

OFFICE OF THE CHIEF GENERAL
MANAGER TELECOM, KERALA CIRCLE,
HR-III Section, 2nd Floor, Doorsanchar Bhavan
PMG Junction, Thiruvananthapuram-695033
Phone: 0471-2523245, Fax: 0471-2303823



भारत संचार निगम लिमिटेड
(भारत सरकार का उपक्रम)
BHARAT SANCHAR NIGAM LIMITED
(A Govt. of India Enterprise)

No. HR-III / TBP / 2011 / 41

Dated at Trivandrum the 10/5/2012

Sub: Time bound Ugradation to executives

Ref: BSNL CO No. 400-61/2004-Pers dt. 18/01/2007&30/05/2007 .

Consequent on the issue of Time Bound Promotion Policy by BSNL CO vide letters cited under reference and subsequent clarifications issued there on, Approval of Chief General Manager , Kerala Circle, Thiruvananthapuram is hereby conveyed for placing the executives as per Annexure who have been found eligible by the screening committee , in the upgraded IDA pay scale of Rs. 29100-54500 with respect to the date of review mentioned therein(E3-E4).

The date of eligibility for upgradation should be as per the guidelines issued vide BSNL CO order no. 400-61/2004-Pers.I dated 18th January 2007.

The up gradation of the executives will be under the following terms and conditions.

There will be no change in the substantive status, designation, duties and responsibilities of the executives, unless any change is ordered in any specific context.

The pay of the above executives who have been granted scale upgradation shall be fixed under the provision of letter No.1-50/2008-PAT(BSNL) dated 5/3/2009. In case of any anomaly, the fixation in the higher scale will not be given effect and the case may be referred to this office. They shall exercise option for fixation of pay as per rules within one month.

The time bound up gradation of IDA pay scale of the executive under the policy is personal to the executive concerned. So no claim whatsoever can be made by comparison on grounds of Seniority, Class, Community, Cadre, Stream etc. Further, except as provided in instant guidelines, no claim will lie on account of any of the other provisions of FRSR in the context of pay scales, pay fixation , substantive status etc.


The executives whose pay is upgraded to next higher IDA pay scale will have to compulsorily undergo ON LINE examination for upgradation as prescribed for being eligible for drawal of 2nd increment in the upgraded IDA scale. It is to be completed within a period of two years from the date of issuance of time bound IDA scale upgradation order to the higher scale. However, the executives who have already retired or are retiring within a period of two years from the date of issuance of timebound IDA scale upgradation order, shall be exempted from such exam. The executive who fails to successfully undergo the prescribed ONLINE EXAM will not be eligible for consideration of next IDA scale upgradation even if he/she is due for upgradation otherwise.

-: 2 :-

In case any discrepancy is observed in the due date of review in respect of any executive the order should not be implemented in respect of the executive and the matter should be intimated and concurrence should be obtained from this office.

If any disciplinary/vigilance case is pending/contemplated against any of the executives who have been placed in the upgraded IDA scale the same may be intimated before implementation of this order for the particular executive.

Before implementing the orders it should be ensured that the executive had completed the mandatory training for his/her first upgradation in time.



A.K.Seshadrinathan

सहायक महाप्रबंधक (मा.सं) Asst. General Manager (HR)

कृते मु.म.प्र.दू, भा.सं.नि.लि For CGMT, BSNL

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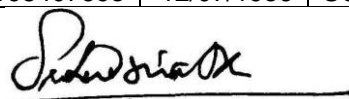
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2. SDE(HRD), CO, TVM.
3. The officers concerned.
4. Guard File.

