
Vacancy approval by Circles	28-10-2025 00:00	30-10-2025 23:59
Submission of applications by the GDS applicants seeking transfer	23-10-2025 21:30	02-11-2025 15:50
One time modification in applications already submitted by candidate (limited to change of option/preference)	24-10-2025 09:50	30-10-2025 09:55
Verification of online applications by the Divisions	17-10-2025 00:00	21-10-2025 23:59
Processing of Applications	24-10-2025 11:30	24-11-2025 23:59
Result Publishing Date	20-11-2025 00:00	-
Submission of cancellation request (if any)	27-10-2025 13:01	27-11-2025 15:00
Start Date for relieving the GDS to join in the new post	03-12-2025 00:00	-
Deemed Relieve	15-12-2025 00:00	-

Search... [Download CSV](#) [Download Excel](#)

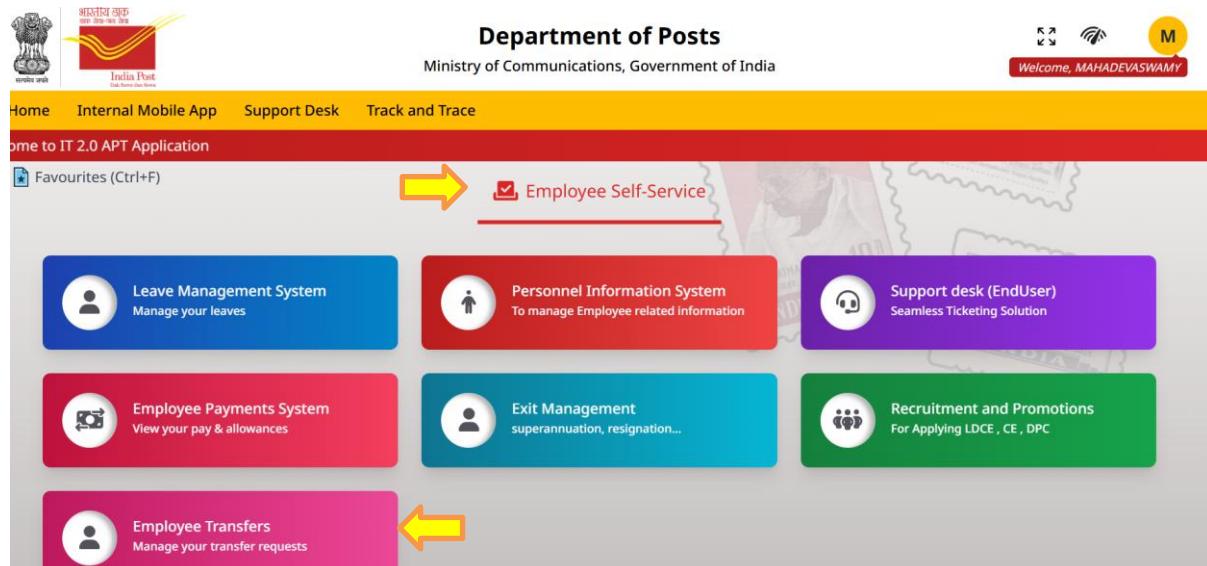
Upon clicking on “**Rule 3 Schedule view**”, it will navigate to “**Rule 3 Transfer Schedule Details**” page. This page has details of **Current Cycle** like **Notification Number** and **Notification Date** and also has details of entire Activity of the Rule 3 process with prescribed time period mentioned against each activity.



4 Submission of Applications by the GDS Candidate



Click on the “**Self-Service**” icon under Home page.



Upon clicking “**Self-Service**” icon under Home page, it is redirected to “**Employee Self Service**” page. Click on “**Employee Transfers**” sub card.



Operational Guide - Rule 3 Transfers for Employee



Home Error loading news: HTTP error! status: 404 Bhartiya Dak pays tribute to the freedom fighter and 'Nightingale of India' Sarojini Naidu on her birth anniversary. She was the emb

Apply Transfer Rule 3
GDS Transfer Application

Rule 3 Transfer Status
Shows Employee's Rule 3 Status

Rule 3 Schedule View
Rule3 Schedule Details

Upon clicking “Employee Transfers” sub card, it will navigate to transfers home page. Click on “Apply Transfer Rule 3”.

Important Instructions

1. Before applying for Rule-3, the GDS should ensure the correctness of their GDS data in PIS/HRMS.
2. To make corrections, the concerned GDS should contact their home/parent division for PIS/HRMS to update.
3. Submitting incorrect details for Rule-3 may result in improper allocation and application cancellation, counting as one attempt used.
4. Modifications to GDS details are not allowed after submission. Please ensure all details are correct before submitting the application.

I have read the instructions and undertake to abide by the same.

[Continue to Application](#) [Back to Home](#)

GDS Name*
Ashwini Talawar

Gender*
Female

Date of Birth
27-03-2000

Office ID*
21105973

Slab and TRCA
Slab 2 and ₹12

50480111@gmail.com

Important Instructions

1. Before applying for Rule-3, the GDS should ensure the correctness of their GDS data in PIS/HRMS.
2. To make corrections, the concerned GDS should contact their home/parent division for PIS/HRMS to update.
3. Submitting incorrect details for Rule-3 may result in improper allocation and application cancellation, counting as one attempt used.
4. Modifications to GDS details are not allowed after submission. Please ensure all details are correct before submitting the application.

I have read the instructions and undertake to abide by the same.

[Continue to Application](#) [Back to Home](#)



Upon clicking “**Apply Transfer Rule 3**”, a “**Important Instructions**” dialogue box will be displayed. Go through the instructions thoroughly and mark a tick (✓) on the Checkbox confirming that instructions are read and undertaken to abide by the instructions mentioned, click on “**Continue to Application**” button.

