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BHARAT SANCHAR NIGAM LTD.

(A Govt. of India Enterprise)

10/c

No. 21-10/2018-VA

Dated : 03 -05-2018

To

All CGMs,
BSNL Telecom Circles / Units

SUB : Identification of sensitive and non-sensitive posts-reg.

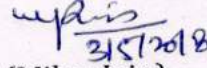
Ref: L.No. 21-10/2016-VA(Pt.) dated 05.05.2016.

Please refer this officer letter No. 21-10/2016-VA(Pt.) dated 05.05.2016 regarding subject mentioned above. In the meeting held on 01.08.2017, it was directed by Secretary, DoT to undertake fresh identification of sensitive posts. A committee was formed for Re-Identification of sensitive posts / functions in BSNL and on the basis of Committee's report, approved by CMD BSNL, list of posts / functions classified as sensitive is enclosed herewith as Annexure-I.

As per CVC guidelines officer/ officials posted on sensitive posts (identified at Annexure-I) should be rotated in every 2-3 years to avoid developing vested interest. You are requested to strictly adhere to these guidelines.

This is issued with approval of CVO, BSNL.

Encl : Annexure-I.


21/5/2018
(Milan Jain)
AGM VA

Phone: 011-23734371

I. <u>BSNL Corporate Office</u>		
S. No.	Function/ Section	Posts to be Classified as Sensitive .
1.	Procurement of goods and services for the Network & Business of all verticals of BSNL.	AGM & Above.
2.	Transfer/ Posting/Approval of Pecuniary Benefits to Staff.	AGM and above.
3.	Recruitment & Departmental Examinations.	AGM and above.
4.	Vigilance.	All officers and staff.
5.	Cash Section.	JAO/SO/AO(Cash)/DM/AO(Claim) & Cashier.
6.	Central Settlements (ERP).	JAO/DM/AO and above.
7.	Any other Post or Function may be included from time to time, as decided by the Management Committee of BSNL Board.	Any officer(s) and official(s).
8.	BFC & I (Banking Finance Corporate & Investment).	AGM and above.
9.	Officers dealing with R&P and EMD/ Bank Guarantee.	DM/AO/SO and above.

II. <u>Circle Office (s)</u>		
S. No.	Type of Work/ Section	Posts to be Classified as Sensitive.
1.	Procurement of goods and services for the Network & Business of BSNL .	AGM/CAO & Above.
2.	All Circle Heads (except NCNGN, Inspection, ALTTC, BRBRAITT, NATFM, BBNW provided not engaged in item No.1).	CGMTs and CGMs.
3.	Recruitment & Departmental Examinations.	Officers/Officials engaged exclusively with this function.
4.	Vigilance.	All officers and staff.
5.	Cash Section.	JAO/AO(Cash)/AO (Claims) & cashier.
6.	IFA.	IFA to head of Circle.
7.	Central Settlements (ERP).	JAO/DM/AO and above.
8.	Circle Telecom Store.	Store I/C i.e. AGM level.
9.	Any other post may be included as decided by CMD.	Any officer(s) and official(s).

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III. <u>SSA Head & Business Units (BU)</u>		
S. No.	Type of Work/ Section	Posts to be classified as Sensitive.
1.	Procurement of goods and services for the Network & Business of BSNL .	SDE/AO & Above.
2.	Head of SSA/BU.	All
3.	OFC Cable, exclusively posted in Construction / laying.	SDE & Above
4.	Vigilance.	SDE & Above
5.	Cash Section.	JAO/AO(Cash)/AO(Claims) & cashier.
6.	Central Settlements (ERP).	JAO/DM/AO and above.
7.	IFA.	IFA to Head of SSA
8.	Dealings with Cash Vouchers/ Recharge Coupons	Officers Responsible for Cash / Cheque Remittance.
9.	District Telecom Store.	Store I/C i.e. SDE level.
10.	Any other post may be included as decided by the CGM concerned.	All officers and staff

IV. <u>Telecom Factory (TF)</u>		
S. No.	Type of Work/ Section	Posts to be Classified as Sensitive.
1.	Procurement of goods and services for the TF and disposal of obsolete Items.	JTO & Above.
2.	Head of Telecom Factory/Telecom Factory Circle.	Head of TF & Head of TF Circle.
3.	IFA.	IFA to Head of TF/TF Circle and CAO in TF.
4.	Vigilance.	SDE and above.
5.	Cash Section.	JAO/AO(Cash)/AO(Claims) & cashier.
6.	Central Settlements (ERP).	JAO/DM/AO and above.
7.	Inspection & QC.	JTO & above.

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V. <u>Civil / Electrical Wing</u>		
S. No.	Type of Work/ Section	Posts to be Classified as Sensitive.
1.	Material Management.	SDE and above.
2.	IN-charge of execution of work.	SDE/EE/SE.
3.	Dealing with Tenders and EOI.	SDE and above.
4.	IFA.	IFA and AO(Cash).
5.	Transfer/ Posting.	EE and above.

- Outdoor officers involved in contract works such as OFC Cable Construction, may be kept in the sensitive post list which would include officers of project wing.
- The QA & AT functions have also been included in 'B' above with Project /Mtce wing.
- CFA-OPN, CM-OPN and EB section posts in Corporate office are proposed to be under category of non-sensitive post for all level except who are dealing with procurement and services.

Milan Jain
31/5/2018
(Milan Jain)
AGM(VA)