**LIST OF EXECUTIVES ELIGIBLE FOR 2nd TIME BOUND PROMOTION FROM
SCALE OF PAY 24900-50500 TO 29100-54500(E3 TO E4)**

Sl.No.	NAME	HR No.	Date of Birth	CAT	Date of 1st upgradation	Date of 2nd upgradation	UNIT
1	BALAKRISHNAN S	197307394	18/02/1951	OC	01/10/2006	01/10/2011	EKM
2	RAMACHANDRAN M	197307194	20/01/1951	OC	01/10/2006	01/10/2011	EKM
3	GOPI K K	197412350	30/06/1951	OC	01/10/2006	01/10/2011	EKM
4	MINI JOHN	199104796	28/05/1969	OC	01/10/2006	01/10/2011	EKM
5	MOLLY C L	199004476	19/04/1966	OC	01/10/2006	01/10/2011	EKM
6	NIRMALA T ANTONY	199104854	31/05/1966	OC	01/10/2006	01/10/2011	EKM
7	PRAKASH T S	197705860	31/05/1957	OC	01/10/2006	01/10/2011	EKM
8	PRIMEELA JOSEPH	199104807	14/05/1967	OC	01/10/2006	01/10/2011	EKM
9	RADHA PANICKER K R	199104808	17/08/1966	OC	01/10/2006	01/10/2011	EKM
10	REGI M GEORGE	199104858	14/01/1967	OC	01/10/2006	01/10/2011	EKM
11	SOOSAN V MATHEW	199104829	28/05/1967	OC	01/10/2006	01/10/2011	EKM
12	SUKUMARAN J	198213825	03/05/1960	OC	01/10/2006	01/10/2011	EKM
13	SUSEELA GEORGE	198113303	04/12/1961	OC	01/10/2006	01/10/2011	EKM
14	SUNEETHA VINAYAKUMAR	199104960	22/05/1966	OC	01/10/2006	01/10/2011	EKM
15	TINA THERESA THOMAS	199104848	01/06/1969	OC	01/10/2006	01/10/2011	EKM
16	RAJESWARI C S	199210919	30/05/1965	SC	01/10/2006	01/10/2011	EKM
17	JYOTHI GANESAN	199105428	13/05/1967	OC	01/10/2006	01/10/2011	EKM
18	NAIR K N M	198504966	25/05/1961	OC	01/10/2006	01/10/2011	EKM
19	ABDUL RAZACK C A	198009466	24/05/1955	OC	01/10/2006	01/10/2011	EKM
20	ALEYS K O	198214131	01/02/1960	OC	01/10/2006	01/10/2011	EKM
21	AMBIKA K	199102500	13/05/1966	OC	01/10/2006	01/10/2011	EKM
22	BABYRANI K N	198113434	03/01/1959	OC	01/10/2006	01/10/2011	EKM
23	BABU DOMINIC	198313520	01/06/1964	OC	01/10/2006	01/10/2011	EKM
24	BEENA KURUVILA	199104879	19/03/1968	OC	01/10/2006	01/10/2011	EKM
25	BIJO K MATHEW	199211189	23/05/1966	OC	01/10/2006	01/10/2011	EKM
26	BINY JOSEPH	199004482	15/05/1965	OC	01/10/2006	01/10/2011	EKM
27	DAISY THOMAS	199104868	14/12/1964	OC	01/10/2006	01/10/2011	EKM
28	GANESAN S	199104881	12/01/1965	OC	01/10/2006	01/10/2011	EKM
29	GEEVARGHESE N P	197409560	30/05/1955	OC	01/10/2006	01/10/2011	EKM
30	JAYADEVI K A	199102293	09/05/1968	SC	01/10/2006	01/10/2011	EKM
31	JESSY JOSE-II	199104897	05/10/1967	OC	01/10/2006	01/10/2011	EKM
32	JILY MATHEW	199104740	03/01/1968	OC	01/10/2006	01/10/2011	EKM
33	JOSEPH LUKOSE	199104774	27/03/1967	OC	01/10/2006	01/10/2011	EKM
34	KALEESWARAN S	198407549	14/07/1961	OC	01/10/2006	01/10/2011	EKM
35	KUMARAN M S	197606941	05/08/1952	OC	01/10/2006	01/10/2011	EKM
36	LALIJA K	199104962	20/05/1966	OC	01/10/2006	01/10/2011	EKM
37	MARY ELIZABETH RALPH V	199104743	15/03/1967	OC	01/10/2006	01/10/2011	EKM
38	MARIA RENU P S	199104788	22/12/1966	OC	01/10/2006	01/10/2011	EKM
39	APPU V.C.	198407693	12/07/1956	SC	01/10/2006	01/10/2011	EKM



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No. HR-III / TBP / 2011 / 42

Dated at Trivandrum the 10/5/2012

Sub: Time bound Upgradation to executives

Ref: BSNL CO No. 400-61/2004-Pers dt. 18/01/2007&30/05/2007 .

