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BSNL भारत संचार निगम लिमिटेड
BHARAT SANCHAR NIGAM LIMITED
A Public Limited Company

No. BSNLCO-TRG/27(11)/2/2020-TRAINING

Date: 05.08.2026

सेवा में /To,

मुख्य महाप्रबंधक (एएलटीटीसी) /The CGM (ALTTC),
बीएसएनएल, गाजियाबाद/BSNL, Ghaziabad.

विषय: "कनिष्ठ दूरसंचार अधिकारी (दूरसंचार) प्रेरण प्रशिक्षण प्रक्रिया - (संशोधित 2026)" - के संबंध में।

Subject: "Junior Telecom Officers (Telecom) Induction Training Procedure - (Revised 2026)" - Regarding.

उपर्युक्त विषय के संदर्भ में यह प्रस्तुत किया जाता है कि सक्षम प्राधिकारी ने जेटीओ (टी) प्रेरण प्रशिक्षण के सुचारु संचालन के लिए संलग्न "कनिष्ठ दूरसंचार अधिकारी (दूरसंचार) प्रेरण" प्रशिक्षण प्रक्रिया - (संशोधित 2026)" को मंजूरी दे दी है।

In reference to above mentioned subject it is submitted that the competent authority has approved "Junior Telecom Officers (Telecom) Induction Training Procedure - (Revised 2026)" as enclosed for the smooth conduction of JTO (T) Induction training.

2. यह सक्षम प्राधिकारी के अनुमोदन से जारी किया गया है।

This is issued with the approval of Competent Authority.

संलग्नक: उपरोक्तानुसार

Enclosure: As above

मनीष
05/08/2026

(मनोज चावला)/(Manoj Chawla)
उपमहाप्रबंधक (प्रशिक्षण)/DGM (Training)
निगम कार्यालय बीएसएनएल/BSNLCO



Junior Telecom Officer (Telecom)

**Induction Training Procedure
(For both – DR and LICE)**

Date of Issue: 05.08.2026

Training Section, BSNL CO

**JTO INDUCTION TRAINING PROCEDURE OF
JUNIOR TELECOM OFFICERS-TELECOM (REVISED 2026)**
(For both – DR and LICE)

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Version/Amendment History

Sr. No.	Version	Date of Release	Date of Amendment	Amended by	Amendment
1.	1.0	05.08.2026	-	-	-
2.					

1.0 Training Procedure

1.1 Applicability of Training: - The training procedure applies to selected candidates from both Direct Recruitment (DR) and internal promotional (LICE) quotas. They need to complete the training as specified from time to time by BSNL.

1.2 Practice Assessment Test Scheme: -

JTO Phase-I: - The Classroom training will be of 10 weeks and field training will be of 4 weeks. The trainees will be appointed as JTOs on completion of 10 weeks Phase-1 and 4 Weeks Field training (refer Annexure-I). During the JTO Phase-I training period, regular practice assessment test at local training centres will be there and the scheme of internal assessment test for JTO Phase-I training is given below: -

Module No.	Name of Module	
1.	General Administration	
	(i)	Practice Theory Test-I
	(ii)	Practice Theory Test-II
2.	Basic Telecom Technology	
	(i)	Practice Theory Test-I
3.	Fundamentals of Transmission	
	(i)	Practice Theory Test-I
	(ii)	Practice Practical Test-I
4.	Fundamental of Switching	
	(i)	Practice Theory Test-I
5.	Data Communication (Information Technology)	
	(i)	Practice Theory Test-I
6.	Data Communication (ERP)	
	(i)	Practice Theory Test-I
7.	Mobile Communication	
	(i)	Practice Theory Test-I
8.	Marketing	
	(i)	Practice Theory Test-I

JTO Phase-II: - JTOs will undergo six weeks (6 weeks) Phase-II training within two years for becoming eligible for the second increment. Phase-II training will be in specialized areas based on the requirement of the organization (refer Annexure-I).

