



MOST URGENT

F.No: BSNLCO-A/11(11)/8/2020-ESTAB

Dated: 28-Oct-2020

To,
All Heads of Telecom Circles &
All Heads of Other Administrative Units,
Bharat Sanchar Nigam Limited

Subject: ERP process for 'Sanction & payment of balance amount of Exgratia as 4th installment (including revision of Exgratia payable if any), of VRS 2019 optees.

Sir,

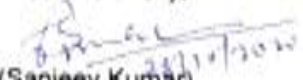
The undersigned has been directed to forward herewith the Process document for 'Sanction & payment of balance amount of Exgratia as 4th installment (including revision of Exgratia payable if any), of VRS 2019 optees as received from the ERP HCM Core Team. In this regard, all circles are requested to follow the detailed instructions as laid down in the process document.

2. The process document is self contained. However, in case of any doubt HCM core team may be consulted with. Most likely, the 4th instalment of Ex-Gratia will be the last instalment and therefore, it may be ensured that the process may be executed with utmost due care and after proper verification of the service particulars in respect of retirees under BSNL VRS- 2019. It is not out of place to mention that in case of any wrong payment, the erring officials will be held personally responsible.

3. This may be treated as most urgent.

Encl: As above.

Yours faithfully,


(Sanjeev Kumar)

Asst. General Manager(Estt I)
Tel. 23037477

Copy to:

1. Sr.PPS to CMD, BSNL, New Delhi.
2. Sr.PPS to All Directors, BSNL Board.
3. CVO, BSNL CO, Eastern Court Complex, Janpath, New Delhi.
4. CS & CGM (Legal) / All PGMs / Sr. GMs / GMs in BSNL CO New Delhi.
5. BSNL Intranet / Guard File.