

Establishment –III Section

5th Floor, Bharat Sanchar Bhawan,
Janpath, New Delhi – 110 001

E-mail Id : bsnlestdt.3@gmail.com

Ph/Fax No. 011- 2331 0401/2372 5255



Bharat Sanchar Nigam Limited
(A Govt of India Enterprises)
[Corporate Office]

F.No. 250-4/2019-Estdt-III

Dated : 01.04.2019

To,

All Heads of Telecom Circles/Projects/Region &
Other Administrative Units of BSNL

Subject: - Special drive for dealing with cases of unauthorized absence, absconding and long absentee officers/officials-regarding

During processing of ratification of penalty proposals received from different circles under Rule 43 of BSNL CDA Rules/Rule 37-A of CCS(Pension) Rules, it has been noticed that most of these cases pertain to officers/officials who are either absconding or not attending office without any approved leave. It has also been noticed that in most of these cases, disciplinary proceedings had been initiated against the official after their long period of absence from duty, in most of the cases just before retirement and/or after absence period ranging from 3 to 15 years.

2. Initiation of disciplinary proceedings after so much delay causes several administrative problems in the inquiry proceedings leading to long delays in its conclusion and its final closure in either way. It has been noticed that during initial absence of officials, only one or two notices are issued but the final action leading to closure of case is not taken, thereby causing an atmosphere of indiscipline amongst the other officials, which has very strong demonstrative effect and spreads very rapidly. Late initiation of disciplinary proceedings as well as non-completion of the same in time bound manner, as provided in the relevant rules also causes several hardships/administrative issues in such cases, which may also vitiates the entire proceedings leading to the advantage to the concerned officials at later stage and also in subsequent judicial cases.

3. In order to deal such situations, competent authority has approved to launch a special drive by all the Administrative Heads to deal with cases of unauthorized absence, absconding and long absent officers/officials in all Circles/SSAs/Administrative units, w.e.f 1st April,2019 as detailed below:

- To identify all such cases under their control, where disciplinary proceedings have already been initiated against such officers/officials and should take effective steps/monitoring on personal basis to get them completed (including reference to this office for ratification, if required) in time bound manner but not later than by 6 months from the date of issue of this communication. **Action for identification of cases to be completed by 15th April,2019.**
- To identify all such officers/officials under their administrative control, who are absent from duty without approved leave for more than 6 months but disciplinary proceedings not yet initiated. **Action for identification of such cases to be completed by 15th April,2019.**
- Issue show cause notice to all such identified officials and if no reply/unsatisfactory reply is received then initiate suitable disciplinary proceedings as per BSNL CDA Rules. **Action to be completed by 31st May,2019.**
- Disciplinary proceedings initiated under para 3(c) above, should be monitored by the respective administrative heads to get them completed (including reference to this office for ratification, if required) in time bound manner **but not later than by 6 months from the date of issue of charge sheet.**

Competent Authority has also desired that all Administrative heads should submit report about the action taken on these issues, through their Circle heads, to this office on quarterly basis on email bsnlestdt.3@gmail.com followed by hard copy. First such report in this regard should reach this office by 25th April, 2019 in the attached format.

Yours Sincerely,

(G.P. Vishnoi)

Assistant General Manager (Estdt-III)

Copy to:- 1. PGM/Sr. GM/GM Pers/Electrical/BW/Architect/Estdt. BSNL CO for necessary action.

2. SDE(OL) for Hindi version

