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Immediate

No.400-23/2003-STG.III
Government of India
Ministry of Communications & IT
Department of Telecommunications
Sanchar Bhawan, 20 Ashoka Road, New Delhi-1.
(STG-III Section)

New Delhi, the 29th August, 2003

To,

1. The Chairman & Managing Director,
Bharat Sanchar Nigam Limited,
New Delhi.
2. The Chairman & Managing Director,
Mahanagar Telephone Nigam Limited,
New Delhi

Subject : Absorption of Group B officers in BSNL/MTNL

Sir,

I have been directed to say that in pursuance of the directions of Hon'ble CAT Principal Bench dated 6.8.2003 in OA No.298/2002 the absorption of Group B officers in BSNL/MTNL is to be completed expeditiously. For this purpose following actions may be taken by the BSNL/MTNL urgently.

1. IDA Pay-scale, Fitment formula already intimated to BSNL and Promotional policy of the BSNL should be circulated immediately.
2. The number of vacancies existing in the BSNL/MTNL as on 30.9.2000 in various grades/services may be intimated. The number of officers to be absorbed in MTNL & BSNL will be put to the number of vacancies existing in the respective PSUs as on 30.9.2000.
3. A single option form has been devised requiring the officials to indicate their order of preference (i.e. providing multiple option) of

True copy
D

absorption in MTNL/BSNL or retention of Government status. A copy of the option form is enclosed. The BSNL/MTNL may circulate this option form to all the circles under them and allow 45 days time with effect from 5.9.2003 to exercise the option by the officers. The details of optees/options forms may be furnished to the DOT in 15 days thereafter. This time schedule is to be attached to very strictly.

4. While calling for the option it may be made clear to the officers that they should not give any conditional option. Conditional options, if any given by the officer, shall be treated as having opted for retention of Government status. CSS staff can exercise option only for BSNL. Circle cadres of MTNL and BSNL can exercise options for the respective PSUs only. Options received from circle cadre officers may be retained at the circle itself. The modalities of issue of Presidential Orders in respect of such officers will be communicated later.

Action in the matter may be taken accordingly.

5. For the present options from available Group B officers only will be called. The absorption will take place in the substantive grade as of 1.10.2000. Options from Group A will be called for in next phase. However, Group B officers promoted after 1.10.2000 as Group A, if desire to get absorbed in their substantive Grade of Group B, will be allowed to exercise their option, leaving their seniority issue open till absorption of Group A is completed.
6. The options from officers retired after 1.10.2000 will be considered, if they so desire.
7. The options already received after 28.12.2001 will be displayed/ put on internet. In regard to list of optees of absorption in MTNL this will be done by DOT on its website. An for list of optees of absorption in BSNL, this will be done by BSNL, CO on BSNL website, on behalf of DOT. Those desirous to revise their option will be allowed to do so.
8. IDA Pay scales corresponding to certain CDA pay scales are yet to be received from DPE. Such Group B officers will be allowed to exercise their options and their fitment will be done in appropriate IDA pay scales subsequently. DPE will be requested to expedite the clearance of IDA Scale proposal.

It is requested that immediate necessary action may be taken.

Enclosure : As above

Yours faithfully,

Sd/-

(Dr. Vincent Barla)

Under Secretary to the Govt. of India

Tel 23036876

Copy to:

1. PS to Hon'ble MOC&IT/MOS(C&IT)
2. Sr.PPS to Chairman, TC
3. PPS to M(S)/M(P)/M(T)/M(Finance)
4. All advisers
5. AS(T)/JS(T)/JS(A)
6. Sr.DDG(TEC)/Sr.DDG(SU)/DDG(SR)
7. CMD, TCIL
8. All Sr.DDGs/DDGs/Directors/AdsG/US/Sections, DOT
9. US(SEA)/US(TFS)/US(CWG)/US(SNG)/SO(A&E)
10. Guard File

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Immediate

No. 400-23/2003-STG-III
Government of India
Ministry of Communications & IT
Department of Telecommunications
Sanchar Bhawan, 20, Ashoka Road, New Delhi - 1
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New Delhi, the 29th August, 2003

To,

1. The Chairman & Managing Director,
Bharat Sanhar Nigam Limited,
New Delhi.

2. The Chairman & Managing Director,
Mahanagar Telephones Nigam Limited,
New Delhi.

Subject: Absorption of Group 'B' officers in BSNL/MTNL.

