

(A Govt of India Enterprise)

SEA Section, Corporate Office, 7<sup>th</sup> Floor, Bharat Sanchar Bhawan, Harish Chander Mathur Lane Janpath, New Delhi- 11 0001.

No: 14-36/2007-SEA-BSNL (Vol.III) Dated:- 26.03.2013

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ORDER

Subject: Retirement on Superannuation - JAG /STS/Sr.AO/AO belonging to Accounts & Finance

<u>Service</u> - regarding

The following executives belonging to JAG/STS /Sr. AO/AO grade of Accounts & Finance Service, who have been permanently absorbed in BSNL, are hereby permitted to retire from BSNL services, on attaining the age of Superannuation on 31.03.2013 (A/N):-

4         87067         197410930         SHYAMLAL VYAS         D.G.M(F)         GUJARAT           5         82202         197406606         KARAM CHAND PANDWAR         D.G.M(F)         HARYANA           6         81904         197202456         MOHAN LAL KAUNDAL         D.G.M(F)         HIMACHAL PRADESH           7         82201         197412183         SURINDER KUMAR KAUL         D.G.M(F)         JAMMU & KASHMIR           8         81485         197205064         S BALAKUMAR         D.G.M(F)         KARNATAKA           9         88698         197806137         SREEKUMARI AMMA S         C.A.O.(A)         KERALA           10         80970         197310355         SUDHIR CHANDRA RAY         D.G.M(F)         KOLKATA TD           11         87458         197705318         ARUN KUMAR MONDAL         C.A.O.(A)         KOLKATA TD           12         87755         197703532         SATYAJIT CHATTOPADHYA         C.A.O.(A)         KOLKATA TD           13         82044         197410993         R NARAYANAN         D.G.M(F)         MAHARASHTRA           14         87401         197310809         BIJAY KUMAR NAYAK         D.G.M(F)         MADHYA PRADESH           15         89266         197202541						T
1         87055         197601153         ASHOK KUMAR KHUSHU         D.G.M(F)         ALTTC           2         87668         197601052         ARIPAKA NAGESWARA RAO         C.A.O.(A)         ANDHRA PRADESH           3         81332         197307944         SUSANTA GANGOPADHYAY         D.G.M(F)         EASTERN TEL.REGIC           4         87067         197410930         SHYAMLAL VYAS         D.G.M(F)         GUJARAT           5         82202         197406606         KARAM CHAND PANDWAR         D.G.M(F)         HARYANA           6         81904         197202456         MOHAN LAL KAUNDAL         D.G.M(F)         HARYANA           7         82201         197412183         SURINDER KUMAR KAUL         D.G.M(F)         JAMMU & KASHMIR           8         81485         197205064         S BALAKUMAR         D.G.M(F)         KARNATAKA           9         88698         197806137         SREEKUMARI AMMA S         C.A.O.(A)         KERALA           10         80970         197310355         SUDHIR CHANDRA RAY         D.G.M(F)         KOLKATA TD           11         87458         197703538         ARUN KUMAR MONDAL         C.A.O.(A)         KOLKATA TD           12         87755         197703532         S	SL	Staff				
2         87668         197601052         ARIPAKA NAGESWARA RAO         C.A.O.(A)         ANDHRA PRADESH           3         81332         197307944         SUSANTA GANGOPADHYAY         D.G.M(F)         EASTERN TEL.REGIO           4         87067         197410930         SHYAMLAL VYAS         D.G.M(F)         GUJARAT           5         82202         197406606         KARAM CHAND PANDWAR         D.G.M(F)         HARYANA           6         81904         197202456         MOHAN LAL KAUNDAL         D.G.M(F)         HIMACHAL PRADESH           7         82201         197412183         SURINDER KUMAR KAUL         D.G.M(F)         JAMMU & KASHMIR           8         81485         197205064         S BALAKUMAR         D.G.M(F)         KARNATAKA           9         88698         197806137         SREEKUMARI AMMA S         C.A.O.(A)         KERALA           10         80970         197310355         SUDHIR CHANDRA RAY         D.G.M(F)         KOLKATA TD           11         87458         197705318         ARUN KUMAR MONDAL         C.A.O.(A)         KOLKATA TD           12         87755         197303532         SATYAJIT CHATTOPADHYA         C.A.O.(A)         KOLKATA TD           13         82044         197410993	No	No.	HR No.	Name	Designation	Circle
