



# SANCHAR NIGAM EXECUTIVES' ASSOCIATION

CENTRAL HEAD QUARTERS

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General Secretary

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All Communications  
to the General Secretary

To,

Shri. A. Robert J. Ravi ji,  
Chairman and Managing Director, BSNL,  
3<sup>rd</sup> Floor, Bharat Sanchar Bhavan,  
Janpath, New Delhi 110001.

**No. SNEA CHQ/Corr/CMD BSNL/2022-23**

**Dated 24<sup>th</sup> September 2024.**

**Sub: Reminder request to revise the Laptop Policy approved for DGM and below level Executives for its wide acceptability and to extend the revised laptop policy to all executives in the field units.**

**Ref:** 1. Letter No. BSNLCO-CIT/11(12)/1/2020-CIT-BSNL-CO-Part(3) DT 07/10/2022.  
2. Letter No. BSNLCO-CIT/11(12)/1/2020-CIT-BSNL-CO-Part(3) DT 12/06/2023.  
3. Our Letter No. SNEA CHQ/Corr/CMD BSNL/22-2025 Dated 01/01/2024.

**Respected Sir,**

With reference to above subject and letters, we have submitted request for review of the Laptop policy for DGM and below level officers to overcome the practical difficulties and issue instructions to either to frame a new Laptop Policy as done by other effective organizations in Telecom sector and Supply Laptop from BSNL to each and every executive in place of present Desktops supplied and entire cost of laptop may be borne by BSNL **OR** instead of two different laptop policies existing in BSNL, the policy for GM and above level officers may be implemented to all Officers in BSNL with uniform cost of laptop reimbursement @ minimum Rs 70000.00 per officer regardless of his/her designation and position in office. The copy of this letter along with enclosures is attached for ready reference. Accordingly, we are pursuing for review of the Laptop policy for DGM and below level executives and its extension to all executives working in field units.

We are happy that it has been principally agreed by BSNL management for the same subject to condition that data of existing Desktops and Laptops is to be updated in ESS by concerned Circle and accordingly Circle Heads have to submit the certificate for completion of data of all Desktops and laptops in EES/ERP. But unfortunately in the last one year and three months no Circle has updated data and hence the laptop policy is not extended to any Circle/unit other than BSNL Corporate office.

Accordingly GM CIT BSNL CO has directed all Circle Heads for updating data of existing Desktops and Laptops in ESS and recently on 10/09/2024 one

reminder letter also is issued for the same, but unfortunately no Circle has updated complete data for period of the last one and three month and no Desktop PCs has been allotted in single case.

But, we have noticed that there is reluctance in field units as they have to fill data of all PCs which are systems and some office PCs which are used in shift working and it is feared that once entry is made the Desktop PCs will be withdrawn. There are some technical issues also in updating data of Desktop and laptop and we are hopeful that same will be resolved shortly which will expedite updating ERP data.

But we feel that the laptop amount reimbursement will not be demanded in one lot and it will be case by case request by individual executives who is willing and his reimbursement may be done only once data is updated but delaying extension of Policy for more than one and half years for updating data is not correct method

Further, it is fact that in every Circle/BA/SSA, one separate IT wing is existing and they are having data of allotment of Desktop PCs and Laptops and hence the work of updating Desktop PC and Laptop can be done by concerned IT wing but anyhow same is not being completed for any Circle for last 15 months and this needs to be looked into. As data updation is tedious and time consuming work and it will take time and also the data can be checked and confirmed as and when required from concerned IT wing, the compulsion of Entries data and certificate from CGMs may be please reviewed and withdrawn so that allotment of Laptop can be expedited.

Further, BSNL has devised two laptop reimbursement amount policies wherein the disparity is clearly visible.

- i. Letter no. BSNLCO-CIT/11(12)/1/2020-CIT-BSNL-CO-Part (3) Dated 07/10/2022 for purchase of laptops/notebooks for the CGM/PGM/Sr. GM/GM level officers all over India.
- ii. Letter no. BSNLCO-CIT/11(12)/1/2020-CIT-BSNL-CO-Part (3) Dated 12/06/2023 for the purchase of laptops for the Addl. GM/Jt. GM/DGM/AGM/DM level officers working in BSNL CO, New Delhi.

As per the Laptop policy for GM and above level officers, the laptop is allotted as facility and for DGM and below level officers it is allotted as replacement of Desktop PCs and not as facility as GMs and above level officers are allowed to continue the Laptop as well as Desktop PC, but DGM and below level officers have to surrender allotted Desktop PC and opt for partial laptop reimbursement amount.

It is to bring to your kind notice that when a laptop is allotted to GM and above level officers as a facility along with continuation of office Desktop PC, the reimbursement Cost is Rs. 60000 per head for PGMs and Rs 50000 per head for



GMs. But for DGM and below level officers , the laptop is not allotted as a facility but allotted for daily and routine office works in replacement of Office Desktop PCs and the reimbursement cost is just Rest 40000 for DGMs and Rs 35000 for DMs/SDMs and AGMs.

We also bring to your kind notice that BSNL is following strategies as that of DoT but in allotment of laptop facility, the same is not followed by BSNL and hence there are many issues in existing laptop policy. It may be please seen that recently in 2023 DoT has issued exhaustive and highly accepted guidelines for purchase of Laptop/Notebook to all officers with reimbursement cost of Rs 1,00,000 per head and it has better terms and conditions for maintenance, use and retention of laptop on transfer or retirement. **Copy attached.** BSNL needs to follow the same policy and Laptop policy of BSNL should be framed in the same line of this DoT Policy.

