## महानगर टेलीफोन निगम लिमिटेड

## (भारत सरकार का उद्यम)

## MAHANAGAR TELEPHONE NIGAM LIMITED

(A GOVERNMENT OF INDIA ENTERPRISE)

MTNL/CO/Pers-II/DPC/General/2012-13/12-4/ 09.02, 2016

Executive Director MTNL Delhi/Mumbai

Sub: Holding of CPCs /DPCs for different cadres during the year 2016

Sir,

The Schedule of proposed CPCs /DPCs for Regular promotion/Non-functional promotion in the different cadres during the calendar year 2016, is enclosed for your kind information and necessary action please.

In this regard, it is requested to issue instructions to the concerned officers to send the Screening reports and Vigilance clearance of eligible working executives at the earliest for the as per schedule. Further it should also be ensured that timely APARs are filled/submitted and completed so that there is no further delay due to non filling/submission of APARs.

This issues with the approval of Competent Authority.

R.K. Tanwar

Encl.: As above

Copy to:

1. Director (Fin)/Dir(Tech/HR)

2. All GMs, CO-Requested for the similar action please

3. DGM (Pers)- is requested to please give the status of RR w.r.t. AM /Dy. Manager in HR/Legal/CS/Mktg. Stream and the status of JAO seniority.

4. PS to CMD