

No. CF-71/22/2025-CF-DOP
Government of India
Ministry of Communications
Department of Posts
(IR&GB Division)

Dak Bhawan, Sansad Marg,
New Delhi-110001,
Dated: 02.01.2026

To

1. All Chief Postmaster's General,
2. Addl. Director General, Army Postal Service.

Sub: Universal Postal Union 2026 International Letter Writing Competition for Young People. (Theme: Write a letter to a friend about why human connection matters in a digital world.)

Madam/Sir,

This is regarding the 55th edition of UPU International Letter Writing Competition for Young People organized by the Department of Posts every year. In this regard, it has been decided to organize the 2026 International Letter Writing Competition for Young People as per the details annexed at Annexure-I. With a view to eliciting a good response to the competition this year, the methodology for conducting the competition would be as follows:

- a. Circles, Regions & Divisions shall organize the 2026 International Letter Writing Competition for Young People ensuring that the venue for the competition is carefully chosen and due publicity is given by them to the competition in their respective areas.
- b. In addition, Circles shall also contact & encourage reputed Schools to organize the competition for their students independently as well. For this purpose, letters may kindly be sent out to schools with a copy of the mailing list may be endorsed to the Directorate.
- c. Evaluation of all the entries in respect of each Circle will be done at the Circle level and only best three entries are required to be sent to the Directorate for final evaluation and selection by the Evaluation Committee of this Directorate.
- d. For the purpose of International Letter Writing Competition 2026, Circle Offices are requested to nominate an Officer in their respective Circles to receive the said entries and to resolve the queries of the schools/participants.
- e. Department will publicize the details of Nodal Officers on its website and on the social media for information of the candidates. Therefore, all the Circle Offices are requested to furnish the above information to the Directorate by return e-mail on urgent basis by 09.01.2026.

Name of the Circle	Name of the officer	Designation	Complete postal address	Mobile Number	Email ID

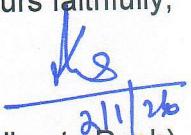
- e. The Education Department of each State / Union Territory may also be addressed to organize the competition as per the guidelines (enclosed).
- f. To give publicity to the Letter Writing Competition, the Circles may also use internal means for publicizing the competition by writing letters and using subdivisional heads to communicate to the schools including messages on social media by using Twitter and Facebook accounts of the Circles.

2. This office has also requested Central Board of Secondary Education (CBSE) and Kendriya Vidyalaya Sangathan (KVS) to popularize and organize this competition in Schools affiliated to CBSE/ Central Schools.

3. Since the competition is an international commitment, all efforts may be made to ensure that the best possible entries are received and dispatched to this office well in time. Time limits prescribed in Annexure-I may kindly be adhered to.

Receipt of this letter may kindly be acknowledged.

Yours faithfully,


 (Lakshmikanta Dash)
 Dy. Director General (IR&GB)

Encl:-

1. Annexure-I (Details of UPU 2026 International Letter Writing Competition)
2. Annexure-II (Rules for participants).

DETAILS OF 2026 INTERNATIONAL LETTER WRITING COMPETITION FOR YOUNG PEOPLE

1. General details:

1	Subject	Write a letter to a friend about why human connection matters in a digital world.
2	Participants eligibility	It is open to participants for age 9-15 years
3	Content and form	Composition must be presented in the form of Letter.
4	Date/Time of Competition	The competition shall be organized by the schools in such a way that the entries shall reach the Circles by 20.03.2026 . Further, the circles shall evaluate all the entries and best three entries should reach the Directorate by 31.03.2026 .
5	Language	English or any language listed in the 8 th schedule of the Constitution of India.

2. 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

3. 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.

4. 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 Bern, 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).

5. **It may be ensured that each and every entry has the following details on its first page in bilingual (both English and Hindi):**

- 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>

2026 International Letter-Writing Competition for Young People

RULES FOR PARTICIPANTS

- a. The 2026 International Letter Writing Competition shall be open to participants for the age of 9-15 years (Note: participants who will turn 16 years of age before 5 May 2026 will be rejected). **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: **The competition shall be organized by the schools in such a way that the entries shall reach the Circles by 20.03.2026. Further, the circles shall evaluate all the entries and best three entries should reach the Directorate by 31.03.2026.**
- c. The UPU International Bureau does not accept compositions sent directly by schools, individual or similar. Interested individuals/schools are requested to contact postal circle offices for participation.
- d. The participants will apply for participation in the competition along with three passport size photographs in the following format in bilingual (**both English and Hindi**) on plain paper.

1	Name of the competition *	2026 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.**

- e. 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.** Entries with More than 800 words would not be considered for evaluation. Circles shall ensure

that the selected entries are strictly adhering to the theme and not more than the limit of 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.*

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