

17

MAHANAGAR TELEPHONE NIGAM LIMITED
(A GOVT. OF INDIA ENTERPRISE)

**NOTE FOR CONSIDERATION IN THE 228th MEETING OF THE BOARD
OF DIRECTORS OF MAHANAGAR TELEPHONE NIGAM LIMITED**

ITEM NO. 4

Sub: Time Bound/Post Based Promotion Policy for Group 'B' Level Executives/Officers of MTNL.

The Board of Directors of MTNL in the 223rd Meeting held on 29/03/2007 had considered the proposal regarding Time Bound/Post Based Promotion Policy for Group 'B' Level Executives/Officers of MTNL and approved the Promotion Policy for Group 'B' Level Executives/Officers of MTNL in line with BSNL's Promotion Policy for Group 'B' level officers, which was issued on 18/01/2007(Annexure II).

However, there are slight differences in the structure of manpower and nomenclature used in Executive grades in MTNL as compared to BSNL, which necessitate suitable amendments in the Promotion Policy notified by BSNL for adoption in MTNL. These differences are:-

1. There is no Grade below the level of JTO/JAO in BSNL in Executive Cadres. Hence, the JTO/JAO level grade is the lowermost Grade in both Time Bound Scales Upgradations and Post Based Promotion Policies.

In MTNL, we have one Grade, i.e., E1 Grade, which is lower than the grade of JTO/JAO, i.e. E-2 Grade, in the Executive Cadres. The aforesaid Policy needs to be applied to this Grade also so as to ensure comprehensive coverage.

2. In BSNL Promotion Policy document, the terminology used for specifying different grades is same as that were used in DoT set up. For example, they have used terms like STS, JAG etc. for defining different grades. In MTNL, we have significantly reduced the use of the aforesaid terms existing in DoT set up and are using the terms like E-1, E-2 etc. which are normally used in PSU set up. Hence, we need to use these terms in our Promotion Policy. This will not make any material difference in the provisions of the Promotion Policy of MTNL vis-à-vis the Policy of BSNL.

3. As per BSNL Promotion Policy-Clause I(b)(3.1 & 3.2), the basis for calculation of Qualifying Service is no. of years of service in current IDA Pay Scale. As it is retention of Clause I (b)(3.1) of BSNL's Promotion Policy, which pertains to First Time Bound Scale Upgradation, will result into disparity in treatment to the MTNL's Direct

18

Recruits (JTO/JAO/MTs) vis-à-vis BSNL Direct Recruits and which shall be unfavourable to our said employees.

This is because in BSNL, for new recruits at JTO/JAO level, stipend is paid **FOR FOURTEEN WEEKS OF TRAINING** and then they are placed in the IDA pay scale, whereas in MTNL the new recruits are paid stipend for **ONE YEAR** and then they are placed in the IDA pay scale. Hence, the counting of Qualifying Service period for Direct Recruits of BSNL shall start after 14 Weeks whereas in MTNL it will start only after one year, putting the latter at a distinct disadvantage.

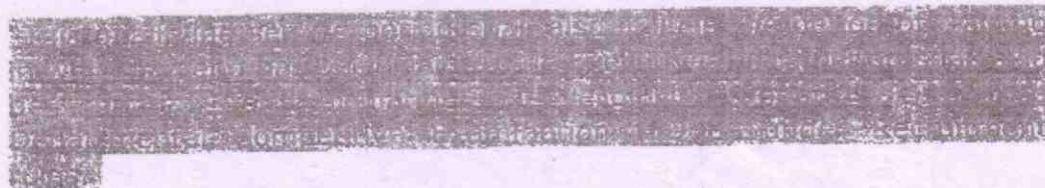
Proposal

In view of the above, it is proposed to include the following amendments in the Time Bound/Post Based Promotion Policy for Group 'B' Level Executives/Officers of MTNL.

1. Grade of E-1, equivalent of which does not exist in BSNL, may be included to be covered in the aforesaid Policy for MTNL Group 'B' level Executives.
2. Terminology used for defining various Grades may be as per MTNL and not as per DoT/BSNL, i.e. E-1, E-2, etc. for the corresponding grades. This will not make any material difference in the provisions of the Policy.
3. Training Period for which Stipend has been paid to the Direct Recruits may be included for calculating the Qualifying Service for First Time bound Scale Upgradation as well as computation of eligibility for Limited Departmental Competitive Examination (LDCE) subject to the condition that the inter-se seniority already enforced, if any, shall not be changed on this account.

In this regard following amendments may be incorporated.

Clause I(b)(3.1): Following sentence may be added



Clause I (b) (5): Following sentence may be added


"However, for First Upgradation, Qualifying Service shall be calculated as per Clause I(b)(3.1)"

19

The draft Time-bound/Post-based Promotion Policy for Group 'B' Level Executives/Officers of MTNL, including the aforesaid amendments is annexed as Annexure-1. All the other provisions including defined promotion hierarchy have been included as it is.

Approval is sought for incorporating some amendments in the Promotion Policy of BSNL to be adopted in MTNL in the light of slight differences in the nature of manpower and service conditions. The amendments shall enable adoption of BSNL Promotion Policy seamlessly into MTNL.

This note has emanated from IIR Division of Corporate Office with the concurrence of Director(Finance)/Director(T) and has the approval of CMD.


(S.R. SAYAL)
COMPANY SECRETARY

20

Annexure -1

MTNL/CO/Pers-II/Prom Pol-Exec./07
Date /08/2007

Office Memorandum

Sub: Time Bound / Post Based Promotion Policy for Group 'B' Level Executives / Officers of MTNL

1. The Board of Directors of MTNL in its _____ meeting held on _____ approved the Time Bound/Post Based Executive Promotion Policy for Group 'B' level Executives/Officers of MTNL. The provisions of the Policy are as under.

