



NO.AST/SDE 5D/OG/Vol.X/70

DATED : 05/08/2017

Sub : Inter Circle transfer in the cadre of SDE (Telecom) – Reg.

Ref : 1. BSNL CO Order No.1-7/2017-Pers-II dated 04/07/2017.  
2. AGM (staff)/TN Circle Lr.No.TSA/11-12/2017/Pt dt 07/07/2017

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In pursuance to BSNL CO order cited under reference above, Sri.R.Kalaimaran (A.I. Staff No.109568 & H.R.M.S. No. 198408143), SDE - BSNL Chennai Telephones District is transferred and posted to TN Circle. The officer has been posted to Pondicherry SSA vide TN Circle letter cited above.

As such, Sri.R.Kalaimaran (A.I. Staff No.109568 & H.R.M.S. No. 198408143), SDE, NSS HRD GMSC, BSNL Chennai Telephones stands relieved and struck off from the rolls of Chennai Telephones District on the A/N of 05/08/2017 with instructions to report to PGM, Pondicherry SSA of TN Circle.

All the inbox items of the officer in SAP/ESS should be cleared by the officer before relief. All the roles of the officer in SAP/ESS should be delimited.

Necessary charge relinquishing report shall be furnished to all concerned. Relieving entry shall be made in ERP

This is issued with the approval of the competent authority.

  
DY.GENERAL MANAGER (HR/ADMN)  
BSNL, CHENNAI TELEPHONES.

To  
The officer thro' unit officer.

The officer shall:

- Dispose off all appeals and petitions if any pending with the officer.
- Submit the self-appraisal to the reporting officer.
- Surrender ID card/ BSNL EMRS card/RSTC/ SIM Card/Residential furniture/Service Internet connection/ Laptop, if any, to the respective authorities concerned.
- Update the APARs where the officer is reporting/reviewing authority.
- Make over important pending works/disciplinary case pending/DPC cases on hand, if any.

Copy to:

- AGM (Pers.II), BSNL CO, ND - w.r.t. order cited under reference above.
- PPS to CGM, Chennai Telephones
- AGM (Staff), TN Circle, Chennai
- GMs-(HR/A)/(NW O) CM- Chennai Telephones
- Jt. GM NSS & VAS CM- CHTD
- VO / AGM NSS HRD
- AO - (C&A)/(P&A) COBA-GSM, BSNL - Chennai Telephones
- SDEs : MIS/SSX/PRO/DO/GENL/PERS/PD/BP/WELFARE
- ERP in charge – for updation in ERP
- PF of the officer / Intranet / Spare.