

Personnel Section, O/o Chief General Manager,

Sardar Patel Marg, Jaipur - 302008

कार्मिक अनुभाग, कार्यालय मुख्य महाप्रबन्धक दूरसंचार

राजस्थान परिमण्डल, सरदार पटेल मार्ग, जयपुर-302008



भारत संचार निगम लिमिटेड

(भारत सरकार का उपक्रम)

BHARAT SANCHAR NIGAM LIMITED

(A Govt. of India Enterprise)

To,

13.02.2023

The BA Heads- ALW/BIK/JJN/KTH/UPR(**through Rajasthan Intranet portal**).

Sub: Updation/Correction of record i.r.o SDE[T] cadre executives in SAP-ERP system for e-roster preparation-regarding.

Kindly refer to this office endorsement letter 20.12.2022 & letter dated 07.01.2023 (also uploaded on Raj Intranet Portal), vide which it was requested, to kindly verify the existing entries available in ERP system using transaction PA30 in the Info type(9007,9016,9019) i.r.o all executives working SDE(T)/AGM(T) cadre as on 01.02.2020 & as on date in your BA & same may be updated/corrected if required in SAP in accordance to mention procedure & Compliance report in this regard may be furnished to this office on email id: agmpersraj@gmail.com.

But till date Compliance report is not received from your BA. Now, BSNL CO,ND has again requested to send the required information by 17.02.2023.

Therefore, it is requested again requested to furnish Compliance report in this regard on email id: agmpersraj@gmail.com by 16.02.2023.

Asstt.General Manager (Pers)



BHARAT SANCHAR NIGAM LIMITED  
(A Government of India Enterprise)  
CORPORATE OFFICE  
Personnel Branch

4th Floor, Bharat Sanchar Bhawan, Janpath, New Delhi-110001

File No. BSNLCO-PERS/13(48)/1/2022-PERS1

Dated: 13.02.2023

To,

All CGMs/CGMTs,  
Territorial /Non Territorial Telecom Circles,

Subject: Updation/Correction of record i.r.o SDE[T] cadre executives in SAP-ERP system for e-roster preparation –regarding.

Kind attention is invited to this office letter of even no. dated 12.12.2022(available on intranet), issued to all circles wherein it was requested to update data of SDE(T) cadre executives in ERP-SAP system for drawing rosters from ERP system.

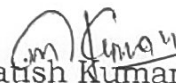
As the CMD, BSNL has desired, and emphatically directed about shifting Roster preparation from Manual to Computerized system to ensure transparency in executive's promotion and roster preparation processes, Personnel Branch of BSNLCO had issued directions to circles vide above mentioned letter to update the data in ERP-SAP which was to be completed by 31.01.2023.

It has been observed that many of the circles have not even initiated work on above task which has considerably delayed the preparation of e-Rosters. The progress in this regard is to be apprised to the higher authority being a targeted task.

Therefore, all Circles are again requested to complete the data updation as per directions contained in the office letter dated 12.12.2022 and the compliance report are to be furnished by all circles by 17.02.2023 positively. In case of any query, AGM(Pers.DPC-JM) may be contacted.

The circle heads are hereby requested to ensure that the work may be completed well in time and compliance report may be sent on email id agmpersdpcjm@gmail.com.

This is issued with the approval of competent authority.

  
[Satish Kumar] 13/02/2023  
DGM(Pers.DPC-JM)

Copy to:

1. PPS to CMD, BSNL for kind information please.
2. PPS to Dir. HR, BSNL for kind information please.



To,

07.01.2023

All BA Heads in Rajasthan Telecom Circle(through Rajasthan Intranet portal).

Sub: Updation/Correction of record i.r.o SDE[T] cadre executives in SAP-ERP system for e-roster preparation-regarding.

Kindly refer to this office endorsement letter 20.12.2022 (also uploaded on Raj Intranet Portal), vide which it was requested, to kindly verify the existing entries available in ERP system using transaction PA30 in the Info type(9007,9016,9019) i.r.o all executives working SDE(T)/AGM(T) cadre as on 01.02.2020 & as on date in your BA & same may be updated/corrected if required in SAP in accordance to mention procedure & Compliance report in this regard may be furnished to this office on email id: agmpersraj@gmail.com by 31.12.2022.

