



**BHARAT SANCHAR NIGAM LIMITED**  
(A GOVERNMENT OF INDIA ENTERPRISE)  
SR Cell, Corporate Office  
8th Floor, Bharat Sanchar Bhawan,  
Harish Chander Mathur Lane,  
Janpath, New Delhi-110 001

No. BSNL/5-1/SR/2016

Dated, the 7<sup>th</sup> June, 2016

To

1. All CGMs, BSNL,
2. GM (Pers), BSNL C.O.

Sub: **Conduct of 1st membership verification to elect majority representative Association of Executive employees in BSNL - Preparation of Electoral Rolls regarding**

It is well known that the membership verification process has commenced to elect a majority representative Association of executive employees in accordance with the provisions of **BSNL (Recognition of Executives' Association) Rules, 2014**, for which election is proposed to be held on 27th September, 2016. Accordingly, it is requested that as a preliminary action, process of preparations of electoral rolls may be started immediately and the basic data may be obtained from BSNL ERP package. While preparing the electoral rolls, following broad guidelines may be followed :-

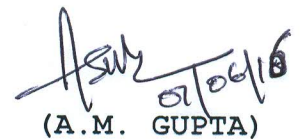
- i) The draft/provisional electoral rolls may be prepared in the pro-forma, enclosed at Annexure-I, wherein names of all officials who are holding any Executive post in any stream, except those who have taken absorption in Group 'A' capacity, will be included in the electoral rolls.
- ii) Further, the names of officers who are on deputation and also those under suspension shall figure in the electoral rolls.
- iii) The names of officers, who will be superannuating up to 31st August, 2016 may not be included in the electoral roll.

- iv) The names of non-executives, who are holding any Executive post on adhoc / officiating basis, looking after arrangement etc. will not be included in the electoral rolls.
- v) The names of officials who are appointed in any Executive post or promoted to the Executive category after finalization of electoral rolls will not be included in the rolls which tantamount to revision of electoral rolls.

2. Needless to mention that revision/updating of electoral rolls after their finalization normally attracts criticism and quite often becomes a bone of contention. To avoid such an eventuality, it is requested that utmost care may be taken while preparing the electoral rolls to rule out the possibility of any addition/deletion after finalization.

3. In addition to above, the position with regard to number of polling booths in a SSA may be assessed by the Head of SSA in consultation with Circle office keeping in mind that least inconvenience is caused to the employees and also to minimize the expenditure. It may be ensured that in a polling booth, provision may be made for not more than 400 voters to cast their votes. The information of polling booths may be prepared in the proforma as per Annexure-II .

3. The above exercise may be started immediately and completed positively by 30th June, 2016 and further instructions in this regard shall follow.

  
(A.M. GUPTA)

GM (SR), BSNL C.O.

Encl : As above

Name of the Circle : \_\_\_\_\_

Name of the SSA \_\_\_\_\_

S. No.	Name of the employee	Male/ Female	Designation	HR Package Staff No.	Deptt/ Section

Name of the Circle : \_\_\_\_\_

Sl. No.	Name of SSA	No./Name of Polling Booths