



**MOST IMMEDIATE**

F. No. BSNLCO-A/11(11)/11/2020-ESTAB

Dated: 10<sup>th</sup> July, 2020

To,  
**All Heads of Telecom Circles &  
All Heads of other Administrative Units  
Bharat Sanchar Nigam Limited**

**Sub: Payment for 3<sup>rd</sup> installment of Ex-gratia in respect of employees retired under BSNL VRS-2019 – instructions reg.**

Sir,

I am directed to refer to the above cited subject and to inform that sanction of fund for payment of 3<sup>rd</sup> installment of Ex-Gratia has been received from DOT. Since PPO has been generated by respective CCAs in most of the cases, DOT has provided list of retirees in respect of whom there is variation in the last pay drawn (copy of CCA-wise list is enclosed). Accordingly, the payment of 3<sup>rd</sup> installment of Ex-gratia shall be regulated as follows:-

S.No.	Description	Payment to be released in 3 <sup>rd</sup> installment (Total of three installments in %age of the Sanctioned amount)
1	In cases where PPO have been generated and there is no change in amount of Last pay drawn	The additional instalment of Ex-gratia shall be restricted to 38.2%.  (Total 92% of the sanctioned amount).
2	For cases, where there is variation in last pay drawn as filled by BSNL in SAMPANN Portal and the PPO issued by DOT ; and in cases where the PPO has not been issued so far	The additional installment of Ex-gratia shall be restricted to 31.2%.  (Total 85% of the sanctioned amount).

2. In this regard, you are requested to follow the same process in ERP system as was done at the time of payment of 2<sup>nd</sup> Installment. The process must be completed by evening of 13.07.2020 i.e. Monday. The fund request, indicating the amount to pay to VRS optees, including all kinds of recoveries and TDS may be emailed to Banking Cell of BSNL Corporate Office on email address: [budget.corporate@bsnl.co.in](mailto:budget.corporate@bsnl.co.in) by 14.07.2020 i.e Tuesday.

 P.T.O.

3. PGM(ERP), ERP Centre, ALTTC, Ghaziabad shall also in parallel provide consolidated circle wise fund to be authorized for payment to VRS optees and the TDS to be paid, to Banking Cell on the above mentioned email address by 14.07.2020 positively.

4. In case of recoveries, all the recoveries should be posted in SAP simultaneously.

Yours faithfully,



[Keshav Kumar]

Assistant General Manager (Estt.I)

Tel. 011-23037477

Copy to :

1. Sr. PPS to CMD, BSNL.
2. Sr. PPS to All Directors, BSNL Board.
3. CVO, BSNL CO, Eastern Court Complex, Janpath, New Delhi.
4. CS & CGM (Legal) / All PGMs/Sr. GMs/GMs in BSNL CO New Delhi. – The cadre controlling units are requested to initiate similar action in ERP / SAP in respect of VRS optees of BSNL corporate office.
5. PGM(ERP), ALTTC, Ghaziabad – For necessary action in SAP as mentioned above. The necessary instructions may be issued to circles with regard to processing of above payment in the ERP / SAP portal.
6. BSNL Intranet. / Guard File.