1.3 Final Exam: - At the end of the JTO Phase-I training, there will be one online final exam of all JTO (Phase-I) trainees, i.e. one batch consisting of a particular DR / LICE qualified candidates. All candidates (JTO Phase-I trainees) shall undergo the online exam on the same day. The exam may be conducted in a single session (if

infrastructure permits). If infrastructure issues are present, the online exam may be conducted in more than one session. However, the Training In-Charge needs to ensure that different session candidates are not able to connect till all the exam sessions are over. No trainee is allowed to leave the exam hall before the completion of the designated time.

- 1.4 Question Paper Structure:** - There will be only one set of question paper that will be administered for all candidates of a particular JTO Phase-I Training Batch.
- 1.5 Restrictions during exam:** - Mobile phones/ electronic gadgets, books, etc., should not be allowed during the entire duration of the exam (till completion of all sessions).
- 1.6 Allotment of Training Centres:** - The candidates for JTO Phase-I training will be sent to the nearest Training Centre, subject to the availability of seats. If seats are not available in the nearest Training Centre, then the candidate will be sent to the next nearest Training Centre as per the availability of seats and so on.
- 1.7 Exam Pattern & Marks Distribution:** - JTO (Phase-I) trainee will go through only one exam of 90 minutes consisting of 100 questions /100 marks in online mode. The distribution of 100 marks will be as follows: -

Sr. No.	Name of Module	Maximum Marks
1.	General Administration	15
2.	Basic Telecom Technology	10
3.	Fundamental of Transmission	15
4.	Fundamental of Switching	10
5.	Data Communication (Information Technology)	15
6.	Data Communication (ERP)	15
7.	Mobile Communication	10
8.	Marketing	10
Grand Total		100

- 1.7.1 Seniority:** - The seniority of the JTO (Phase-I) trainee will be decided as per the criterion laid down in Recruitment Rules of Junior Telecom Officer (Telecom-2023) issued vide BSNL CO letter No. BSNLCO-A/16(12)/2/2022-ESTAB/1 dated 31.12.2022. The seniority on appointment of candidates in the cadre of JTO (T) shall be determined on the basis of 60% weightage of marks obtained in their respective examination i.e. Direct Recruitment Examination or LICE and 40% weightage of marks obtained in pre-appointment Phase-I training (refer Annexure-II).

1.8 Qualifying Marks

- 1.8.1** The qualifying marks for JTO Phase I training exam shall be 50%, and the qualifying marks for JTO Phase II shall be 60% for Theory and 80% for Practical Test.

For Pre Basic I and Pre Basic II training, the pass marks will be 50%. Passing will be decided paper-wise, both in theory and practical, separately.

- 1.8.2** Marks obtained in Pre Basic I and Pre Basic II courses by departmental trainees will not be counted towards seniority.

However, the departmental trainees (Category-II), refer Annexure-I, will not be admitted to Pre-Basic-II unless he/she completes Pre-Basic-I. Similarly, no departmental trainee will be admitted to Phase-I training unless he/she completes Pre-Basic-II training.

ALTTC Circle, Ghaziabad, will cater to the needs of the infrastructure required by Training Centres under ALTTC Circle to conduct the online JTO Trainee exam smoothly.

CGM ALTTC, Ghaziabad, will nominate observer/s from cross-training centres for each training centre where the JTO (Phase-I) exam is to be conducted i.e., the observer should not be from the local training centre where the exam is being conducted and should be nominated from a different training centre. The observer shall submit a consolidated report on the conduct of the exam to CGM, ALTTC, mentioning the overall conduct of the exam with deficiencies, if any.

The exam controller, as nominated by CGM, ALTTC, Ghaziabad, for each training centre, shall be responsible for the conduct of the exam in a particular training centre. Invigilators shall be nominated for their support/assistance. The exam controller shall submit a consolidated report on the conduct of the exam to CGM, ALTTC, Ghaziabad, mentioning the overall conduct of the exam with deficiencies, if any.

- 1.9 Re-attempt Policy/Failure Conditions:** - If a trainee fails in JTO (Phase-I) exam or is unable to appear for the JTO (Phase-I) exam due to genuine reasons as per the satisfaction of the Principal/ DGM of Training Centres, then the candidate shall appear in the next exam to be conducted by the Training Centre (as and when feasible). In this case, the candidate shall be the junior-most in that particular batch in which he/she was supposed to appear. In this case, he/she shall be awarded the minimum qualifying marks regardless of his actual marks scored. In these cases, a maximum of two chances (inclusive of the original chance) shall be given to that candidate.

