

**Minutes of 1<sup>st</sup> Quarterly Meeting of AIGETOA Punjab Circle and CGMT Punjab held on 23.07.2021**

1<sup>st</sup> quarterly meeting of AIGETOA Punjab was held under the chairmanship of CGMT Punjab on 23.07.2021 as per agenda points of AIGETOA circulated vide letter no. AIGETOA/PUNJAB/CS/2020-21/09 Dated 06.01.2021. Participation from two sides was as follows:

| <b>Sr. No.</b> | <b>BSNL Management Side</b>                      | <b>Office Bearers of AIGETOA PB Circle</b>         |
|----------------|--------------------------------------------------|----------------------------------------------------|
| 1.             | Sh. Sandeep Diwan, CGMT, Punjab Circle- Chairman | Sh. Vikas Gupta, Circle President                  |
| 2              | Sh. Sandeep Kumar Khullar, PGM(CFA)              | Sh. Yogesh Chhabra, Circle Secretary               |
| 3              | Sh. Mandeep Prakash, PGM(FIN)                    | Sh. Vineet Bhandari, CFS                           |
| 4              | Sh. Ajay Kumar Kararha, PGM(CMTS)                | Sh. Narinder Kumar, Asst. Circle Secretary-I       |
| 5              | Sh. A. K. Singh, GM(HR)                          | Sh. Jaspreet Singh, Assistant Circle Secretary-III |
| 6              | Sh. Deepak Garg, GM (NC)                         | Sh. Mayank Rastogi, Vice President                 |
| 7              | Sh. Rajesh Sharma, GM(NOFN/Mktg/IT)              |                                                    |
| 8              | Sh. Suresh Chander Badal, GM(EB)                 |                                                    |
| 9              | Sh. Anil Gupta, GM(L&B)                          |                                                    |
| 10             | Sh. Rajesh Banta, DGM(HR/Admn)                   |                                                    |
| 11             | Sh. Rakesh Kumar Gupta, SE(Electrical)           |                                                    |
| 12             | Sh. Lal Mohan Bhagat, SE (Civil)                 |                                                    |
| 13             | Sh. Pankaj Krishan Gupta, AGM(HR)                |                                                    |
| 14             | Smt. Sudha Sehgal, AGM(R&E)                      |                                                    |
| 15             | Sh. Ram Dass Bharti, AGM(Admin)                  |                                                    |
| 16             | Sh. Ravi Sharma, AD(Gen-I)                       |                                                    |

The meeting started at 11:15 Hrs. on 23.07.2021 in Conference Hall, Circle Office, Chandigarh. Shri Akhilesh Kumar Singh, GM (HR) welcomed the Chairman, Officers from Management Side and Association Members. Thereafter, each participant formally introduced himself. Thereafter, GM(HR) requested worthy CGMT to address the gathering.

Shri Sandeep Diwan, Worthy CGMT, Punjab Circle, in his address emphasized the role of the young generation in the growth of BSNL and improving the services in order to increase the revenue of Punjab Circle. He further assured that genuine grievances of staff would be resolved expeditiously.

Thereafter, regular agenda items were taken for discussion as under and respective vertical heads replied to agenda items:

**Agenda Point:**

**Point No. 1: Transparent Implementation of Transfer policy & Guidelines**

- a. **For inter BA and intra BA transfers, the period of service rendered in the previous cadre/ grades need to be taken for counting station/SSA/BA tenure.**

**Discussion & Decision:** - Management side informed that BSNL Employee's transfer policy issued by BSNL Corporate office is being followed while ordering intra circle transfers. It was also decided to instruct BAs for making intra BA transfers on company cost only on administrative exigencies and considering the service rendered by the executive in the previous cadre at same station. Even if transfer is made at same station it should be ensured that the executive has completed the seat tenure or is unsuitable for the work assigned.