Favourites (Ctrl+F)
Home > Transfers > Rule 3

Apply for Transfer under Rule 3

GDS Details

GDS ID* 50644638	GDS Name* RAKSHITTA	Gender* Female	Date of Birth 07-10-2005
Circle Office* Karnataka Circle	Division Office* Mysuru Division	Office of working* Danagalli B.O	Office ID* 21105986
GDS Post ID* 30645186	Designation* ABPM	Level and Working Hours* Level 2 and 5 hours 5	Slab and TRCA* Slab 2 and ₹12000
Date of Engagement 02-09-2024	Date of Discharge* 06-10-2070	8296066143	50644638@YAHOO.CO.IN

Please double-check your mobile number and email address, as they will be used for official communication.

Verify Mobile with OTP
Verify Email with OTP

Upon clicking “**Continue to Application**” button, it will redirect to “**Apply for Transfer under Rule 3**” page. Under “**GDS Details**” Check the correctness of all the mandatory fields with asterisk (*) also the optional fields as the data is being auto-populated from PIS and Payroll modules as these are non-editable fields and cannot be corrected.

If any Data is incorrect in above fields, GDS candidate should not proceed for submitting the application. GDS candidate has to contact his/her Divisional Office and get the data corrected in HRMS/PIS Module. Once the data is updated by the Divisional Office, then the GDS candidate can once again login and check whether the details are updated. If updated, GDS candidate should proceed for submitting the application, after ensuring all the details are correct.

Further, verify both “**Mobile number**” and “**Email**” by clicking on “**Verify Mobile with OTP**” and “**Verify Email with OTP**”.



Operational Guide - Rule 3 Transfers for Employee



GDS Details

GDS ID* 50514476	GDS Name* THANUJA	Gender* Female	Date of Birth 25-12-2001
Circle Office* Karnataka Circle	Division Office* Mysuru Division	Office of working* Hanagodu S.O	Office ID* 21661252
GDS Post ID* 30002546	Designation* Dak Sevak	Level and Working Hours* Level 2 and hours 5	Slab and TRCA* Slab 2 and ₹12000
Date of Engagement 16-07-2021	Date of Discharge* 24-12-2066	9140091671	50514476@gmail.com

[Verify Mobile with OTP](#)[Verify Email with OTP](#)

Please double-check your mobile number and email address, as they will be used for official communication.



Mobile number must be a valid 10-digit number starting with 6-9.

Note: If a Valid Mobile number is not entered by a GDS candidate, above error “Mobile number must be a valid 10-digit number starting with 6-9” will be displayed.

GDS Details

GDS ID* 50514476	GDS Name* THANUJA	Gender* Female	Date of Birth 25-12-2001
Circle Office* Karnataka Circle	Division Office* Mysuru Division	Office of working* Hanagodu S.O	Office ID* 21661252
GDS Post ID* 30002546	Designation* Dak Sevak	Level and Working Hours* Level 2 and hours 5	Slab and TRCA* Slab 2 and ₹12000
Date of Engagement 16-07-2021	Date of Discharge* 24-12-2066	9140091671	50514476@gmail.com

[Verify](#)[Verify Email with OTP](#)[Resend OTP](#)[Edit Mobile?](#)

Invalid otp



Please double-check your mobile number and email address, as they will be used for official communication.

Note: If wrong OTP is entered, the above error “Invalid OTP” will be displayed.



Favourites (Ctrl+F)
Home > Transfers > Rule 3

Apply for Transfer under Rule 3

GDS Details

GDS ID* 50480111	GDS Name* Ashwini Talawar	Gender* Female	Date of Birth 27-03-2000
Circle Office* Karnataka Circle	Division Office* Mysuru Division	Office of working* Chamundi Betta B.O	Office ID* 21105973
GDS Post ID* 30002625	Designation* ABPM	Level and Working Hours* Level 2 and hours 5	Slab and TRCA* Slab 2 and ₹12000
Date of Engagement 11-02-2020	Date of Discharge* 26-03-2065	8660866921	appudreams12@gmail.com

Please double-check your mobile number and email address, as they will be used for official communication.

Upon verification of both “**Mobile number**” and “**Email**”, Mobile number and Email details will be freeze and status will be changed as “ **Verified**”

Note: Kindly double-check your mobile number and email address as they will be used for Official communication.

Other Details

Eng and Math in 10th?* Choose an option	Aadhaar Number* Choose an option	Applying Grounds* Choose an option	No. of times Rule 3 Availed* Choose an option
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Under “**Other Details**”, fill all the mandatory fields with asterisk (*) mark selecting from the dropdown or by filling as explained under:

- Studied Eng and Math in 10th:** Select “**Yes or No**” from dropdown if the Candidate has studied English and Mathematics as one of the subjects in Class 10th. The “**Yes or No**” option will be default “**Yes**” for BPM Cadre and it is a non-editable field.
- Aadhar Number:** Enter the Aadhar number of the Candidate.
- Applying Grounds:** Select relevant options available from the dropdown like **MUTUAL, PwBD, SPOUSE, GENERAL**. For Spouse and PwBD cases, one more



field appears “**Upload Certificate**” where Candidate has to upload relevant Certificate as a PDF file of allowed size in between 20KB and 200KB.

Other Details

Studied Eng and Math in 10th?*	Aadhaar Number*	Applying Grounds*	Upload Certificate
Yes	566666661582	SPOUSE	Choose File No file chosen Only PDF files between 20KB and 200KB are allowed.
No. of times Rule 3 Availed*	 • Please upload the spouse certificate		
0			

For SPOUSE case, select “**SPOUSE**” as “**Applying Grounds**” and relevant document has to be uploaded in support of the selected Grounds. If no document is uploaded, then above error “**Please upload the spouse certificate**” will be displayed.

Other Details

Studied Eng and Math in 10th?*	Aadhaar Number*	Applying Grounds*	PWD Status*
Yes	597307535273	PwBD	Choose an option
Upload Certificate	No. of times Rule 3 Availed*	 Choose an option Low Vision (LV) D(Deaf), HH(Hard of Hearing) One Arm (OA), One Leg (OL), Leprosy Cured, Dwarfism, Acid Attack Victim Multiple Disabilities (A to D except Deaf-Blindness)	
Choose File No file chosen Only PDF files between 20KB and 200KB are allowed.	Choose an option		

For PwBD case, “**PWD Status**” has to be selected from the drop down.