If a selected candidate does not qualify the pre-appointment training in 1st attempt, he/she will be given one more chance to qualify the pre-appointment training examination without fresh training, failing which he/she will not be appointed as JTO, and he/she has to appear afresh in the subsequent LICE/Direct Recruitment Examination.

[Refer Recruitment Rules of Junior Telecom Officer (Telecom- 2023) issued vide BSNL CO letter No. BSNLCO-A/16(12)/2/2022-ESTAB/1 dated 31.12.2022]

2.0 JTO (Phase-I) online exam and JTO Phase-II qualifying exam

2.1 Mode of examination: - JTO (Phase-I) online exam and JTO (Phase-II) qualifying exam will be conducted in online mode under the supervision of SDE/AGM (Exam).

2.2 Exam schedule approval: - The schedule for the JTO Phase-I exam will be prepared as per the approval of the CGM, ALTTC, Ghaziabad.

2.3 Exam scheduling & Timetable: - The dates for the conduction of the exam will be scheduled in advance and mentioned in the timetable of the course. The timetable will be made available to the trainees at the commencement of the course. The same timetable should be communicated to persons responsible for creating the online exam and JTO Phase-II qualifying exam schedule in CTMS by the Class In-Charge.

2.4 Declaration of result: -

For JTO Phase-I: - The result of the JTO (Phase-I) exam should not be visible to the JTO (Phase-I) trainee online when he/she submits/completes the exam. The result shall be declared by the Training Centre subsequently.

For JTO Phase-II: - The result of the JTO Phase-II qualifying exam should be visible to the JTO (Phase-II) trainee online when he/she submits/completes the test.

2.5 Conduct of Trainee during exam: - If the trainee's conduct during the JTO (Phase-I) exam is not satisfactory, he/she shall be warned suitably in writing by the Exam controller with a copy to the Class In-charge. Necessary action shall be taken as per the Rules and Regulations.

2.6 Exam Pattern (MCQ type): - The exam for JTO (Phase-I) final exam and JTO (Phase-II) Theory exam should be conducted as per the course syllabus. The question papers (JTO- Phase-I final exam and JTO-Phase-II Theory exam) will be of a multiple-choice question (MCQ) type in online mode on CTMS. There will be no negative marking in these exams.

2.7 Record of marks: - The database and record of marks for individual candidates will be maintained in the CTMS Server. However, a copy of the final marks sheet is to be attached in batch file, which is maintained at the training centre.

2.8 Re-evaluation: -

For JTO Phase-I/For JTO Phase-II: - No re-evaluation to be offered to the trainees.

2.9 Equal Marks Criteria: - **For JTO Phase-I:** - In case of equal marks obtained by more than one candidate, refer to the latest Recruitment Rules of JTO (Telecom).

2.10 Quality of Question Papers: - Training Centres will ensure that there will be no ambiguity in a question, language, wrong options, out-of-syllabus questions, etc.

2.11 Exam Declaration: -

For JTO Phase-I: - A declaration may be displayed at the beginning of the exam stating that the trainees agree with the BSNL exam policy and have no rights to file any litigation regarding the Questions/timings/difficulty level/difference of questions from any other participant. The participant can appear for the exam if and only if he/she agrees with the declaration.

2.12 Roll of Honour: -

For JTO Phase-I: - The trainees securing first, second & third ranks in the batch (final exam) should be awarded merit certificates by the concerned training centre. The name of the candidate securing first rank in the batch should be displayed in the 'Roll of Honour' of the training centre. All other successful trainees of the batch will be awarded certificates certifying successful completion of training.

Departmental trainees, post completion of JTO Phase-I training, will be sent to their place of field training as per orders issued by the Circle. In the absence of any posting orders by respective Circle, candidates shall be sent to their parent station.

2.13 Failure Rules

For JTO Phase-I: - A trainee can avail a maximum of two chances to appear in the exam as per Para 1.9.

