

IMMEDIATE

BHARAT SANCHAR NIGAM LIMITED
(Govt. of India Enterprise)
PENSION SECTION, 5th Floor,
Bharat Sanchar Bhawan,
Janpath, New Delhi-1.
(Circular No-04)

No. 40-35 /2011-Pen (B)

Dated:-13.5.2013

To

All Heads of Telecom Circles/Telecom District/
Other Administration Offices/
Telecom. Stores/ Telecom. Factories.
Bharat Sanchar Nigam Ltd.,

Sub: Regarding issue of Pensioners Identity Cards (PIC) to retired BSNL employees on specific request.

Sir,

References have been received from various field units of BSNL/Pensioners Welfare Associations regarding issue of guidelines for issuance of Pensioners Identity cards (PIC) to retired BSNL employees on their specific requests.

2. The matter has been considered in this office and it has been decided that the employees, who retire from BSNL, may be issued PIC on receipt of a specific request as per the following guidelines:-

(a) PIC should indicate the details such as last post held before retirement, pay scale of the post last held, period of service rendered etc., which the retired employee can carry on his person for identification as and when needed.

(b) The card may also include on reverse the retired employee's Blood Group, his residential address and telephone number, if there is one.

(c) Proforma of request application form for issue of PIC is enclosed at Annexure-I.

(d) Format of PIC to be issued to pensioners' is enclosed herewith at Annexure-II.

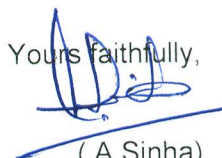
(e) The PIC would have a dimension of length=10.5cm and breath=8.25cm and may be in sky blue color. BSNL Logo thereon should be printed on the front side in approved color scheme and other material may be printed on both sides in black ink. Impressions of the PIC being issued by the Corporate Office in actual size are enclosed at Annexure-III.

(f) PIC shall be issued only by designated officer (of the level of AGM and above) who is handling pension cases of the retiring employees.

(g) The cost of photo and lamination of PIC shall be borne by the retiring employee/pensioners'.

Enc:-a.a.

Yours faithfully,



(A. Sinha)

Asstt. General Manager (Pen.&Estt.)
Tele.no-011-23037477, 23737886.

Annexure-I

BHARAT SANCHAR NIGAM LIMITED
(A Govt. of India Enterprise)

Requisition for issue of Pensioner's Identity Card

Kindly issue me the Pensioner's Identity Card-Relevant particulars are given below:

Name :
Res. Address :

Space for
photograph
(Stamp
Size)

Telephone No. :
Blood Group :

Signature of issuing
Authority with seal

Date of Birth/Superannuation :

Post held on Retirement/Pay-scale :

Last pay/average emolument :

Qualifying service :

Pension Originally sanctioned :

P.P.O. No. and date :

One more photo (stamp size) is enclosed.

(
Signature of the pensioner
with date

FRONT

PENSIONER'S IDENTITY CARD



भारत संचार निगम लिमिटेड
BHARAT SANCHAR NIGAM LTD
(A Government of India Enterprise)

Space for
Photograph
(Stamp-size)

Name:
Res. Address:
Telephone No:
Blood Group:

Signature of Card Holder

Signature of
Issuing
Authority
With seal

REVERSE

Date of birth / superannuation*

Post held on Retirement / pay-scale*

Last pay / average emoluments*

Qualifying service

Pension originally sanctioned

P.P.O. No. and date

* in brackets