

File No.: BSNLCO-COMN/11(15)/5/2025-RSTG

Dated: 03 .07.2026

To,  
All CGMs.  
BSNL

**Subject: Correction of Job Roles in IPMS for Q1 Performance Assessment – Reg.**  
**Ref: This office letters dated 9.04.26 , 22.05.26 and 27.05.26**

It has been observed during the review of Q1 IPMS target setting that the Key Performance Indicators (KPIs) prescribed for **Circle Head, BA Head and OA Head** have inadvertently been assigned to executives holding other positions. Such incorrect mapping of job roles and KPIs will adversely impact the automation of achievement calculation in the IPMS system and may result in inaccurate performance assessment.

In this regard, all Circle Heads are requested to ensure that the **job role of every executive in the IPMS system is verified and corrected wherever required**. The KPIs assigned to each executive must strictly correspond to the actual job role being performed.

A **supplementary window with edit option** has been enabled in the IPMS system for making necessary corrections. The window shall remain open **up to 10..07.2026**.

Accordingly, all Circles/BAs/OAs are requested to:

1. Review the job role assigned to all executives in the IPMS system.
2. Correct any incorrect job role mapping, particularly where CGM Head, BA Head or OA Head KPIs have been assigned to executives not holding these positions.
3. Ensure that the correct KPI template is mapped to each executive before the closure of the edit window.
4. Complete the exercise by **10.07.2026** without fail.

It may be noted that **automation of KPI achievement in IPMS is dependent upon the correct mapping of job roles and KPI templates**. Therefore, no further opportunity for correction may be available after closure of the edit window, and any incorrect mapping may lead to erroneous performance assessment.

All Circle Heads are requested to treat this matter as **Most Urgent** and ensure strict compliance within the stipulated timeline.



(Santosh Dahiya)

DGM (Restructuring)

CC to:

1. PPS to CMD,BSNL
2. PPS to all Functional Directors, BSNLBoard.
3. CGM, ITPC for necessary action at his end for automation of populating IPMS achievements.