Consequent on the issue of Time Bound Promotion Policy by BSNL CO vide letters cited under reference and subsequent clarifications issued there on, Approval of Chief General Manager , Kerala Circle, Thiruvananthapuram is hereby conveyed for placing the executives as per Annexure who have been found eligible by the screening committee , in the upgraded IDA pay scale of Rs. 24900-50500 with respect to the date of review mentioned therein.(E2-E3)

The date of eligibility for upgradation should be as per the guidelines issued vide BSNL CO order no. 400-61/2004-Pers.I dated 18th January 2007.

The upgradation of the executives will be under the following terms and conditions.

The pay of the above executives who have been granted scale upgradation shall be fixed under the provision of letter No.1-50/2008-PAT(BSNL) dated 5/3/2009. In case of any anomaly, the fixation in the higher scale will not be given effect and the case may be referred to this office. They shall exercise option for fixation of pay as per rules within one month.

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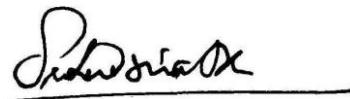
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**LIST OF EXECUTIVES ELIGIBLE FOR 2nd TIME BOUND PROMOTION FROM
SCALE OF PAY 20600-46500 TO 24900-50500(E2 TO E3)**

Sl No	HR NO	NAME	DOB	Category	Date of review of 1st upgradation	Date of review of 2nd upgradation	Unit
1	198604134	MANIAMMA B	10/05/1963	OC	01/10/2006	01/10/2011	ALP
2	197403948	DEVASIA P O	01/12/1952	OC	01/10/2006	01/10/2011	ALP
3	197401475	SURENDRAN K	25/11/1952	OC	01/10/2006	01/10/2011	ALP
4	198116791	VENU A K	18/03/1960	OC	01/10/2006	01/10/2011	ALP
5	199704478	BIJU R KAMMATH	29/03/1972	OC	01/10/2006	01/10/2011	ENK
6	199312895	DINESH S	21/05/1969	OC	01/10/2006	01/10/2011	ENK
7	199804100	DIXY XAVIER	15/05/1972	OC	01/10/2006	01/10/2011	ENK
8	198605620	JOHN BENEDICT E.L.	24/03/1962	OC	01/10/2006	01/10/2011	ENK
9	198314736	GEETHA DEVI AMMA J	18/07/1962	OC	01/10/2006	01/10/2011	ENK
10	198215046	GEORGE K.U.	15/05/1957	OC	01/10/2006	01/10/2011	ENK
11	198314732	JOHNY K.C.	30/05/1963	OC	01/10/2006	01/10/2011	ENK
12	198114136	PRAKASH C.N.	31/05/1959	SC	01/10/2006	01/10/2011	ENK
13	198408034	PUSHPA K.V.	23/11/1954	SC	01/10/2006	01/10/2011	ENK
14	198914758	PURUSHOTHAMAN. P.N.	31/05/1965	SC	01/10/2006	01/10/2011	ENK
15	199804334	SASIKALA K.S.	22/05/1967	OC	01/10/2006	01/10/2011	ENK
16	197807260	VALSALAKUMARI P	01/11/1956	OC	01/10/2006	01/10/2011	ENK
17	199704472	SHINI K. SHANMUGHAN	15/05/1972	OC	01/10/2006	01/10/2011	ENK
18	198318220	SOLOMEY VARGHSE	12/06/1962	OC	01/10/2006	01/10/2011	ENK
19	198407678	UMARANI C.K.	22/06/1962	OC	01/10/2006	01/10/2011	ENK
20	198409832	VALSALA V.P.	30/05/1960	OC	01/10/2006	01/10/2011	ENK
21	199105136	SYAMALA A.A.	30/05/1964	SC	01/10/2006	01/10/2011	ENK
22	199004730	VINODKUMAR M.S.	16/05/1967	SC	01/10/2006	01/10/2011	ENK
23	199704459	MANJU MATHEW	05/10/1973	OC	01/10/2006	01/10/2011	ENK
24	197401133	CHANDRIKA DEVI K	13/12/1952	OC	01/10/2006	01/10/2011	PTA



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BHARAT SANCHAR NIGAM LIMITED
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No. HR-III / TBP / 2011 / 43

Dated at Trivandrum the 10/5/2012

Sub: Time bound Ugradation to executives

Ref: 1. BSNL CO No. 400-61/2004-Pers dt. 18/01/2007&30/05/2007 .

2. ,, No. 400-61/2004-Pers.I (Pt.II) dated 18/3/2011.

