



BHARAT SANCHAR NIGAM LIMITED
(A GOVERNMENT OF INDIA ENTERPRISE)
SR Cell, Corporate Office
8th Floor, Bharat Sanchar Bhawan,
Janpath, New Delhi-110 001

No: BSNL/3-1/SR/2020

Dated 04.11.2020

To

All Chief General Managers,
Bharat Sanchar Nigam Limited.

**Sub:- Revised check list for forwarding of left over cases for issue of
Presidential Order.**

I am directed to refer to the above said subject and to say that various instructions/guidelines/checklist have been issued by this Unit , from time to time, regarding processing of left over cases of absorption of employees in BSNL systematically.

The issue has been reviewed and accordingly, it is requested to forward such cases as per Revised check list (enclosed) to this office for smooth processing and onward transmission to DoT.

Yours faithfully,

Encl: 1. Annexure-I & II

2. SR office letter dated 10.08.2020

(Pardeep Kumar)

AGM (SR), BSNL, CO

Tel.No.011-23766063

ANNEXURE-I of letter No BSNL/3-1/SR/208 dated 30.07.2018)

REVISED CHECKLIST dated 04.11.2020 (for submission of absorption cases)

S. No.	Description	Remarks
1.	Whether the case has been examined as per SR Branch letter no. BSNLCO-SR/13(12)/4/202 dated 10.08.2020 to ensure that it is not within the purview of Circle and requires to be sent to DOT	
2.	Attested coy of Option form of the employee attached. (No Photocopy of attested copy would be entertained)	
3.	a) Last date of Submission of Option Form. b) Actual date of submission of Option Form. (date of Submission of Option form should be clearly stated and substantiated. If the date of exercise of option is not available on the option form, document in support of the same shall be provided)	
4.	Whether the option was exercised in time (It may be indicated in clear terms)	
5.	Complete service particulars of the employee attached. (As per Annexure-II)	
6.	Complete history in chronological order of the following cases, if any , of the employee a) CBI Case b) Disciplinary Case c) Court Case d) CAT Case e) Appeal in Higher Court if any. (a self explanatory note in separate sheet containing brief detail of all the cases, order passed in each case. Whether the same has been challenged/appealed in higher court/authority, if yes, copy of the same shall be provided)	
7.	Vigilance clearance of the employee. (no case shall be forwarded without vigilance clearance)	
8.	Recommendation of Circle office in each case with justification for absorption w.e.f. 01.10.2000. (recommendation shall be signed by SSA head and counter signed by GM(HR) of concerned Circle.	
9.	The detailed reason for late submission of cases for seeking approval for issue of Presidential Cases.	
10.	Latest annual property return for in service employee	
11.	Any other specific information which is relevant to the case	

SERVICE PARTICULARS OF THE EMPLOYEE

1. Name in Full :
2. Male/Female :
3. Father's Name :
4. Staff No. :
5. Date Of Birth :
6. Date of Superannuation :
7. Educational Quarlification :
8. Date of First Appointment & Name of the Post/Grade :
9. Name of Post/Grade Presently Held
 - a. On Adhoc Or Local Officiating Basis :
 - b. On Regular Basis :
10. Name of Post/Grade Held on 30.09.2000
 - a. On Adhoc Or Local Officiating Basis :
 - b. On Regular Basis. :
11. Date of Submission of Option Form :
12. Last date of submission of Option Form :
13. Recommendations of SSA Head and Circle Office:

Signature of SSA Head

Counter Signed by GM(HR) of Circle





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8th Floor, Bharat Sanchar Bhawan,
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No BSNLCO-SR/13(12)/4/202

Dated the: 10.08.2020

To,
Chief General Manager
All Telecom Circle
BSNL

Sub :- Clarification regarding absorption of Group "B", "C", and "D" employees (BSNL optee)

Sir,

I am directed to forward DoT letter No. 27-1/2001-SNG(Vol.II/Jharakhand dt 22.07.2020 (copy enclosed) on the subject mentioned above which is self explanatory. It is requested to take necessary action for issue of Presidential order for absorption in BSNL as per clarifications/guidelines issued by DoT.