Sir,

I have been directed to say that in pursuance of the directions of Hon'ble CAT Principal Bench dated 06.08.2003 in OA No. 298/2002 the absorption of Group 'B' officers in BSNL/MTNL is to be completed expeditiously. For this purpose following actions may be taken by the BSNL/MTNL urgently.

1. IDA Pay-scale, Fitment formula already intimated to BSNL and Promotional policy of the BSNL should be circulated immediately.
2. The number of vacancies existing in the BSNL/MTNL as on 30.09.2000 in various grades/services may be intimated. The number of officers to be absorbed in MTNL & BSNL will be up to the number of vacancies existing in the respective PSUs as on 30.09.2000.
3. A single option form has been devised requiring the officials to indicate their order of preference (i.e. providing multiple option) of absorption in MTNL/BSNL or retention of Government status. A copy of the option form is enclosed. The BSNL/MTNL may circulate this option form to all the circles under them and allow 45 days time with effect from 05.09.2003 to exercise the option by the officers. The details of optees/ option forms may be furnished to the DoT in 15 days thereafter. This time schedule is to be adhered to very strictly.
4. While calling for the option it may be made clear to the officers that they should not give any conditional option. Conditional options, if any given by the officer, shall be treated as having opted for retention of Government status. CSS staff can exercise option only for BSNL. Circle cadres of MTNL and BSNL can exercise options for the respective PSUs only. Options received from circle cadre officers may be retained at the circle itself. The modalities of issue of Presidential Orders in respect of such officers will be communicated later.

Action in the matter may be taken accordingly

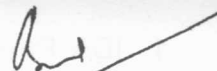


5. For the present options from available Group B officers only will be called. The absorption will take place in the substantive grade as of 1.10.2000. Options from Group 'A' will be called for in next phase. However, Group B officers promoted after 1.10.2000 as Group A, if desire to get absorbed in their substantive Grade of Group B, will be allowed to exercise their option, leaving their seniority issue open till absorption of Group A is completed.
6. The options from officers retired after 01.10.2000 will be considered, if they so desire.
7. The options already received after 28.12.2001 will be displayed/ put on internet. In regard to list of optees of absorption in MTNL this will be done by DOT on its website. And for list of optees of absorption in BSNL, this will be done by BSNL CO on BSNL website, on behalf of DoT. Those desirous to revise their option will be allowed to do so.
8. IDA Pay Scales corresponding to certain CDA pay scales are yet to be received from DPE. Such Group 'B' Officers will be allowed to exercise their options and their fitment will be done in appropriate IDA pay scale subsequently. DPE will be requested to expedite the clearance of IDA Scale proposal.

It is requested that immediate necessary action may be taken.

Enclosure: As above

Yours faithfully,



(Dr. Vincent Barla)

Under Secretary to the Govt. of India

Tel - 23036876

Copy to:

1. PS to Hon'ble MOC&IT / MOS (C&IT)
2. Sr. PPS to Chairman, TC
3. PPS to M (S) / M (P) / M (T) / M (Finance)
4. All Advisers
5. AS (T) / JS (T) / JS (A)
6. Sr. DDG (TEC) / Sr. DDG (SU) / DDG (SR)
7. CMD (TCIL)
8. All Sr. DDsG / DDsG / Directors / ADsG / US / Sections, DoT
9. US (SEA) / US (TFS) / US (CWG) / US (SNG) / US (SGT) / SO (A&E)
10. Guard File

MAHANAGAR TELEPHONE NIGAM LIMITED

No: MTNL/30-111/HRD/2000-2001

Dated: 4.9.2003

Sub: **Permanent absorption of Group B Officers in MTNL**

Ref:(i) *Ministry of Communications, Deptt. of Telecom No.400
23/2003-STG.III dated 29/8/2002*

