

MAHANAGAR TELEPHONE NIGAM LIMITED
(A Government of India Enterprise)
CORPORATE OFFICE
HR BRANCH
Jeevan Bharati, Tower-I, 12th Floor, 124, Connaught Circus, New Delhi 110 001

PUBLISHED BY HR SECTION OF MTNL CORPORATE OFFICE

MTNL Senior Management Services' Promotion Policy

No. MTNL/CO/R & E/2009	Dated:10.03.2015	at New Delhi
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1. **SHORT TITLE AND COMMENCEMENT:** With the approval of MTNL Board, the following rules relating to recruitment of Executives in MTNL are hereby made:
 - 1.1 These rules may be called the '**MTNL Senior Management Services**' (herein after to be referred as MTNLMS in short) **Promotion Policy, 2010**.
 - 1.2 These rules shall come into effect from 11.06.2009.
 - 1.3 Powers for relaxation/ modification/ amendment to these rules shall vest with the MTNL Board.
 - 1.4 Power to review the policy after 5 (five) years shall vest with the MTNL Board.
2. **APPLICABILITY:** This policy shall be applicable to all the Employees recruited by MTNL and those permanently absorbed from Department of Telecom, also from those categories who are on deputation to other Organisations/subsidiaries/Joint Ventures.
3. **DEFINITION:** In these rules unless the context otherwise provided in future:-
 - 3.1 **Board:** Means the Board of Directors of the Company and includes in relation to the exercise of power by any committee of the Board or any Officer of the company to whom the Board delegates any of its powers.
 - 3.2 **Company:** Means Mahanagar Telephone Nigam Limited (MTNL, a Government of India Enterprise) having its registered office at New Delhi.
 - 3.3 **Common Management posts:** The Common Management/ Support functions eg. HR and Marketing were so far traditionally manned by Executives from Technical streams. To bring in more professionalism, MTNL has created 2 new streams to professionally manage these streams, viz., HR and Marketing. The Senior Management posts against these functions would be filled by Sr. Management Executives from these streams

- 3.4 **Corporate Promotion Committee (CPC):** A duly formed committee to assess the suitability of the candidate for promotion, in an objective and impartial manner shall be as per Schedule II. One of the member will be from HR/Admn. and one from the candidate's functional discipline. The concerned Functional Director/GM shall be the Chairman of the CPC. However, work related to convening CPC, processing and issuing of promotion and posting orders will rest with HR Unit.
- 3.5 **Department:** Means Department of Telecommunications.
- 3.6 **Functional Stream:** Means the discipline to which the executive has been recruited, viz. Telecom Operations, Finance, Civil, Electrical, HR, Marketing and Other Streams.
- 3.7 **Government:** Means Government of India.
- 3.8 **Mode of Recruitment:** The mode of recruitment shall be either by examination or interview or examination & interview or Campus Selection through a transparent and objective process.
- 3.9 **Mode of promotion:** There shall be two modes of promotion:
[a] **Seniority cum Merit.**
[b] **Selection by Merit.**
The selection process and criteria of merit will be notified as per Management needs.
- 3.10 **Service:** Means Service rendered in the grade in the substantive capacity.
- 3.11 **Year of Examination:** In respect of absorbed Group "A" officers will have same meaning as prescribed by DOP&T. In respect of Management Trainees recruited against E-5, it will be year in which the examination is actually held.
4. **Appointing Authority:** Appointing Authority will be as per Schedule of Appointing, Disciplinary, Appellate and Reviewing Authorities under MTNL Conduct, Discipline and Appellate Rules 1998 as approved in 223rd MTNL Board Meeting held on 29.03.2007 or as approved from time to time by MTNL Board.
5. **MTNL Management Services (MTNLMS):** All the services (say various existing cadres) comprising of Telecom Operations, Finance, Civil, Electrical, and Other Streams shall be known as "MTNL Management Service".
- 5.1 The Executives directly recruited/ to be recruited by the company (lateral entry) at a level higher than that of Sr. Management Trainees will also be part of MTNL Management Services. Their career progression in MTNLMS will be same unless otherwise mentioned specifically at the time of such induction.
6. **Authorized* strength of the MTNL Management Services (MTNLMS):**
The presently approved strength of various constituents of the service, which is subject to change as per work load, are given in schedule below:-

