



CORPORATE OFFICE, PERSONNEL – I SECTION  
4<sup>th</sup> Floor, Bharat Sanchar Bhawan, Janpath, New Delhi-1

No. 400-61/2004-Pers.I(Pt.II)

Date:- March 18<sup>th</sup>, 2013.

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

**Subject:- Executive Promotion Policy : regarding advance processing of time bound IDA pay scale upgradation twice a year.**

With reference to BSNL CO order No. 400-61/2004-Pers.I (pt.II) dated 10<sup>th</sup> October, 2011, this office has been receiving queries from filed units seeking clarification on practical aspects of the system of advance processing of time bound IDA pay scale upgradation cases under EPP, which are broadly categorised as below :-

- For cases maturing between July to December which are to be processed in April [same year], the APAR for the latest year (i.e. ending March of the same year) do not become available in April.
- For cases maturing between January to June which are to be processed in October [previous year], which APAR is to be considered if the due date falls in April/May/June of the next year. [The premise of this query is that the last APAR of the performance review period will not be available.]
- Doubts on Vigilance issues emanating after the processing of the cases and before the due date have been expressed.

The above situation has been examined and it is stated that the problems noted above are mainly administrative and can be dealt by administrative methods only. Accordingly, the above problems may be approached on the following lines:-

- Since APARs are completed on financial year basis ending in March, depending upon the timing of the processing of any promotion [time bound or post based], a length of service [varying between 1 to 11 months] immediately before the holding of DPC/CPC gets ignored with regard to performance appraisal of the official. The queries on APAR noted above will be managed accordingly. An ideal illustrative chart in his regard is shown below:-

SNo.	Processing of TBP cases	Due date	APARs to be considered
1.	April 2013	June 2013 to Dec. 2013	April 2007 to March 2012
2.	October 2013	Jan. 2014 to June 2014	April 2008 to March 2013

**However, administrative exigencies may cause delay in processing of these cases and on such occasions the administrative authority concerned will take a decision with regard to the period of performance review and the related APARs.**

*[Handwritten signature]*

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