Consequent on the issue of Time Bound Promotion Policy by BSNL CO vide letters cited under reference and subsequent clarifications issued there on, Approval of Chief General Manager , Kerala Circle, Thiruvananthapuram is hereby conveyed for placing the executives as per Annexure who have been found eligible by the screening committee , in the upgraded IDA pay scale of Rs. 20600-46500 with respect to the date of review mentioned therein(E1-E2).

The date of eligibility for upgradation should be as per the guidelines issued vide BSNL CO orders under ref (1) & (2).

The up gradation of the executives will be under the following terms and conditions.

There will be no change in the substantive status, designation, duties and responsibilities of the executives, unless any change is ordered in any specific context.

The pay of the above executives who have been granted scale upgradation shall be fixed under the provision of letter No.1-50/2008-PAT(BSNL) dated 5/3/2009. In case of any anomaly, the fixation in the higher scale will not be given effect and the case may be referred to this office.They shall exercise option for fixation of pay as per rules within one month.

The time bound up gradation of IDA pay scale of the executive under the policy is personal to the executive concerned. So no claim whatsoever can be made by comparison on grounds of Seniority, Class, Community, Cadre, Stream etc. Further, except as provided in instant guidelines, no claim will lie on account of any of the other provisions of FRSR in the context of pay scales, pay fixation , substantive status etc.

The executives whose pay is upgraded to next higher IDA pay scale will have to compulsorily qualify the 'ONLINE EXAM' as prescribed for being eligible for drawal of 2nd increment in the upgraded IDA scale. The two weeks training is to be completed within a period of two years from the date of issuance of time bound IDA scale upgradation order to the higher scale. However, the executives who have already retired or are retiring within a period of two years from the date of issuance of timebound IDA scale upgradation order, shall be exempted from such exam. The executive who fails to

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successfully qualify the prescribed ONLINE EXAM will not be eligible for consideration of next IDA scale upgradation even if he/she is due for upgradation otherwise.

In case any discrepancy is observed in the due date of review in respect of any executive the order should not be implemented in respect of the executive and the matter should be intimated and concurrence should be obtained from this office.

If any disciplinary/vigilance case is pending/contemplated against any of the executives who have been placed in the upgraded IDA scale the same may be intimated before implementation of this order for the particular executive.

This order is applicable till the time revised E1A/E2A pay scales are settled. After settlement of E1A/E2A pay scales, the date of first financial upgradation mentioned in the above order shall be reviewed and may change due to the fact that attendant conditions for first/subsequent time bound financial upgradations as mentioned in BSNL's Executive Promotion Policy No.400-61/2004-Pers.I dated 18.1.2007 have to be fulfilled in the new scenario.



A.K.Seshadrinathan

सहायक महाप्रबंधक (मा.सं) Asst. General Manager (HR)

कृते मु.म.प्र.दू, भा.सं.नि.लि For CGMT, BSNL

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**DETAILS OF EXECUTIVES ELIGIBLE FOR 1st TIME BOUND PROMOTION FROM SCALE OF PAY 16400-40500
TO 20600-46500 (E1 TO E2)**

SI No	HR No	NAME	DOB	CAT	DOE as JTO	Date of review	Date of upgradation	Unit
1	200304535	FAISAL ELATTUPARAMBIL	24/05/1976	OC	06/10/2003	01/10/2008	06/10/2007	MLP
2	197907032	SAIDALAVI ARAKKAL	08/06/1957	OC	20/12/2004	01/10/2009	22/12/2008	MLP
3	198008270	MOHANDAS CHUNDAYIL	15/11/1954	OC	20/12/2004	01/10/2009	20/12/2008	MLP
4	198010017	MAGIE E A	01/12/1957	OC	15/11/2004	01/10/2009	15/11/2008	MLP
5	198113889	FLORA RAJAM G	10/12/1957	OC	20/12/2004	01/10/2009	20/12/2008	MLP
6	198312079	SULAIKHA P	30/05/1960	OC	26/02/2005	01/10/2009	26/02/2009	MLP
7	198313142	JAYAPRAKASH A	12/04/1958	OC	15/11/2004	01/10/2010	15/11/2009	MLP
8	197506984	NARAYANAN PETTAMANNA	30/11/1954	SC	12/12/2005	01/10/2010	12/12/2009	MLP
9	198111652	RAHEEMA C N	23/03/1960	OC	30/10/2006	01/10/2011	30/10/2010	MLP
10	198113899	SYAMALADEVI C	30/10/1957	OC	30/10/2006	01/10/2011	30/10/2010	MLP
11	198214537	MURALEEDHARAN A	20/05/1959	OC	30/10/2006	01/10/2011	30/10/2010	MLP
12	200700035	ABDULLA M P	15/05/1983	OC	15/01/2007	01/10/2011	15/01/2011	MLP
13	200700036	BINESH KANNAMPALLY	16/04/1982	OC	30/01/2007	01/10/2011	30/01/2011	MLP
14	200700060	DILEEP KURIAN	11/07/1980	OC	15/01/2007	01/10/2011	15/01/2011	MLP
15	200700081	ABDUL AZEEZ P	06/02/1982	OC	15/01/2007	01/10/2011	15/01/2011	MLP
16	200700475	DON FRANCIS DARBALA	09/05/1980	OC	05/03/2007	01/10/2011	05/03/2011	MLP
17	198214963	LATHIKA M V	30/08/1959	OC	30/10/2006	01/10/2011	30/10/2010	MLP



