

Corporate Office
Admin & PR Branch
1st Floor, Bharat Sanchar Bhawan,
H.C.Mathur Lane, Janpath,
New Delhi-110001.
Ph: 011-23734157, Fax: 011-23718288



भारत संचार निगम लिमिटेड
(भारत सरकार का उपक्रम)
BHARAT SANCHAR NIGAM LIMITED
(A Govt. of India Enterprise)

No. BSNL CO-ADMN/62/6/2020-ADMN-Part(1)

Dated 12.12.2022

To

The CGMs, All BSNL Circles.
All Unit Heads, BSNL CO

Sub.: Implementation of New Online Attendance System in BSNL-regarding

Ref.: (1) DO No. BSNL CO-ADMN/62/6/2020/Admn dated 25th Aug, 2022
(2) Letter no BSNL CO-A/11(25)/4/2022-ESTAB dated 2nd Sep, 2022

The guidelines for the implementation of new online attendance system in BSNL on PAN India basis were issued vide Establishment Cell letter mentioned under reference (2), and the new Online Attendance System has been made operational in BSNL with effect from 1st October, 2022. Further, the online attendance system has also been integrated with ERP.

2. Now, the competent authority has decided that enforcement of the rules issued by the Establishment Section of BSNLCO vide letter under reference (2) above and it's amendments from time to time, if any, shall be done through ERP with effect from 01.01.2023. All the Controlling Officers shall be responsible to submit monthly attendance statement of their subordinates in Online Attendance System within stipulated timeframe from 01.01.2023 onwards.

This has the approval of the competent authority.

(Rajeev Sharma)
DGM(Admin)

Copy to:

- 1) PPS to CMD, BSNL
- 2) PPS to All Director, BSNL Board
- 3) CVO BSNL, BSNL CO
- 4) CGM, Kerala - with request to take necessary action for smooth implementation w.e.f. 01.01.2023.
- 5) GM(Pers)/Sr.GM(CA)/Sr.GM(CIT) BSNLCO- for necessary action for smooth implementation w.e.f. 01.01.2023.
- 6) BSNL Intranet.