

HR/Admn. Section
O/o The Chief General Manager Telecom
BSNL, Punjab Circle, Plot No. 2, Sanchar Sadan,
Sector 34-A, Chandigarh-160 022.
Tel. 0172- 2603738 FAX-2600089



भारत संचार निगम लिमिटेड
(भारत सरकार का उद्यम)
BHARAT SANCHAR NIGAM LIMITED
(A Government of India Enterprise)

Most Immediate

To

All SSA/Unit Head,
Punjab Telecom Circle

No: Staff/E-6/ERP/Implementation/55

Dated at Chd 26.05.2017

Sub: Updation of designation and substantive cadre of all employees in ERP system.

Ref: 1.This office letter no.: Staff/E-6/ERP/Implementation/22 dated: 09.03.2017.

2.This office letter no. Staff/E-6/ERP/Implementation/42 dated: 24.04.2017(Reminder-I).

Kindly refer to the letters under reference vide which you were requested to update employee details i.e. designations, substantive cadres etc i.r.o. all employees of your SSA/Unit in ERP system. In spite of several reminders, the desired compliance is still awaited by this office i.r.o. your SSA/Unit.

This office is in process of issuing posting orders for JEs and JTOs who are undergoing training at various training centers. Therefore, it is requested to take immediate necessary action and update substantive cadre and designation latest by 3:00 pm tomorrow so that correct data of sanctioned/working staff in the cadre of JE/JTO may be taken on 29.05.2017 from ERP.

It is pertinent to mention that posting orders will be issued on the basis of staff shortage calculated from above data and respective SSAs/Units will be responsible for correctness of the data.

This issues with the approval of competent authority please.

सहायक महाप्रबंधक (एच आर.)
Asstt. General Manager (HR)