

BHARAT SANCHAR NIGAM LIMITED

(A Govt. of India Enterprise)



Office of the
Chief General Manager,
Gujarat Telecom Circle,
Telephone Bhavan, C.G.Road,
P.O.Ellisbridge, Navrangpura,
AHMEDABAD-380 006.

To,

All SSA Heads,
Gujarat Telecom Circle

No.Staff/15-9/1/SSA/IV/14

Dt. 11th August, 2009

Sub:- Review of mass transfers in respect of Non executives employees and implementation thereof reg.

Ref:- This office letter No. Staff/15-9/1-SSA/IV/139, dated 18/07/2009

The copy of letter No. 250-7/2007-Pers-III, dated 07.07.2009, from AGM (Pers-III), BSNL Corporate Office, New Delhi, on the subject was forwarded with a request to follow the instructions contained therein scrupulously.

In this connection, the check list prepared for following the guidelines issued under the transfer policy by BSNL Corporate Office vide letter No. 6-1/2007-Restg. Dated 7th May, 2008 is enclosed.

As per Para "2" of the letter dated 07.07.2009 (copy enclosed), the transfer orders issued are to be reviewed by CGM. You are, requested to confirm (alongwith the check list) whether the mass transfer orders issued after April 2009 in respect of non executive employees are in line with the transfer policy issued by BSNL H/Q vide No. 6-1/2007-Restg. dated 07.05.2008.

(S.S. Bakriwala)

AGM(Admn)

O/o Chief G.M. Telecom.,
Ahmedabad- 380 006

Encl: As above

CHECK POINTS FOR SSA WITH RESPECT TO TRANSFER RULES AND GUIDELINES ISSUED BY BSNL H/Q VIDE LETTER DATED 07/05/2008

Sr.No.	Particulars	Yes/No
1	Issuance of Order was advisable in the interest of service	
2 (a)	Transfer orders are issued during the month of March/April	
(b)	If answer for Sr.No. (2) is " No ", the sufficient justified reasons for issuance of late orders is existing.	
3	Issued orders beside request transfer also includes the transfer on the basis of completion of post/station/SSA tenure	
4	Is request transfer within a Recruiting unit is considered after completion of 2 years stay at a particular station	
5	Is the break period (qualified period) of two years or more is recognized while computing Seat/Station/SSA tenure.	
6	Cut off date for computing station/post tenure is taken as 31 st March of that financial year	
7	Transfer on request after two years is given on company's cost	
8	Transfer or resignation on personal reason within two years is given at the cost of employee	
9	The request transfer for choice station from employee left with less than two years of service for superannuation is considered.	
10 (a)	The employees of 56 years or more (as on 31 st March of the particular financial year) are exempted from transfers involving change of station.	
(b)	If yes, does such employees are rotated on the basis of section tenure at the same station.	
11	For transfers involving station change within recruiting Circle/SSA, stay at the station shall be the criteria.	
12	For counting tenure, period of service rendered in previous cadre(s)/grade(s) would also be counted. However, the period of service rendered as DRM/TSM shall be excluded.	
13	Whether request for transfer of husband and wife at the same station is considered (within the constraints of administrative reason) if the employee's spouse is serving in Central/State Government or Public sector undertaking	
14(a)	Does issued transfer orders also includes Deputation/Temporary transfer?	
(b)	If Answer of Sr.No. (14 (a) is " Yes ", then whether separate BSNL Corporate guidelines under Para " 9 " i.e. Deputation/Temporary Transfer is followed or not.	
15.	Is any employee tried to influence transfer through other than normal channel.	
16	If answer for Sr.No. (15) is " Yes " action for violation of the conduct rule taken or not initiated.	
17	In respect of matters which are not specifically covered in these rules, Central Govt. rule in so far they are not inconsistent within these rules is followed.	