



BHARAT SANCHAR NIGAM LIMITED

(A Government of India Enterprise)

CORPORATE OFFICE

PERSONNEL BRANCH

4th Floor, Bharat Sanchar Bhawan, Janpath, New Delhi 110 001

----- **BSNL Executive promotion Policy Amendment & Recruitment Rules, 2017;**

PROPOSAL:

The Draft Rectt./Promotion Rule, proposing Time bound functional promotion upto AGM grade for all cadres / streams are as under:-

1. General:

1.1 These rules may be called the '**BSNL Executive promotion Policy Amendment & Recruitment Rules, 2017;**

1.2 **The modified policy shall be implemented w.e.f. 01.01.2017.**

1.3 **On approval of the policy, all existing RR in the grade of SDE /equivalent will be treated as scrapped and MSRR 2009 will be modified to the extent that promotion of AGM/DE Grade in all the schedule-IA, IB, IC & ID shall be treated to be deleted. Remaining portion of MSRR shall be continued to be followed as per the existing provision. MT recruitment will continue as per the existing provision of Recruitment Rule of MT.**

1.4 Powers for relaxation/ modification/ amendment to these rules will vest with the Management committee of BSNL Board.

2. DEFINITION: In these rules unless the context otherwise requires,

2.1 Management Committee of Board: Means the Board of Directors of the Company and includes in relation to the exercise of power by any committee of the Board or any Officer of the company to whom the Board delegates any of its powers.

2.2 Company: Means Bharat Sanchar Nigam Limited (BSNL, a Government of India Enterprise) having its registered office at New Delhi.

2.3 Corporate Promotion Committee (CPC) – A duly formed committee to assess the suitability of the candidate for promotion, in an objective and impartial manner.

2.4 Department: Means Department of Telecom.

2.5 Functional Stream: Means the discipline to which the Executive has been recruited, viz. Operations, Finance, Civil, Electrical, Architect, Telecom Factory, CSS etc..

2.6 Government: Means Government of India.

2.7 Mode of promotion: Time bound functional promotion

2.8 Service: Means Service rendered in the grade in the substantive capacity.

2.9 Year of Examination: In respect of Management Trainees, it will be the year for which the vacancies are declared.

- 2.10. **Existing Vacancies up to AGM / equivalent Grade:** On the date of implementation of this Rule, all the vacancies in all the cadres/streams up to AGM/ equivalent grade will be treated as dead / ceases to exist since all promotions up to AGM/ equivalent grades are time bound and not vacancy based.
3. **Authorized strength of the Service:** The authorized strength of the executives in various cadre/stream shall be as per the provisional HR plan under approval. As per the provisional HR Plan, the combined strength upto AGM/ equivalent grade in various stream/cadre considered are as under:

| No | Combined strength of JTO, SDE, Sr SDE and AGM equivalent | Approx. | No | Combined strength of JTO, SDE, Sr. SDE and AGM equivalent | Approx. |
|----|--|---------|----|---|---------|
| 1 | Telecom | 43205 | 5 | Arch | 140 |
| 2 | Finance | 6437 | 6 | CSS | 420 |
| 3 | Civil | 1695 | 7 | TF | 116 |
| 4 | Electrical | 1104 | | | |

The above strength will be further subjected to approval of the HR Plan by the BSNL Board.

4. **Appointing Authority:** Appointing Authority shall be Director (HR), BSNL Board.

5 **Promotion & Seniority:**

A. **PROMOTIONS;**

- 5.1 Method of Recruitment, Field of Promotion & Minimum qualifying service in the lower grade, for appointment of Executives on promotion to Higher Grade for various constituents of the **BSNL Executive promotion Policy Amendment & Recruitment Rules, 2017** shall be as per the schedules.

- 5.2 All the existing Executives up to AGM/DGM(Adhoc) shall continue to be considered for financial up-gradation to the next higher scale upto E-6 scale on completion of 5 years of service from the date of placement in lower scale through conduction of CPC. The benchmarks considered for financial up-gradation shall be as per the prescribed provisions in the schedule. The new Benchmarks shall be applied to those executives whose financial up-gradations are due w.e.f. 01.01.2018.

