



No. BSNLCO-COMN/19/1/2021-CIT/Part (1)

Dated: 12.09.2022

To,

All CGMs/ PGMs/ Sr. GMs/ GMs
BSNL Corporate Office
New Delhi - 110001.

Subject: - **Website Maintenance and Updation - Reg.**

Reference: -

1. CVO BSNL office letter no.24-11/2022-VA-04 dated 01.08.2022(Copy enclosed)
2. This office U.O.No. 15-1/CIT/2019/12 dated 02.07.2019.
3. This office letter of even no. dated 05.04.2021.
4. This office U.O. of even no. dated 27.04.2021.

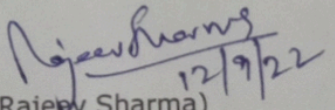
The customers/ employees/ people visit the websites/ portals for seeking information/ details and we should be prompt in regular updation of our websites/ portals and to make all efforts to ensure that our websites/ portals contain all proper and relevant information. The following action plan is required to be followed for websites Maintenance/ Updation activities:

- i. A Nodal officer may be nominated in each unit/ section of CGMs/ PGMs/ Sr. GMs/ GMs in Corporate Office, who shall regularly visit the BSNL Corporate Website (<https://bsnl.co.in>) and intranet portal (intranet.bsnl.co.in) to ascertain the authenticity of content details of complete unit published on these website/portal.
- ii. For any updation and modification on the website/ portal, the inputs should be forwarded to CIT unit by nodal officer after taking approval from the unit head.
- iii. The nodal officer should ensure that the content pertaining to the unit on the website/ portal are updated correctly.
- iv. A certificate to this effect is to be submitted to CIT section within first week of every month that the content pertaining to the unit on the websites have been duly updated during the month. In case of NIL updation in any month, certificate for NIL updation in the month may also be sent.

In view of above, it is requested that above action plan to be followed during the Vigilance awareness campaign period as a special drive and to be continued thereafter to ensure that our websites/ portals are updated regularly and contain proper information.

This is issued with the approval of Director (CFA) BSNL Board.

Encls: As above.


(Rajeev Sharma)
Sr. GM (CIT)

Copy to:-

1. PPS to CMD, BSNL for kind information please.
2. Dir(CFA)/Dir(CM)/Dir(HR)/Dir(EB)/Dir(Fin), BSNL Board and CVO, BSNL for kind information please.
3. All the CDMs/ Unit Heads, BSNL for similar action in respect of BSNL websites/ portals maintained by their units.

O/o Chief Vigilance Officer,
Eastern Court Complex, Ground Floor,
Near MTNL Sanchar Haat, Janpath,
New Delhi- 110001
Tel. 011-23734340, Fax: 011-23734300,
Email: cvo@bsnl.co.in
BSNL 3G)))) **BSNL LIVE**
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भारत संचार निगम लिमिटेड
(भारत सरकार का उपक्रम)
BHARAT SANCHAR NIGAM LIMITED
(A Govt. of India Enterprise)

No. 24-11/2022-VA-04

Dated : 01-08-2022

To

GM (CIT),
BSNL Corporate Office,
Bharat Sanchar Bhawan,
Janpath, New Delhi.

Sub: Observance of Vigilance Awareness Week-2022.

Kindly find enclosed CVC circular No. 14/07/22 (021/VGL/029) dated 25.07.2022 vide which the Commission has conveyed that as a precursor to Vigilance Awareness Week 2022, following Preventive Vigilance cum internal housekeeping activities to be taken up as focus areas by all the Ministries / Departments / Organizations in a 3 month campaign starting from **16th August 2022 till 15th November, 2022.**

- (a) Property Management
- (b) Management of Assets
- (c) Record Management
- (d) Technological Initiatives comprising two parameters
 - Website Maintenance & updation
 - Identification of new areas for service delivery for customers / staff to be brought on online portal and initiation of steps for creating online platform
- (e) Updation of guidelines circulars manuals wherever found necessary , and
- (f) Disposal of complaints outstanding as of 15/08/2022.

The Commission has also sought reports regarding the works undertaken on each of these parameters as per format available at Annexures B(1) to B(6).

In view of the aforesaid CVC directions, it is requested to conduct Preventive Vigilance cum internal housekeeping activity pertaining to your section as briefed in **Annexure A (Activity No. 4)** and submit compliance report for the parameter **“Technological Initiatives comprising two parameters; Website Maintenance & updation & Identification of new areas for service delivery for customers /staff to be brought on online portal and initiation of steps for creating online platform ”** as per format **Annexure B(4)** of CVC letter to this office positively before 30.11.2022.

In addition to this, as per directions of CVC, an interim monthly report may also be submitted to this office on 15.09.2022 & 15.10.2022 followed by final report before 30.11.2022.

This is issued with the approval of CVO BSNL.

Encl : As above

(Handwritten signature)
01/08/2022
(L S Naik)
Jt. GM (Vigilance-I)

Copy to: Director (CFA), BSNLCO for information please