

No.: BSNLCO-BWHR/12(19)/2/2020-BW-Part(4)

Dated: 31.12.2024

To,

All PCE(C)/Sr.CE(C) / CE(C),
BSNL Civil Zones concerned.

Sub: Regular promotion from JTO(C) to the grade of SDE(C) under Seniority cum Fitness (SCF) quota to fill up the vacancies for the VY 2020 (01.02.2020 to 31.12.2020), VY 2021 & VY 2022- reg. calling for Screening Committee Report (SCR) and VC status.

1. In partial modifications to the instructions conveyed vide this office letter even No. dated 30.12.2024, the modified instructions regarding constituting Screening Committee and format of Tabulation Sheet may be as under:
 - i. A Screening committee to assess the fitness of the executives may be constituted as at circle level consisting of following members as prescribed in No. 45 I-31 / 2014-Pers (DPC)/Pt. III/42 dated 20.07.2016(**Copy enclosed**).
 - a) Chairman:- Sr.GM/ GM(HR) / GM(Finance) / CE of concerned stream
 - b) Member:- Sr.GM / GM level officer
 - c) Member:- JAG level officer of concerned stream
 - d) Co-Optee:-One of the members of the screening committee must belong to SC/ST category, else, one additional SC/ST member of STS/JAG level may be co-opted.
 - ii. Modified format of tabulation sheet may be adopted for evaluation of APARs (In Numeric Values)(**Copy enclosed**).
2. The instructions conveyed by Pers Section BSNLCO New Delhi vide letter No. BSNLCO-PERS/13(43)/4/2024-DPC dated 15.10.2024 (**Copy enclosed**) regarding entry/ verification of PwBD data in respect of BSNL employees in ERP SAP must be complied with before preparation of Screening Committee Report.
3. Other instructions of this office letter dated 30.12.2024, shall remain unchanged.

यह पत्र सक्षम अधिकारी के अनुमोदन पर जारी किया गया है।

संलग्न: उपरोक्त अनुसार

प्रतिप्रेषित:

1. मुख्यमहाप्रबंधक, बीएसएनएलके सभी सम्बंधित सर्किल

अभिलाष चंद्र खरे
31/12/2024
(अभिलाष चंद्र खरे)

अति.महाप्रबंधक (भवनएवकार्य)



BHARAT SANCHAR NIGAM LIMITED

[A Government of India Enterprise]

CORPORATE OFFICE

PERSONNEL (DPC) SECTION

4th Floor, Bharat Sanchar Bhawan, Janpath, New Delhi-1.

No. 451-31/2014-Pers (DPC)/Pt. II / 42

dt. 20 - 07-2016

To

All heads of Telecom Circles /

Metro districts / Maintenance Regions / Projects / Stores / BRBRAITT / ALTTC

All Other Administrative Units

Bharat Sanchar Nigam Limited

Subject:- Regarding mode of submission of APAR details for holding
CPC in Corporate Office - **screening committee report** - Reg.

1. In order to stream line and reduce the time limit in CPC process, henceforth, the Competent Authority has decided, whenever CPCs will be convened by the corporate office, physical copies of APARs are not to be forwarded to Pers. sections any more. Instead, circles will be forwarding duly filled up Screening Committee report (in the Proforma as enclosed) to the Pers. Section in Corporate Office for the list of executives as communicated by this office, which in turn will form the basis of CPC at the Corporate Level. Accordingly, the Circle offices are hereby requested to send **only** the Screening Committee report in respect of the officers communicated by this office, whenever CPCs are conveyed by corporate office for promotion to SDE / AO and above grade.
2. One of the original copies of APARs of all executives from SDE/AO and above grade shall be forwarded to CS to DIR (HR) / DIR (Finance) of concerned unit at BSNL Corporate Office, New Delhi.
3. The Screening Committee at Circle level will consists of following members
 - a) Chairman : Sr. GM/ GM (HR) / GM(Finance) / CE of concerned stream
 - b) Member : Sr. GM / GM level officer
 - c) Member : JAG level officer of concerned stream
 - d) Co-optee : One of the members of the screening committee must belong to SC/ST category, else, one additional SC/ST member of STS/JAG lever may be co-opted.

(H)
20.7.16

4. It is reiterated that the above practice may be scrupulously followed by all Circle offices concerned to facilitate prompt action by the CPC. In cases where CR dossier in respect of some officers has not been updated, immediate remedial action be taken to complete the dossier and forward it to the Confidential Secretary to Director(HR) as the customary practice.

5. It has also been decided that the above procedure should be evolved and followed in other streams viz Finance/Electrical/Civil/Arch for uniformity, with immediate effect and without any exception.