For JTO Phase-II: - If a trainee fails in any of the online theory/practical tests or is absent during the test with sanctioned leave, he or she will be given a second attempt to qualify the exam. If he/she fails or remains absent in the second attempt also, his/her training will be considered as unsuccessful and shall be re-nominated for JTO Phase-II training by the recruiting circle.

3.0 Communication of marks

The exam controller will download the consolidated marks sheet from CTMS, sign the same and hand it over to the Class In-charge for placing in the batch file. The final list shall be sent to all concerned Circles by ALTTC, Ghaziabad, with a copy to the candidate.

4.0 Preservation of records

All the data in digital form (Question Paper, Answer Keys, answer sheet of candidates, audit trail, etc. should be preserved at least for twelve months from the date of completion of the training.

5.0 Late Joining

The Departmental trainees (Category I - those lower grade officials who have passed departmental examination - for entry into the cadre of JTO having qualification B.E. /B.Sc. -Physics and Mathematics, Category II, other than those departmental lower grade officials as defined in Category I), and directly recruited trainees shall report for training positively in the forenoon of the date of commencement of the training. However, under exceptional cases, the maximum limit shall be two working days for all categories of trainees for late joining (Phase-I or Phase-II or Pre-basic), which can be permitted by the head of the training centre.

6.0 Holidays

The trainees will be permitted to avail the holidays admissible to the instructional staff of the training centre.

7.0 Leave

7.1 Permissible leave: - In the training program, the learning sequence is very important, and as such, leave under normal circumstances should not be permitted during the training course. However, in certain cases such as sickness, etc., the maximum permissible leave will be as follows: -

Training	Maximum permissible leave
Pre-Basic-I	02 days (Two days)
Pre-Basic-II	02 days (Two days)
Phase-I	03 days (Three days)
Phase-II	02 days (Two days)
Field Training at Circle	01 day (One day)

The period of leave admissible as above includes the period of late joining, C/L, E/L, HPL, etc.

7.1.1 Leave beyond limit: -

Phase-I: - In case a trainee of Phase-I remains absent for more than 03 days, his/her training shall be extended by a duration equal to the entire period of absence (i.e. including three days) and not restricted to the period in excess of three days.

Phase-II: - In case a trainee of Phase-II remains on leave for more than 02 days, his/her training shall be extended by a duration equal to the entire period of absence (i.e. including two days) and not restricted to the period in excess of two days.

7.1.2 Extended Leave Approval: - In exceptional circumstances, if any, the trainee takes leave for more than 03 days during Phase-I training, and the trainee takes leave for more than 02 days during Phase-II training, the leave is to be approved by the GM/CGM of the Recruiting Circle. However, the maximum permissible absence from training will not exceed 10 days during Phase I and Phase II training.

7.1.3 Field Training Leave Rules: -

In case a trainee of Field Training is on leave for more than one day (01 day), his/her training shall be extended by the duration equal to the entire period of leave/absence (i.e. including one day) and not restricted to the period in excess of one day. During Field training, CGM will verify that the leave/absence is for genuine reasons, both in the case of Departmental Trainees and Directly Recruited JTO trainees.

For Departmental trainees, the leave availed will be adjusted from the leave credit balance. For directly recruited JTO trainees, provision of 01 day (one day) leave should be made by the Circle concerned.

If the period of absence of a trainee is more than one day (01 day) during field training:

- a. The TA/DA and other allowances should not be paid to the trainees.
- b. Increment should not be given during the leave period.
- c. No stipend will be allowed to Directly Recruited JTO trainees.

Under any circumstances, the entire Field Training is not to be rescheduled and undertaken afresh.

7.2 Medical leave: - Application for leave on medical grounds should be supported by a medical certificate from a Registered Medical Practitioner.

7.3 Attendance: - In case of Departmental candidate, the attendance shall be marked by all candidates in the online attendance portal. In case of Directly Recruited JTO candidate, the attendance will be marked manually by the respective training centres.

7.4 Power to grant leave

7.4.1 Authority of Class In-charge: - The class in charge is authorized to grant casual leave on emergency grounds up to a maximum period of two-day periods consecutively. Trainees needing leave for periods longer than this on emergency grounds should submit their leave applications to the DGM in-charge/AGM In-charge/Principal through the class in charge. The trainees have to apply for leave in the ESS Portal and submit the leave balance record from ESS Portal. The type of leave, along with the period, will be mentioned in the relieving order of the trainee.

