

**BHARAT SANCHAR NIGAM LIMITED
CORPORATE OFFICE**

(Personnel Branch)

4th Floor, Bharat Sanchar Bhawan, Janpath, New Delhi-110001

No: **BSNLCO-PER1/20(11)/3/2020-PERS1**

Dated: **06-02-2023**

REMINDER-I

To,

All Heads of Telecom Circles/Metro Districts & Other Administrative Units
All The PGMs/Sr. GMs/GMs of BSNL CO New Delhi
Bharat Sanchar Nigam Limited.

Subject: - Implementation of Intra Circle Transfer request option in Online Transfer Portal (OTP) – Regarding

Ref : This office letter No. BSNLCO-PER1/20(11)/3/2020-PERS1 Dtd: 03.01.22 & 09.11.22

Kindly take reference of this office letter of even no. dated 09.11.2022 vide which your kind attention was invited to the clause 6 of this office letter of even no. dated 03.01.2022 stipulating that “No manual applications for request transfer shall be considered” and it was requested to ensure that no request based Intra-Circle transfer are done on the basis of manual applications. All the request based Intra-Circle transfers must be based on online requests received in the OTP only.

Also, it was requested to submit a Certificate (as per Performa attached at Annexure-I) to this office on the e-mail ID – dm4pers1@gmail.com, but compliance certificates have been received from TLGN, CHGR, GUJ, HR, MH, RAJ, WB, CNTX-NER & CNTX-W Circles only.

In view of above, rest of circles (other than above mentioned circles) are once again requested to send the compliance certificate to this office, at above mentioned e-mail ID, by 8th Feb, 2023 for further submission of the report to the competent authority.

This issues with the approval of competent authority.

Encl.: As above.


(Nereus Barwa)
AGM (Pers-I)

Copy to:

1. PPS to the CMD BSNL.
2. PPS to the DIR(CFA)/DIR(HR)/DIR(CM)/DIR(ENT)/DIR(F) BSNL Board.
3. The CVO, BSNLCO
4. Intranet Portal.
5. Order Bundle/Spare Copy.


(Nitin Kumar Dinker)
Dy. Manager-IV (Pers-I)

CERTIFICATE regarding OTP based Intra-Circle Transfers

(For Period : 01.01.2022 to _____)

It is hereby certified that after the implementation of Intra-Circle Transfer requests through Online Transfer Portal (OTP) w.e.f. 01-01-2022, all the requests based Intra-Circle transfers have been done on the basis of the applications received through OTP.

Date:

(Signature & Seal)

Name: _____

PERNR : _____

DGM(HR)/ GM(HR)

Circle Office _____

OR

(For Period : 01.01.2022 to _____)

It is hereby certified that after the implementation of Intra-Circle Transfer requests through Online Transfer Portal (OTP) w.e.f. 01-01-2022, all the requests based Intra-Circle transfers have been done on the basis of the applications received through OTP, with following exceptions:

NON-OTP request based Intra-Circle transfer

SL No.	Name of Officer	PERNR	Desg.	Intra-Circle transfer FROM	Intra-Circle transfer TO	Transfer Type (OWN COST/ Administrative)	Reason for transfer on the basis of request other than OTP request
1							
2							
3							
4							
5							
6							
7							
8							

Date:

(Signature & Seal)

Name: _____

PERNR : _____

DGM(HR)/ GM(HR)

O/o The CGM, _____ Circle