

महानगर टेलीफोन निगम लि.

(भारत सरकार का उद्यम)

Mahanagar Telephone Nigam Ltd.

(A Government of India Enterprise)

File No. MTNL/CO/Pers II/E-5/Telecom/2012-13

Dated: 26/07/2013

Executive Director

MTNL

K.L. Bhawan

New Delhi

Sub: Looking after arrangement of DE/Sr. Manager without any extra remuneration given by Delhi Unit

Sir,

Kindly refer the Office order No. STA-I/1-1/TFR/STS/2013/05 dated 06/07/2013 issued by Sr. Manager (Admn-I) on the above cited subject. Copy of the same is enclosed for your ready reference.

In this connection it is mentioned that the single seniority list of employees posted in Delhi including Corporate office, WS Unit and ED, Delhi Unit is considered for all administrative purposes including promotion for looking after charge.

It is requested that as per prevailing practice, kindly follow the same existing seniority list while issuing the orders for looking after arrangement. Accordingly necessary orders may please be issued. However, in future the list of such employees posted in Corporate office & WS Unit who are under consideration may be sent in advance to us and O/o CGM (WS) for our information and concurrence. After receiving consent from Corporate office /WS Unit, the necessary orders shall be issued by Delhi Unit.

This issues with the approval of Competent Authority.



M.K. Saxena
JT.GM (HR)

Copy to

1. PS to CMD
2. PS to Director (Fin.)/ PS to Director (HR)
3. GM (Admn.)- Delhi Unit

पंजीकृत एवं निगम कार्यालय : महानगर दूरसंचार सदन, 5 वां तल, 9 सी पी ओ, कॉम्प्लेक्स, लोधी रोड, नई दिल्ली-110003

फोन कार्यालय : 24319020, फैक्स : 24324243

Regd. & Corporate Office : Mahanagar Doorsanchar Sadan, 5th Floor, 9 CGO Complex, Lodni Road, New Delhi-110003 India

Phone Off.: 24319020, Fax : 24324243

आप हमारे साथ हिन्दी में भी संचार कर सकते हैं।