6.1 Telecom Operations of MTNLMS:

Sl. No.	Grade/Level	Pay Scale in Rs. (Revised)	MTNLMS Telecom (Posts)
i	Executive Director (E9++)*	62000 - 80000 plus Positional Allowance of Rs. 2,500 (Equivalent to CDA Rs. 22,400-600-26,000)	03
ii	Chief General Manager / Principal General Manager (Equivalent to HAG) E9+* (Post based)	62000 - 80000 (Equivalent to CDA Rs. 22,400-525-24,500)	04
iii	a Senior General Manager [NF] E9+	62000 - 80000 (Equivalent to CDA Rs. 22,400-525-24,500)	55
	b General Manager (Equivalent to SAG) E9 (Post based)	62000 - 80000 (Equivalent to CDA Rs. 18,400-500-22,400)	
iv	a Additional General Manager Grade II [NF] E9	62000 - 80000 (Equivalent to CDA Rs. 18,400-500-22,400)	168
	b Additional General Manager Grade I [NF] E 8	51300-73000	
	c Joint General Manager [NF] E7	43200 - 66000 (Equivalent to CDA Rs. 14,300-400-18,300)	
	d Deputy General Manager (Equivalent to JAG) E6 (Post based)	36600-62000 (Equivalent to CDA Rs. 12,000-375-16,500)	
v	Sr. Manager (Equivalent to STS) E5 (Post based)	32900-58000 (Equivalent to CDA Rs. 10,000-325-15,200)	646

6.2 Finance Operations of MTNLMS:

Sl. No.	Grade/Level	Pay Scale in Rs. (Revised)	MTNLMS Finance (Posts)
i	Executive Director E9++	62000 - 80000 plus Positional Allowance of Rs. 2,500 (Equivalent to CDA Rs. 22,400-600-26,000)	-
ii	Chief General Manager / Principal General Manager (Equivalent to HAG) E9+ (Post based)	62000 - 80000 (Equivalent to CDA Rs. 22,400-525-24,500)	-
iii	a Senior General Manager [NF] E9+	62000 - 80000 (Equivalent to CDA Rs. 22,400-525-24,500)	05
	b General Manager (Equivalent to SAG) E9 (Post based)	62000 - 80000 (Equivalent to CDA Rs. 18,400-500-22,400)	
iv	a Additional General Manager Grade II [NF] E9	62000 - 80000 (Equivalent to CDA Rs. 18,400-500-22,400)	50
	b Additional General Manager Grade I [NF] E 8	51300-73000	
	c Joint General Manager [NF] E7	43200 - 66000 (Equivalent to CDA Rs. 14,300-400-18,300)	
	d Deputy General Manager (Equivalent to JAG) E6 (Post based)	36600-62000 (Equivalent to CDA Rs. 12,000-375-16,500)	
v	a Sr. Manager (Equivalent to STS) E5 (Post based)	32900-58000 (Equivalent to CDA Rs. 10,000-325-15,200)	191