**Action by AGM (HR), CO CHD/ All BA & Unit Heads**

- b. **BA Wise long stay list in each cadre may be published twice in a year, and circle wise long stay once in a year, so that each executive will know his /her position in the lists which will ensure the transparency.**

**Discussion & Decision:** - GM (HR) informed that BA wise long stay list in each cadre pertains to BA Head only. However, Circle wise long stay list is published before ordering transfers.

Discussion & Decision: Agreed. The cadrewise stay list of executives will be issued twice in a year ie by 31 July and 31 Jan of every year for the period ending on 30 June and 31 Dec respectively.

Point closed

- c. **For Intra BA transfers - Urban long stay may be taken as the criterion for accommodating requests from executives in rural / unpopular stations within BA. The rotation of executives from sensitive posts also needs to be done.**

**Discussion & Decision:** - GM (HR) suggested that matter may be taken up with BA Head only. Reservation, if any, may be brought to the notice of Circle Office regarding sensitive post, this office from time to time direct BAs for rotational transfers. However, no submission of AIGETOA in this regard has been received.

**Point**

**Closed**

- d. **Request transfer of executives may be considered uniformly. In some BAs the requests are getting forwarded but in some BAs it is kept within the BA HQ. This causes resentment and dejection amongst executives who are affected. Hence, BAs may be directed to forward all the request transfers to circle office without any delay.**

**Discussion & Decision:** - Worthy CGMT instructed that BA/Unit Heads have to send the requests with or without recommendations. Requests must not be kept pending with BAs.

**Action by AGM (HR), CO CHD/ All BA & Unit Heads**

- e. **Volunteering options may be called from executives for acute shortage in identified BAs and the long stay Transfers (-if any-) may be affected with the minimum displacement.**

**Discussion & Decision:** - CS AIGETOA emphasized on taking options from executives for meeting staff shortage in identified BAs. However, it was decided to order transfers only on stay basis and to call options from executives to minimize the expenditure.

**Action by AGM (HR), CO CHD**

- f. **Further the possibility of making provisions in ESS portal for taking request transfers may be explored, as this will lead to the paperless works and at the same time increases speed & transparency of forwarding and processing the applications.**

**Discussion & Decision:** GM (HR) replied that it is already implemented by BSNL HQ for inter circle transfer. However, intra circle transfer through ESS portal is a policy matter to be decided by BSNL HQ.

**Point**

**Closed**

g) Executives without any bias or conflict of interest need to be posted in HR & Admin vertical at circle & BA level. An employee grievance system may be made available, so that any employee can register his personal/ work related complaints or situations which can be recorded and escalated to the top level directly like PGRMS. We are in receipt of many such complaints of misuse of official authority which in turn creates unhealthy power centric practices at higher level. Further, kindly note that all the above requests are well within the spirit of BSNL Executive Transfer Policy and various other guidelines issued by BSNL CO and DPE /DoPT.

**Discussion & Decision:** Management strongly opposed the comments of association regarding bias in the posting of staff in the HR & Admn section. No specific case has been reported from Association. Worthy CGMT categorically stated that the association of an executive with any union should not be a disqualification for his/her posting in HR/ Admn section of any BA as long as attitude of the employee is fair and just.

**Point Closed**

## **2. Rationalization of executive staff working in various cadres of all streams in all SSAs of Punjab according to revenue size, geographic size & business prospects in SSA.**

**Discussion & Decision:** Restructuring Cell of BSNL CO is issuing guidelines on the matter. No link Officer based arrangement but only L/A arrangement in different grades were made by this office.

**Point Closed**

## **3. Pending JE to JTO Promotion through LICE against vacancies for 2014-15 and onwards.**

**Discussion & Decision:** It was intimated by Management side that a Video conference of Punjab Circle with GM(Rectt.), GM(Estt.) and GM CLO (SCT) in the presence of BSNL Counsel has been held to discuss the issue of imparting training to the successful candidates of JTO(T) of LICE 2014-15 and to declare the result of subsequent JTO (T) LICE. The management at Circle level is constantly pursuing the matter with BSNL HQ to resolve all the long pending issues which arises due to various court cases filed before various courts of Law by the employees.