5.3

- i. All the executives eligible for promotion for a vacancy year i.e. promotion under SCF, for which the promotion in the LDCE (other channel of promotion) has been issued shall be considered deemed to have been promoted before 1.1.2017 and they shall be treated en-bloc senior to the executives promoted as per this Rule.
- ii. All the executives eligible for promotion for a vacancy year i.e. promotion under SCF, for which the result of the LDCE (other channel of promotion) has been issued and promotion order is pending, the promotion of executives of both the channel shall be considered deemed to have been promoted before 1.1.2017 and they shall be treated en-bloc senior to the executives promoted as per this Rule.

- 5.4 If the pay scale of the executive is higher than the scale of the grade in which the Executive is presently working, he/she shall be immediately placed in the higher grade, up to AGM equivalent grade as per eligibility condition prescribed in the schedule as on 01.01.17 without conducting CPC. Subsequent functional promotions to these executives up to AGM or equivalent grade shall be done as per the eligibility and prescribed conditions for the existing Executives mentioned in the schedule without conducting fresh CPC in view of **para 5.2 above**. Subsequent review shall commence from 1st January, 2018 onwards in accordance with this rule and thereafter it will be done every six months i.e. 1st July/ 1st January of the year and thereon.
- 5.5 All the Time Bound financial up-gradations due to the executive up to the date of approval of this policy shall be done as per existing EPP 2007.
- 5.6 *In case of non availability of sufficient regular and eligible executives, with requisite number of years of qualifying service for promotion to AGM/equivalent grade as per this policy, relaxation in eligibility service (residency period in the lower grade) may be considered for the Executives working in E4 and higher scale in that particular stream/cadre for giving Adhoc promotion to AGM / equivalent grade, subject to the approval of Management Committee.*

B. SENIORITY:

- 5.7 The Seniority shall be maintained at JTO level (being recruitment level for executive) and at AGM level (beyond AGM the promotion is vacancy based).

Seniority in JTO/ equivalent grade shall be as under:

- I. Recruitment Year / vacancy Year
- II. The Seniority of the executive shall be as per the existing provision in the Recruitment Rule of the JTO /equivalent grade or any special rule followed in DoT/BSNL.

Seniority in AGM / equivalent grade shall be as under:-

- I. Recruitment Year / vacancy Year (*Since the promotions are considered twice a year i.e. panel for 1st January and 1st July in a Year, the executives promoted in the panel for 1st January shall be en-block senior to the executives promoted for the panel of 1st July*).
- II. All the AGMs promoted as per the existing RRs and working on the date of effect of this Recruitment Rules as AGM/CAO/equivalent grade on regular basis shall be en-block senior to the executives promoted based on this RRs.
- III. The inter-se-seniority of the executives promoted to AGM /equivalent Grade in a particular panel from the existing executives in SDE/equivalent grade shall be in the order as under:
 1. Vacancy Year of SDE/equivalent grade
 2. Within the same Vacancy Year, as per the existing provision in the RR (the executives already promoted from different channel of promotion in a Grade i.e. SDE/equivalent, shall be as per the Quota and Rota specified in the RR)
 3. If no provision exists in the earlier RR, date of approval of panel of promotion by the competent authority in SDE / equivalent Grade.

(All the SDEs / equivalent promoted as per the existing RRs and working on the date of effect of this RRs as SDE/equivalent grade on regular basis shall be en-block senior to the executives

promoted to SDE / equivalent grade based on this RRs)

IV. The inter-se-seniority of the executives promoted to AGM Grade in a particular panel from the existing /new Executives in JTO equivalent grades shall be as per their seniority in the JTO equivalent grade..

6. **Vacancy:** The vacancy in JTO / equivalent cadres will be the assessed as per the vacancy in the cluster from JTO to AGM equivalent grades.

7. **Reservation:**

7.1 **Reservation in Recruitment:** The percentage of reservation will be applicable only in case of direct recruitment / promotion in the entry cadre of JTO equivalent and for MT Grade in direct recruitment. The reservation roster will be applicable at JTO equivalent level and for direct recruitment at MT Grade only. The number of SC/ST Executives which is deficit of the required percentage prescribed in the cluster of JTO to AGM equivalent grades shall be filled at JTO equivalent level. As per the guidelines of Govt. of India, the reservation as applicable is 15% for SC, 7.5% for ST, 27% for OBC & 3% for PWD category or as decided by management committee of BSNL Board, in recruitment.

7.2 **Reservation in promotion:** As the promotion is time bound up to AGM / equivalent Grade in E-4 Scale, and the combined strength is considered from JTO to AGM equivalent in different streams/ grade, there will not be any post based roster for promotion to SDE, Sr. SDE and AGM equivalent Grades. The relaxation in bench mark for promotion to SDE, Sr. SDE & AGM equivalent grade has been provided for SC/ST executive.

8. **Benchmark, eligibility etc.:** Benchmark and eligibility for promotions to various Grade (s) / Level (s) shall be as per schedule.

9. **Constitution of CPC:** Constitution of screening committee at circle and corporate office, ND level shall be issued.

The details of Screening Committee for various IDA Scale upgradations / time bound functional promotion will be as follows:-

| s. no | Grade/ scale | Pay scale upgradation/ time bound functional promotion | Constitution of Screening Committee |
|-------|-------------------------------------|---|--|
| 1 | JTO to SDE / equivalent E1 to E2 | Rs. 16,400-40,500 (provisional) to Rs. 20,600-46,500 (provisional) | 1. General Manager (Admn/HR) |
| 2 | SDE to Sr.SDE/ equivalent E2 to E3 | Rs. 20,600-46,500 (provisional) to Rs. 24,900- 50,500 | 2. Deputy General Manager (Admn/HR) 3. Deputy General Manager |
| 3 | Sr. SDE to AGM/ equivalent E3 to E4 | Rs.24,900-50,500 to Rs. 29,100-54,500 | |
| 4 | E4 to E5 scale | Rs. 29,100-54,500 to Rs.32,900-58,000 | 1. PGM/CGM 2. G.M (Admn) |

| | | | |
|---|----------------|--------------------------------------|-------------------------------------|
| | | | 3. GM |
| 5 | E5 to E6 scale | Rs.32,900-58,000 to 36,600-62,000 | 1. PGM/CGM 2. G.M(Admn) 3. GM |

Note- One of the Members of the Screening Committee must belong to SC or ST category, else, one additional SC/ST member of AGM/JAG level may be co-opted

10. Convening of CPC:

- 10.1 CPC will be convened twice a year, one on 1st January and another on 1st July. CPCs will be conducted at Circle level in respect of promotion to SDE/Sr.SDE / AGM/ equivalent Grades and financial up gradations to all executives up to E-6 Scales. The executives to be considered for functional promotion on 1st January shall be those executives who are completing the qualifying service from 1st July to 31st December of the preceding year and similarly, on 1st July those executives who are completing the qualifying service from 1st January to 30th June of the Year.

In respect of financial up gradation upto E-6 scale, the executives who are completing the qualifying service from 1st January to 30th June shall be considered on 1st January and those executives who are completing qualifying service from 1st July to 31st December of the same Year shall be considered on 1st July.

- 10.2 The recommendations of the CPCs for functional promotion shall be forward to BSNL CO for consideration of the Appointing Authority and for issuing promotion orders. The Financial up gradation shall continue to be approved by concerned CGM till e- DPC is implemented. On implementation of e-DPC, all promotion(post based/financial upgradation) shall be conducted at BSNL CO.
- 10.2 CPC will be initiated at least 3 month in advance i.e. 1st week of October / April every Year to get the panel approved before 1st January / 1st July to give

effect to the promotion in time. The CPC shall be convened between 1st December to 15th December/ 01st June to 15th June, by all circles to maintain uniformity.

- 10.3 The APAR to be considered for the time bound financial up gradation and functional Promotion, shall be the last 5 years APAR available as on 30th November of the preceding Year. In other words, for the year 1st January / 1st July of 2018, APARs up to the year 2016-17 are required to be considered irrespective of the date of convening CPCs.
- 10.4 Date of effect of time bound functional promotion up to AGM equivalent grade shall be 1st January / 1st July of the year in which executive is eligible for promotion irrespective of conduction of CPC.
- 10.5 **Sealed cover procedure shall be followed under following condition *or as decided by BSNL Board* by Corporate Promotion Committee (CPC).**
- a) **When a charge sheet under Rule 35 or Rule 36 has been issued under BSNL CDA Rule**
- b) **When a prosecution sanction has been issued against the executive,**
- c) **When the executive is under suspension.**
- 10.6 The Sealed cover cases should be reviewed after every 6 months or when the case is decided, whichever is earlier and in case the executive is exonerated, the executive shall be promoted from the date his junior is promoted.
- 10.7 If before the next CPC is convened, a penalty is issued under Rule 33 of BSNL CDA Rule -2006 in respect of sealed cover cases, the executive shall be considered in the next CPC. In such case the seniority of the executive shall be as per the new panel approved by the competent authority.
- 10.8 When at the time of CPC, an executive is undergoing of any penalty, the CPC members while assessing the suitability of the executive should consider the penalty imposed on the employee and a record to the effect shall be recorded in the notes of CPC. Even after assessing the suitability of the executive and the grounds of penalty, if CPC finds the executive FIT for promotion, the promotion of the executive can be given effect after the currency of penalty is over.
- 10.9 In case the executive is promoted after the currency, he will continue to retain the same seniority as per the panel but the length of service shall be counted from the date of promotion, for next promotion.
- 10.10 In case of any further clarification, guidelines / instruction issued by BSNL from time to time after publication of this recruitment rule may be referred. In the absence of BSNL guidelines, DOP&T guidelines may be referred.
11. **Consideration of promotion of executive with less qualifying service:**
In case where Executive appointed for same vacancy year/ recruitment year in the same grade, who have completed their qualifying / eligibility service are being considered for promotions to higher grade, comparable less qualifying service executives appointed for same vacancy year / recruitment year would also be considered for promotion to SDE / up to AGM and equivalent grades as per the relaxation defined in schedule.
12. The executive shall join the place of posting on promotion within 40 days of the issue of the order of promotion by BSNL CO. The period of 40 days may be extended in exceptional and deserving case, in the interest of service, where the Administrative requirement so demands with the approval of appointing authority. In case the Executives who are granted functional promotion but fails to join the promoted grade within the time or decline promotion, then Management reserves the right to forfeit his promotion and executive shall not be considered for functional promotion or financial up-

gradation to higher scale for next one Year or next CPC whichever is later, from the date of deemed refusal (after 40 days) or from date of application of refusal.

13. **Fitment Method:**

13.1 On being found fit for IDA pay scale up gradation, fixation of pay shall be made as per FR-22 1(a) (i) or as per the company equivalent rules in force from time to time.

13.2 Consequent to grant of any time bound functional promotion from the pay scale corresponding to lower grade to pay scale corresponding to higher grade; the executive's pay will be fixed as per FR-22 1(a) (i).

13.3 In case of executive already granted the higher scale under time bound promotion or equivalent scale of the promoted grade, the Executive shall not be given any fixation under FR-22(1)(a) when he is being considered for placement in the higher grade.

14. **Passing of Exam on promotion from lower scale to higher scale:** Every Executive whose pay is upgraded to next higher IDA Pay scale (under financial up-gradation) or granted promotion in the higher grade through time bound functional promotion will have to pass the online exam as per existing policy, for being eligible for SECOND and subsequent increment in the upgraded IDA Scale, i.e. the executive has to clear the exam within a period of two years from the date of order of the upgradation to the higher scale or promoted to the next functional Grade. The Executive who fails to pass the examination will not be eligible for consideration of next IDA pay scale up-gradation / functional promotion even if the executive is due for financial up-gradation or functional promotion.

15. **Training:** The existing Training module/policy mandatorily required in any cadre/grade/scale shall continue to be followed.

16. **New designations for Executives :**

In the Policy new Designation has been incorporated and shall hereafter be followed at all levels at H.Q./Circle/SSA etc. These Designation modified upto AGM Grade are as under:

| <i>Present Designation</i> | <i>New Designation</i> |
|----------------------------------|-----------------------------|
| <i>JTO/JAO Equivalent</i> | <i>Deputy Manager</i> |
| <i>SDE/AO Equivalent</i> | <i>Manager</i> |
| <i>Sr SDE / Sr AO Equivalent</i> | <i>Senior Manager</i> |
| <i>DE / CAO /EE Equivalent</i> | <i>Asst General Manager</i> |

17. **Liability for transfer:** All Executives in the strength of BSNL shall be liable for transfer anywhere in India or at any place falling in the operational area of BSNL in accordance with the transfer policy in force or any modification issued from time to time. Combined strength of JTO / SDE/ Sr SDE equivalent grades shall be taken together for the purpose of deciding the strength / shortage for the purpose of transfer. Executives in AGM grade shall be separately considered for the purpose of transfer.

18. The Role of JTO, SDE and Sr. SDE can be used interchangeably and will report directly to AGM or as decided by management committee of BSNL Board. The Job details and description of the executives up to AGM level shall be issued separately by restructuring unit of BSNL CO.

19. **Disqualification:** - No person -

19.1 Who has entered into or contracted a marriage with a person having a spouse

living

or

- 19.2 Who, having a spouse living, has entered into or contracted marriage with any person.

shall be eligible for appointment, Provided that the Government may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and there are other grounds for so doing exempt any person from the operation of this rule.

20. **Saving:** Nothing in these rules shall affect relaxation of age limit and other concessions required to be provided for the Scheduled Castes, Scheduled Tribes etc in accordance with the orders issued by the Government from time to time.

21. **Residuary matters:** In regard to matters not specifically covered by or under these rules, the persons appointed will be governed by the rules, regulations and orders decided upon by the Company.

SCHEDULE

Time Bound functional Promotion up to AGM /Equivalent grade or and financial up gradation up to E-6 Scale.

| S. No. | Grade and Corresponding IDA Pay Scale | Method of Recruitment | Whether Selection by Merit or fitness | Eligibility Criteria for Promotion. |
|--------|---|--|---------------------------------------|--|
| I | Manager (now SDE / AO / Equivalent) E2 Scale (20,600 – 46,500) (provisional) | By CPC from Deputy Manager (now JTO / Equivalent) | Time bound promotion – cum – fitness | <ol style="list-style-type: none"> Executives who have completed 5 years of regular service in Deputy Manager grade (Now JTO/Equivalent) as on 1st January / 1st July of the year. Bench mark: OC: All Good, No Adverse /Average. SC/ST: Not more than 1 Average and no Adverse One Year relaxation shall be granted to the executives, in case Executives appointed for same vacancy year/ recruitment year are being considered for the promotion. <p>And for existing executives–</p> <ol style="list-style-type: none"> Executives in JTOs/ Equivalent grade, drawing E-2 and above scale and completed 5 years of regular service in JTO / Equivalent grade, on 01-01-2017, shall be placed in SDE / equivalent grade on 01.01.2017, as a onetime measure. |
| II | Sr. Manager (now Sr. SDE / Sr. AO / Equivalent) E3 scale (24,900 – 50,500) | By CPC from Manager Grade (Now SDE/ Equivalent) | Time bound promotion – cum – fitness | <ol style="list-style-type: none"> Executives who have completed 5 years of regular service in Manager Grade (Now SDE/ Equivalent) on 1st January / 1st July of the year Bench Mark: OC: 1 VG & 4 Good and No Adverse/Average. SC/ST: All Good and No Adverse/Average. <p>And for existing executives–</p> <ol style="list-style-type: none"> The Executives, who are drawing E3 and above scales and completed 3 years of regular service as SDE/equivalent Grade shall be placed in Sr. SDE / equivalent Grade on 01-01-2017. Subsequent review shall be w.e.f. 01.01.2018 onwards on completion of 3 years in SDE/equivalent Grade on 1st January / 1st July of the year. Executives, presently working in JTO/ Equivalent grade drawing E-4 and above scale on 01-01-2017 shall be considered for promotion to Sr. SDE / equivalent grade after completion of 3 years of service in SDE/Equivalent grade after being placed as SDE or equivalent grade as on 01-01-2017. Executives, presently working in JTO /equivalent grade drawing E-3 scale on 01-01-2017 shall be considered for promotion to Sr. SDE / Equivalent grade after completion of 4 years of service in SDE / equivalent grade after being placed as SDE / equivalent grade on 01-01-2017. <i>(executives recruited as JTO / equivalent in same vacancy/ recruitment year shall also be considered for promotion at par with the executives promoted as per Para 4 & 5 above provided they are not short of more than one year)</i> |
| III | Asst General Manager (now DE/AGM /CAO/EE / Arch / | By CPC from Sr. Manager grade (now Sr. SDE / | Time bound promotion – cum – fitness | <ol style="list-style-type: none"> Executives, who have completed 5 years of regular service in Sr. Manager Grade (Now Sr. SDE / Sr. AO/ equivalent). Bench Mark: |

| | | | | |
|----|--|---|--|---|
| | equivalent)– E4 (Rs. 29,100-54,500) | equivalent) | | <p>OC: 2 VG & 3 Good, No Adverse/Average. SC/ST: 1 VG & 4 Good, No Adverse/Average.</p> <p>And for existing executives–</p> <p>3. Executives in SDE/equivalent Grade, drawing E4 and above scale and have completed 12 Years of service in SDE / equivalent grade (now Manager) as on 01.01.2017 shall be placed directly to AGM/ equivalent Grade on 01.01.2017, as a onetime measure.</p> <p>4. Executives in SDE/equivalent Grade after being placed in Sr. SDE grade/ equivalent grade (now Sr. Manager), with a combined service of 12 years as SDE & Sr. SDE/ 5 Years in Sr. SDE Grade, whichever is earlier, shall be placed in AGM/ equivalent grade on 1st January / 1st July of the year. (The executive promoted in SDE / equivalent grade for same Vacancy Year shall also be considered for placement to AGM/ equivalent Grade at par with the executives promoted as per Para. 3 & 4 above, provided the executive is drawing E-4 and above scale)</p> |
| IV | Time Bound financial up gradation from E4 to E5 Scale (Rs. 32900-58000) | By CPC from JTO / SDE / Sr. SDE / AGM / equivalent | By Time bound Scale up gradation cum fitness | <p>1. Executives who have completed minimum residency period of 5 years in E4 scale from the date of grant of existing lower scale.</p> <p>2. Bench Mark: OC: 3 VG & 2 Good, No Adverse/Average. SC/ST: 2 VG & 3 good, No Adverse/Average.</p> |
| V | Time Bound financial up gradation from E5 Scale to E6 grades (Rs. 32900-58000) | By CPC from JTO / SDE / Sr. SDE / AGM / DGM(Adhoc) / equivalent | By Time bound Scale up gradation cum fitness | <p>1. Executives who have completed minimum residency period of 5 years in E5 scale from the date of grant of existing lower scale.</p> <p>2. Bench Mark: OC: 3 VG & 2 Good, No Adverse/Average. SC/ST: 2 VG & 3 good, No Adverse/Average.</p> |