




F.No.18-1/2013(Pt.)/BSNL

05.08.2016

To,
All PGM's/Sr.GM's/GM's
BSNL CO

Subject:- Displaying of I-Cards at entry/exit gate and prior intimation to Admn. Cell while coming to office on non working day, regd.

1. It has been brought to the notice of Admin Branch that most of the officers/officials of BSNL CO are not wearing their I-Card while coming to office and even not showing their I-cards when asked by Security Personnel.
2. From 08/08/2016 it is mendatory for all officers and officials to wear their I-Cards while coming to BSNL CO. No officer/official will be allowed to enter BSNL CO premises without wearing I-Cards.
3. Further, all officer/official are also requested to take prior approval from Admin Branch if they will come office during non working day (i.e. Saturday's/Sunday's/Holidays). Otherwise they will not allow to enter the BSNL CO.
4. The aforesaid instructions will be strictly followed by all.


(S.S.Rawat)
AGM(Admn.)