

कार्यालय प्रधान महाप्रबंधक, हैदराबाद दूरसंचार
जिला, बीएसएनएल भवन, आदर्शनगर, हैदराबाद
Office of the Principal General Manager.
Hyderabad Telecom. District, BSNL Bhavan,
Adarshnagar, Hyderabad- 500 063.



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

पत्रसं/Lr.No.SM-103/NEs-Retirements/2018-19/52, दिनांक/dated at HD the 05-01-2019.

विषय/ Sub:- List of Officers/Officials due for retirement on attaining the age of superannuation on **31-01-2019-Reg**

The officers/officials of HTD mentioned in the annexure are due for retirement on attaining the age of superannuation in the month of **JANUARY_2019**.

Concerned SDEs (Admn) / Unit officers of Main Area / AOs (Pay) / S R are requested to verify annexure (given as per ERP data) with reference to Service Books and intimate corrections / additions / deletions if any to SDE (Staff-I), O/o PGM HTD to incorporate the same in the retirement orders.

If the name of any official retiring on superannuation on **31-01-2019** is not included in the enclosed list, the official may be relieved subject to the confirmation by this office. Name of such officials may be intimated to this office immediately.

In case, if any, Vigilance / Disciplinary case come to the notice, against any of the employees in the enclosed list before issuing of relieving order, it is the responsibility of the controlling officer concerned to bring it to the notice of this office immediately and the official should be relieved provisionally on the date of superannuation.

The controlling officers of Main / NRUs and Area admns. may relieve the retiring officials from the duties on the A/N of **31-01-2019**. It is instructed to initiate the vigilance clearance after 15th and submit the same to the undersigned for issuing of retirement order. Failing which the SDEs (Admn.) of the concerned Area and Unit Officers of Main Area / NRUS will be responsible.

The unit officers are requested to ensure that, all the formalities are completed as per the Check list furnished over leaf.

Encl:- Annexure.

गिरिजा 05/01/19
सहायक महाप्रबंधक(प्रशा.)/AGM (Admn.),
फोन.नं./Ph.No.040 – 23233466.

Copy to :-

1. AGMs (OP & Admn.), Central / North / South / Rural in HTD.
2. Admn. Wings of Electrical / Civil / Cell One / STP / STR & Circle Office. [NRU's].
3. SDE (Welfare) / AGM (Staff-II) O/o PGM HTD.
4. CAO (CA) O/o PGM HTD.
5. AGM (Vigilance], O/o PGM HTD for information.
6. Dist. Secretary, BSNLEU / NFTE , HTD, Hyderabad.
7. Intranet / OC & Spare.

CHECK LIST FOR GROUP C & D

Sub:- Check list for the officials retiring on superannuation or VR,
transferred to other SSAs and resigning from service – Reg.

In suppression of the earlier check list the officials who are transferred to the other SSA/Retiring on Superannuation/Retirement on VR and who are resigning from service should complete the formalities before and after relinquishing the charge as per the guide lines mentioned below:-

1. Service Telephone connections like Landline/WLL/Cellular/Broadband etc. are to be surrendered after expiry of the period of retention. The resigning officials should surrender the telephone taken under WEDOT/WEBSNL.
2. The Unit Officer should relieve the official, only surrendering the Telephone taken under WEDOT / WEBSNL.
3. If the official is resigning before completion of the bond period as prescribed he/she should pay back all the amount due to BSNL including training expenses.
4. Quarters are to be surrendered after expiry of period of retention wherever applicable.
5. Making over of all departmental assets/furniture/vehicles if any in their possession.
6. Surrendering the Identity Cards/BSNL MRS/CGHS cards etc. as applicable.
7. Departmental and welfare loans/Telephone dues are to be cleared.
8. Laptop/Computers/Mobile instruments are to be surrendered.
9. Username/Passwords of BSNL Network like Mail/Internet/CDR Access are to be withdrawn.
10. Any other item not covered above in the check list.

The Unit Officers concerned/AOs concerned/and other officers concerned may ensure that the above formalities are complied with.

Annexure to LR. No. SM-103/RETTs-NEs/2018-19/ 52				Dated 05-01-2019.		
Sl. No.	HRMS No.	Name of the Officer/Official [S/Smt.]	Desgn.	Date of Birth	Unit Working	GM Area
1	98303797	VENKATESWARA RAO SEELABOYINA	DGM (Adhoc)	25.01.1959	GM_NORTH_SD	NORTH
2	98012577	THONDAPU CHANDRA SEKHARA PRASAD	AGM	22.01.1959	DGM_SD	NORTH
3	98303995	RATNAM VENKATA RAJA	SDE(R)	08.01.1959	AGM_SALES_SD	CENTRAL
4	98004923	RAMA DEVI M	AO	16.01.1959	CAO_LC_TBN	MAIN
5	98502627	SHANKER P	JTO	26.01.1959	SDE_TM_EGD	MAIN
6	205243	JAYACHANDRA PRASAD S	JE	05.01.1959	SDE_HGMSC-II_TBN	MAIN
7	98002842	RAMESH P	JE	06.01.1959	SDE_MDF_MBD	NORTH
8	98503881	SEETARAMULU K	JE	05.01.1959	SDE_RLU_TRG	NORTH
9	98103826	SIDDIQUNNISA BEGUM	OS(G)	14.01.1959	AO_WORKS_MAIN	MAIN
10	97804904	AMRUTHA RAMANUJAM T	OS(P)	29.01.1959	SDE_OP_MBD	NORTH
11	98002750	KALI MULLA BAIG M	OS(P)	01.02.1959	SDE_CSC_SRN	SOUTH
12	98002782	RAMA S	OS(P)	21.01.1959	AO_TR-I_MBD	NORTH
13	98207834	SRI KRISHNA PRASAD J V	OS(T)	10.01.1959	SDE_CSC_LGPL	RURAL
14	98004999	SESHADRI N	TT	10.01.1959	SDE_EXTL-II_SD	NORTH
15	98107491	AMARNATH T	TT	26.01.1959	SDE_CSC_TLCK	CENTRAL
16	98110316	NARASIMHA RAO RAGAVARAPU	TT	04.01.1959	SDE_GRP_S_IBPM	RURAL
17	98111063	YATHIRAJULU M	TT	05.01.1959	SDE_GRP_S_SHM	RURAL
18	98802198	TULASI DAS P	TT	06.01.1959	SDE_MDF_GWD	CENTRAL
19	98802227	VITTAL R	TT	04.01.1959	SDE_EXTL_FLMN	CENTRAL
20	98802270	SATHYANARAYANA P	TT	21.01.1959	SDE_EXTL_BDPL	NORTH
21	98803722	VITTAL T	TT	04.01.1959	SDE_EXTL_TRG	NORTH
22	98803767	YADAGIRI M	TT	10.01.1959	SDE_EXTL-I_MBD	NORTH
23	99203507	RANGAIAH CH R	TT	02.01.1959	SDE_EXTL_AMBP	NORTH
24	203214	RADHA B	ATT	01.02.1959	AO_CA_B BVN	MAIN
25	303336	KAMALESH KUMARI C S	ATT	08.01.1959	AO_OPC_CDMA_B BVN	MAIN
26	99403024	SHARFUDDIN MOHD	ATT	06.01.1959	SDE_EXTL-II_EGD	CENTRAL


 Asst. General Manager (Admn.),
 % PGM TD, Hyderabad-63.