If DGM and below level officers are to be allotted laptops as facility along with continuation of Desktop PCs then we have no issue with reimbursement amount as proposed in the policy for DGM and below level officers, but if it is to be issued for routine office works as replacement of Desktop PCs, then the same should be provided with full reimbursement cost may be with maximum limit of Rs 70000 as in this amount reasonable laptop is available or as actual.

Apart from this reimbursement of laptop cost and conditions of replacement of Desktop PC, the two Laptop policies issued by BSNL also have following discrepancies.

#### **Differences in two Laptop Policies issued by CIT Cell BSNL CO.**

<b>Sr</b>	<b>Item</b>	<b>GM &amp; Above level Officers</b>	<b>DGM &amp; below level Officers</b>
1.	Reimbursement Amount Limit	CGM/PGMs Rs. 60000 GM/Sr GM Rs. 50000	DGMs Rs. 40000 DIE/DM/AM Rs. 35000
2.	Laptop/ Notebook Choice	Allowed	Not allowed
3.	Use of desktop	Allowed	Not Allowed
4.	Condition for allotment of Laptop	No, in case any Laptop/ <b>Notebook</b> is already allotted by office and <b>office desktop PC is allowed</b>	No, in case any Laptop/ <b>Desktop</b> is already allotted by office and <b>office desktop PC will be withdrawn</b>
5.	On Transfer	Clause No. 1.1.9 As Asset is on name of BA, it is to be transferred to BA to which officer is transferred	Compulsion to retain the laptop by paying depreciation cost even after transfer is before four years
6.	Condition for Retention of	Clause no. 1.1.8 The officers who have opted for	Clause no. 1.1.9 The officers who have opted for this policy

	Laptop on VRS/ Retirement/ deputation etc	this policy at the time of leaving the BSNL due to Transfer, Superannuation, VRS, Deputation etc. or any other reason shall have the option to retain the purchased laptop and <b>there is no compulsion to retain laptop</b>	at the time of leaving the BSNL Corporate Office due to Transfer, Superannuation, VRS, Deputation etc. or any other reason <b>shall have to compulsory retain</b> the purchased laptop by paying cost
7.	Condition to bring the Laptop Daily to the office and compulsion on doing work on laptop	There is no such condition/ clause in this policy to bring a laptop daily to the office.	Clause No. 1.1.10 The officers who chose to avail this policy and take reimbursement of Laptop, shall bring their Laptop daily to the office and work shall be done on the laptop only. The present Desktop will be withdrawn.
8.	Ownership of Laptop	There is no such condition in this policy.	Clause no 1.1.2 The Laptop purchased by the officers shall be deemed to be procured on behalf of BSNL as the Laptop shall be used for Official purpose
9.	Maintenance and software charges	To be borne by BSNL	To be borne by the Executives

Sir, in no way, we are comparing the GM and above Level officers with DGM and below level officers and we fully respect the status of GM and above level officers, but at the same time it is our duty to bring to your kind notice the disparity is being created in reimbursement of laptop cost as a facility in addition to existing Desktop PCs or as replacement of Desktop PC as minimum required office infrastructure.

We request your honour for giving justice to DGM and below level officers by any of the following actions so that ongoing disparity and unrest among the DGM and below level officers is settled in true sense and justice is given to Executives who are being deprived from Laptop Reimbursement Policy.

- A. As BSNL is following DoT guidelines, the Laptop/Notebook purchase approved by DoT may be implemented in BSNL with reimbursement cost of Rs 1,00,000 **OR**
- B. Extend the facility of laptop reimbursement cost at the rates defined in existing Laptop policy for DGM and below level officers with continuation of Office Desktop PCs **OR**
- C. Review the terms and conditions of the Laptop Reimbursement Policy for DGM and below level officers at par with Policy for GM and above



level officers and provide laptop with full reimbursement cost may be with maximum limit of Rs 70000 or as actual whichever is lower and we have no issue if the Desktop PCs are withdrawn in this case as is being proposed.

- D. Present condition of updating data and then only extension of Laptop Reimbursement Policy to Circles may be please reviewed and withdrawn and the work of updating data may be continued and the entries may be confirmed or made case by case as and when request is received from willing executives.
- E. If Laptop is to be issued in replacement of Desktop, then full reimbursement of cost of laptop may be paid to executives and if it is to be allotted as facility in addition to existing cost then the reimbursement may be limited to facility norms.

Sir, your honour better understand the need of laptop in hands of the BSNL executives to meet the high expectations of the Government of India/Department of Telecommunications from the Executives in BSNL about the overall growth of BSNL and mainly to achieve then high target of 25% Market share of BSNL by 2025 assigned Honourable Minister of Communications.

We are confident that our genuine request for review of existing laptop policy for DGM and below level officers and making it widely acceptable by incorporating conditions as that of Policy defined by DoT or by reviewing existing Laptop policy for DGM and below level officers with same terms and conditions as applied to PGM/GM level officers.

With Warm Regards,

Sincerely Yours,



M. S. Adasul  
General Secretary  
SNEA CHQ

**Encl: AA**

**Copy to:**

1. Director CFA BSNL Board for kind information and with humble request to give due consideration to our request for framing new/revised Laptop Policy in line with DoT Laptop Purchase policy as facility or reviewing existing Laptop reimbursement policy with uniform terms and conditions.
2. Director HR BSNL Board for kind information please.
3. PGM SR BSNL CO for kind information please.