2) In addition to above, the action for pending cases of absorption of RM/TSM in BSNL may be taken as per the following guidelines of Establishment Branch of Corporate office -


- i. Circle may process issuance of PO where the employee was in RM grade on or before 30-09-2000;
- ii. Circle may process issuance of PO where the employee was granted TSM status on or before 30-09-2000, and was subsequently regularised as RM in BSNL. Such cases shall continue to be routed through **Establishment Branch** of Corporate office to DoT for approval;
- iii. Circle may not process any case where a casual labour has been made RM directly in BSNL i.e. on 01-10-2000 or later.

3) It is, requested that all efforts may be made to complete the exercise of issue of pending Presidential order for absorption of Group "B", "C", and "D" employees who are BSNL optees by 17.08.2020.

4) Further, such cases, where the reasons for non issue of P.O.s are due to pendency of disciplinary/criminal proceedings or non

clearance from vigilance angle may continue to be sent to **SR Branch** for examination and forwarding, thereafter, to DoT to issue P.O.

Encl: As above

Your faithfully

10.08.2020
(M. Ind Bagaddeo)
AGM (SR), BSNLCO

Copy to:- Sr. G.M. (Estt), Corporate office, BSN, New Delhi

No. 27-1/2001-SNG (Vol.II)/Jharkhand

Government of India

Ministry of Communications

Department of Telecommunications

(SNG Section)

Room No. 419, Sanchar Bhawan,

20, Ashoka Road, New Delhi - 110001

dated: 22/07/2020

To

The CMD,
BSNL, New Delhi

**Subject: Clarification regarding absorption of Group B (Circle cadre),
Group C and D employees [BSNL optee]**

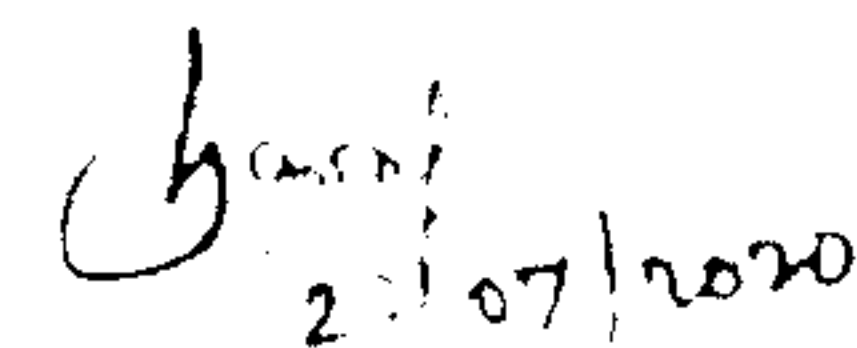
Sir,

I am directed to refer to the subject noted above and to say that the Director (Estt.)/Jharkhand Circle has referred one case of Jharkhand Circle where the official is BSNL optee but order of his absorption in BSNL is not available in the records and matter of issuance of P.O was overlooked. The Director (Estt.)/DoT Jharkhand Circle has sought guidelines with regard to issuance of PO in particular case.

2. In this connection, it is pertinent to mention that upon corporatisation of Department of Telecom Services and Department of Telecom Operations into BSNL, options were called from Group C and D employees in first phase and Group -B in next phase. For carrying out work of absorption of Group B (Circle Cadre), C and D (SSA cadre), an officer of the Grade of JAG was appointed in each Circle. Their cases were settled and POs were issued at the Circle level. Upon conclusion of the absorption process, only those cases where some disciplinary or criminal proceedings were pending against the employees which resulted into non issuance of P.O, the particular case is referred to this Department upon conclusion of disciplinary /criminal case for final decision on absorption by considering the nature/gravity of penalty imposed in the matter

3. Accordingly, absorption cases of Group B (Circle cadre), Group C and D employees who are BSNL optee may be settled at Circle level where the reasons for non issuance of P.Os are other than pendency of disciplinary/criminal proceedings or non clearance from vigilance angle.

Yours faithfully,


22/07/2020

(Subodh Kumar Jayaswal)
Under Secretary to Government of India
Tel. 23036226

Copy to: