



महानगर टेलीफोन निगम लिमिटेड

(भारत सरकार का उद्यम)

MAHANAGAR TELEPHONE NIGAM LIMITED

(A GOVERNMENT OF INDIA ENTERPRISE)

निगम कार्यालय, CORPORATE OFFICE

28/e

MTNL/CO/Pers/SR/2012/CDA-30

23/07/2013

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OFFICE ORDER

Sub: Clarification regarding Appointing, Disciplinary, Appellate and Reviewing Authorities under "MTNL Conduct, Discipline and Appeal Rules-1998"

Reference is invited to the Schedule of Appointing, Disciplinary, Appellate and Reviewing Authorities under "MTNL Conduct, Discipline and Appeal Rules-1998" notified vide letter no. MTNL/CO/GM-HR/2007/43 dated 10th May, 2007, applicable to Executives as well as Non-executives.

The Board of Directors of MTNL in its 290th meeting held on 11th July, 2013 has approved additions of the Notes IV,V,VI &VII, detailed as follows, in the above Schedule, to ensure effective control and steady disposal of disciplinary cases:

Note (IV) The Powers of Designated CGM mentioned in the Schedule of "Appointing, Disciplinary, Appellate and Reviewing Authorities under MTNL Conduct, Discipline and Appeal Rules-1998" as Appointing/ Disciplinary/ Appellate/ Reviewing Authorities shall be exercised by officers holding the charge of CGM/PGM (look after, officiating, regular, adhoc etc.) for the employees under their jurisdiction.

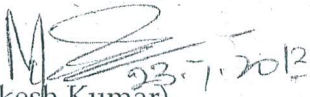
Note (V) The Powers of Designated ED in the Schedule of "Appointing, Disciplinary, Appellate and Reviewing Authorities under MTNL Conduct, Discipline and Appeal Rules-1998" as Appointing/ Disciplinary/ Appellate/Reviewing Authorities shall be exercised by respective officer holding the charge of ED (look after, officiating, regular, adhoc etc.) in Delhi/Mumbai/Corporate Office/WS for the employees under their jurisdiction.

Note (VI) The powers of Appointing/ Disciplinary/ Appellate Authority etc. shall be exercised by designated officers (as mentioned in the Schedule) holding the charge of SDE/AO/DE/CAO/DGM/GM or equivalent (look after, officiating, regular, adhoc etc.) .

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Note (VII) In case of look after/officiating/adhoc arrangement as mentioned in above paras, the powers of Appointing, Disciplinary, Appellate and Reviewing Authorities under MTNL Conduct, Discipline and Appeal Rules-1998 will be exercised by designated officers (as mentioned in the schedule)) who have been holding the said charge on look after/officiating/adhoc basis for long duration of 90 days or more in view of the non-promotion of the official either on adhoc/regular basis due to administrative reasons (when in the order nothing is mentioned, it means that the charge is given for long duration).

This issues with the approval of Competent Authority in compliance to CS, MTNL letter No. MTNL/SECTT/BODM/290 dated 17/07/2013.


(Mukesh Kumar)
DGM (Pers.)

Copy to:

- 1) Director (HR)/(Tech.)/(Fin.), MTNL
- 2) CVO, MTNL
- 3) ED MTNL (Delhi/Mumbai)
- 4) CGM, CETTM, MTNL Mumbai/ CGM(W.S) MTNL Delhi
- 5) GM(Admn) MTNL Delhi/Mumbai
- 6) CS, MTNL- to treat this as ATR
- 7) GM (Vig.) Delhi/Mumbai
- 8) Jt.GM (HR), MTNL CO
- 9) Sr.Manager (P-I), MTNL CO
- 10) Manager(Legal), MTNL CO
- 11) PS to CMD- for kind information of CMD.