Other Details

Studied Eng and Math in 10th?*	Aadhaar Number*	Applying Grounds*	PWD Status*
Yes	597307535273	PwBD	D(Deaf), HH(Hard of Hearing)
Upload Certificate	No. of times Rule 3 Availed*	 Choose an option	
Choose File 108962118 (1).pdf	Choose an option		
 <input checked="" type="radio"/> Preview Certificate <input type="button" value="Upload"/>			

Preview of the uploaded Certificate option is also available to cross check the document uploaded is correct or not.

**Other Details**

Studied Eng and Math in 10th?*	Aadhaar Number*	Applying Grounds*	No. of times Rule 3 Availed*
Yes	766554697423	MUTUAL	0

Counter Part Details

Counter GDS ID*	Counter GDS Name*	Level - Slab - Amount*	Division*
50522965	SHOBHA M	L2 - S3 - 18980	Mysuru Division
Counter Part Office*	Counter Part Designation*		
Naganahalli B.O	BPM		

clear**Preview Application**

For “**Mutual**” cases, under “**Counter Part Details**”, “**Counter GDS ID**” needs to be entered which auto populates the remaining fields like “**Counter GDS Name**”, “**Level-Slab-Amount**”, “**Division**”, “**Counter Part Office**”, “**Counter Part Designation**”. If the TRCA Slab of both the Candidates are same and Counterpart GDS has completed at least 1 year of service in the Department, then the application will be allowed to proceed further.

Counter Part is not eligible

Other Detail	GDS (You)	Counterpart GDS
Studied Eng and Math in 10th? Yes	GDS ID: 50514476 GDS Name: THANUJA Date of Engagement: 16/07/2021 Level-Slab-TRCA: L2 - S2 - 12000 Cadre: Daksevak Selected Community: SC Recruitment Mode: DR Division Name: Mysuru Division Circle Name: Karnataka Circle	GDS ID: 50000165 GDS Name: MAHESWARI R Date of Engagement: 10/08/2001 Level-Slab-TRCA: L2 - S3 - 14500 Cadre: BPM Selected Community: OBC Recruitment Mode: DR Division Name: Mysuru Division Circle Name: Karnataka Circle

Counterpart GDS slab is different

Close

Preview Application



Operational Guide - Rule 3 Transfers for Employee



In Mutual Case if the **Level-Slab-TRCA** of the Counterpart GDS is different, above error “**Counterpart GDS slab is different**” will be displayed as soon as “**Counter GDS ID**” is entered under the “**Counter Part Details**” section.

Counter Part is not eligible

Other Detail	GDS (You)	Counterpart GDS
Studied Eng and Math in 10th?*	GDS ID: 50514476	GDS ID: 50693263
Counter Part Office*	GDS Name: THANUJA	GDS Name: Sangeeta Arjun Kalliguddi
Counter GDS ID*	Date of Engagement: 16/07/2021	Date of Engagement: 05/04/2025
Counter Part Offic	Level-Slab-TRCA: L2 - S2 -12000	Level-Slab-TRCA: L2 - S2 -12000
Guidelines	Cadre: Daksevak	Cadre: Daksevak
	Selected Community: SC	Selected Community: EWS
	Recruitment Mode: DR	Recruitment Mode: DR
	Division Name: Mysuru Division	Division Name: Mysuru Division
	Circle Name: Karnataka Circle	Circle Name: Karnataka Circle

Mutual employee must have completed at least 1 year of service in the department.

Close

Review Application

In Mutual Case if the **Counterpart GDS** has not completed One year of Service in the Department, above error “**Mutual employee must have completed at least 1 year of service in the department**” will be displayed.

Other Details

Studied Eng and Math in 10th?*	Aadhaar Number*	Applying Grounds*	No. of times Rule 3 Availed*
No	555555555555	MUTUAL	0

Counter Part Details

Counter GDS ID*	Counter GDS Name*	Level - Slab - Amount*	Division*
50000139	KUMARA NAIKA	L2 - S2 - 15710	Mysuru Division
Counter Part Office*	Counter Part Designation*	Minimum Engagement of 1 year is required to apply for Rule-3 Transfer	
Hareenahalli B.O	ABPM	Close	

Rules/Guidelines



In **Mutual** case, if the **GDS candidate** has not completed minimum **One** year of service in the Department the above error “**Minimum Engagement of 1 year is required to apply for Rule 3 Transfer**” will be displayed.

Note: The condition for transfer under “mutual exchange facility” will be **One (01)** year of continuous engagement period. The online request for mutual transfer may be submitted, as and when the schedule of GDS online transfer cycle is issued from time to time.

- **No. of times Rule 3 availed:**

Select ‘**0**’ from the dropdown: if the Candidate is applying for Rule 3 transfer for the First time.

Select ‘**1**’ from the dropdown: if Candidate has already availed once.

Select ‘**2**’ from dropdown if Candidate has already availed twice particularly in case of a **Female** candidate.

Note: Male employees are allowed a maximum of 2 chances and for a female employees 3 chances are allowed. However, there will be a “cooling off” period of one year of continuous engagement between two successive transfers if the last availed transfer is not cancelled.

Other Details			
Eng and Math in 10th?*	Aadhaar Number*	Applying Grounds*	No. of times Rule 3 Availed*
Yes	123443211234	GENERAL	1
Is Last Rule 3 Cancelled?*	Last Availed Date*	dd-mm-yyyy	
No			

Yellow arrows point to the 'Is Last Rule 3 Cancelled?' dropdown and the 'Last Availed Date' input field.

Further if ‘**1**’ is selected from the “**No. of times Rule 3 Availed**” dropdown, one more field will be displayed “**Is Last Rule 3 Cancelled**”. If ‘**Yes**’ is selected no further fields will be visible. If ‘**No**’ is selected, then one more field will be visible “**Last Availed Date**” needs to be entered.