3         81332         197307944         SUSANTA GANGOPADHYAY         D.G.M(F)         EASTERN TEL.REGIO           4         87067         197410930         SHYAMLAL VYAS         D.G.M(F)         GUJARAT           5         82202         197406606         KARAM CHAND PANDWAR         D.G.M(F)         HARYANA           6         81904         197202456         MOHAN LAL KAUNDAL         D.G.M(F)         HIMACHAL PRADESH           7         82201         197412183         SURINDER KUMAR KAUL         D.G.M(F)         JAMMU & KASHMIR           8         81485         197205064         S BALAKUMAR         D.G.M(F)         KARNATAKA           9         88698         197806137         SREEKUMARI AMMA S         C.A.O.(A)         KERALA           10         80970         197310355         SUDHIR CHANDRA RAY         D.G.M(F)         KOLKATA TD           11         87458         197705318         ARUN KUMAR MONDAL         C.A.O.(A)         KOLKATA TD           12         87755         197703532         SATYAJIT CHATTOPADHYA         C.A.O.(A)         KOLKATA TD           13         82044         197410993         R NARAYANAN         D.G.M(F)         MADHYA PRADESH           14         87401         197310809	1	87055	197601153	ASHOK KUMAR KHUSHU	D.G.M(F)	ALTTC
4         87067         197410930         SHYAMLAL VYAS         D.G.M(F)         GUJARAT           5         82202         197406606         KARAM CHAND PANDWAR         D.G.M(F)         HARYANA           6         81904         197202456         MOHAN LAL KAUNDAL         D.G.M(F)         HIMACHAL PRADESH           7         82201         197412183         SURINDER KUMAR KAUL         D.G.M(F)         JAMMU & KASHMIR           8         81485         197205064         S BALAKUMAR         D.G.M(F)         KARNATAKA           9         88698         197806137         SREEKUMARI AMMA S         C.A.O.(A)         KERALA           10         80970         197310355         SUDHIR CHANDRA RAY         D.G.M(F)         KOLKATA TD           11         87458         197705318         ARUN KUMAR MONDAL         C.A.O.(A)         KOLKATA TD           12         87755         197703532         SATYAJIT CHATTOPADHYA         C.A.O.(A)         KOLKATA TD           13         82044         197410993         R NARAYANAN         D.G.M(F)         MAHARASHTRA           14         87401         197310809         BIJAY KUMAR NAYAK         D.G.M(F)         MADHYA PRADESH           15         89266         197202541	2	87668	197601052	ARIPAKA NAGESWARA RAO	C.A.O.(A)	ANDHRA PRADESH
5         82202         197406606         KARAM CHAND PANDWAR         D.G.M(F)         HARYANA           6         81904         197202456         MOHAN LAL KAUNDAL         D.G.M(F)         HIMACHAL PRADESH           7         82201         197412183         SURINDER KUMAR KAUL         D.G.M(F)         JAMMU & KASHMIR           8         81485         197205064         S BALAKUMAR         D.G.M(F)         KARNATAKA           9         88698         197806137         SREEKUMARI AMMA S         C.A.O.(A)         KERALA           10         80970         197310355         SUDHIR CHANDRA RAY         D.G.M(F)         KOLKATA TD           11         87458         197705318         ARUN KUMAR MONDAL         C.A.O.(A)         KOLKATA TD           12         87755         197703532         SATYAJIT CHATTOPADHYA         C.A.O.(A)         KOLKATA TD           13         82044         197410993         R NARAYANAN         D.G.M(F)         MAHARASHTRA           14         87401         197310809         BIJAY KUMAR NAYAK         D.G.M(F)         MADHYA PRADESH           15         89266         197202541         R K AKHAND         C.A.O.(A)         NORTHERN TEL PRO           17         82124         197402273	3	81332	197307944	SUSANTA GANGOPADHYAY	D.G.M(F)	EASTERN TEL.REGION
6         81904         197202456         MOHAN LAL KAUNDAL         D.G.M(F)         HIMACHAL PRADESH           7         82201         197412183         SURINDER KUMAR KAUL         D.G.M(F)         JAMMU & KASHMIR           8         81485         197205064         S BALAKUMAR         D.G.M(F)         KARNATAKA           9         88698         197806137         SREEKUMARI AMMA S         C.A.O.(A)         KERALA           10         80970         197310355         SUDHIR CHANDRA RAY         D.G.M(F)         KOLKATA TD           11         87458         197705318         ARUN KUMAR MONDAL         C.A.O.(A)         KOLKATA TD           12         87755         197703532         SATYAJIT CHATTOPADHYA         C.A.O.(A)         KOLKATA TD           13         82044         197410993         R NARAYANAN         D.G.M(F)         MAHARASHTRA           14         87401         197310809         BIJAY KUMAR NAYAK         D.G.M(F)         MADHYA PRADESH           15         89266         197202541         R K AKHAND         C.A.O.(A)         NORTHERN TEL PRO           17         82124         197402273         SATISH CHANDER PRASHAR         C.A.O.(R)         PUNJAB           18         81763         197508961	4	87067	197410930	SHYAMLAL VYAS	D.G.M(F)	GUJARAT