I. Time Bound IDA Scale Up-gradation Policy

a. Scope :

Time Bound IDA scale upgradations shall be provided to the Executives from IDA Pay Scale of Rs. 8600-250-14600 (E-1) up to IDA Pay Scale of Rs. 18,500 - 450 - 23,900 (E-7).

b. Eligibility :

1. **Due Date :** The date on which the Executives fulfill the Qualifying Service Conditions for Upgradation to next higher IDA Pay Scale as defined in sub Para 3 below.

2. **Review Date :** As on October 1st of each year with the first review under the policy with reference to October 1st, 2004.

3. Qualifying Service Conditions:

- 3.1 **FIRST Upgradation:** The FIRST UPGRADATION of IDA Scale of individual Executive will be due for consideration on completion of 4 (Four) years of Service in the current IDA Scale subject to the condition that the Executive's basic pay in the current IDA Scale has crossed / touched the lowest of the higher IDA scale for which his/her Upgradation is to be considered OR he/she has completed 6 (Six) years of service in the current IDA Scale, whichever is earlier. This qualifying service period shall also include the period of training in which stipend has been paid to the Executives. This period shall also be counted for calculating the eligibility period for Limited Departmental Competitive Examination (LDCE) under Recruitment rules.

21

- 3.2 **SUBSEQUENT Upgradation:** The subsequent Upgradation of IDA Scale to the next higher IDA scale will be due on completion of 5 (Five) years of service in the current IDA Scale.
4. The qualifying service conditions indicated in Sub Para 3 above will only enable the Executive for "consideration" for Upgradation to next higher IDA Scale. Completion of such period alone shall not entitle any Executive for automatic Upgradation to the next higher IDA Scale.
5. The service rendered by any Executive in existing IDA Pay Scale in MTNL will only be counted for Upgradation to next higher IDA Scale. However, for First Upgradation, Qualifying Service shall be calculated as per Clause I (b)(3.1) above.

c. **Upgradation criteria :**

1. **Review:** The review for all Executives meeting the Qualifying Service Conditions of sub Para (b)(3) above will be done every year with reference to Review date, i.e., on 1st October. On being found fit, the IDA Scale Upgradation will be effective from the due date.
2. The fitness for IDA pay scale Upgradation to the next higher IDA scale of the eligible executives will be judged by prescribed Screening Committee on the basis of performance rating of ACRs, as per details given in sub Para 3 below, subject to necessary disciplinary / vigilance clearance and no punishment is current.
3. **Performance Ratings in ACRs:** The ACRs of the previous 5 (five) years shall be taken into consideration, for assessing fitness of eligible Executives of various grades on the basis of following fitness criteria :

Sl.	For Upgradation of Scale		Category	Grading Criteria
	(Rs.)	(Rs.)		
1	10000-12500 (E-2)	10000-12500 (E-2)	OC	No adverse, not more than four Averages.
2	13000-18250 (E-3)	13000-18250 (E-3)	OC	No adverse, not more than four Averages.
3	13000-18250 (E-3)	14500-18700 (E-4)	SC/ST	No adverse.
			OC	No adverse, not more than two Averages.
4	14500-18700 (E-4)	16000-20800 (E-5)	OC	No adverse, not more than two Averages.
			SC/ST	No adverse, not more than three Averages.

22

5	16000 - 20800 (E-5)	17500-22300 (E-6)	OC	No adverse, not more than one Average.
			SC/ST	No adverse, not more than two Averages.
6	17500-22300 (E-6)	18500-23900 (E-7)	OC	No adverse, not more than one Average.
			SC/ST	No adverse, not more than two Averages.

4. Sealed cover proceedings, wherever applicable, shall remain in vogue as per Standing Instructions.

d. General Principles

1. On being found fit for IDA Scale Upgradation, fixation under FR 22 (I) (a) (1) shall be allowed.
2. Time bound IDA Scale Upgradations are not linked with availability of posts and thus, the provisions relating to application of post based rosters are not applicable. However, as a concession to SC/ST Executives, relaxed standards of evaluation, as indicated in sub Para c-3 above, have been prescribed.
3. For the purpose of counting service in the current IDA Pay Scale for any Time Bound Upgradation, technical break periods in Adhoc arrangements ordered by DoT/DTS/DTO/MTNL will be treated as continuous for the limited purpose of counting of current IDA Scale service period only without any other benefit, monetary or otherwise. Further, IDA Scale granted to any Executive by virtue of any local officiating arrangement will not count for the purpose of IDA Pay Scale Upgradation.
4. Review to be done at the Unit level for all disciplines on a time bound basis and on being found fit as per concerned regulatory conditions, the IDA Pay Scale of the Executive will be upgraded to the concerned IDA scale from due date. On being found unfit, the next review will be due on next review date and the Screening Committee while judging the fitness of the Executive, will also decide about the date of effect of Upgradation of Pay Scale.
5. Consequent to Upgradation of IDA Pay Scale, there will be NO CHANGE IN SUBSTANTIVE STATUS, designation and duties & responsibilities of the Executive, unless any change is ordered in any specific context.
6. Since Time Bound Upgradation of IDA Pay Scale of any Executive under the policy is personal to the executive concerned, no claim what-so-ever can be made by comparison on grounds of Seniority, Class, Community, Cadre, Stream etc. Further except as provided in instant guidelines, no claim will

