



Bharat Sanchar Nigam Limited

(A Government of India Enterprise)

Corporate Office
Establishment Branch

5TH Floor
Bharat Sanchar Bhawan
Jan path, New Delhi-110001

Lr.No.1-11/2016-PAT (BSNL)/Updating of Court Case details

Dated 21.03.2017

To
All the Heads of Circles/Other Units

Subject: Deployment of Legal Modules in ERP Portal –Provision of Court Case Master Data & Updation of Court cases details thereof -reg.

Ref : This office even no. letter dated 06.01.2017.

Sir,

As you are aware, the ERP team has developed "Legal ERP Module-Court cases" for **proper monitoring** & efficient follow up of court cases and accordingly generation of SMS/E-mail scheduled alert to all concerned, has been provided for therein. The Legal ERP module is ready for use.

In this regard, vide the letters cited above; it was requested to arrange for inputting the **Court Case Master Data** (Courts details, Office details & Advocate details) and **Updating of details of Court cases**. The procedure to be followed in submitting Court Case Master data and updating of details of court cases, has already been communicated earlier vide this office even letters dated 30.11.2016 and 22.12.2016. Now the Legal ERP Team has communicated that, it has consolidated the transaction codes of "zlegal" (for accessing ERP Legal Module), "z101" (for updating court case initial details) and "z103" for assigning lawyer) into one transaction code " zcourt" . With the "zcourt" transaction code, **initial case details, lawyer assignment, case forward/transfer, case hearing details** and judgment **details** can be updated. In case, any circle finds difficulty either in submitting Court Master Data or Updating Court Case details on Legal ERP Module, Shri. D Rajeshwar, DeputyManager(Estt-I.) may please be contacted on rajeshwardurgapu@gmail.com or on the mobile no.09868267899.

The case pertaining to Staff/HR/Service/Personnel matters have to be updated under the HR Matter heading only. Copy of Case Type and Sub Types of HR Matters is enclosed.

It has been decided to launch the E-legal Module on 29.03.2017. All the circles are requested to update the court cases on the Legal ERP Module. If, there is any delay in updating of court case details, the same may be viewed seriously.

End. As above.

Your's faithfully

(Sheo Shankar Prasad)

Deputy General Manager (Estt.)

Tel.No: 23715155 Fax No: 23734051

Copy to: The DGM ERP(HCM) ALTC ,Ghaziabad for information please.

Regd.&Corporate Office: Bharat Sanchar Bhawan, H.C.Mathur Lane, Janpath, New Delhi-110001

Corporate Identity Number (CIN):U74899DL2000GOI107739

www.bsnl.co.in

List of Case Types and Sub Types of HR /Staff/Personnel Matters

HR-Associations and Unions and Welfare	Executive Associations
	Non-executive Unions
	BSNL Medical Schemes
	Misc (Association/Union/Welfare)
HR-Buildings and Quarters	Land Building
	Staff Quarters
HR-Concessions in Appointment	Post- Based Rosters
	Scheduled Castes and Scheduled Tribes
	Socially and Educationally Backward Classes
	Persons with Disabilities
	Ex-Servicemen
	Sportsmen
	Compassionate Appointments
HR-Establishment	Misc. (App. Concession)
	Recruitment & Appointment
	Casual Labour
	Temporary Status Mazdoor
	Contract Labour
	Workmen Compensation Act
	Pay Scales
	Allowances or Personal Claims
	Pay Fixation
	Pay Anomaly
	Leave
	LTC.
Misc. (Est.)	
HR-Personal Matters	Annual Performance Appraisal Report
	Promotions
	Looking After or Officiating
	Non-Executive Promotion Schemes
	Executive Promotion Policy
	Permission Under Conduct Rules

HR-Personal Matters	Service Bond
	Disciplinary Cases
	Reversion or Demotion
	Postings & Transfers
	Misc. (Personal Matters)
HR-Service Matters	Confirmation
	Seniority
	Termination of Service
	Resignation
	Voluntary Retirement
	Deputation
	Deployment of DOT and Other Staff in BSNL
	Retirement Benefits
	Cadre Restructuring
	Regularization of Service
Permanent Absorptions in BSNL	
Misc. (Service Matters)	
HR-Miscellaneous	HR-Miscellaneous