7.4.2 Departmental Leave Rules: - For Departmental Trainees, all leave cases except for Casual Leave will have to be regularized under departmental rules by their parent units.

7.4.3 Permission to leave station: - In case the trainee residing in the hostel wants to leave the station during the leave period, he/she should inform the warden about this, after the leave has been sanctioned by the class in charge. If the trainee resides outside the hostel, permission to leave the station will be granted by the class in-charge.

7.4.4 Permission to leave classes: - In case, having come to the training centre, any trainee who wants to leave the class before the closing hours of the training centre because of illness, he/she should obtain permission from the concerned Instructor/Lecturer/ and his/her class in-charge before doing so. For the absence of half a day, permission from the class in charge only will be required. Absence for more than one hour shall be treated as half-day leave.

8.0 Authorized/Unauthorized absence

8.1 Unauthorized absence: - Any absence of a trainee during the training period without the sanction of leave, including overstaying in continuation of sanctioned leave, will be treated as unauthorized absence. This will also amount to an act of indiscipline and will lead to disciplinary action against the trainee. Also, in case of direct recruit, no stipend will be paid for such period. The unauthorized absence of JTO (Phase-II) will be reported to the recruiting Circle for disciplinary action.

8.2 Absence during test: - If a trainee is on unauthorized absence from the training centre and a test is held during the period of his/her absence, then: -

He/She will have to appear in the mastery (practical) test, only on completion of such missing sessions as he/she has missed, as provided in the syllabus. In cases of missed sessions in practicals, for the mastery (practical) test, a cent percent of attendance must be completed by the trainees. For criterion (theory) test/tests, the trainee will have to make up himself/herself the portion he/she has missed during the period of absence to appear in the criterion (theory) test/tests. He/She has to qualify the mastery (practical)/criterion (theory) test.

8.3 Authorized absence: - If the trainee is on authorized absence (sanctioned leave) he/she can appear in the mastery (practical) test, only on completion of such missing sessions as he/she has missed, provided in the syllabus. In cases of missed sessions in practicals, for the mastery (practical) test, a cent percent of attendance must be completed by the trainees. For criterion (theory) test/tests, the trainee will have to make up himself/herself the portion he/she has missed during the period of absence to appear in the criterion (theory) test/tests. He/She has to qualify the mastery (practical)/criterion (theory) test.

8.4.1 Missed sessions handling: - Practical sessions missed during the training will be conducted during free periods, if available. In case of non-availability of any free time during the training period, the practical sessions/mastery (practical) tests will be arranged during an extended period. Similarly, all missed criterion (theory)/mastery (practical) tests will be arranged during an extended period only if no sufficient free time is available during the training period. The maximum extension allowed for the missed sessions and for repeating the sessions of Phase-I/Phase-II training, time required to hold tests in theories and practicals will be one week only. (For participants covered under Para 7.1.1, the same will be extended for 10 working days only).

8.4.2 Stipend Rules: - Directly Recruited JTO trainees will get only half of their stipend during the approved leave period. No Stipend will be paid to directly recruited JTO trainees for unauthorized absence. The direct recruit trainees will not be paid any stipend for the extended period of training.

8.5 Failure in second attempt: - If the trainee fails to secure qualifying marks in the second attempt, the issue of granting a special chance/termination of Induction training of the candidate will be reported by the principal of the concerned training centre to CGM ALTTC, Ghaziabad and a final decision will be taken by a committee comprising CGM ALTTC, Ghaziabad and CGM of the recruiting circle/unit.

