



महानगर टेलीफोन निगम लिमिटेड  
(भारत सरकार का उद्यम)  
**MAHANAGAR TELEPHONE NIGAM LIMITED**  
(A GOVERNMENT OF INDIA ENTERPRISE)

MTNL/CO/Pers-II/E-5 /Telecom promotion/17-18 /407  
24<sup>th</sup> April, 2018  
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GM (Admn.)  
MTNL  
Delhi/ Mumbai

**Sub: Promotion to the grade of Sr. Manager (Telecom) (E-5) on regular basis**

The Competent Authority has approved the constitution of DPC for regular promotion in the grade of Sr. Manager (Telecom) E-5.

In this regard it is requested to provide the ACR/APAR Screening report (last five year including for the year 2016-17) along with latest Discipline/Vigilance report i.r.o. eligible officers who fall under the zone of consideration at the earliest so as to enable this office to go ahead with the DPC. The vacancies for regular promotion in the grade of Sr. Manager (Telecom) E-5 is 129.

It is further requested that the Screening report should be prepared in the Excel (xl) format as per following proforma.

SDE Seniority No.	Name	Staff No.	Category	Date of Birth	Vigilance	Unit	ACR gradings for last 5 years	Recommendation of Departmental Screening Committee
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Further it is also requested to provide the details of officers (soft copy as well) who are considered for promotion in the DPC for the grade of Sr. Manager (Telecom) (E-5) on regular basis as per attached Annexure.

This issues with the approval of Competent

Encl: As above

A.K. Gupta  
DGM (HR) 25-4-18