7         82201         197412183         SURINDER KUMAR KAUL         D.G.M(F)         JAMMU & KASHMIR           8         81485         197205064         S BALAKUMAR         D.G.M(F)         KARNATAKA           9         88698         197806137         SREEKUMARI AMMA S         C.A.O.(A)         KERALA           10         80970         197310355         SUDHIR CHANDRA RAY         D.G.M(F)         KOLKATA TD           11         87458         197705318         ARUN KUMAR MONDAL         C.A.O.(A)         KOLKATA TD           12         87755         197703532         SATYAJIT CHATTOPADHYA         C.A.O.(A)         KOLKATA TD           13         82044         197410993         R NARAYANAN         D.G.M(F)         MAHARASHTRA           14         87401         197310809         BIJAY KUMAR NAYAK         D.G.M(F)         MADHYA PRADESH           15         89266         197202541         R K AKHAND         C.A.O.(A)         NORTHERN TEL PRO           16         87843         197509446         SH RAMESH CHAND         C.A.O.(A)         NORTHERN TEL PRO           17         82124         197402273         SATISH CHANDER PRASHAR         C.A.O.(R)         PUNJAB           18         81763         197508961	5	82202	197406606	KARAM CHAND PANDWAR	D.G.M(F)	HARYANA
8         81485         197205064         S BALAKUMAR         D.G.M(F)         KARNATAKA           9         88698         197806137         SREEKUMARI AMMA S         C.A.O.(A)         KERALA           10         80970         197310355         SUDHIR CHANDRA RAY         D.G.M(F)         KOLKATA TD           11         87458         197705318         ARUN KUMAR MONDAL         C.A.O. (A)         KOLKATA TD           12         87755         197703532         SATYAJIT CHATTOPADHYA         C.A.O.(A)         KOLKATA TD           13         82044         197410993         R NARAYANAN         D.G.M(F)         MAHARASHTRA           14         87401         197310809         BIJAY KUMAR NAYAK         D.G.M(F)         MADHYA PRADESH           15         89266         197202541         R K AKHAND         C.A.O.(A)         MADHYA PRADESH           16         87843         197509446         SH RAMESH CHAND         C.A.O.(A)         NORTHERN TEL PRO           17         82124         197402273         SATISH CHANDER PRASHAR         C.A.O.(R)         PUNJAB           18         81763         197508961         MISHRI LAL KUMHAR         D.G.M(F)         RAJASTHAN           20         81883         197412224	6	81904	197202456	MOHAN LAL KAUNDAL	D.G.M(F)	HIMACHAL PRADESH
9 88698 197806137 SREEKUMARI AMMA S	7	82201	197412183	SURINDER KUMAR KAUL	D.G.M(F)	JAMMU & KASHMIR
10         80970         197310355         SUDHIR CHANDRA RAY         D.G.M(F)         KOLKATA TD           11         87458         197705318         ARUN KUMAR MONDAL         C.A.O. (A)         KOLKATA TD           12         87755         197703532         SATYAJIT CHATTOPADHYA         C.A.O.(A)         KOLKATA TD           13         82044         197410993         R NARAYANAN         D.G.M(F)         MAHARASHTRA           14         87401         197310809         BIJAY KUMAR NAYAK         D.G.M(F)         MADHYA PRADESH           15         89266         197202541         R K AKHAND         C.A.O.(A)         MADHYA PRADESH           16         87843         197509446         SH RAMESH CHAND         C.A.O.(A)         NORTHERN TEL PRO           17         82124         197402273         SATISH CHANDER PRASHAR         C.A.O.(R)         PUNJAB           18         81763         197508961         MISHRI LAL KUMHAR         D.G.M(F)         RAJASTHAN           19         87280         197304531         M. C. MARWAHA         C.A.O.(R)         RAJASTHAN           20         81883         197412224         GURUMURTHY S         D.G.M(F)         TAMILNADU           21         87855         197700319	8	81485	197205064	S BALAKUMAR	D.G.M(F)	KARNATAKA