(ii) *Ministry of Communications, Deptt. of Telecommunication
No.400-41/98-STG.III dated 8.5.2000*

1. In pursuance of Ministry of Communications, Deptt. of Telecommunications No.400-23/2003-STG.III dt.29.8.03 (copy enclosed), it has been decided to fill up all the posts of Gr. B & certain Gr.C posts having all India transfer liability in MTNL on permanent absorption basis and to call for options in respect of officers. The detailed terms and conditions on permanent absorption in MTNL are given in Annexure A. The clarification raised is replied on Annexure.B. All the interested officers may kindly exercise their options in prescribed proforma at Annexure.C latest by 20.10.2003. Options in respect of JTOs for permanent absorption is called for from JTOs who are working in MTNL Delhi/Mumbai/MS only.
2. Wide publicity may be given by the controlling officers, so as to enable all eligible officers/officials are well in timely informed. The officers presently on deputation/training/on leave may also be asked to exercise their option.
2. The aforesaid OPTION FORM at Annexure C (**four copies, for details see Annexure B**) and FORM SHOWING THE SERVICE PARTICULARS OF OPTEES (two copies) duly verified by AO(P&A) should reach General Manager(Admn), MTNL Delhi/Mumbai/Mobile Service through your General Manager as early as possible but not later than 20.10.2003. It may be ensured that options exercised by officers/officials should be cadre wise/seniority wise before submitting to DOT.

Dy.General Manager (Admn)
MTNL Delhi/Mumbai/ Mobile
Service

Encl: As stated above

GENERAL TERMS AND CONDITIONS FOR
ABSORPTION OF GR.B OFFICERS IN MTNL

1. Service Rules

Till new Service Rules are finalised by the Company the existing Govt. Rules/Regulations would be applicable.

2. Terms & Conditions

- (a) This option for absorption in MTNL will be called for from all serving officers holding Group B posts on substantive basis, who were transferred to MTNL on deemed deputation basis with effect from 1.10.2000 as well as from those who remained in DOT and who were on the rolls of DOT/DTS/DTO as on 30.9.2000. For this purpose, as per the classification of posts, a grade whose maximum is Rs.9000/- and above but less than Rs.13,500/- is considered Gr.B. However, those officials who are placed in the grade of Rs.5500-9000 or higher due to OTBP/BCR/Grade IV/ACP/Adhoc/Time bound advancement schemes etc. are not considered Gr.B. Further, this option shall also be exercised by all Gr.B Officers borne on the regular establishment of the DOT/DTS/DTO who are presently officiating in Gr.A or equivalent posts on adhoc/local officiating basis.
- (b) MTNL would absorb optees subject to the number of posts existing in the MTNL as on 30.9.2000 in various grades/services. In case the number of optees is more than the number of posts existing on 30.9.2000, the senior most optees in their cadre/grade would be given preference. No officer shall give any conditional option. Conditional option, if any, given by the officer, shall be treated as having opted for retention of Government status. Officers not exercising any option as prescribed will be deemed to have opted for Government service.
- (C) The effective date of absorption will be **1.10.2000**.
- ✓(d) The options already exercised by the officers vide this office letter of even number dated 29.1.2002, shall remain valid. However, those desires of changing their earlier exercise offer can submit their option afresh in the revised proforma attached as Annexure C.
- (e) The option once exercised would be final.

3. **Option of Officers facing Disciplinary Cases**

The officers with on-going disciplinary cases can also opt for absorption in MTNL but the absorption will be subject to the outcome of the vigilance case. The appeal/petition cases for these officers will also be decided by DOT authorities.

4. **Fitment method in IDA Pay scales**

As per exiting rules in consultation with DPE and DOT

5. **Payment of Pension**

This will be regulated in accordance with the DOPT OM No.4/18/87-P&PW(D) dated 5th July, 1989 and OM No.4/42/91-P&PW(D) dated 31.3.95. as amended from time to time.