9.0 Discharge from Training Centre and Retraining

- 9.1 Grounds for discharge:** - DGM/AGM in charge/Principal of training centre is empowered to discharge the trainee from the training centre under the following circumstances:
- (i) When the trainee remains absent for more than the stipulated period as mentioned in Para 7.0 for Phase I/ Phase II training.
 - (ii) When the period of extension required, is more than the period specified as per Para 7.1.1.
 - (iii) When a trainee is guilty of misconduct of any type under Para 10.0.
 - (iv) When a trainee is caught copying or using other unfair means in a test under Para 10.3.
- 9.2 Re-deputation:** - In case, however, absence exceeds beyond as provided in Para 7.0 and the absence is due to genuine reasons and the leave is sanctioned, the trainee may be deputed by the concerned Head of Circle/Telephone Districts in subsequent batch, provided the representation for re-deputation from the trainee discharged from the training centre shall be addressed to the Head of the Recruiting Unit who shall determine whether the representation for re-deputation is to be recommended for acceptance and forward it with such recommendation to the CGM, ALTTC, Ghaziabad for allotment of seat to the trainee whose training was discontinued.
- 9.3 Approval of old cases:** - However, for all cases where the representation is more than one year old, the seat may be allotted only after getting the specific approval from Director (HR), BSNL. For calculating the one year period in such cases, the start date of the JTO Phase-I training of the respective JTO batch shall be treated as the reference date.
- 9.4 Excess absence:** - Trainees who have crossed the maximum limit of permissible absence as stipulated in Para 7.1 should be discharged from the training class forthwith. They should not be allowed to continue in the training class even provisionally, pending settlement of their claims for re-deputation, and their case may be examined afresh.
- 9.5 Repeated absence:** - If a trainee again crosses the maximum limit of absence after being admitted to the training class a second time, his/her request for further deputation to the training class must not be considered.
- 9.6 Voluntary discharge:** - Direct Recruit trainee wishing to be discharged from training can be discharged by the Training Centre, provided he/she repays all expenses fixed by BSNL. Departmental trainees will be sent back to their parent station after ascertaining the station of posting from the head of the recruiting unit.

9.7 Representation Rules: - Representation, received from the candidates who left the training voluntarily, even though he has not crossed the permissible absence, will not be considered for retraining.

10.0 Misconduct

10.1 Removal from training: - If a candidate is guilty of misconduct of any type, the In-Charge of the training centre will be competent to remove him/her from the training centre after enquiring into his/her case.

10.2 Departmental action: - The departmental candidate will be sent back to the unit from which he/she has come. A detailed report of the circumstances under which the candidate was sent back from the training centre will be sent to the competent authority, who will then take further disciplinary action against such a candidate. The candidate, however, will not be permanently debarred from attending the training centre, but may be sent again after the disciplinary case is finalized, and the period of currency of the penalty imposed, if any, is over. In any case, he/she will not be sent for training within one year of his/her discharge from the training centre. In case of any appeal, if the appellate authority decides that there is no justification for the punishment, the official will be sent for training in the next batch.

10.3 Unfair means: - If a trainee is caught copying or using other unfair means like Mobile, books, notes, etc. to answer the questions during the exam, he/she should be removed from the training class after the observer and exam controller of the training centre are fully convinced that the trainee has used unfair means or resorted to copying. He/she will forfeit all claims for future training, or he/she will be immediately dismissed from training after recording the evidence and sending the dismissal case to CGM, ALTTC, Ghaziabad, for approval.

11.0 Training

11.1 Progress of trainees: - The time allotted to a module can neither be increased nor decreased. The module must be covered by the instructor in the time allotted in accordance with the syllabus.

11.2 Theory & Practical Tests: - With a view to making the test more objective, the written test papers should be examined by a Lecturer other than the one who has been conducting these classes. The practical sessions will be conducted by the JTO/SDE Instructor, and the practical test by the SDE/DE Instructor.

For JTO (Phase-I): Marks obtained in the Practice Theory Test and the Practice Practical test will not be counted for seniority.