11         87458         197705318         ARUN KUMAR MONDAL         C.A.O. (A)         KOLKATA TD           12         87755         197703532         SATYAJIT CHATTOPADHYA         C.A.O.(A)         KOLKATA TD           13         82044         197410993         R NARAYANAN         D.G.M(F)         MAHARASHTRA           14         87401         197310809         BIJAY KUMAR NAYAK         D.G.M(F)         MADHYA PRADESH           15         89266         197202541         R K AKHAND         C.A.O.(A)         MADHYA PRADESH           16         87843         197509446         SH RAMESH CHAND         C.A.O.(A)         NORTHERN TEL PRO           17         82124         197402273         SATISH CHANDER PRASHAR         C.A.O.(R)         PUNJAB           18         81763         197508961         MISHRI LAL KUMHAR         D.G.M(F)         RAJASTHAN           19         87280         197304531         M. C. MARWAHA         C.A.O.(R)         RAJASTHAN           20         81883         197412224         GURUMURTHY S         D.G.M(F)         TAMILNADU           21         87855         197700319         SRINIVASAN S         C.A.O.(R)         TAMILNADU           22         87200         197200022	9	88698	197806137	SREEKUMARI AMMA S	C.A.O.(A)	KERALA
12         87755         197703532         SATYAJIT CHATTOPADHYA         C.A.O.(A)         KOLKATA TD           13         82044         197410993         R NARAYANAN         D.G.M(F)         MAHARASHTRA           14         87401         197310809         BIJAY KUMAR NAYAK         D.G.M(F)         MADHYA PRADESH           15         89266         197202541         R K AKHAND         C.A.O.(A)         MADHYA PRADESH           16         87843         197509446         SH RAMESH CHAND         C.A.O.(A)         NORTHERN TEL PRO           17         82124         197402273         SATISH CHANDER PRASHAR         C.A.O.(R)         PUNJAB           18         81763         197508961         MISHRI LAL KUMHAR         D.G.M(F)         RAJASTHAN           19         87280         197304531         M. C. MARWAHA         C.A.O.(R)         RAJASTHAN           20         81883         197412224         GURUMURTHY S         D.G.M(F)         TAMILNADU           21         87855         197700319         SRINIVASAN S         C.A.O.(R)         TAMILNADU           22         87200         197200022         SELVARAJ S         C.A.O.(R)         HIMACHAL PRADESH	10	80970	197310355	SUDHIR CHANDRA RAY	D.G.M(F)	KOLKATA TD
13 82044 197410993 R NARAYANAN D.G.M(F) MAHARASHTRA  14 87401 197310809 BIJAY KUMAR NAYAK D.G.M(F) MADHYA PRADESH  15 89266 197202541 R K AKHAND C.A.O.(A) MADHYA PRADESH  16 87843 197509446 SH RAMESH CHAND C.A.O.(A) NORTHERN TEL PRO  17 82124 197402273 SATISH CHANDER PRASHAR C.A.O.(R) PUNJAB  18 81763 197508961 MISHRI LAL KUMHAR D.G.M(F) RAJASTHAN  19 87280 197304531 M. C. MARWAHA C.A.O.(R) RAJASTHAN  20 81883 197412224 GURUMURTHY S D.G.M(F) TAMILNADU  21 87855 197700319 SRINIVASAN S C.A.O. TAMILNADU  22 87200 197200022 SELVARAJ S C.A.O.(R) TAMILNADU  23 89700 197301945 BANKU RAM SHARMA A.O HIMACHAL PRADESH	11	87458	197705318	ARUN KUMAR MONDAL	C.A.O. (A)	KOLKATA TD
14         87401         197310809         BIJAY KUMAR NAYAK         D.G.M(F)         MADHYA PRADESH           15         89266         197202541         R K AKHAND         C.A.O.(A)         MADHYA PRADESH           16         87843         197509446         SH RAMESH CHAND         C.A.O.(A)         NORTHERN TEL PRO           17         82124         197402273         SATISH CHANDER PRASHAR         C.A.O.(R)         PUNJAB           18         81763         197508961         MISHRI LAL KUMHAR         D.G.M(F)         RAJASTHAN           19         87280         197304531         M. C. MARWAHA         C.A.O.(R)         RAJASTHAN           20         81883         197412224         GURUMURTHY S         D.G.M(F)         TAMILNADU           21         87855         197700319         SRINIVASAN S         C.A.O.         TAMILNADU           22         87200         197200022         SELVARAJ S         C.A.O.(R)         TAMILNADU           23         89700         197301945         BANKU RAM SHARMA         A.O         HIMACHAL PRADESH	12	87755	197703532	SATYAJIT CHATTOPADHYA	C.A.O.(A)	KOLKATA TD
