



BHARAT SANCHAR NIGAM LIMITED
(A Government of India Enterprise)

(Establishment-III Section)
5th Floor, Corporate Office, New Delhi.
Tel: 23310401 Fax: 23725255

No. 250-44/2014-Estt-III
Dated: 25.06.2018

To

**All Heads of the Telecom Circles,
Bharat Sanchar Nigam Limited.**

Sub: Maintaining of Service Book, Issuance of MRS Card at the time of provisional appointment in respect of Direct Recruit JTOs/JEs/Compassionate Ground Appointees etc. in BSNL----Guidelines thereof.

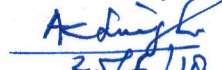
Sir,

Instances have been reported to this office from different individuals that in some Telecom Circles of BSNL, the Circle authorities are not maintaining the Service Book of the Direct Recruits JTOs/JEs/Compassionate Ground Appointees at the time of their provisional appointment on the pretext of the pendency of PVR clearance/Educational qualification/Caste Certificate verifications etc. Even MRS card is not being issued in respect of such appointees until all these clearances are received from the concerned authorities. It is also reported that a lot of time is being taken by the Circle authorities in doing correspondence with such authorities which sometimes last for more than one year. In the absence of Service Book and MRS card, officials are facing a lot of problems thus resulting in resentment among the Direct Recruits. Different Circles are adopting different procedures thus resulting in confusion. A lot of RTIs have been received in this office seeking specific rules on the subject.

In view of the above, all the concerned authorities are hereby directed to maintain the Service Book of the Direct Recruits immediately at the time of their provisional appointment in their respective cadre without insisting upon PVR clearance/Educational qualification verification/Caste Certificate verification etc. MRS Card of the official should be issued immediately at the time of his/her provisional appointment. Consequent upon receipt of all the clearances, necessary entries should be made in their respective Service Book/Service records. The process of PVR/Caste/Educational qualification clearances should be carried out immediately at the time of pre-appointment formalities without any delay.

All Heads of the Telecom Circles are requested to give wide publicity to these guidelines in all the SSAs of their Circle and the concerned units assigned with the job of recruitment.

Yours sincerely,


25/6/18
(A.K. Singh)

Deputy General Manager (Estt-II)

Tel: 23034082

BSNL-INTRANET