



BSNLCO-COMN/12(19)/4/2020-CIT-Part(4)

Dated:- 20.09.2024

Reminder-II/URGENT

To,
All Chief General Managers,
BSNL Circles

Subject: Entry of all Desktop/Laptop data in SAP-ERP system- reg.

Reference:

1. Minutes of meeting of HOCC held on 21-22 Nov 2023 issued vide BSNLCO-COMN/14(12)/2/2022-NOW-BBIN dated 27.11.2023.
2. This office letter No. BSNLCO-COMN/12(19)/4/2020-CIT-Part(1) dated 20.03.2024.
3. This office reminder letter No. BSNLCO-COMN/12(19)/4/2020-CIT-Part(4) dated:- 20.09.2024

Kindly refer to the letters mentioned above, whereby it was conveyed that 100% data of desktops/ laptops of the circles issued to employees should be captured in ERP-SAP and a certificate to this effect should be submitted to CIT Section of BSNL Corporate Office. On receiving the certificate, the case of Reimbursement of Laptop by executives shall be considered circle wise. But it is regretted that none of the circles have completed this activity till date.

In this regard, it is once again requested that the entry of Desktop/Laptop data in SAP-ERP system must be completed before 05.10.2024 and the certificate of completion of all such entries for the entire circle should be communicated to CIT Section BSNLCO New Delhi.

This may be treated as most urgent.

This is issued with the approval of the Competent Authority.

AGM (CIT)
BSNLCO New Delhi

Copy To:

1. Director (CFA), BSNL Board, New Delhi for kind information please.