15       89266       197202541       R K AKHAND       C.A.O.(A)       MADHYA PRADESH         16       87843       197509446       SH RAMESH CHAND       C.A.O.(A)       NORTHERN TEL PRO         17       82124       197402273       SATISH CHANDER PRASHAR       C.A.O.(R)       PUNJAB         18       81763       197508961       MISHRI LAL KUMHAR       D.G.M(F)       RAJASTHAN         19       87280       197304531       M. C. MARWAHA       C.A.O.(R)       RAJASTHAN         20       81883       197412224       GURUMURTHY S       D.G.M(F)       TAMILNADU         21       87855       197700319       SRINIVASAN S       C.A.O.       TAMILNADU         22       87200       197200022       SELVARAJ S       C.A.O.(R)       TAMILNADU         23       89700       197301945       BANKU RAM SHARMA       A.O       HIMACHAL PRADESH	13	82044	197410993	R NARAYANAN	D.G.M(F)	MAHARASHTRA
16       87843       197509446       SH RAMESH CHAND       C.A.O.(A)       NORTHERN TEL PRO         17       82124       197402273       SATISH CHANDER PRASHAR       C.A.O.(R)       PUNJAB         18       81763       197508961       MISHRI LAL KUMHAR       D.G.M(F)       RAJASTHAN         19       87280       197304531       M. C. MARWAHA       C.A.O.(R)       RAJASTHAN         20       81883       197412224       GURUMURTHY S       D.G.M(F)       TAMILNADU         21       87855       197700319       SRINIVASAN S       C.A.O.       TAMILNADU         22       87200       197200022       SELVARAJ S       C.A.O.(R)       TAMILNADU         23       89700       197301945       BANKU RAM SHARMA       A.O       HIMACHAL PRADESH	14	87401	197310809	BIJAY KUMAR NAYAK	D.G.M(F)	MADHYA PRADESH
17       82124       197402273       SATISH CHANDER PRASHAR       C.A.O.(R)       PUNJAB         18       81763       197508961       MISHRI LAL KUMHAR       D.G.M(F)       RAJASTHAN         19       87280       197304531       M. C. MARWAHA       C.A.O.(R)       RAJASTHAN         20       81883       197412224       GURUMURTHY S       D.G.M(F)       TAMILNADU         21       87855       197700319       SRINIVASAN S       C.A.O.       TAMILNADU         22       87200       197200022       SELVARAJ S       C.A.O.(R)       TAMILNADU         23       89700       197301945       BANKU RAM SHARMA       A.O       HIMACHAL PRADESH	15	89266	197202541	R K AKHAND	C.A.O.(A)	MADHYA PRADESH
18       81763       197508961       MISHRI LAL KUMHAR       D.G.M(F)       RAJASTHAN         19       87280       197304531       M. C. MARWAHA       C.A.O.(R)       RAJASTHAN         20       81883       197412224       GURUMURTHY S       D.G.M(F)       TAMILNADU         21       87855       197700319       SRINIVASAN S       C.A.O.       TAMILNADU         22       87200       197200022       SELVARAJ S       C.A.O.(R)       TAMILNADU         23       89700       197301945       BANKU RAM SHARMA       A.O       HIMACHAL PRADESH	16	87843	197509446	SH RAMESH CHAND	C.A.O.(A)	NORTHERN TEL PROJECT
19       87280       197304531       M. C. MARWAHA       C.A.O.(R)       RAJASTHAN         20       81883       197412224       GURUMURTHY S       D.G.M(F)       TAMILNADU         21       87855       197700319       SRINIVASAN S       C.A.O.       TAMILNADU         22       87200       197200022       SELVARAJ S       C.A.O.(R)       TAMILNADU         23       89700       197301945       BANKU RAM SHARMA       A.O       HIMACHAL PRADESH	17	82124	197402273	SATISH CHANDER PRASHAR	C.A.O.(R)	PUNJAB
20       81883       197412224       GURUMURTHY S       D.G.M(F)       TAMILNADU         21       87855       197700319       SRINIVASAN S       C.A.O.       TAMILNADU         22       87200       197200022       SELVARAJ S       C.A.O.(R)       TAMILNADU         23       89700       197301945       BANKU RAM SHARMA       A.O       HIMACHAL PRADESH	18	81763	197508961	MISHRI LAL KUMHAR	D.G.M(F)	RAJASTHAN
21       87855       197700319       SRINIVASAN S       C.A.O.       TAMILNADU         22       87200       197200022       SELVARAJ S       C.A.O.(R)       TAMILNADU         23       89700       197301945       BANKU RAM SHARMA       A.O       HIMACHAL PRADESH	19	87280	197304531	M. C. MARWAHA	C.A.O.(R)	RAJASTHAN
22       87200       197200022       SELVARAJ S       C.A.O.(R)       TAMILNADU         23       89700       197301945       BANKU RAM SHARMA       A.O       HIMACHAL PRADESH	20	81883	197412224	GURUMURTHY S	D.G.M(F)	TAMILNADU
23 89700 197301945 BANKU RAM SHARMA A.O HIMACHAL PRADESH	21	87855	197700319	SRINIVASAN S	C.A.O.	TAMILNADU
	22	87200	197200022	SELVARAJ S	C.A.O.(R)	TAMILNADU
24 180224 197502086 SRIKANTA CH MOHANTY SR 40 ORISSA	23	89700	197301945	BANKU RAM SHARMA	A.O	HIMACHAL PRADESH
T. TOTAL INTOLOGO CHARACTER OIL MOTIVATE	24	180224	197502086	SRIKANTA CH. MOHANTY	SR AO	ORISSA
25 88959 197310856 ASHOK KUMAR VERMA SR AO PUNJAB	25	88959	197310856	ASHOK KUMAR VERMA	SR AO	PUNJAB

