



**BHARAT SANCHAR NIGAM LIMITED**

[A Government of India Enterprise]

CORPORATE OFFICE

**PERSONNEL (DPC) SECTION**

4<sup>th</sup> Floor, Bharat Sanchar Bhawan, Janpath, New Delhi-1.

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

dt. 22-07-2015

To

All heads of Telecom Circles /

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

All Other Administrative Units

Bharat Sanchar Nigam Limited

Sub:- Requirement of APARs / shown certificate of all working SDE(T)s / Adhoc DEs for considering them for promotion to AGM/DE(T) on regular basis – Reg.

Ref:- This office letter no. 451-31/2014-Pers(DPC) / pt.II / 13 dt. 03-06-2015

Kindly refer to this office letter of even number dated 03.06.2015, wherein it was requested to forward one of the original copies (Corporate office copy) of ACR/APARs of **all SDE(T)** directly to CS to DIR(HR) and particularly APARs of those cases, whose names are appearing in seniority list 5, 6 & 7 on priority basis for considering them for promotion to AGM/DE(T) along with the information as mentioned in the above letter.

2. It is brought to the notice of all Concerned Authorities that both the copies of APAR must be filled up and duly reported and reviewed. **One copy of the APAR shall be sent to CS to DIR (HR) after disclosing the APAR** and completing all instructions contained in DOP&T OM dated 14-05-2009 and second copy should be maintained in the Circle office dossier maintained by the Circle / SSA, as per circle instructions.
3. On scrutiny of some of the APAR folders of SDEs maintained at CS to DIR (HR), it is observed that large number of APARs for the previous years in respect of many officers still pending / are not available due to which, DPC could not be convened in time. **(List of SDEs, whose APAR have been scrutinized initially are enclosed for inf. Pl)**
4. It is also intimated that **the original copy of APAR received by corporate office will not be returned back. Hence, circles / SSAs must keep photo copy of APARs, if required, for their future requirement**
5. The names, staff no, HR No of all **un-absorbed officers** may be forwarded to this office, immediately **before 31-07-2015**. If no information about un-absorbed officers is received before 08-08-2015, it will be presumed that all the officers mentioned in the seniority list no. 5, 6 & 7 are absorbed. No correspondence on this issue will be entertained after words and circles would be held responsible for not providing the requisite absorption details in time.

Cont..

*Personnel*  
22/07/2015

6. **Initially**, the APARS of all working SDEs / DE (Adhoc) listed in seniority list 5 & 6 for OC & SC category and from seniority list no. 7 for ST category officers, may be forwarded before 15-08-2015 in the enclosed format mentioned in **the annexure - A** (in hard copy as well as soft copy in excel format) along with grading duly checked and signed by the officer of the rank not below the DGM. Soft copy also may be mailed to [dpcagm@gmail.com](mailto:dpcagm@gmail.com)
7. you are, therefore, requested to issue suitable directions / instructions to all the concerned officers / authorities and field units for strictly adhered to the time scheduled prescribed for smooth conduction of DPCs for promotion to AGM/DE(T) on regular basis.

This has got the approval of competent authority

Name and other contact details of CS to DIR (HR) is mentioned below :-

Sh. Sushil Kumar, CS to DIR (HR)  
CR section, Room No. 210, CTO building  
Eastern Court, Janpath, New Delhi - 1  
Phone no. 23736031 -32 / fax no. 23736033  
Email ID -[confidentialcelldirhr@gmail.com](mailto:confidentialcelldirhr@gmail.com)

*P.S.V. Rama Rao*  
(P.S.V.RAMA RAO)  
AGM-DPC

011-23037657, FAX - 23326546  
Mail - [dpcagm@gmail.com](mailto:dpcagm@gmail.com)

Encl :- as above

Copy to :-

CS to Director (HR) , BSNL CO, New Delhi for inf. & n/a please

