



Examination Matter

F.No.58-1/2018-Rectt

Dated 26th November, 2018.

To,

All Chief General Managers Territorial Telecom Circles, BSNL.
All Pr.CEs/CEs(Civil/Elect.)
GM(Pers.), GM(SEA), GM(Estt.), BSNLCO, New Delhi.
CGM(BW), CGM(Elect.), CGM(Arch.) BSNLCO, New Delhi.

Sub: Holding of Limited Internal Competitive Examination (LICE) for promotion of Steno Grade D to the grade of PA (Personal Assistant) in BSNL corporate office.

With the approval of the Competent Authority, it has been decided to hold a Limited Internal Competitive Examination (LICE) to fill up the vacant posts in the grade of PA of BSNLCO pertaining to the vacancy years 2013-14 to 2017-18 from the eligible Stenographer Grade 'D' of BSNL CO.

2. **The LICE will be conducted as per provisions of the Recruitment Rules issued vide letter No. 27-01/2001-CSS Dated 04.07.2003. The scheme & syllabus of LICE to the grade of PA would be same as notified vide letter No. 106-3/2005-CSS Dated 19.02.2008 and subsequent amendment made vide letter No. 106-3/2011-CSS Dated 18.04.2013.**

3. Year-wise, category-wise vacancies will be notified in due course.

4. The said examination will be held Online as per following schedule:-

STARTING OF ONLINE REGISTRATION OF APPLICATION	:	27.11.2018
CLOSING DATE OF ON LINE REGISTRATION	:	26.12.2018
DATE OF LICE	:	19.01.2019

The above schedule may change due to administrative reasons.

Endt. no TT/RE/12-11/2018/28 dated at HD, the -11-2018

To,

All the Heads of SSAs/units in Telangana Circle,
Hyderabad for information pt.

Asst. General Manager (R&E)
% CGM, Telangana Circle,
Hyderabad-1



5. The Detailed scheme & time-table of the examination is given below:

Paper	Subjects	Marks	Date of Exam	Duration
Paper-I* (Objective type multiple choice having four option with one correct option)	i. General Awareness	75	19.1.2019	3 hours (10.00 A.M. to 1.00 P.M.)
	ii. General English	75		
	iii. Computer fundamentals	50		
Paper-II**	Skill Test in shorthand (English or Hindi Medium) @ 100 w.p.m for 05(Five) minutes	300	19.1.2019	(2 PM Onwards) Reading- 10 Min. Transcription(English) - 50 Min. Transcription (Hindi) - 65 Min.

* Paper-I (Objective multiple choice) Examination will be conducted on online mode & Paper-II Skill test in shorthand at the ALTTC examination center, Ghaziabad.

** Paper-II - Only 5% errors will be allowed for Skill Test(Shorthand).

6. The examination will be of multiple choice objective type and as such each question will have 4 multiple choices for answer. Only one answer which is the most appropriate has to be selected by the candidate and click the relevant option accordingly. There will be negative marking. In case of wrong answer **25% of the marks** of that question will be deducted and as such the candidates are advised not to resort to arbitrary selection of answer. **The Scheme and syllabus of LICE for promotion to the Grade of PA in BSNL C.O. is enclosed as Annexure-A.**

7. As per the amendment made vide letter No. 106-3/2011-CSS Dated 18.04.2013 of CSS Branch, the minimum Qualifying marks in the LDCE for PA will be as follows :-

S. No.	Category	Minimum Qualifying Marks		
		Paper-I (Objective Questions)	Paper-II (Skill Test)	Total Aggregate (Paper-I+Paper-II)
(a)	OC Candidates	30%	37%	37%
(b)	SC/ST Candidates	23%	33%	33%

8. Eligibility:-

Eligibility to appear in the examination shall be strictly in accordance to the recruitment rules circulated vide letter & amendment issued by CSS Branch as mentioned in para -2. Any further doubt regarding eligibility for admission to examination may kindly be addressed to AGM (CSS), BSNL Corporate office, 4th floor, Bharat Sanchar Bhawan, New Delhi.