- 2. Vigilance clearance in respect of the executives mentioned in Para-1 at page 1 has been obtained from Vigilance Section BSNL Corporate Office, vide their letter no. 22-10/2012-VA/RET-VC2 dated 26.03.2013. However, it may be ensured that no vigilance/disciplinary case is pending / contemplated against the executives mentioned in Para-1, after their vigilance clearance was intimated to Vigilance Section, Corporate Office, by the Circle Vigilance. If any vigilance/disciplinary case is pending/contemplated such case should be brought to the notice of the undersigned /CVO, BSNL immediately apart from taking necessary action.
- 3. If the name(s) of any other Accounts and Finance Service Executive(s) retiring on superannuation on 31.03.2013 A/N are not included in the above list, provisional superannuation order may be issued by the Circle under intimation to this office with full details.
- 4. Government / BSNL dues, if any, outstanding against the executives may be recovered.
- 5. Copy of charge relinquishing reports may be forwarded to all concerned including Dy. Manager (SEA) CO BSNL.
- 6. This issues with the approval of Competent Authority.

(V.K. Bazaz)
Assistant General Manager (SEA)

To,

CGMT/IFA, APT/ALTTC/GJT/HRT/HPT/J&K/KNT/KT/ MHT/MPT/ORT/PBT/RJT/TNT, Circles, BSNL.

CGM/IFA, Calcutta TD BSNL

CGM/IFA, ETR/NTP BSNL

## Copy to:

- 1. All Heads of Circles / Circles IFAs
- 2. ED (Fin) / CVO/ GM (FP) / CLO (SCT), CO BSNL
- 3. CS to Director (F), BSNL, New Delhi
- 4. Executives concerned through their controlling circles.
- 5. Office copy/Spare/Guard file.