6.3 Civil, Electrical and other Streams of MTNLMS:

Sl. No.	Grade	Pay Scale in Rs.	MTNLMS (Other Streams)						Total	
			Civil	Elect	Others*					
					CS	Legal	HR	Mktg		
i	a	PGM/PCE (Equivalent to HAG) E9+ (Post based)	62000 - 80000 (Equivalent to CDA Rs. 22,400-525-24,500)	-	-	-	-	-	-	-
ii	a	Senior General Manager/ Sr CE [NF] E9+	62000 - 80000 (Equivalent to CDA Rs. 22,400-525-24,500)	03	-	-	1	03	-	07
	b	GM/CE (Equivalent to SAG) E9 (Post based)	62000 - 80000 (Equivalent to CDA Rs. 18,400-500-22,400)							
iii	a	Additional General Manager/ Addl CE [NF] E9 Grade II	62000 - 80000 (Equivalent to CDA Rs. 18,400-500-22,400)	10	-	-	1	3	4	18
	b	Additional General Manager [NF] E 8 Grade I	51300-73000							
	c	Joint General Manager/ Jt CE [NF] E7	43200 - 66000 (Equivalent to CDA Rs. 14,300-400-18,300)							
	d	Deputy General Manager/ SE (Equivalent to JAG) E6 (Post based)	36600-62000 (Equivalent to CDA Rs. 12,000-375-16,500)							
iv	a	Sr. Manager/ EE (Equivalent to STS) E5 (post based)	32900-58000 (Equivalent to CDA Rs. 10,000-325-15,200)	31	-	1	3	15	20	70

Note:

- * Revised Scale subject to the DoT/ DPE Approval.
- Post-based posts shown against E 9 and above level are as per decision of the Board in 212/213 meetings.
- The number of posts shown in 6.1, 6.2 and 6.3 are subject to change depending on the outcome of the work study. Till such time these functions will be managed through internal resources.

7. Initial Constitution:

- 7.1 All the executives regularly appointed to various grades before commencement of these rules, whether by the Government who came on absorption in MTNL or those appointed on regular basis by MTNL shall be deemed to have been appointed to their respective grades in MTNL without prejudice to MTNL's right to review cases, wherever necessary.
- 7.2 The Group "A" officers absorbed from Indian Telecommunications Services (ITS) Group "A" and Indian P&T Accounts and Finance Service, (IP&TAFS) Group "A" will form part of their respective streams of MTNLMS and all these absorbed Group "A" officers shall rank en-bloc senior in their respective grade to any executive or Sr. Management Trainee and higher level of respective streams, recruited or promoted by MTNL in any grade.

The Group "A" officers recruited after 01.10.2000 and absorbed from Indian Telecommunications Service (ITS) Group "A" and Indian P&T Accounts and Finance Service (IP&TAFS) Group "A" will also form part of their respective streams of MTNLMS and these entire absorbed Group "A" officers shall rank en-bloc senior in

their respective grade, to any executive or Sr. Management Trainee and higher level of respective streams, recruited or promoted by MTNL in any grade.

- 7.3 The Group “A” officers absorbed from other services viz., P&T Building Works, General Civil Services etc. and executives directly recruited by the company above the grade of Sr. Management Trainees shall form part of their respective streams of MTNLMS, however, all the absorbed Group “A” officers shall rank en-bloc senior in their respective grade to any executive recruited or promoted by MTNL in respective streams in any grade.

8. Field of selection/ minimum qualifying service for promotion and inter-se seniority:

- 8.1 Method of Promotion, Field of Promotion & Minimum qualifying service in the lower grade for appointment of Executives on promotion to Higher Grade for various constituents/streams of the MTNL Management Services shall be as per schedule IA, IB, IC & ID.
- 8.2 Inter-se seniority between Executives promoted to E-5 from Sr. MTs and from SDE/AO equivalent cadres will be prepared / fixed for the purpose of promotion to E6 Grade as per schedule IA. Promotion to E6 Grade shall be granted from executives working at E5 Grade on regular basis, from the seniority list prepared with Sr. MTs and promoted E5 executives in 1:1 ratio as per inter-se seniority principle mentioned above i.e. Schedule 1A.
- 8.3 **Those recruited for a particular functional discipline shall be utilized for work related to that stream only. However, there shall be every effort to utilize the existing manpower resource/executives by training and redeployment of them in streams where their additional qualifications can be put to use such as Law, HR, and Marketing etc. by relaxation of the aforesaid condition.**