Operational Guide - Rule 3 Transfers for Employee



Other Details

Studied Eng and Math in 10th?*	Aadhaar Number*	Compassionate Relaxation*	Full Filling criteria date*
Yes	666666666666	Yes	08-10-2025
Applying Grounds*	No. of times Rule 3 Availed*	Is Last Rule 3 Cancelled?*	Last Availed Date*
Choose an option	1	No	dd-mm-yyyy

Last Rule3 availed date must be at least one year prior to today's date.



If “Last Availed Date” is less than one year to today’s date, then above error “Last Rule3 availed date must be at least one year prior to today’s date” will be displayed.

Other Details

Studied Eng and Math in 10th?*	Aadhaar Number*	Compassionate Relaxation*	Applying Grounds*
No	666666666666	No	GENERAL
No. of times Rule 3 Availed*	Choose an option	Only 3 chances are allowed for Female candidates (0, 1, and 2).	

Only 3 chances are allowed for Female candidates (0, 1, and 2).

In case of a Female GDS candidate, “No. of times Rule 3 Availed” should not exceed Three chances, if it exceeds three chances above error “Only 3 chances are allowed for Female candidates (0, 1 and 2)” will be displayed.

Other Details

Studied Eng and Math in 10th?*	Aadhaar Number*	Compassionate Relaxation*	Applying Grounds*
Yes	666666666666	No	GENERAL
No. of times Rule 3 Availed*	Choose an option	Only 2 chances are allowed for Male candidates (0 and 1).	

Only 2 chances are allowed for Male candidates (0 and 1).

In case of a Male GDS candidate, “No. of times Rule 3 Availed” should not exceed Two chances, if it exceeds two chances above error “Only 2 chances are allowed for Male candidates (0 and 1)” will be displayed.



Operational Guide - Rule 3 Transfers for Employee



Favourites (Ctrl+F)

Home > Transfers > Rule 3

Apply for Transfer under Rule 3

GDS Details

GDS ID* 10380418	GDS Name* KIRAN	Gender* Male	Date of Birth 13-03-2005
Circle Office* Karnataka Circle	Division Office* Mysuru Division	Office of working* Mysuru Fort S.O	Account Office Name* Mysuru Fort S.O
GDS Post ID* 30002677	Designation* Dak Sevak	Level and Working Hours* Level 2 and hours 5	Slab and TRCA* Slab 2 and ₹12000
Date of Engagement 14-07-2025	Date of Discharge* 12/03/2070	8660866921	Verified appudreams12@gmail.com

Please double-check your mobile number and email address, as they will be used for official communication.

Other Details

Eng and Math in 10th* Choose an option	Aadhaar Number* 666666666666	Compassionate Relaxation* Choose an option	Applying Grounds* Choose an option
No. of times Rule 3 Availed* Choose an option			

For GDS with designation as Dak Sevak whose Date of Engagement is on or after 09.02.2022, **“Compassionate Relaxation”** field will be visible to mark as **“Yes or No”**.

Note: The candidates who are selected under “Compassionate Relaxation” need to provide the fulfilling criteria date which will be considered on par with date of joining for checking the minimum service required.

Other Details

Studied Eng and Math in 10th?* Yes	Aadhaar Number* 666666666666	Compassionate Relaxation* Yes	Full Filling criteria date* dd-mm-yyyy
Applying Grounds* Choose an option	No. of times Rule 3 Availed* Choose an option		dd-mm-yyyy

If a GDS Candidate select **“Compassionate Relaxation”** as **“Yes”**, then **“Full Filling criteria date”** has to be entered.

Preferences

Select Circle* Tamilnadu Circle	Select Region* Southern Region, Madurai	Select Division* Madurai Division
------------------------------------	--	--------------------------------------

List of Available Offices/Units

Office name Designation Slab Slab Amount
Search
Boothagudi BO BPM S2 12000
Chittampatti BO ABPM S2 12000
Kachiriruppu BO ABPM S2 12000
Kilayur BO ABPM S2 12000
Kudakoil BO ABPM S2 12000

Selected Preference for Offices/Units

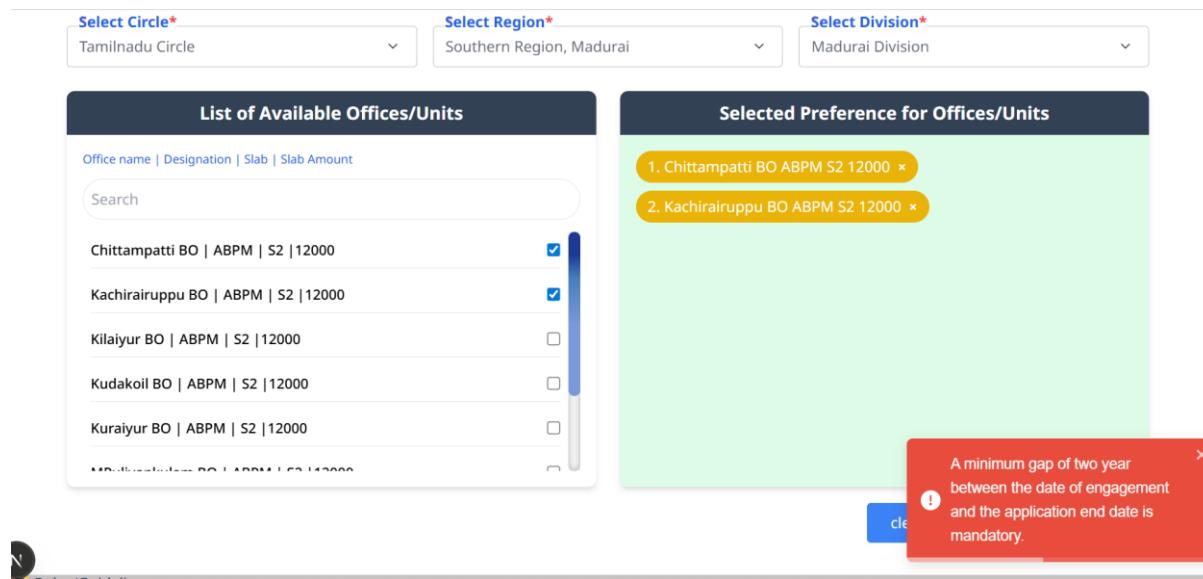
1. Boothagudi BO BPM S2 12000	2. Kachiriruppu BO ABPM S2 12000
-------------------------------	----------------------------------

clear Preview Application



Under “**Preferences**”, **Circle**, **Region** and **Division** preferences can be selected using the dropdown.

