



(A Govt. Of India Enterprise)  
(Pers.I Section)

4<sup>th</sup> floor, Bharat Sanchar Bhawan, New Delhi

No. 412-13/2013-Pers.I (II)

dated: March 22nd , 2013

To

**All Heads of Telecom Circles/  
Metro Districts/Maintenance Regions/  
Projects/Stores/BRBRAITT/ALTTC.  
All other Administrative Units,  
Bharat Sanchar Nigam Limited**

**Subject: Temporary shortages in the grades/posts of SDE/DE/DGM in Circles- introduction of Look After Arrangement by executives availing higher scales of pay.**

At different times, different Circles have been reporting temporary shortages of executives in the grades of SDEs/DEs/DGMs. These shortages occur mainly due to reasons of transfer mobility or delayed promotion procedure or some legal matters affecting timely promotions etc. Though temporary in nature, these shortages, at times, may get prolonged as well. The proposal to introduce a system to cover these shortages, in order to meet the **essential operational needs** of the Organization, within the confines of prudence and frugality as also to conform to statutory and legal prescriptions has been under the consideration of Management for some time.

Accordingly, to cover the shortages that may spring up, it has been decided to mandate a '**Look After Arrangement**' as below

***"Executives with lower substantive grade but availing higher scale of pay may be considered for manning the higher grades (on stand-alone or combined basis) according to their scale of pay, on look-after basis, to meet shortages. CGMs will be empowered to order the look-after arrangement as per requirement of business operations in SDE(DM)-DE(AGM)-DGM equivalent grade.***

***-----Example-*** An SDE grade executive availing E4 (or E5) scale of pay under time-bound financial upgradation, may be given charge of DE to meet the exigency/vacancy. Similarly, in other cases, DEs having E5/E6 scale may be given the charge of DGM to meet urgent shortages."

***The modalities of the Look-after Arrangement will be as under:-***

- a) The arrangement will enjoin upon the executives to shoulder the responsibilities matching their pay scales under the EPP in the interest of service.
- b) Circle seniority of the executives shall be seen before consideration. The arrangement has to be worked out in a manner so as to involve minimal transfer/posting.
- c) No extra remuneration will be required for such executives.
- d) Vigilance clearance will be seen.

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22/3/2013