END OF THE DOCUMENT



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Bharat Sanchar Nigam Limited

(A Government of India Enterprise)

No. 4-1/04/Trg

Date: 23rd June, 2006

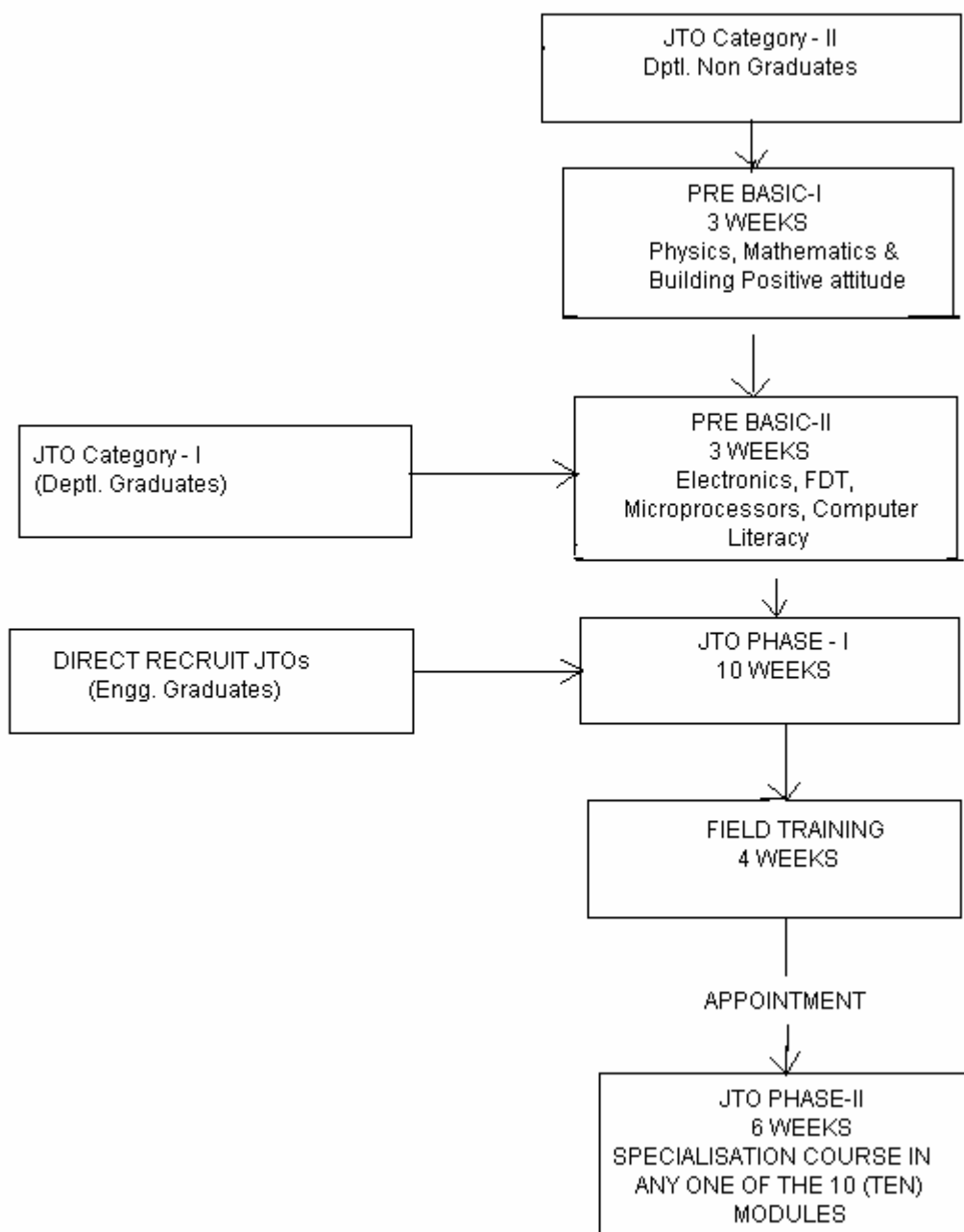
To

The Chief General Manager
BRBRAITT, Jabalpur

Subject: JTO Induction Training Structure & Syllabus-Approval regarding.

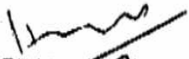
I am directed to refer to your letter no TD-12/2(E)/62 dated 19-5-2006 seeking approval for the JTO training syllabus – 2005, and convey the following decision of the competent authority.