But till date Compliance report is not received from your BA.

Therefore, it is requested again requested to furnish Compliance report in this regard on email id: agmpersraj@gmail.com by 15.01.2023.

Asstt.General Manager (Pers)

I/360946/2022

I/360946/2022



BHARAT SANCHAR NIGAM LIMITED  
(A Government of India Enterprise)  
CORPORATE OFFICE  
Personnel Branch

4th Floor, Bharat Sanchar Bhawan, Janpath, New Delhi-110001

File No. BSNLCO-PERS/13(48)/1/2022-PERS1

Dated: 12.12.2022

To,

All CGMs/CGMTs,  
Territorial / Non Territorial Telecom Circles,

**Subject: Updation/Correction of record i.r.o SDE[T] cadre executives in SAP-ERP system for e-roster preparation -regarding.**

It has been decided to prepare the e-roster for the period w.e.f 01.02.2020 i.e. post VRS from SAP and for this, data updation/correction may be required to be done by the respective circle i.r.o of all executives working in SDE[T] cadre as on 01.02.2020. So it is requested to verify the existing entries available in ERP system & same may be updated /corrected if required in SAP in the following info types using transaction PA30:

1. **Info type: 9007 Subtype 0001:-** as shown in attached sample, **Annexure-I**, the following fields are to be checked/updated if necessary.
  - a. Start Date: to be same as start date in SDE[T] cadre
  - b. Cadre type: 01 ALL INDIA
  - c. Present Grade: 021 SDE
2. **Info type: 9016:-** as shown in attached **Annexure-II**, the following fields are to be checked /updated if necessary:
  - a. Start Date: to be same as start date in SDE[T] cadre as maintained in info type 9007 sty 0001
  - b. Cadre Type: 01 ALL INDIA
  - c. Stream: Telecom Service
  - d. Substantive Grade: 021 SDE
  - e. Date of joining the cadre: As per service record
3. **Info type: 9019:-** as shown in attached **Annexure-III**, the following fields are to be checked/ updated if necessary:
  - a. Start Date: to be same as start date in SDE[T] cadre as maintained in info type 9007 sty 0001
  - b. Stream: 01 Telecom Service
  - c. Cadre type: 01 ALL INDIA
  - d. Present Grade: 021 SDE
  - e. Promotion Type: 01 (for Seniority Cum Fitness) / 02 (for LDCE)

**Note: If executive is promoted from SDE to AGM after 01.02.2020, above info types i.r.o cadre of AGM(T) must also be maintained in system with start date as in AGM(T) cadre.**

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I/360946/2022

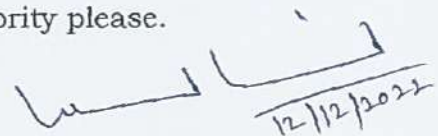
I/360946/2022

The Annexures I to III of these info types are attached showing necessary fields to be updated/corrected if necessary.

For other data such as category, Date of Birth, stream, date of joining, the service book & relevant promotion orders may be referred and to be checked and updated if required.

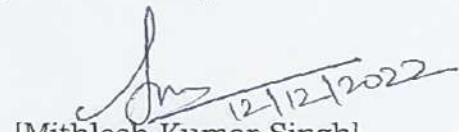
Being a targeted project, the circle's heads are requested to bestow their personal attention and ensure that the this project may be completed by 31.01.2023 and compliance report may be furnished to email id agmpersdpcjm@gmail.com and physical copy to AGM(DPC-JM), Personnel Branch , BSNLCO , New Delhi by 31.01.2023.

This issues with the approval of competent authority please.

  
[Kuldeep Singh]  
AGM(Pers.DPC-JM)

Copy to:

1. PPS to CMD, BSNL, New Delhi.
2. PS to Director(HR), BSNLCO, New Delhi.
3. GM(Pers.), BSNLCO, New Delhi.
4. Jt.GM(Pers.)/DGM(Pers.DPC-SM)/DGM(Pers.DPC-JM),  
BSNLCO, New Delhi.