The issue of payment of Govt. scheme of pension to be paid by the Government is pending for the want of notification from Ministry of Finance.

6. **Promotional Avenues**

With a view to motivate Executives in MTNL for achieving excellence in performance and higher productivity, resulting into improved quality of service, customer satisfaction and greater revenues for the Company, Executives in MTNL will be allowed upgradation to the next higher IDA pay scale on a time bound basis, varying between 4 to 6 years, as may be prescribed for each scale and other attendant conditions, up to the IDA pay scale of JAG Selection Grade, beyond which it will depend upon availability of posts, their suitability and selection for promotion, which will be uniformly evaluated in the various streams of discipline.

7. **Pay Scale**

Please see Annexure D, for details

8 .Ad hoc amount/compensation allowance of Rs.3000/- being paid from 1.10.2000 will be adjusted against arrears/difference.

The other guidelines and terms and conditions contained in the brochure of this office issued vide No.MTNL/30-111/HRD/2001-02/21 dated 29.1.2002 for permanent absorption of Group A & B officers working in MTNL, shall apply and remain unchanged.

(Sunil Gautam)
DGM(Pers)

Annexure B

Some clarifications of terms and conditions are:

1. Para 1

The options already exercised by the Officers against this office letter referred to above (even number dated 29.1.2002) shall remain valid. However, those desirous of changing their earlier exercised options can submit their option afresh in the revised proforma. The details of options already exercised will be displayed on the MTNL website.

Four copies of the revised option form numbered 1 to 4 with one set of general terms and conditions will be sent to each Gr.B officer latest by 5.9.2003 and the process of exercising option should be completed in 45 days i.e. by 20.10.2003. All the four copies of the option form will be got filled by each officer and dealt as follows :-

- 1st copy to be acknowledged by a Gr.A Officer as indicated in para 4 of the option letter dt.29.1.02 and returned to the optees.
- 2nd copy (original copy) to go to the service book of the concerned officer in the unit.
- 3rd copy to be sent to DOT, Sanchar Bhavan, New Delhi and
- 4th copy to be sent to the concerned circle officer (concerned CGM Office)

2. Para 2

MTNL would absorb optees subject to the number of vacancies existing in the MTNL as on 30.9.2000 in various Grades/Services. In case, the number of optees is more than the number of vacancies existing on 30.9.2000, the senior most optees in the 'various Grades/Services would be given preference for absorption.

3. Para 3

Circle Cadres of BSNL & MTNL can exercise options for respective PSUs only. Therefore, for circle cadres, CGM will decide and finalise the list of optees based upon the seniority criterion. For all India cadres, CGMs will forward the list of optees and the number of available posts in the cadre to the respective cadre controlling authorities. CSS staff can exercise option only for BSNL.

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of Govt. status. C
be deemed to have

5. **Para 5**

Information giving details of
MTNL, number of optees to D
option in case of each cadre ma
30.10.2003.

6. **Para 6-Promotion**

The officers officiating in higher grades
basis will be absorbed in MTNL in the
however, they shall continue to get the higher
e MTNL Management continues the officiating

Medical benefits

DA will be treated as pay
ay can be claimed without the production of
is
an be claimed on production of the bills for ac
fully reimbursable for treatment in MTNL
in policy and as modified from time to

Annexure D

Details of corresponding IDA Pay-scales that will be given on absorption in MTNL

S.No.	Existing CDA Pay scales	Corresponding IDA Pay scales
1.	6500-200-10500	10750-16750
2.	7500-250-12000	13000-18250
3.	8000-275-13500	14500-18700
4.	10000-325-15200	16000-20800
5.	12000-375-16500	17500-22300
6.	14300-400-18300	18500-23900

The above scales are in accordance with the approval of DOT/DPE vide order No.11-17/2000-SU dated 1.4.2003.

