

O/o Chief Vigilance Officer,
Eastern Court Complex, Ground Floor,
Near MTNL Sanchar Haat, JANPATH
New Delhi- 110001
Tel: 011-23734340, Fax: 011-23734300,
Email: cvo@bsnl.co.in
BSNL 3G)))) **BSNL LIVE**
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CONFIDENTIAL/MOST IMMEDIATE
BHARAT SANCHAR NIGAM LTD.

(A Govt. of India Enterprise)



No.29-3/2010-VA

Dated 13-07-2015

Through BSNL Intranet

To,

1. All Vigilance Heads, BSNL
Telecom Circles/Units.
2. All AGM (VMs) O/o CVO BSNL.

Subject:- Introduction of Single Window System for receiving proposal for
ratification from BSNL/MTNL- regarding.

Kindly find enclosed herewith the DOT letter no. 68-16-A/2015-Vig.II
dated: 25th June, 2015, on the above subject matter, for kind information and
further necessary action at your end please.

This issues with the approval of CVO, BSNL.

Encl: As above


13/07/15
[G. D. Mishra]
AGM VA
Phone: 011-23734371



File No.68-16-A/2015-Vig.II
 Government of India
 Ministry of Communication & Information Technology
 (Department of Telecommunications)
 Sanchar Bhawan, 20 Ashok Road, New Delhi - 110001



Dated: 25th June, 2015

- To
1. C&MD, BSNL, New Delhi.
 2. C&MD, MTNL, New Delhi.

Handwritten notes and signatures:
 ✓ CVO [Signature] 3.16/15
 ✓ BD(NB) [Signature]
 ✓ GM(Pw) [Signature]
 ✓ GM(P) [Signature] 3/7/15



Subject: Introduction of Single Window System for receiving proposals for ratification from BSNL/ MTNL.

Sir,

I am directed to say that in order to reduce the delay in finalisation of ratification cases due to short comings/discrepancies in the proposal, it has been decided to switch over to Single Window System for accepting the ratification proposals.

2. Therefore, BSNL/MTNL hence forth are required to submit their ratification proposals by hand (through an authorized representative not below the rank of AGM) for on the spot scrutiny by the designated Officer in DOT. A proforma for submission of requisition for seeking the convenient date and time to submit the proposal will be sent by fax to Deputy Secretary (Vig) Fax No.011-23372416 is enclosed as Annexure-A. A copy each of check list and proforma VB-II to be submitted along with the ratification cases is also enclosed.

Handwritten note: 20/6/15

Yours faithfully,

Signature of Inderjit Hadda
 (Inderjit Hadda) 25/6/15

Deputy Secretary to the Govt. of India

Handwritten note: for compliance

Handwritten note: 1294/49446w
 7/7/15

Handwritten note: we may circulate to all Agms of circle v's

Handwritten note: 7/7/15 [Signature]

Handwritten note: 91 tak = No as directed [Signature] 07/07/15 DM/CA

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ANNEXURE 'A'

Request for submission of ratification proposal to DOT through Single Window System

(To be submitted to Deputy Secretary (Vig.) on Fax No.011-23372416)

1. Name of the Charged Officer _____
2. Designation _____
3. Address /Circle Where working _____
4. Date of Retirement _____
5. Nature/Quantum of Penalty _____
6. Circle/Zone _____
7. Name of the concerned DGM (Vig.) _____
8. Address of the concerned DGM(Vig) _____
9. Phone No. of concerned DGM(Vig) _____
10. Dates and time convenient for submission of proposal _____
11. Reference No. if any _____

Name & Designation of Officer*
(Requisitioning Authority)

Date _____

Telephone Nos. _____

* Not below the level of an AGM

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Check-List for submission of Ratification proposals through single window system.

1. Whether copy of Pension Calculation sheet with calculation of average emoluments of last 10 months (in case of pension cut cases) has been placed ?	Yes/ No
2. Whether Proforma of check-list (in case of pension cut cases) has been placed ?	Yes/ No
3. Whether Memorandum with article of charges issued to the charged official has been placed ?	Yes/ No
4. Whether soft copy of article of charges has been sent thro' e-mail or CD brought ?	Yes/No
5. Whether Acknowledgement/ denial of the charged official in response to the Memorandum of charges issued to him, has been placed?	Yes/No
6. Whether copies of IO & PO appointment have been placed ?	Yes/No
7. Whether copy of Inquiry Report placed ?	Yes/No
8. Whether copy of letter forwarding the Inquiry Report to the charged official has been placed ?	Yes/No
9. Whether copy of dated acknowledgement or copy of representation on the Inquiry Report has been placed	Yes/No
10. Whether an attested copy of approval of C&MD / Director (HR) has been placed	Yes/No
11. In conviction cases , whether copies each of the (i) FIR, (ii) judgement, (iii) prosecution sanction, if in service have been placed ?	Yes/No/NA
12. In case of absconding charged official , whether news paper clippings of two leading news paper have been placed in original ?	Yes/ No/NA
13. Whether Index with page number has been place	Yes/ No
14. Whether brief history of the case has been enclosed in Proforma ' VB-II' .	Yes/No
15. All the copies of documents have been authenticated/attested by the competent authority.	Yes/No

Note: No other extra documents/ folders to be sent/attached.

(signature)
Designation
Address

Note: Hard copy and soft copy to be sent

RATIFICATION CASE OF SHRI.....

.....
.....
.....(absorbed in BSNL).

Brief history of the case:
(In case of conviction case-
Date of FIR.....
Date of Judgement passed by Hon'ble

Shri
..... (absorbed in BSNL) was issued
a show cause notice under Rule 36 of BSNL CDA Rules, 2006 vide
Memorandum No.dated
.....on the following articles of charge:-

Article of charges (reproduced as in the article of charges framed against
the charged official issued vide the show cause notice)
.....
.....
.....

3. The above stated Memorandum dated was
acknowledged by the charged official / a representation dated
..... was received denying the charges by the charged
officer. Inquiry Officer and Presenting officer were appointed vide
Orders dated and, respectively . The
inquiry officer submitted inquiry report on
The Inquiry Report [alongwith the Disciplinary Authority's
Disagreement Note - (in case of disagreement)] were sent to Shri
..... vide Memorandum
No....., dated..... giving him an
opportunity to submit his representation against the Inquiry Report,
if he desired so. The charged officer submitted his representation
dated.....

4. After careful consideration of complete case i.e. inquiry report,
the representation of the Charged Officer, the records of the case and
on an objective assessment of the facts and circumstances of the case
in its entirety, the Disciplinary Authority has proposed penalty of
.....on Shri.....
.....Telecom Circle (absorbed in BSNL). The case file has
been sent to the Department of Telecommunications with the
approval of CMD, BSNL.