List of Eligible Vacant Posts (as per the Designation, Level, Slab and Gender) under the Division selected will be displayed. Candidate can mark a tick (✓) on the Checkbox against any or all the Eligible Vacant Posts as per his/her choice. The order of selection will be the order of preference which will be displayed on the right-side box. To select a different Division, uncheck all the selected preferences. Once preferences selection is completed, click on “**Preview Application**”.



Select Circle* Tamilnadu Circle **Select Region*** Southern Region, Madurai **Select Division*** Madurai Division

List of Available Offices/Units		
Office name Designation Slab Slab Amount		
<input type="text"/> Search		
Chittampatti BO ABPM S2 12000	<input checked="" type="checkbox"/>	
Kachirairuppu BO ABPM S2 12000	<input checked="" type="checkbox"/>	
Kilaiyur BO ABPM S2 12000	<input type="checkbox"/>	
Kudakoil BO ABPM S2 12000	<input type="checkbox"/>	
Kuraiyur BO ABPM S2 12000	<input type="checkbox"/>	
Maduramalai BO ABPM S2 12000	<input type="checkbox"/>	

Selected Preference for Offices/Units		
1. Chittampatti BO ABPM S2 12000 ×		
2. Kachirairuppu BO ABPM S2 12000 ×		

! A minimum gap of two year between the date of engagement and the application end date is mandatory.

In case of **General** Category, a minimum gap of two years between the date of engagement and the application end date is mandatory else above error will be displayed while Preview of application.

Note: The minimum engagement condition for transfer of GDS under LTF is revised from “one year” to “two years of continuous engagement”. It implies that a GDS should have completed minimum continuous engagement of a period of Two (02)



years from the date of regular engagement as GDS on the last date fixed for submission of Online application in a particular cycle will be eligible to seek transfer under the LTF.

However, this condition of two years of continuous engagement is relaxed till 31.12.2025 for the GDS engaged prior to 01.07.2024. Such GDS may be considered for transfer if they have one year of continuous engagement. After 31.12.2025, all the GDS would require to meet the condition of a continuous engagement of Two (02) years as mentioned above.

Preview Application
X

GDS Rule 3 Application



GDS IDS: 50000159	NAME: MAHADEVASWAMY
CIRCLE: KARNATAKA CIRCLE	DIVISION: MYSURU DIVISION
OFFICE: ALANAHALLI S.O	DESIGNATION: DAKSEVAK
WORKING HOURS: 5	TRCA LEVEL: LEVEL 2
SLAB: SLAB 2	AADHAR NUMBER: 123456789311
GENDER: MALE	MOBILE NUMBER: 7892261829
EMAIL: 50000159@GMAIL.COM	DATE OF BIRTH: 20-07-1970
DATE OF ENGAGEMENT : 30-09-2002	DATE OF DISCHARGE: 31-07-2030
PWD STATUS: NOT APPLICABLE	COMPASSIONATE STATUS: NO
NO. OF TIMES RULE 3 AVAILED: 0	LAST AVAILED DATE: NOT AVAILABLE
APPLYING GROUNDS: GENERAL	10TH PASSED WITH ENGLISH & MATHEMATICS: YES

Preference No.	Circle Office	Division Office	Applied Office	Post Designation
1	Tamilnadu Circle	Madurai Division	Chittampatti BO (29105007)	ABPM
2	Tamilnadu Circle	Madurai Division	Kachirairuppu BO (29105022)	ABPM

Please verify Mobile Number



GDS Rule 3 Application



GDS ID: 50565636

NAME: BHARAT KADI

CIRCLE: KARNATAKA CIRCLE

DIVISION: MYSURU DIVISION

OFFICE: MIRLE S.O

DESIGNATION: DAKSEVAK

WORKING HOURS: 5

TRCA LEVEL: LEVEL 2

SLAB: SLAB 2

AADHAR NUMBER: 382766543567

GENDER: MALE

MOBILE NUMBER: 9140091671

EMAIL: RITESHSINGH5667@ZOHOMAIL.IN

DATE OF BIRTH: 11-11-1999

DATE OF ENGAGEMENT : 26-12-2022

DATE OF DISCHARGE: 10-11-2064

PWD STATUS: NOT APPLICABLE

COMPASSIONATE STATUS: NO

NO. OF TIMES RULE 3 AVAILED: 0

LAST AVAILED DATE: NOT AVAILABLE

APPLYING GROUNDS: MUTUAL

10TH PASSED WITH ENGLISH & MATHEMATICS: NO

→

Preference No.	Circle Office	Division Office	Applied Office	Post Designation
1	Karnataka Circle	Mysuru Division	Matakere B.O (21106090)	ABPM

→

delines

Upon clicking “**Preview Application**” button, it will navigate to the next page and show the preview of all the details of Application. Candidate has to double check all the details in the preview option and if any wrong details updated, then he/she can go back and correct the details and repeat the process. If all the details are correct then only Click on “**Please verify Mobile Number**”, OTP will be sent to the registered Mobile Number.