**Action by AGM (R&E), CO CHD**

## **4. REA-2014 Rules in Circle & BA Level**

**Discussion & Decision:** Management assured that all facilities, as per REA Rules, will be extended to AIGETOA . AIGETOA, being a majority association, has liberty to hold dialogue/ discussion with management on various policy decisions and important matters. Letters / circulars related to associations are invariably endorsed. Regarding special casual leave of 20 days, the facility is already available in ERP SAP. It is also advised to take up the same with concerned BA/Unit Heads to make the quota

available for office bearers in ERP SAP. List of Office bearers may be shared with respective BAs/Units.

**Action by AGM**

**(HR), CO CHD/ All BA & Unit Heads**

**5. Processing of request transfers:**

**Discussion & Decision:** Office bearers of AIGETOA were satisfied with the request transfers ordered in JE/JTO cadres. Their major concern was in the cadre of JAO. PGM(Fin.) assured to issue the request transfer orders in the cadre of JAO twice in a year.

**Action by DGM (Finance)**

**6. Delay in appointment date due to late receipt of PVR.**

**Discussion & Decision:** The matter regarding delay in PVR and consequential benefits was taken up with BSNL CO New Delhi and HQ has called for some information which is being supplied. CGMT Punjab asked the office bearers to share the specific data of the employees, if any, with administration for taking necessary steps in the matter. It was further added by GM (HR) that this issue will be resolved on utmost priority.

**Action by AGM (HR), CO CHD**

**7. Merging of all HR related activities, including transfer & posting of finance wing, under HR & Admin section in line with corporate office:**

**Discussion & Decision:** The issue regarding merger of HR related activities of finance wing with HR & Admin section is not in the purview of Punjab Circle. Instructions in this regard has not been issued by BSNL CO, New Delhi.

**Point Closed**

**8. On Line IQ booking and Staff Quarter allotment:**

**Discussion & Decision:** Instructions to all BAs have been issued by GM(L&B) to take necessary steps for taking On Line booking and allotment of Staff Quarter as per instructions from BSNL CO, New Delhi. *The work of IQ booking online and allotment of Staff Quarters through ERP/ESS Portal in Punjab Circle is under way.* Worthy CGMT Punjab called for suggestions from AIGETOA office bearers for better working of the system.

**Point Closed**

**9. Staff Quarter Maintenance and Renting:**

**Discussion & Decision:** Sh. Anil Gupta, CE(Civil) informed that due to severe financial crunch being faced by BSNL, sufficient funds for day to day & periodic maintenance of staff quarters are not being allocated by the Corporate Office. As a result, it has not been possible to take up white washing & periodic maintenance of quarters. However, urgent repairs are being attended to as and when a complaint is received. This office is reiterating instructions to all field units to take up maintenance works within the allocated budget.

**Point Closed**

**10.Security refund of the JTO/JAO after 5 years of service:**

**Discussion & Decision:** Staff side informed that no case of security refund in the JTO Cadre is pending as on date. Finance section informed that the sanction for refund of security amount of Rs 5000/- in r/o JAO cadre executives who completes five years of service, is being issued after due verification from Claims section without insisting upon the draft details as and when the case is received from the concerned executive through proper channel. However, PGM(Finance) told office bearers to share the list of pending cases, if any, for expediting the security refund cases.

**Action by DGM(Finance)**

**11. Confirmation of Executives after Probation Period:**

**Discussion & Decision:** Staff side informed that confirmation cases in the cadre of JE/JTO received from BAs, as on date, are completed. As far as the cadre of JAOs is concerned, case of Sh. Sahil Gupta JAO NZNC has been sent to parent circle and that of Sh. Harpreet Singh AO is under process. AIGETOA stressed to make entries of the confirmation in ERP. However, management side informed that the employee should take necessary steps to verify his status in ERP and contact concerned HR unit of BA for any correction.