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No. HR-III / TBP / 2011 / 44

Dated at Trivandrum the 10/5/2012

OFFICE ORDER

In terms of BSNL Time bound/Post based Executive Promotion Policy for Group B' level officers as contained in OM No.400-61/2004-Pers.I/308 dated 18th January 2007 and subsequent clarifications issued vide letter No.400-61/2004-Pers.I(Pt.II) dated 18/3/2011, approval of the competent authority is hereby conveyed for preponement of 1st time bound IDA pay scale upgradation to the following executives shown in Annexure from the IDA pay scale of Rs. 16400-40500 to the IDA scale of Rs. 20600-46500. (E1-E2). This is in partial modification of this office orders issued for their 1st financial upgradation from E1 to E2.

The pay of the above executives who have been granted scale upgradation shall be fixed under the provision of letter No.1-50/2008-PAT(BSNL) dated 5/3/2009. In case of any anomaly, the fixation in the higher scale will not be given effect and the case may be referred to this office. Accordingly, the officers shall exercise option for fixation of pay as per rules within one month from the date of issue of this order.

The time bound up gradation of IDA pay scale of the executive under the policy is personal to the executive concerned. So no claim whatsoever can be made by comparison on grounds of Seniority, Class, Community, Cadre, Stream etc. Further, except as provided in instant guidelines, no claim will lie on account of any of the other provisions of FRSR in the context of pay scales, pay fixation, substantive status etc.

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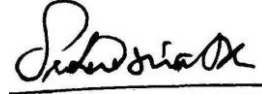
The executives whose pay is upgraded to next higher IDA pay scale will have to compulsorily undergo the 'ONLINE EXAM' (if not done earlier) as prescribed for being eligible for drawal of 2nd increment in the upgraded IDA scale. The two weeks training is to be completed within a period of two years from the date of issuance of time bound IDA scale upgradation order to the higher scale. However, the executives who have already retired or are retiring within a period of two years from the date of issuance of timebound IDA scale upgradation order, shall be exempted from such exam. The executive who fails to successfully qualify the prescribed ONLINE EXAM will not be eligible for consideration of next IDA scale upgradation even if he/she is due for upgradation otherwise.

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If any disciplinary/vigilance case is pending/contemplated against any of the executives who have been placed in the upgraded IDA scale the same may be intimated before implementation of this order for the particular executive.

This order is applicable till the time revised E1A/E2A pay scales are settled. After settlement of E1A/E2A pay scales, the date of first financial upgradation mentioned in the above order shall be reviewed and may change due to the fact that attendant conditions for first/subsequent time bound financial upgradations as mentioned in BSNL's Executive Promotion Policy No.400-61/2004-Pers.I dated 18.1.2007 have to be fulfilled in the new scenario.



A.K.Seshadrinathan

सहायक महाप्रबंधक (मा.सं) Asst. General Manager (HR)

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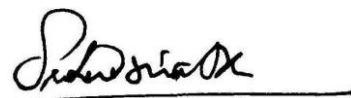
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5. PF/GF.