6. Circle offices concerned are therefore requested to comply with the instructions henceforth.

This has the approval of Director (HR) from BSNL, Board


(Manish Kumar)
Jt. GM (Pers)
23718070

Copy to :-

1. All Cadre Controlling Authorities of BSNL Corporate Office (Sr. GM/GM(Pers) / Sr. GM/GM (Estt.)/ Sr. GM/GM (FP) / PGM (Elect) / PGM (Arch) / PGM (BW)
3. CS to Director (HR) / Director(Finance) , BSNL CO, New Delhi for inf. & n/a

निगम कार्यालय, कार्मिक शाखा
चौथा तल, भारत संचार भवन,
जनपथ, नई दिल्ली-110001
Corporate Office, Personnel Branch
4th Floor, Bharat Sanchar Bhavan,
Janpath, New Delhi-110001



भारत संचार निगम लिमिटेड
(भारत सरकार का उद्यम)
BHARAT SANCHAR NIGAM LIMITED
(A Government of India Enterprise)

No. BSNLCO-PERS/13(43)/4/2024-DPC

Dated: 15.10.2024

To

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

Sub: Entry/Verification of PwBD data in respect of BSNL employees in SAP-ERP.

- Ref: 1) BSNL CO Letter no. 28-6/2022-SCT dated 23.09.2024.
2) BSNL CO Lr No. BSNLCO-PER1/20(11)/27/2021-PERS1-Part(1) dated 21.05.2024.
3) BSNL CO Lr No. BSNLCO-PERB/18(11)/4/2022-DPC-Part(1) dated 29.08.2024.

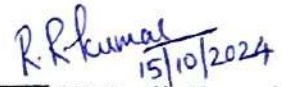
Kind reference is invited to BSNLCO letter cited at Ref. (1) wherein instructions have been issued for implementation of DOP&T O.M. No.36012/1/2020-Estt(Res-II) dated 28.12.2023 for reservation in promotion to PwBDs. Accordingly, all Circles/units concerned are requested to do SAP-ERP entries related to PwBD status for all the PwBD employees, including those who got Retired/VR/VRS/Resigned/ Expired/promoted to higher grade etc. for the period from 30.06.2016 and onwards to till date.


2. Further, Circles were requested to update details in respect of PwBD employees in two new fields in Infotype 0077: (a) "Disability Status" <Since Appointment/After Joining> (b) "Disability Cert type" <Permanent>, vide letters referred at (2) and (3) respectively, copies enclosed for ready reference. Kindly ensure these fields are also updated for all the PwBDs as stated in para 1 above.

3. It is requested to kindly ensure updation of the above details in SAP-ERP latest by 21.10.2024.

This is issued with the approval of the competent authority.

Encl: As above


(आर. रंजित कुमार / R Ranjit Kumar)
सहा.म.प्र. (कार्मिक डी.पी.सी.-जे.एम.)
AGM (Pers DPC-JM)

 <p>BHARAT SANCHAR NIGAM LTD.</p>	<p align="center">BHARAT SANCHAR NIGAM LIMITED (A Government of India Enterprise) Corporate Office Personnel Branch 4th Floor, Bharat Sanchar Bhawan, Janpath, New Delhi-110001</p>
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No. BSNLCO-PER1/20(11)/27/2021-PERS1-Part(1)

Dated: 21.05.2024

To

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

Sub: Entry/Verification of PwBD data in respect of BSNL employees in SAP-ERP.

Ref: BSNLCO-PER1/20(11)/27/2021-PERS1-Part(1) dated 29.07.2022 and subsequent reminders.

In continuation of this office letter cited at reference, the date of occurrence of disability is urgently required in respect of PwBDs whose disability occurred after entering into service. Accordingly, following necessary fields have been created in the *infotype 0077* in SAP-ERP under *Benchmark Disabilities(PwBDs)* which are to be updated/maintained **for all PwBD employees** as noted below:-

1. A drop down menu titled as "Disability status" having following two options:
 - a. Since Appointment
 - b. After Joining
2. If "After Joining" is chosen in above drop down menu, a date type mandatory input field will be displayed titled as "Disability Certificate Date".

It is requested to kindly ensure that above details are updated in respect of all PwBD employees working under your jurisdiction **latest by 25.05.2024**.

Kindly treat this as '**MOST URGENT**'.


(R. Ranjit Kumar)
AGM(DPC-JM)
BSNLCO

निगम कार्यालय, कार्मिक शाखा
चौथा तल, भारत संचार भवन,
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BHARAT SANCHAR NIGAM LIMITED
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No : BSNLCO-PERB/18(11)/4/2022-DPC-Part(1)

Date : 29-08-2024

To

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

Sub : Entry/Verification of PwBD data in respect of BSNL employees in SAP/ERP.

As per DoP&T guidelines, the benefit of reservation in promotion should not be extended to employees based on a temporary disability certificate. To ensure that PwBD reservations are granted only to eligible employees, Infotype 0077 in SAP ERP has been enhanced by introducing a dropdown field labelled "Disability Cert. Type" with an option "Permanent." All Circles are requested to update the field titled as "**Disability Cert. Type**" for all PwBDs.

The above updation may be completed latest by 07.09.2024.

This is issued with the approval of the competent authority.

R.R.kumar
29/8/2024

(आर. रंजित कुमार / R Ranjit Kumar)
सहा.म.प्र. (कार्मिक डी.पी.सी.-जे.एम.)
AGM (Pers DPC-JM)