**Point Closed**

**12. Leave regularization /Special CL on COVID-19.**

**Discussion & Decision:** Instructions on the matter had already been received from BSNL CO and is in force in Punjab Circle.

**Point**

**Closed**

**13. Empanelment of Covid-19 treatment hospitals**

**Discussion & Decision:** This office has issued letters from time to time to all BA/Unit Heads to pursue the case for empanelment of Hospitals in their respective jurisdiction on urgent basis. Further, the list of empanelled Hospitals as on 22.07.2021 was circulated. The list is updated by Circle Office from time to time.

AIGETOA office bearers made suggestions for taking the reputed hospitals on cash basis. Management side informed that there is no bar to any hospital to come on the panel of BSNL as far as terms and conditions of BSNL are met. CGMT instructed that all BAs may explore the possibility of empanelment on cash basis as per CGHS norms.

**Action by All BA & Unit Heads**

**14. Payment to Contractual Labour:**

**Discussion & Decision:** Management side informed that there is delay in payment of above liabilities due to shortage of funds received from BSNL Corporate office. However, the funds for payment of above liabilities are regularly demanded by Circle from the BSNL Corporate office and authorized to SSAs whenever funds are received. **Point Closed**

**15. Office allocation to AIGETOA:**

**Discussion & Decision:** It was replied by GM (HR) that there is no such provision in REA Rules 2014.

**Point Closed**

**Annexure-2**

**1. Shifting of HLR from microwave building sector 53 to sector 49:**

**Discussion & Decision:** PGM (CMTS) informed that the case is under discussion with M/s ZTE and BSNL C.O. and M/s ZTE has to submit the Technical and Commercial details to BSNL C.O. after which decision will be taken by BSNL C.O. AIGETOA was told to explore more options like this in CMTC-NC as well as in BAs for taking necessary steps by management .

**Point Closed**

**2. FTTH and other operational issues:**

**Discussion & Decision:** Punjab Circle is not authorized to affect procurement of ONTs. As far as shortage is concerned, there is no report available to this effect. Unprofessional and indifferent attitude to contractor staff has not been reported so far. Regarding delay in provisioning of FTTH connections by TIPs, it is mentioned that SSAs have been asked to monitor the provisioning activity proactively.

AIGETOA office bearers suggested for dedicated complaint no. for FTTH services. Management side was of the view that toll no. of booking faults including provision for FTTH faults is already there. Opening another no. for this will lead to confusion/inconvenience to subscribers. Further management side infomed to take up the issues relating to CFA/ TX sections, if any, with PM(CFA) , GM(TX) separately.

**Point Closed**

**3. Payment/Allotment of pending Temporary advances and long pending petty work bills:**

**Discussion & Decision:** PGM (Fin.) has informed that there is no head in Ty. Advance in which CDL is given. Specific heads of expenditure, vendor code and document no. may be provided so that funds can be suitability arranged.

**Point Closed**

**4. Upkeep /Housekeeping manning provision requires for unmanned exchanges, BTS, installations etc.:**

**Discussion & Decision:** PGM (NWOpn-CM) informed that in all major telecom sites of BA upkeep/manpower has already been provided and moreover extension of infra alarm on pending BTS sites is already going on and is being monitored regularly.

**Point Closed**

**5. Revenue loss due to bundling of VAS services with our popular STV's:**

**Discussion & Decision:** It is stated that in Punjab Circle all the tariff is being implemented as per the Circular/ guidelines issued by BSNL HQ. No Punjab Specific STV with VAS component is working in Punjab Circle.

**Point Closed**

#### **6. Due importance to Cost Accounting Practices in BSNL:**

**Discussion & Decision:**

As per Section 148 (2) of Companies Act 2013 together read with Rule 3 of companies (Cost Records and Audit) Rules, 2014:

Every company specified in item A (Regulated Sectors) of Rule 3 shall get its cost records Audited in accordance with these rules if during the immediately previous financial year -

a. Overall annual turnover of the company from all its products and services is Rs.50 Cr. or more and

b. The aggregate turnover of individual product or products or services for which the cost records are required to be maintained is Rs.25 Cr. Or more.

c. Also, as per TRAI mandate, there are provisions for preparation of details as to cost or providing services individually for each stream of services provided by the telecom service provider companies.

