

**MAHANAGAR TELEPHONE NIGAM LIMITED**  
**OFFICE OF THE EXECUTIVE DIRECTOR, K.L.BHAWAN, JANPATH, N.D-110050**

No. STA-II/16-9/Exec. Prom. Policy/E-3 to E-4/7  
Dated at New Delhi the 12/03/2015

**SUBJECT: IDA Scale Up-gradation of Executives under Time Bound Executive Promotional Policy under MTNL**

In pursuance of the order contained in MTNL Corporate Office, New Delhi No. MTNL/CO/Pers.II/Prom. Pol. Exec./07 dated 11.9.2007, the following Executives are hereby granted IDA Scale Up-gradation from the IDA pay scale of Rs 24900-50500/-(E-3) to Rs.29100-54500/-(E-4) on completion of 5 years of qualifying service in their current IDA scale with effect from shown against each.

S.NO	NAME OF THE OFFICIAL	STAFF NO	Tentative Date Of Pmtn in (E-4) grade	AREA NAME
1)	SURESH THAREJA	PA13598	07/12/2014	SA TO ED
2)	SUNITA CHANDWANI	PA13609	07/12/2014	GM(BCP)
3)	SURESH KUMAR KATHURIA	PA13613	07/12/2014	GM(WEST)
4)	NOBAT SINGH	PA13630	07/12/2014	C.O
5)	MAHENDER SINGH	PA13662	07/12/2014	GM(N.P)
6)	KAUSHAL SHARMA	PA13663	07/12/2014	GM(VIG)
7)	ANITA LAVANIYA	PA13664	07/12/2014	C.O
8)	CHANDER KANTA	PA13665	07/12/2014	GM(FIN)

However, the date of effect may be given in accordance with MTNL Corporate Office letter referred above as per para 3.2 if the tentative date of promotion is different under intimation to this office.

On upgradation to the IDA scale, the pay of the officer may be fixed as per rules. If the officer is on leave the due date of upgradation, it will effect from the date the officer assumes charge.

Before fixation of pay in the up-graded scale, the concerned Accounts Officer will verify afresh the date on which the IDA scale was last fixed. In case of any anomaly, the fixation in the higher scale will not be given effect and case may be referred to this office immediately for further necessary action.

Further IDA scale granted to any Executive by virtue of any local officiating arrangement will not count for the purpose of IDA pay scale up-gradation.

Consequent to up-gradation of IDA pay scale of the Executives, there will be no change in substantive status, designation, duties and responsibilities to the Executives unless any change is ordered in any specific context.

In case any disciplinary/vigilance case is pending against the officers mentioned above or where in respect of officers any punishment like stoppage of increment/punishment etc. is current, the fact should be reported to this office and the officer should not be given IDA up-gradation.

Every Executive whose pay is up-graded to next higher IDA pay scale will have to compulsorily undergo TWO Weeks of training (One week in Administration/Management/Customer Care and one week in latest developments in core competence area) for being eligible for drawl of SECOND increment in the up-graded IDA Scale i.e., the training is to be completed within a period of two years from the date of up-gradation to the higher scale. The Executive who fails to successfully undergo the prescribed TWO weeks training will not be eligible for consideration of next IDA scale up-gradation even if he/she is due for up-gradation otherwise. The detailed instructions with regard to training will be issued later on.

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