B. S. Nigam



भारत संचार निगम लिमिटेड

वृत्त संचार निगम

BHARAT SANCHAR NIGAM LIMITED

A Govt. of India Enterprise

Recruitment Branch

BSNL Corporate Office,
Room no: 222, 2nd Floor,
Eastern Court,
New Delhi-110001

9. The employees, who are eligible in accordance with the eligible conditions as referred in the Recruitment Rules and who desire to appear in the examination should submit application/nomination on-line. Candidates applying for LICE for promotion to the post of PA are required to fill their application/nomination form through online on BSNL Training Portal i.e <http://10.192.209.231/> (www.training.bsnl.co.in). Nominations/Application will be considered only through the online registration process which is to start from **27.11.2018** and will be closed on **26.12.2018**. Therefore candidates are advised to visit www.intranet.bsnl.co.in for any updates regarding the LICE. AGM(CSS) BSNL Corporate Office will, in turn, approve the online nomination/application forms of eligible candidates through online within the stipulated time.

10. The examination will be conducted strictly in accordance with provisions of the Standard Operating Procedure (SOP) for conducting computer based online examination in BSNL.

11. The skill test in shorthand will be conducted through computer, CGM ALTTC Ghaziabad will arrange for computers. APS corporate 2000+++ software may be used for conducting skill test in Hindi.

12. Shorthand Note Book for dictation and good quality A4 sheets, with perforation for Secret code (as given in answer books), shall be supplied for Paper-II by ALTTC. Each such sheet should be signed with rubber stamp by Centre Supervisor. Pencil (for paper-II) is to be brought by the candidates.

13. All candidates applying for LICE for PA are required to read all the instructions provided on website <http://10.192.209.231/> (www.training.bsnl.co.in) before filling the online nomination/application. Candidates will have to provide valid Email ID and Mobile Number at the time of online nomination/application. After submitting the on-line nomination/application, the applicant shall take a print out of nomination details and keep it with him/her for record.

14. The prescribed examination fee **Rs. 650/-** (Rupees Six Hundred Fifty only) for the OC/OBC candidates and **Rs. 325/-** (Rupees Three hundred Twenty Five only) for the SC/ST candidates shall be paid through DD(Demand Draft) in favour of **AO(Cash) BSNL** only. **The amount of the fee shall not be accepted in any other form. Fee once paid shall NEITHER be refunded under any circumstances NOR can be held in reserve for any other examination or selection. Hence, the candidates are requested to ensure their eligibility for the said LICE before applying for the same.**

15. Examination shall be conducted strictly in accordance with the rules laid down, regulations and instructions issued in this regard from time to time. The examination shall be held in a centralized manner at ALTTC, Ghaziabad. The Chief General Manager, ALTTC, Ghaziabad, will be responsible for actual conduct of the examination.

16. Eligible Candidates may download their Admit cards from BSNL Training Portal <http://10.192.209.231/> (www.training.bsnl.co.in) 15 days before the date of examination.

(Signature)



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17. The ALTTC, Ghaziabad may communicate the information as detailed below to Rectt. Branch BSNL CO latest by 26.12.2018 positively.

- i) Name/Address/Telephone Nos.(Office, Residence and Mobile)/ E-mail address of the exam Co-ordinator.
- ii) Name, Designation and Address of the Supervising Officer.

18. The applicants would be admitted to the examination on the basis of the information furnished by them in their registration form. They are, therefore, advised to ensure that they fulfil all eligibility conditions before applying. In case it is found at a later stage that the information furnished by an applicant is false or an applicant does not fulfil any of the eligibility conditions, the candidature of such applicants would be cancelled and no correspondence in this regard would be entertained. Issuance of an admit card for the examination will NOT confer any right for promotion/appointment. Promotion/appointment will be solely subject to fulfilment of all eligibility conditions as well as availability of vacancies.

19. No electronic gadget or mobile phone will be permitted to be taken inside the examination premises by the candidates.

20. **The letter may please be given wide publicity and receipt of this letter may please be acknowledged.**

(Sujata Sahu)
AGM(Rectt.-II)

Copy to:-

1. PPS to Director(HR), BSNL Board, New Delhi.
2. GM(Pers.), BSNL CO, New Delhi.
3. AGM(CSS), BSNL CO, New Delhi.
4. All recognized Associations BSNL.
5. All Notice Boards in Bharat Sanchar Bhawan, Eastern Court, IR Hall and CVO for wide publicity amongst the officials of CSS cadre.
6. Guard file
7. BSNL Intranet Portal.
8. Office Copy

(Pankaj Wattti)
DM(Rectt.-III)