GDS Rule 3 Application



GDS IDS: 50000159

CIRCLE: KARNATAKA CIRCLE

OFFICE: ALANAHALLI S.O

WORKING HOURS: 5

SLAB: SLAB 2

GENDER: MALE

EMAIL: 50000159@GMAIL.COM

DATE OF ENGAGEMENT : 30-09-2002

PWD STATUS: NOT APPLICABLE

NO. OF TIMES RULE 3 AVAILED: 0

APPLYING GROUNDS: GENERAL

NAME: MAHADEVASWAMY

DIVISION: MYSURU DIVISION

DESIGNATION: DAKSEVAK

TRCA LEVEL: LEVEL 2

AADHAR NUMBER: 123456789311

MOBILE NUMBER: 7892261829

DATE OF BIRTH: 20-07-1970

DATE OF DISCHARGE: 31-07-2030

COMPASSIONATE STATUS: NO

LAST AVAILED DATE: NOT AVAILABLE

10TH PASSED WITH ENGLISH & MATHEMATICS: YES

Preference No.	Circle Office	Division Office	Applied Office	Post Designation
1	Tamilnadu Circle	Madurai Division	Chittampatti BO (29105007)	ABPM
2	Tamilnadu Circle	Madurai Division	Kachirairuppu BO (29105022)	ABPM



Enter OTP

Verify OTP and Submit



OTP expires in 33s

After entering the OTP, click on “Verify OTP and Submit”. Once the application is submitted GDS candidate will receive a confirmation message and e-mail to the Registered ID's.



Rule 3 Transfer Application for GDS Id: 50505891 Submitted - Request ID: R35134A446F59

[Withdraw Application](#)[Print Application](#)[Change Preferences](#)

PREFERENCE NO.	CIRCLE OFFICE	DIVISION OFFICE	APPLIED OFFICE	POST DESIGNATION
1	Tamilnadu Circle	Madurai Division	Puthuthamaraiapatti BO (29105126)	ABPM
2	Tamilnadu Circle	Madurai Division	Boothagudi BO (29105000)	BPM
3	Tamilnadu Circle	Madurai Division	Chittampatti BO (29105007)	ABPM
4	Tamilnadu Circle	Madurai Division	Kachirairuppu BO (29105022)	ABPM
5	Tamilnadu Circle	Madurai Division	Kilaiyur BO (29105043)	ABPM
6	Tamilnadu Circle	Madurai Division	Kudakoil BO (29105062)	ABPM
7	Tamilnadu Circle	Madurai Division	Kuraiyur BO (29105067)	ABPM
8	Tamilnadu Circle	Madurai Division	Melaappiligundu BO (29105087)	BPM
9	Tamilnadu Circle	Madurai Division	MPuliyankulam BO (29105090)	ABPM
10	Tamilnadu Circle	Madurai Division	Pandiarajapuram BO (29105110)	ABPM

Once the application is submitted, “**Apply Transfer Rule 3**” sub card will display “Request ID”, “Opted Preferences” and following three options:

1. “**Withdraw Application**”: “**Withdraw Application**” button will be enabled after **Application Submission** till the Division Verification End Date.

Note: The candidate can withdraw the application any time before Verification end date. Once the application submission window is over, the candidate cannot request again in the current cycle.



Rule 3 Transfer Application for GDS Id: 50505891 Submitted - Request ID: R3955E64CC2A8

[Withdraw Application](#)[Print Application](#)[Change Preferences](#)

PREFERENCE NO.	CIRCLE OFFICE	DIVISION OFFICE	APPLIED OFFICE	POST DESIGNATION
1	Tamilnadu Circle	Madurai Division	Boothagudi BO (29105000)	BPM
2	Tamilnadu Circle	Madurai Division	Chittampatti BO (29105007)	ABPM
3	Tamilnadu Circle	Madurai Division	Kachirairuppu BO (29105022)	ABPM
4	Tamilnadu Circle	Madurai Division	Kilaiyur BO (29105043)	ABPM
5	Tamilnadu Circle	Madurai Division	Kudakoil BO (29105062)	ABPM
6	Tamilnadu Circle	Madurai Division	Kuraiyur BO (29105067)	ABPM
7	Tamilnadu Circle	Madurai Division	Melaappiligungdu BO (29105087)	BPM
8	Tamilnadu Circle	Madurai Division	MPuliyankulam BO (29105090)	ABPM
9	Tamilnadu Circle	Madurai Division	Pandiarajapuram BO (29105110)	ABPM
10	Tamilnadu Circle	Madurai Division	Puthuthamaraipatti BO (29105126)	ABPM

Note: “Withdraw Application” button will be disabled after the Division Verification End Date.

2. **“Change Preference”:** Candidate can change order of the preferences which are already submitted when the Modification window is enabled for the stipulated time mentioned in the “Schedule”,
3. **“Print Application”:** Print/Save option is available after application submission upto the end of the Cycle.



5 Modification of submitted applications.

Rule 3 Transfer Application for GDS Id: 50505891 Submitted - Request ID: R394F118936AE

PREFERENCE NO.	CIRCLE OFFICE	DIVISION OFFICE	APPLIED OFFICE	POST DESIGNATION
1	Tamilnadu Circle	Madurai Division	Boothagudi BO (29105000)	BPM
2	Tamilnadu Circle	Madurai Division	Chittampatti BO (29105007)	ABPM
3	Tamilnadu Circle	Madurai Division	Kachirairuppu BO (29105022)	ABPM
4	Tamilnadu Circle	Madurai Division	Kilaiyur BO (29105043)	ABPM
5	Tamilnadu Circle	Madurai Division	Kudakoil BO (29105062)	ABPM
6	Tamilnadu Circle	Madurai Division	Kuraiyur BO (29105067)	ABPM
7	Tamilnadu Circle	Madurai Division	Melauppiligundu BO (29105087)	BPM
8	Tamilnadu Circle	Madurai Division	MPuliyankulam BO (29105090)	ABPM
9	Tamilnadu Circle	Madurai Division	Pandiarajapuram BO (29105110)	ABPM
10	Tamilnadu Circle	Madurai Division	Puthuthamaraiapatti BO (29105126)	ABPM

“Change Preferences” button will be enabled only when **Modification Window** is open for GDS candidates as per the **Schedule for a prescribed period**.

