



**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/20-6/2019-SR**

**Dated 25.11.2020**

To

All Chief General Managers,  
Bharat Sanchar Nigam Limited.

**Sub:- Supply of Details of Monthly membership subscription to  
Unions/Associations-Reg.**

I am directed to refer to the above said subject and to say that various references have been received from different Unions/Associations for not getting the details of monthly membership subscription deducted from the salary of members through ERP.

With the approval of Director(HR) and in consultation with PGM(ERP), it is intimated that respective Circle Payroll administrator is the Nodal authority to deduct the Union/Association subscription from employee's salary and to remit the same in bank account of concerned Union/Association. Hence the Circles may forward the required information in the prescribed format (Annexure-A) by 7<sup>th</sup> of every month to concerned Circle Secretary & General Secretary of the Unions/Associations.

Yours faithfully,

Encl: Annexure-A

  
25/11/2020  
(Sunita Arora)

AGM (SR), BSNL CO


Tel.No.011-23766063

Copy for information to:-

(1) PS to Director (HR)

(2) PGM (ERP)

Details of Monthly Membership Subscription					
Name of Union/Association.....			Month of.....		
1	2	3	4	5	6
Circle	SSA	Name	HR No.	Designation	Amount deducted

  
25/11/2020  
AUM(SA)