

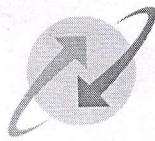
**MOST URGENT**

**IndiaBroadband** 2007  
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**CORPORATE OFFICE**

Establishment – III Section

5<sup>th</sup> Floor Bharat Sanchar Bhawan



**भारत संचार निगम लिमिटेड**

(भारत सरकार का उपक्रम)

**BHARAT SANCHAR NIGAM LIMITED**

(A Govt. of India Enterprise)

Harish Chandra Mathur Lane, New Delhi -110001.

**No.3-1/2013-Estt.III**

**Dated: 21.01. 2016**

To

All Heads of Telecom Circles/  
Administrative Units  
Bharat Sanchar Nigam Limited.

**Sub:-Updation of BSNL employees details viz. Designation, pay scale, Category (SC/ST/OBC/GE), Category of Physically Handicapped etc. in ERP.**

**Sir,**

Kindly refer to this office letters of even number dated 27.03.2015, 24.04.2015, 05.06.2015, 28.07.2015 and 24.11.2015 on the subject mentioned above wherein all Circles /units were requested to update the employee details viz. Designation, Category, Pay scale, Office/ Residential Addresses etc. in ERP. On examining the employee database as on December 2015, there are still lots of discrepancies/ blanks in the system viz. 251 employees without pay scale, 9900 employees without category, 264 Physically Handicapped employees without type of Handicapped, 134 Executives drawing Non-executive pay scales and 1470 Non-executes drawing Executive pay scales.

2. The L1, L2 administrators of HCM module may identify the discrepancies and their corrective measures at the earliest. The following T-codes may help in identifying the above discrepancies:

- a) ZHR\_EMP\_CATEGORY - Employee Category wise report
- b) ZHR\_EMP\_DOT\_INFO - HR DETAILS, (discrepancy / Blank list of employees are enclosed).

3. All Circles Heads are, therefore, requested to arrange to update the staff information at the earliest as these information are statutory requirement for providing staff information to outside departments such as DOT, SC/ ST/ OBC Commission , DPE etc. by 31.01.2016.

Yours sincerely,

**(Sheo Shankar Prasad)**

Dy. General Manager (Estt.)

011-23755155

Copy to: DGM (HCM), ALTT  
Ghaziabad - for n/a.

Regd. & Corporate Office: Bharat Sanchar Bhawan, H.C. Mathur Lane, Janpath, New Delhi -110001

Corporate Identity Number (CIN): U74899DL2000G01107739

www.bsnl.co.in



Category not fill up in ERP as on 31.12.2015

Sl No	Name of the Circle	Staff as on 31.12.2015	No of employees Category not Fill up as on 31.12.2015.	% age employees data not fill
1	ALTTC	204	1	0.49%
2	Andhra Pradesh Telecom Circle	22831	18	0.08%
3	Assam Telecom Circle	4014	3	0.07%
4	Bihar Telecom Circle	5386	9	0.17%
5	BRBRAITT	171	2	1.17%
6	Broadband Networks	246	2	0.81%
7	Calcutta Metro District	7411	1	0.01%
8	Chennai Metro District	7387	5	0.07%
9	Chhattisgarh Telecom Circle	1746	2	0.11%
10	Corporate Office	1419	136	9.58%
11	Eastern Telecom Project (ETP)	642	1	0.16%
12	Eastern telecom Region (ETR)	1910	16	0.84%
13	Gujarat Telecom Circle	15981	22	0.14%
14	Haryana Telecom Circle	4440	10	0.23%
15	Himachal Pradesh Telecom Circle	2972	3	0.10%
16	Inspections	433	2	0.46%
17	ITPC	696	541	77.73%
18	Jammu & Kashmir Telecom Circle	2063	10	0.48%
19	Jharkand Telecom Circle	2498	3	0.12%
20	Karnataka Telecom Circle	15506	5	0.03%
21	Kerala Telecom Circle	12575	927	7.37%
22	Madhya Pradesh Telecom Circle	8166	13	0.16%
23	Maharashtra Telecom Circle	19698	7471	37.93%
24	NCNGN	129	10	7.75%
25	NETF	343	6	1.75%
26	North East - I Telecom Circle	1635	2	0.12%
27	North East - II Telecom Circle	1366	2	0.15%
28	NTP	803	220	27.40%
29	NTR	2968	6	0.20%
30	Odisha Telecom Circle	3687	7	0.19%
31	Punjab Telecom Circle	7778	6	0.08%
32	Quality Assurance	211	4	1.90%
33	Rajasthan Telecom Circle	9348	3	0.03%
34	STP	667	2	0.30%
35	STR	2003	398	19.87%
36	Tamil Nadu Circle	15324	2	0.01%
37	Telecom Factory Mumbai	603	6	1.00%
38	UP (E) Telecom Circle	10264	3	0.03%
39	UP (W) Telecom Circle	6549	10	0.15%
40	Uttaranchal Telecom Circle	1895	1	0.05%
41	West Bengal Telecom Circle	5838	7	0.12%
42	WTP	931	2	0.21%
Total		214260	9900	4.62%