  
[Mithlesh Kumar Singh]  
DM4(PERS.DPC-JM)

Copy forwarded for kind information & necessary action to(Through RJ Intranet Portal):-

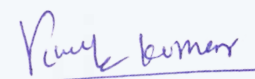
All BA Heads in Rajasthan Telecom Circle.

It is requested, to kindly verify the existing entries available in ERP system using transaction PA30 in the Info type(9007,9016,9019) i.r.o all executives working SDE(T)/AGM(T) cadre as on 01.02.2020 & as on date in your BA & same may be updated/corrected if required in SAP in accordance to above mention procedure.

Further, for other data such as category, Date of Birth, stream, date of joining ,the service book & relevant order may be referred and to be checked and updated if required.

Compliance report in this regard may be furnished to this office on email id: agmpersraj@gmail.com by 31.12.2022.

Dated:20.12.2022

  
(VIVEK KUMAR)  
Asstt.General Manager (Pers)

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1/360946/2022

[Prototype](#) [Edit](#) [Save](#) [Export](#) [System](#) [Help](#)

[Display Cadre Details & Misc checks](#)

**PERSONNEL NO**  **NAME**

**EE GROUP**  **PERAREA**

**EE subgroup**  **Code Center**  **CFA TRANSMISSION**

**Start**  **To**  **Chngd**

**Cadre Details & Misc checks**

**Cadre Type**  **ALL INDIA** ☐ **ITW Employee Subgroup** ☐

**Present Grade**  **SDE** ☐ **(F1 'C' for ESG C)**

**Parent Code**  **Employee Subgroup** ☐

**Parent SSA**

☐ **ITS/Depu In (if Regd.)** ☐ **SAG ITS Employee Transport Allow Rs.7000/15750 not applicable OR Rs.24200/- per applicable**

☐ **SP/OU/PEEK** ☐ **6th OFC special compensatory opted (RL)**

**SAP**

**Desktop** **PRD (1) 500** **PS023ER1** **OV**

**ENG**

Annexure - I

1/360946/2022

1/360946/2022

InfoType Edit Goto Extras System Help

### Display Maintain Seniority

Personnel No: 105608 Name: NARENDRA RUPAK GADHANI

E. group: 4 BSNL Recruitte Persana: 1700 Gidarat Telecom Circle

EE subgroup: 02 Group B Cost Center: 1611102 CFA TRANSMISSION

Start: 15.06.2018 To: 31.12.9999 Onqd: 02.02.2019 96115275

#### Maintain Seniority

Cadre Type	01	ALL INDIA	Stream	01	Telecom Service
Substantive Grade	0021	SDE	Parent Circle		
Mode of entry			Parent SSA		
Vacancy Year	0		Year of recruitment	2002	
Qualifying Exam (MM/YYYY)	0		Training attempts	0	
Date of joining the Cadre	05.07.2013		Marks Obtained	0	
Batch Number			Total Marks	0	
Branch Of Specialization			Percentage of marks	0.00	
Training Start Date			Training End Date		

Actual Seniority Number:

Immediate Junior:

Senior most employee: ☐

Dummy Seniority Number:

Effective Date of Promotion:

Name of Training Centre:

Remarks:

SAP

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Annexure-II



I/360946/2022

I/360946/2022

InfoType Edit Goto Extras System Help

**Display Functional Promotion ( Pro Type )**

Personnel No	305608	Name	KHARENDRA KOPAR GADHANI
EE group	4 BSIL Recurtee	Pers. Area	1700 Gujarat Telecom Circle
EE subgroup	02 Group B	Cost Center	1611102 CFA TRANSMISSION
Start	01.11.2020	To	31.12.9999
		Chngd	06.11.2020 009601580

**Functional Promotion ( pro Type )**

Stream	01 Telecom Service
Cadre Type	01 ALT. INDIA
Present Grade	0021 SDE
Promotion Type	1 Seniority Cum Fitness

Pea 995

SAP

PRD (1) 500 PSE03ER1 OVR

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Annexure - III