

O/o Sr. General Manager (CIT)
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Tel. No. 23321272



भारत संचार निगम लिमिटेड
(भारत सरकार का उपक्रम)
BHARAT SANCHAR NIGAM LIMITED
(A Govt. of India Enterprise)

No. CIT/8-10/2013/ERP

Dated 30th May, 2014

To

All CGMs and IFAs

Sub : - Merger of Civil and Electrical units with SSAs

Ref : - (a) ERP/FICO/MH POC/2013-14 dated 29.11.2013
(b) 4-2/2010-Restructuring dated 19th July, 2013
(c) 4-2/2010-Restructuring dated 16th April, 2014
(d) 1-4/2010-ERP-C-ESTT/BSNL dated 21.05.2014

Kindly refer to the above mentioned letters. It is once again reiterated that the existing civil and electrical units have to be merged with the SSAs. Hence, no separate accounting unit will be created in ERP for civil and electrical units. In case of single unit catering to multiple SSAs circle may decide the SSA for merger as per their convenience based on location, scale of operation etc.

As far as reporting and reviewing structure is concerned, the senior most officer of civil and electrical wing in SSA shall report to the SSA head. The second reporting officer will be the next higher functional authority in the respective function (civil/electrical). The reviewing authority will be the next higher authority for the second reporting officer. The PCE, CE of the Civil/Electrical wings and Chief Architect shall report to the CGM of the circle

The office and administrative expenses of the head of the civil/electrical division will be handled through the headquarters of the circle. The office and administrative expenses of the civil/electrical offices in SSAs will be handled through the DDO of the SSA.

The above instructions may please be implemented during this financial year since ERP is planned to be completed in all circles during this year itself and the roll out plan is already conveyed to all circles.. The instructions may be implemented even before the ERP implementation irrespective of the date of implementation of ERP in that circle.


(K. Ramchand)
Sr. GM (CIT)

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GM(CA), BSNL