



# महानगर टेलीफोन निगम लिमिटेड

(भारत सरकार का उद्यम)

**MAHANAGAR TELEPHONE NIGAM LIMITED**  
(A GOVERNMENT OF INDIA ENTERPRISE)

MTNL/CO/Pers/Annual Performance Appraisal Hierarchy/2010

Dated: 06.09.2011

## Corrigendum - III

**Subject :** Annual Performance Appraisal Hierarchy for Executive of Finance and Accounts in MTNL.

**Reference :** MTNL/CO/Pers/Annual Performance Appraisal Hierarchy/2010/491 dt 05.04.2011.  
MTNL/CO/Pers/Annual Performance Appraisal Hierarchy/2010/772 dt 24.05.2010  
MTNL/CO/Pers/Annual Performance Appraisal Hierarchy/2010/1003 dt 30.07.2010

This is in continuation of above referred letters. The following Annual Appraisal Hierarchy has been approved for the employees of Accounts and Finance in unit and in Corporate Office.

### At Unit level:

S.N	Grade	Posted At	1 <sup>st</sup> Reporting By	2 <sup>nd</sup> Reporting By	Review By	Acceptance By	Remarks
1.	JAO		AO	NA	CAO	NA	
2.	AO/Sr.AO		CAO	NA	DGM(F)	NA	
3.	CAOs in general	DGM(F)	DGM(F)	NA	GM concerned or next higher authority	PGM/CGM/ED	It applies so long as DGM (F) is not in place
4.	CAO	Directly reporting to CE/GM	CE/GM/GM(Legal)		PGM(D)/ED	PGM/ED	
5.	CAO(Vig.)	DGM (Vig.)	NA	NA	GM(Vig.)		
6.	DGM(F)/Jt GM(Areas)	Area GM	Area GM	NA	ED/CGM	PGM/CGM/ED	

पंजीकृत एवं निगम कार्यालय: जीवन भारती, टावर-1, 12वीं मंजिल, 124, कनाट सर्कस, नई दिल्ली-110001, भारत, दूरभाष: 23742212 तार: फोन निगम, फैक्स: 23739056

REGD. & CORPORATE OFFICE: Jeevan Bharati, Tower-1, 124, Cannought Circus, New Delhi-100 001 India Phone: 23742212, Cable: PHONE NIGAM, Fax: 23739056

2/15

9/9/11

9/9/11

9/9/11

Approved on 4/9/11  
9/9/11



# महानगर टेलीफोन निगम लिमिटेड

(भारत सरकार का उद्यम)

**MAHANAGAR TELEPHONE NIGAM LIMITED**  
(A GOVERNMENT OF INDIA ENTERPRISE)

7.	DGM(F)/Jt GM(F)	(Hqrs.)	GM(F) /GM (TR)	NA	ED	Director (F)	
8.	IFA to PGM	PGMs	PGM	NA	ED	Director(F)	
9.	GM(F)	ED	ED	NA	Director(F)	CMD	

## At Corporate Office

GRADE	REPORTING BY	REVIEW BY
JAO	AO	CAO
AO/Sr.AO	CAO	DGM (F)
CAO	DGM(F)	GM concerned
DGM/Jt.GM	GM concerned	Director (F)
GM concerned	Director (F)	CMD

This has got the approval of the Competent Authority.

*[Signature]*  
09/09/2011  
(Om Chandra)  
DE(P-I)

Copy to:

1. CMD, MTNL
2. Dir.(F)/Dir.(HR)/Dir.(Tech.)
3. ED, MTNL, Delhi/Mumbai/WS ;ED ( T),CO
4. CVO, MTNL
5. All GMs ,MTNL, CO
6. GM ( A), MTNL, Delhi/Mumbai for circulation.

पंजीकृत एवं निगम कार्यालय: जीवन भारती, टावर-1, 12वीं मंजिल, 124, कनाट सर्कस, नई दिल्ली-110001, भारत, दूरभाष: 23742212 तार: फोन निगम, फैक्स: 23739056

REGD. & CORPORATE OFFICE: Jeevan Bharati, Tower-1, 124, Cannaught Circus, New Delhi-100 001 India Phone: 23742212, Cable: PHONE NIGAM, Fax: 23739056

*[Handwritten mark]*