**LIST OF EXECUTIVES ELIGIBLE FOR PREPONING THE DATE OF TIME BOUND PROMOTION FROM SCALE OF
PAY 16400-40500 TO 20600-46500 (E1 TO E2)**

SI No	HR No	NAME	DOB	CAT	DOE as JTO	Date of review	Date of upgradation	Unit
1	199104569	ANILKUMAR K G	12/11/1966	SC	11/03/2002	01/10/2007	01/01/2007	PGT
2	199210734	BALASUBRAMANIAN K C	15/12/1952	SC	02/12/2002	01/10/2007	01/01/2007	PGT
3	198807656	HAJAHUSSAIN S	14/05/1963	OC	18/03/2002	01/10/2007	01/01/2007	PGT
4	198807659	JAYASANKAR P S	29/05/1965	OC	18/03/2002	01/10/2007	01/01/2007	PGT
5	198313122	MALATHY RANGASWAMY	18/05/1961	OC	08/07/2002	01/10/2007	01/01/2007	PGT
6	200304617	NIAZ S	24/08/1978	OC	20/10/2003	01/10/2007	20/10/2007	PGT
7	198504592	RAJENDRAN B	26/05/1961	OC	01/03/2004	01/10/2008	01/03/2008	PGT
8	198810038	SARASWATHY T V	30/05/1964	OC	18/03/2002	01/10/2007	01/01/2007	PGT
9	200203975	SUMIJA SUDHAKAR	23/10/1978	OC	04/03/2002	01/10/2007	01/01/2007	PGT
10	200204857	THANUJA K S	14/07/1977	OC	05/08/2002	01/10/2007	01/01/2007	PGT
11	200205477	ANIL KANI	02/05/1976	OC	29/04/2002	01/10/2007	01/01/2007	KNR
12	200206453	JOSE PAUL	16/05/1971	OC	12/02/2002	01/10/2007	01/01/2007	MS



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MANAGER TELECOM, KERALA CIRCLE,
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भारत संचार निगम लिमिटेड
(भारत सरकार का उपक्रम)
BHARAT SANCHAR NIGAM LIMITED
(A Govt. of India Enterprise)

No. HR-III / TBP / 2011 / 45

Dated at Trivandrum the 10/5/2012

Sub: Time bound Upgradation to executives – Corrections reg:-

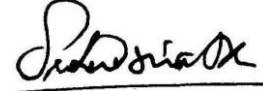
Ref:- This office letters 1. No. HR-III/TBP/2011/28 dated 10/2/2012
2. 29 dated 10/2/2012
3. 21 dated 28/1/2012.

Letters under reference may please be seen. Date of joining as JTO and Date of upgradation of the following officers may be corrected to read as follows.

SI No	HR No	NAME	Date of joining	Date of upgradation	Unit
1	197805041	BALAKRISHNAN P V	30/10/2006	30/10/2010	KNR
2	198310790	RAJAN T	20/12/2004	20/12/2008	KNR
3	198301849	SUNITHI V P	30/10/2006	30/10/2010	KNR
4	198101807	SURESHBABU P V	30/10/2006	30/10/2010	KNR
5	198311420	VENUGOPALAN C V	30/10/2006	30/10/2010	KNR
6	198309386	VIJAYAN P V	31/10/2006	31/10/2010	KNR
7	198401051	VIJAYAKUMAR P	30/10/2006	30/10/2010	KNR
8	200304509	GEEVARGHESE KOSHY	05/05/2003	05/05/2007	MS
9	197907097	LEO PINHEIRO	15/11/2004	15/11/2008	MS
10	200302638	JEENA CHITHRAN	11/08/2003	11/08/2007	MS
11	200302271	KRISHNAKUMAR P R	03/05/2003	03/05/2007	MS
12	198215315	SREEKUMAR A	03/11/2003	03/11/2007	MS
13	200700044	DIVYA S	30/01/2007	30/01/2011	MS
14	200303707	BIPIN B	11/08/2003	11/08/2007	MS

Following officers are not eligible for upgradation for the present Date of review.

Sl No	HR No	NAME	Unit
1	198505468	KRISHNAN K K	KNR
2	198505390	PAVITHRAN K	KNR
3	198807180	RAJAGOPALAN M T	KNR
4	198601790	VALSALAN K	KNR



ए.के.शेषाद्रिनाथन A.K.Seshadrinathan

सहायक महाप्रबंधक (मा.सं) Asst. General Manager (HR)

कृते मु.म.प्र.दू, भा.सं.नि.लि For CGMT, BSNL

तिरुवनंतपुरम Thiruvananthapuram-33

फोन: 0471-2303508 फैक्स: 2301148

Copy to:-

1. GM KNR
2. GM MS TVM.
3. Officers concerned
4. GF.