Rule 3 Transfer Application for GDS Id: 50505891 Submitted - Request ID: R394F118936AE

PREFERENCE NO.	CIRCLE OFFICE	DIVISION OFFICE	APPLIED OFFICE	POST DESIGNATION	NEW PREFERENCE 11
1	Tamilnadu Circle	Madurai Division	Boothagudi BO (29105000)	BPM	<input type="text"/>
2	Tamilnadu Circle	Madurai Division	Chittampatti BO (29105007)	ABPM	<input type="text"/>
3	Tamilnadu Circle	Madurai Division	Kachirairuppu BO (29105022)	ABPM	<input type="text"/>
4	Tamilnadu Circle	Madurai Division	Kilaiyur BO (29105043)	ABPM	<input type="text"/>
5	Tamilnadu Circle	Madurai Division	Kudakoil BO (29105062)	ABPM	<input type="text"/>
6	Tamilnadu Circle	Madurai Division	Kuraiyur BO (29105067)	ABPM	<input type="text"/>
7	Tamilnadu Circle	Madurai Division	Melauppiligundu BO (29105087)	BPM	<input type="text"/>
8	Tamilnadu Circle	Madurai Division	MPuliyankulam BO (29105090)	ABPM	<input type="text"/>
9	Tamilnadu Circle	Madurai Division	Pandiarajapuram BO (29105110)	ABPM	<input type="text"/>
10	Tamilnadu Circle	Madurai Division	Puthuthamaraiapatti BO (29105126)	ABPM	<input type="text"/>

Submit New Preferences **Cancel**

GDS candidates can fill his/her new choice of preference during this period.



Rule 3 Transfer Application for GDS Id: 50505891 Submitted - Request ID: R368643A6CF34

[Withdraw Application](#) [Print Application](#) [Change Preferences](#)

PREFERENCE NO.	CIRCLE OFFICE	DIVISION OFFICE	APPLIED OFFICE	POST DESIGNATION	NEW PREFERENCE 1
1	Tamilnadu Circle	Madurai Division	Boothagudi BO (29105000)	BPM	2
2	Tamilnadu Circle	Madurai Division	Chittampatti BO (29105007)	ABPM	3
3	Tamilnadu Circle	Madurai Division	Kachirairuppu BO (29105022)	ABPM	4
4	Tamilnadu Circle	Madurai Division	Kilaiyur BO (29105043)	ABPM	5
5	Tamilnadu Circle	Madurai Division	Kudakoil BO (29105062)	ABPM	6
6	Tamilnadu Circle	Madurai Division	Kuraiyur BO (29105067)	ABPM	7
7	Tamilnadu Circle	Madurai Division	Melauppiligundu BO (29105087)	BPM	8
8	Tamilnadu Circle	Madurai Division	MPuliyankulam BO (29105090)	ABPM	9
9	Tamilnadu Circle	Madurai Division	Pandiarajapuram BO (29105110)	ABPM	10
10	Tamilnadu Circle	Madurai Division	Putthuthamaraipatti BO (29105126)	ABPM	1

[Submit New Preferences](#) [Cancel](#)

One-time modification is allowed for all the Candidates to change the choice of Preference within the prescribed period mentioned against the activity. **Modification is limited to change the order of Preferences already exercised.**

6 Transfer Status and allotment Cancellation



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Stamp on Shri Ram Chandra, Babaji Maharaj on his 125th birth anniversary +++ Bhartiya Dak pays tribute to the freedom fighter and 'Nightingale of India' Sarojini Naidu on her birth anniversary. She was the embodiment of strength and creative genius.

[Employee Transfers under Rule 38 and Rule 3](#)

[Apply Transfer Rule 3](#) [Rule 3 Transfer Status](#) [Rule 3 Schedule View](#)

Candidate can view his/her Allotment status by clicking “Rule 3 Transfer Status” sub card under “Employee Transfers” main card.



Favourites (Ctrl+F)
Home > Dashboard > Vacancy Capture

Rule3-application-status

GDS Details :

GDS Name	GDS ID	Working Office Name	GDS Designation	PWD Category
MAHADEVASWAMY	50000159	Alanahalli S.O	DakSevak	N

Application Details :

Request ID	Applied Status	Applied On	Withdrawn Status	Withdrawn On	Recommended status by Division	Allotted Status
R3615544FBE54	Applied for transfer	2025-10-14 16:24:55	N/A	N/A	N/A	N/A

Preference Details :

Preference No	Applied office Name	Applied Division Name	Applied Circle Name	Post Designation	allotment Status
1	Kuraiyur BO	Madurai Division	Tamilnadu Circle	ABPM	N/A
2	Melauppiligundu BO	Madurai Division	Tamilnadu Circle	BPM	N/A

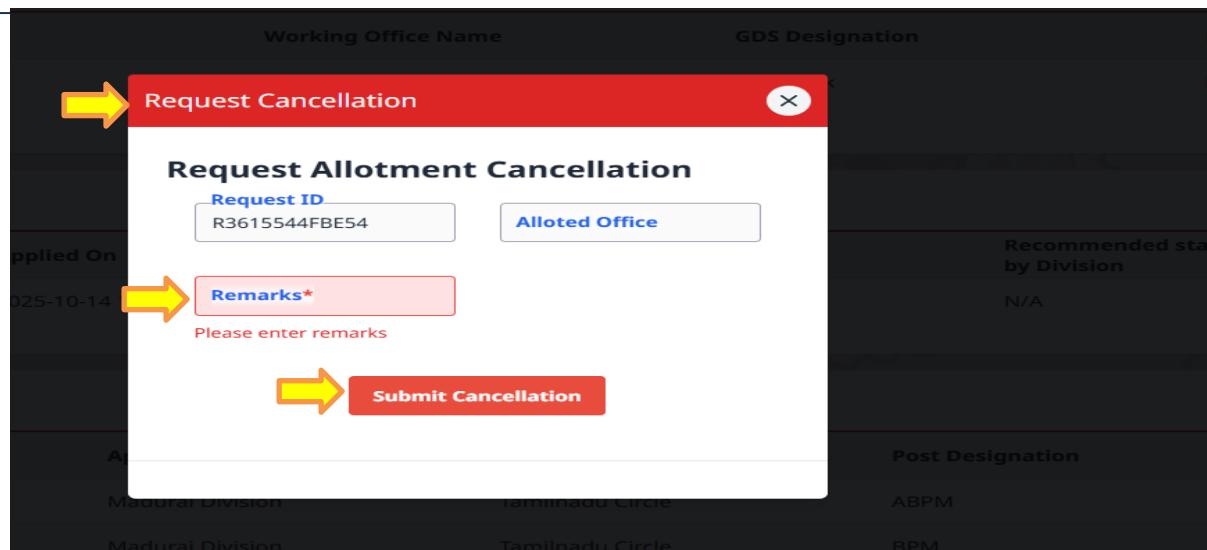
Request Allotment Cancel:

Request for cancellation

Upon clicking “**Rule 3 Transfer Status**”, it will navigate to “**Rule-3 application status**” page. Candidate can view the various status of the submitted application like **Applied for Transfer/Withdrawn/Verified by the DH/ Allotted/Mutual accept or Decline** etc.

If GDS is not willing to accept his allotted transfer request, then he can submit the request for cancellation by clicking on “**Request for cancellation**” within stipulated time. Click on “**Request for cancellation**” button.

Note: All GDS cancelling the allotted transfer using this option will lose one transfer opportunity under Rule-3.



Working Office Name	GDS Designation
Applied On 2025-10-14	Recommended stat by Division N/A
Alloted Office	Post Designation ABPM
Madurai Division	Tamilnadu Circle
Madurai Division	RPM

Upon on clicking “**Request for cancellation**” button, “**Request allotment Cancellation**” dialogue box will appear. Enter the reason for Cancellation under “**Remarks**” column and click on “**Submit Cancellation**” button.

In case of “**Mutual Transfer**”, if one GDS candidate submits a request for cancellation of an approved mutual transfer, the status of the GDS transfer request is updated as “**Cancelled**” and the Remarks will be updated as “**Requested for cancellation**”, then the transfer of the counterpart GDS will also be cancelled automatically. The status of the request of the GDS gets updated as “**Cancelled**” and the remarks will be updated as “**Counterpart GDS requested for Cancellation**” for the counterpart GDS.

Note: Only the GDS that requests to cancel the transfer will lose one transfer opportunity under Rule-3.



Operational Guide - Rule 3 Transfers for Employee



Rule3 Application Status

GDS Details					
GDS Name	GDS ID	Working Office Name	GDS Designation ▲	PWD Category	
NIDHEESH IS	50540046	Chottanikkara SO	DakSevak	No	

Application Details						
Request ID	Applied Status	Applied On	Withdrawn Status	Withdrawn On	Recommended status by Division	Allotted Status
R3174F835DBFE	Applied for transfer	2025-08-29 12:44:37	N/A	N/A	Eligible	Allotted

Preference Details					
Preference No.	Applied office Name	Applied Division Name	Applied Circle Name	Post Designation	Allotment Status
1	Channamkara BO	Trivandrum North Division	Kerala Circle	ABPM	-Already allotted to other candidate with rank 47
2	Kanchinada BO	Trivandrum North Division	Kerala Circle	ABPM	-Already allotted to other candidate with rank 53
3	Kappil BO	Trivandrum North Division	Kerala Circle	ABPM	-Allotted to this Employee: 50540046
4	Karimana BO	Trivandrum North Division	Kerala Circle	ABPM	-Allotted at better post

Request Allotment Cancel

[Request for cancellation](#)

If candidate does not submit the request for allotment cancellation within the stipulated time, then it is considered as “**Transfer Approved**”. The “**Allotment status**” of a GDS candidate will be visible in “**Rule 3-application-status**” page.

Rule3 Application Status

GDS Details					
GDS Name	GDS ID	Working Office Name	GDS Designation	PWD Category	
SARANYA K	50679281	SRO Gandhinagar	DakSevak	No	

Application Details						
Request ID	Applied Status	Applied On	Withdrawn Status	Withdrawn On	Recommended status by Division	Allotted Status
R3514568AED5F	Applied for transfer	2025-08-29 12:32:11	N/A	N/A	Eligible	Not Allotted

Preference Details					
Preference No.	Applied office Name	Applied Division Name	Applied Circle Name	Post Designation	Allotment Status
1	Cherooppa BO	Calicut Division	Kerala Circle	ABPM	-Already allotted to other candidate with rank 72
2	Kannan Kara BO	Calicut Division	Kerala Circle	ABPM	-Already allotted to other candidate with rank 134
3	Karasseri BO	Calicut Division	Kerala Circle	ABPM	-Already allotted to other candidate with rank 205
4	Kythapoyil BO	Calicut Division	Kerala Circle	ABPM	-Already allotted to other candidate with rank 288
5	Manha Kadavu BO	Calicut Division	Kerala Circle	ABPM	-Already allotted to other candidate with rank 232



Operational Guide - Rule 3 Transfers for Employee



Rule3 Application Status

GDS Details				
GDS Name	GDS ID	Working Office Name	GDS Designation	PWD Category
P VENKATESWARA REDDY	50012534	Chandarlapur S.O	DakSevak	No

Application Details

Request ID	Applied Status	Applied On	Withdrawn Status	Withdrawn On	Recommended status by Division	Allotted Status
R3723D67AE247	Mutual Accepted	2025-08-29 11:22:19	N/A	N/A	Eligible	Allotted

Mutual Preference Details

Mutual Employee Name	Applied office Name	Applied Division Name	Applied Circle Name	Post Designation
K V RAMANA	Vengalayapalem B.O	Guntur Division	Andhra Pradesh Circle	BPM

Request Allotment Cancel

[Request for cancellation](#)