9. **Reservation:** As per Government of India Guidelines the post based reservations in recruitment as well as promotions are to be provided up to lowest rung of Group “A”, which is JTS level in Government of India. Since JTS level is not a substantive level in MTNL, the reservation in promotion shall be provided at DE/ AGM level [equivalent to STS].
10. **Zone of consideration:** The Zone of Consideration for post-based promotions in cadre-based services will be as per DOP&T guidelines *or as decided by MTNL Board*.
11. **Benchmark: Benchmark shall be as per Schedule-II.**
12. Sealed cover procedure as per DOP&T instruction *or as decided by MTNL Board* will be followed by Corporate Promotion Committee (CPC). **Executives** against whom investigation by any Govt. Agency is going on shall not be considered for promotion. This information shall be kept on record and made available to the CPC without fail.
13. **Consideration of promotion of seniors with less qualifying service:** In case where juniors who have completed their qualifying / eligibility service are being considered for promotions by CPC, their seniors would also be considered provided they are not short of the requisite qualifying / eligibility service by more than one year on the date of reckoning for promotion to

the next higher grade along with their juniors who have already completed such qualifying / eligibility service.

14. Fitment Method:

14.1 Upon scale up-gradation under non-functional or post based promotion as the case may be, granted under these rules, in terms of the DPE guidelines dt.26.11.2008, the Executive will be granted one increment of 3 % increase in the pay drawn in the lower scale from which the non-functional up-gradation or promotion has been granted or any other guidelines that may be in force time to time. Pay of the Executives absorbed from DoT who have been granted NFSG promotion in JAG in the pre-revised scales will be fixed under FR 22-1(a)(1) and those promoted under the revised scales will be granted 3% increment in the revised E-6 scale in terms of DPE guidelines dt.26.11.2008

14.2 In the case, where the executive is promoted on post-based promotion under this policy on regular basis, and if he/she is already in the same or higher non-functional grade, such promotion will be treated as placement with only grant of substantive status of the post with no attendant financial benefit and the pay need not be fixed again.

14.3 Any individual benefit extended to All Group “A” absorbed officers in accordance with the terms and conditions of absorption, shall be treated as personal to them and no claim what-so-ever can be made by comparison on grounds of Seniority, Class, Community, Cadre, Stream etc. Further, except as provided in the instant guidelines, no claim will lie on account of any of the other provisions of FRSR in the context of pay scales, pay fixation, substantive status etc, subject to 14.4 below.

14.4 Terms and conditions already approved for absorbed Officers shall not be diluted to their disadvantage.

15. Provisions of this promotion policy will also be subject to change based on final terms and conditions of absorption of Group “A” Officers in MTNL in future that may come.

16. Date of Implementation: These rules shall come into effect from 11.06.2009 the date same as the date of effect of “BSNL Management Services Recruitment Rules 2009” issued vide BSNLNo: 400-106/2007Pers-I Dated 14th July 2009 at New Delhi, in BSNL.

17. Liability for transfer: Persons appointed/promoted to the “MTNL Management Service” posts shall be liable for transfer anywhere in India or at any place falling in the operational area of MTNL as per Transfer Policy of MTNL.

18. Disqualification: No person –

18.1 Who has entered into or contracted a marriage with a person having a spouse living

Or

18.2 Who, having a spouse living, has entered into or contracted marriage with any person.

Shall be eligible for appointment,

Provided that the Government may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and there are other grounds for so doing exempt any person from the operation of this rule.

19. Saving:

1. Nothing in these rules shall affect reservations, relaxation of age limit and other concessions required to be provided for the Scheduled Castes, Scheduled Tribes etc. in accordance with the orders issued by the Government from time to time.
2. The non-functional upgradation under this policy shall be personal to the executive and it does not bestow any right to the executive to claim for promotion/deputation or any other allowances/benefits that are attached to the post of the grade.
3. With the implementation of this Promotion Policy, the decision taken by the Board in the 221st meeting held on 05.01.2007 regarding “Promotion of DoT absorbed Officers in MTNL simultaneous to that of unabsorbed Officers in DoT” shall automatically stand null and void.

20. Residuary matters: In regard to matters not specifically covered by or under these rules, the persons appointed will be governed by the rules, regulations and orders decided upon by the Company.

Dated:

General Manager [HR]
MTNL Corporate Office
New Delhi – 110 001