In this regard it is clarified that compliance to both of above statutory requirements are compiled and maintained at BSNL Corporate Office, New Delhi.

**Point Closed**

#### **7. Optimal utilization of CMTS scarce resources:**

**Discussion & Decision:** Regarding deletion of numbers which are inactive in VLR, in this regard, it is submitted that BSNL Punjab is deleting inactive numbers in accordance with corporate office instructions issued vide letter No. BSNLCO-NPCM/11(11)/3/2020-NWP-GSM- 1, vide which permission to BSNL Punjab was granted for disconnecting numbers with condition that net customer addition in a month shall remain positive.

**Point Closed**

#### **8. Electricity bills and Owner rent should be paid regularly to avoid disruption of services and losses of revenue:**

**Discussion & Decision:** There is delay in payment of above liabilities due to shortage of fund received from BSNL Corporate Office. However, the funds for payment of above liabilities are regularly demanded by Circle from BSNL CO and authorized to SSAs whenever funds are received. The last CDL payment made against Electricity and Owner rent are 4.55 Cr. on dated 22.07.2021 and Rs. 2.40 Cr. dated 17.07.2021 respectively. The current status of liability as on 31.03.2021 against these head are as under :-

| <b>Particulars</b>               | <b>(Amt. in Cr.)</b>     |                   |
|----------------------------------|--------------------------|-------------------|
|                                  | <b>Electricity bills</b> | <b>Owner rent</b> |
| Total liability as on 31.03.2021 | 6.33                     | 11.05             |
| Payment made                     | 6.22                     | 4.77              |
| Pending liability                | 0.11                     | 6.28              |

As and when the claims are processed in ERP, the CDL is demanded after the removal of 'R' Block and on receipt of CDL the pending liability are discharged.

**Action by DGM (F)**

#### **9. Un-utilized building and space may be rented out to requires agencies and**

**fixed target may be assigned to BA Head for generating the revenue:**

**Discussion & Decision:-** The renting targets to all BAs have already been assigned directly by BSNL CO and Circle Office is constantly monitoring the performances of BAs.

**Point Closed**

**10. Installation of Bharat Air Fiber to improve the coverage at Rural as well as newly developing city area.**

**Discussion & Decision:-** Communications about targets to extend the coverage of Bharat Air Fiber stands issued by Corporate Office. About improving the coverage of BAF in rural and upcoming areas in city's periphery is concerned, it is stated that targets have been assigned to all BAs. Efforts are put in by all BAs and the output is being reviewed on daily/weekly basis.

**Point Closed**

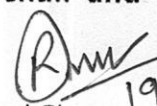
**11. Procurement of battery bank and Power Plant:**

**Discussion & Decision:** - Battery and power plants are very crucial resources to run telecom equipment whose life is hardly 4-5 years. So the life expired batteries should be immediately replaced preferably with Lithium ion batteries which are less prone to theft due to being negligible resale value. Managed model for Infra items may also be explored.

The tender for procurement of Power Plants in PB circle has already been finalized and delivery of Power Plants is in progress. The Tender for procurement of VRLA Battery sets is in progress and under evaluation. The tender is delayed due to issue of payments on PAN India basis. The matter is still not decided. Now BSNL HQ has called for the tender for battery sets for all the circles.

**Point Closed**

**Meeting concluded with vote of thanks by GM (HR) with Thanks to chair and all the participants.**

  
19/8/2021

Ravi Sharma  
AD(Gen-I)

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Copy to :

1. All Vertical Heads in Punjab Circle Office, Chandigarh.
2. All BA/Unit Heads, Punjab Circle.
3. Circle Secretary, AIGETOA, Punjab