

Most Immediate

No.451-5/2009-Pers(DPC)



भारत संचार निगम लिमिटेड

(भारत सरकार का उपक्रम)

BHARAT SANCHAR NIGAM LIMITED

(A Govt. of India Enterprise)

24/07/2009

CORPORATE OFFICE : PERSONNEL(DPC) SECTION

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

To

All Heads of Telecom. Circles
&
other Administrative units of BSNL

Subject:- Promotion of the officers working as STS on adhoc basis to Executives (STS) on regular basis – Furnishing of ACRs regarding

The undersigned is directed to state that as per the decision of the competent authority the officers working as STS on adhoc basis have to be considered for promotion to the grade of Executives (STS) on regular basis. In this connection, it is requested that ACRs for the last five years i.e. from 2004-05 to 2008-09 may be furnished to the undersigned as per schedule attached (Annexure-A). In case one or more ACR(s) of any of the Executives has not been written during the period, in such cases complete ACR doossier may be furnished indicating the reasons as to why the ACR was not written by the concerned authority.

2. The Tabulation sheets may also be furnished indicating the grading of the various Executives duly checked and signed by an officer of the rank not below DGM(Admn) of the Circle concerned. While indicating the grading, in case there are more than one ACR in a particular year then in such cases the period wise grading is to be indicated in the enclosed proforma in the 'MS Excel' format. **Example indicated in the said format may be followed by all the Circles.** Circles are advised to retain the photocopies of the ACRs for their use till the proposed promotion job is completed by the Corporate Office.

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3. CGMs are requested to direct their Vigilance Offices to e-mail the vigilance status of the Executives (DEs adhoc) to Vigilance Branch of BSNL Corporate Office to expedite the process of vigilance clearance required for the purpose.

4. Above exercise may be completed by the Circles in a **Time Bound** Manner and circle offices may depute their representatives (not below the rank of AGM(Admn) and SDE(Admn) who are IT enabled to hand over the ACR dossiers alongwith the soft copy of the Tabulation sheet in CD, strictly as per schedule.

5. For any assistance the undersigned may be contacted over phone 09868170090.



(B.Surendranath)
Asstt. General Manager (DPC)

Encl: As above.

Copy to :

1. Chief Vigilance Officer, BSNL Statesman House, Barakhamba Road, for information with reference to para 3 above.
2. AGM(Pers.I), BSNL CO
3. Guard File