(7)

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New Delhi, the 29th August, 2003

To,

1. The Chairman & Managing Director,
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2. The Chairman & Managing Director,
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Subject Absorption of Group B officers in BSNL/MTNL

Sir,

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the DOT in 15 days thereafter. This time schedule is to be attached to very strictly.

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It is requested that immediate necessary action may be taken.

Enclosure : As above

Yours faithfully,

Sd/-

(Dr. Vincent Barla)

Under Secretary to the Govt. of India

Tel 23036876

Copy to:

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4. All advisers
5. AS(T)/JS(T)/JS(A)
6. Sr.DDG(TEC)/Sr.DDG(SU)/DDG(SR)
7. CMD, TCIL
8. All Sr.DDGs/DDGs/Directors/AdsG/US/Sections, DOT
9. US(SEA)/US(TFS)/US(CWG)/US(SNG)/SO(A&E)
10. Guard File

ANNEXURE "C"

Option for absorption in MTNL / BSNL/ by Group "B" Officers of DOT

To

The Secretary
Deptt of Telecommunications, Sanchar Bhawan
New Delhi 110 001.

Reference: DOT office memorandum No.400-41/98-STG-III dated 8.5.2000 ,No.-400-23/2003-STG-III dated 29.8.2003 and BSNL HQ OM No.BSNL/11/SR-2001 dated 14.01.2002 and subsequent clarifications.

Sir,

With reference to aforesaid O Ms, I am to state :

1. I have carefully gone through the terms and conditions of permanent absorption in the regular services of MTNL/BSNL and have understood them.
2. My particulars given in the attached proforma are correct to the best of my knowledge
3. I hereby opt for permanent absorption in BSNL/MTNL in the following order of preference:

- A. I) -----
- II) -----

OR

- B. I want to continue in Government service

4. I understand that if I could not be absorbed according to my first choice, I shall be absorbed according to second choice in that order. I also understand that optees for Government Service are liable to be placed at the disposal of Redeployment & Training Divisions, DOP&T, as per rules.

Yours faithfully,

Date:

Signature -----
Name & Desgn-----
Staff No. -----
Present Office -----
Unit of Posting -----
Circle -----

Note:

- i) This Option form is to be filled in quadruplicate
 - One copy for employee concerned
 - One copy to be kept in the Service Book of employee concerned in the Unit
 - One copy to be sent to DOT, Sanchar Bhawan, New Delhi
 - One copy to be retained by the CGM concerned
- ii) Conditional options shall not be accepted.

(TO BE FILLED BY THE CONTROLLING OFFICER)

No.----- dated -----

The above Option form duly completed and signed by the above named employee is forwarded for onward transmission to concerned Staff Branch, DOT, Sanchar Bhawan, New Delhi for further needful. Acknowledgement receipt has been given to the above employee.

Date : -----

Signature -----
Name -----
Desgn. -----
Office/Unit -----

To,

**

Department of Telecommunications
Sanchar Bhawan, New Delhi

** To be addressed / sent to the concerned cadre controlling authority.

(11)

FORM SHOWING THE SERVICE PARTICULARS OF OPTEEES

1. NAME IN FULL :
2. MALE/FEMALE :
3. FATHER'S NAME :
4. STAFF NO. :
5. DATE OF BIRTH :
6. DATE OF SUPERANNUATION :
7. EDUCATIONAL QUALIFICATIONS :
8. DATE OF FIRST APPOINTMENT
& NAME OF THE POST / GRADE :
9. NAME OF POST / GRADE PRESENTLY
HELD :
 - A) ON ADHOC OR LOCAL OFFICIATING
BASIS :
 - B) ON REGULAR BASIS :
10. NAME/GRADE OF POST HELD AS ON
30.9.2000 :
 - A) ON REGULAR BASIS :
 - B) ON ADHOC / LOCAL OFFICIATING :

Signature :

Name :

Staff No. :

Desgn. :

Circle/SSA/Place:

Countersigned by controlling Office :

Signature :

Name :

Designation :

Date :

Verified by AO (Pay)

Certified that the particulars given by the employees concerned have been verified from the Service Book and found correct.

Signature :

Name :