



**MOST URGENT**  
**TOP PRIORITY**

F.No: BSNLCO-A/11(11)/8/2020-ESTAB

Dated: 12<sup>th</sup> January, 2021

To,

All Heads of Telecom Circles &  
All Heads of Other Administrative Units,  
Bharat Sanchar Nigam Limited

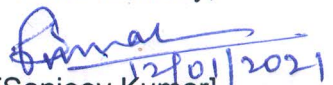
Subject: Payment of final instalment of Ex-Gratia in respect of retirees of BSNL VRS-2019 – instructions thereof.

Sir,

I am directed to refer to the above cited subject and to inform that sanction of fund for the payment of final instalment of Ex-Gratia is being released by DOT shortly. Accordingly, all circles are requested to initiate the process for release of final instalment of Ex-Gratia in ERP / SAP as per the existing guidelines. It must be ensured that Ex-Gratia is calculated as per details of PPO finalised by CCA offices i.e. last pay drawn and service particulars etc. In cases of discrepancy, Ex-Gratia may be processed strictly as per Annexure-D verified by the CCA. ERP cell may be contacted in case of any technical doubt related to running of ERP process / opening of T-code etc.

2. The processing of payment of Ex-Gratia may be completed by 14.01.2021. Fund request, indicating the amount to be paid VRS optees, including all kind 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 15.01.2021.
3. PGM(ERP), ALTTC, Ghaziabad shall also in parallel provide consolidated circle wise fund to be authorized for payment of VRS retirees and the TDS to be paid, to Banking Cell by 15.01.2021.
4. In case of recoveries, all the recoveries should be posted in SAP simultaneously.

Yours faithfully,

  
[Sanjeev Kumar]

Assistant General Manager (Estt.I)  
Tel. No. 23037477

Copy to:

1. Sr.PPS to CMD, BSNL, New Delhi.
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 take similar action in respect of VRS retirees of BSNL Corporate Office.
5. Sr. GM(CA), BSNL Corporate Office, New Delhi – For information please.
6. PGM(ERP), ALTTC, Ghaziabad – For necessary action please.
7. BSNL Intranet.