1. The structure of the JTO Induction Training will be as below::



The following may be noted:

- (a) Phase-1 training will be for 10 weeks at the Training Centres which will be common to Departmental candidates as well as Directly recruited candidates. .
 - (b) The departmental candidates will undergo Pre- Basic 1 & Pre- Basic-II training as already applicable to them before undergoing Phase-1 training. However the syllabus for Pre-Basic 1 & Pre-Basic II training may be reviewed, suitably updated and resubmitted for approval of competent authority.
 - (c) After successful completion of 10 Weeks Phase-1 training, the trainees will be sent for 4 weeks Field training, as used to be done earlier.
 - (d) The trainees will be appointed as JTOs on completion of 10 weeks Phase-1 and 4 Weeks Field training.
 - (e) JTOs will undergo six weeks (6 weeks) Phase-II training within two years for becoming eligible for the second increment.
 - (f) Phase –II training will be in specialized areas based on the requirement of the organization
 - (g) Subject to the points as above, the syllabus for JTO Phase-I training modules stands approved.
2. Detailed syllabus, Training plan, Administrative Guide and Handouts etc may be supplied to all concerned Training centres in time, so that the training can start for the Directly recruited JTOs (Graduate Engineers) as per schedule.


(HARDAS SINGH)
ASSISTANT DIRECTOR GENERAL (TRG)

Copy to:

- 1. All Chief General Managers
- 2. All RTTCs/CTTCs
- 3. Sr.DDG (Personnel) / Sr.DDG (Establishment)



Bharat Sanchar Nigam Limited

(A Government of India Enterprise)

5TH Floor,

Bharat Sanchar Bhawan, Janpath,
New Delhi-110001

Website: www.bsnl.co.in

Corporate Office
Establishment Branch

No. BSNLCO-A/16(12)/2/2022-ESTAB/1

Dated: 31-12-2022

To

All Heads of Telecom Circles/Metro Districts & Other Administrative Units of BSNL
All PGMs/Sr. GMs/GMs of BSNLCO, New Delhi

Subject: Forwarding of Recruitment Rules of Junior Telecom Officer (Telecom)-2023.

In pursuance of the approval of the Board of Directors of BSNL, the undersigned is directed to forward herewith a set of Recruitment Rules of Junior Telecom Officer (Telecom)-2023 issued on 31.12.2022 for information and further necessary action.

Hindi version will follow.

(Vinod Kumar Sharma)
Deputy General Manager (Establishment)

Copy to:

1. The CMD, BSNL, New Delhi
2. All the Directors of BSNL
3. The CS&GM(Legal), BSNL CO, New Delhi
4. The DDG(Establishment)/Director(Staff)/Director(PSU), DoT
5. CGM(BW)/CGM(EW)/PGM(TF) BSNL Corporate Office
6. The GM(Personnel)/GM(Recruitment)/PGM(SR), BSNL
7. All the DGMs & AGMs of Personnel branch of Corporate Office, BSNL
8. The DGM(Training)/DGM(Recruitment), BSNL
9. The DM(OL) for Hindi version
10. Order Bundle
11. BSNL Intranet

Regd. & Corporate Office: Bharat Sanchar Bhavan, H.C.Mathur Lane, Janpath, New Delhi-110001
Corporate Identity Number (CIN):U74899DL2000GOI107739 www.bsnl.co.in



BHARAT SANCHAR NIGAM LIMITED

(A Govt. of India Enterprise)

Published by Establishment Branch of BSNL, Corporate Office, New Delhi,

Recruitment Rules of Junior Telecom Officer (Telecom) in BSNL
No. BSNLCO-A/16(12)/2/2022-ESTAB/1 New Delhi, December 31, 2022

1. Short title and commencement:

- (i) With the approval of BSNL Board and in supersession of the Recruitment Rules of Junior Telecom Officer (Telecom)-2014, the following rules regulating the method of recruitment to the post of Junior Telecom Officer (Telecom) [JTO(T)] in Bharat Sanchar Nigam Limited are hereby made.
- (ii) These rules shall be called the Junior Telecom Officer (Telecom) Recruitment Rules, 2023.
- (iii) These rules shall come into force from 31.12.2022(A/N).

2. Definition: In these Rules, unless the context otherwise requires,

- (i) **Company:** means the Bharat Sanchar Nigam Limited (A Government of India Enterprise), hereinafter called BSNL, having its Registered Office at Bharat Sanchar Bhawan, Janpath, New Delhi.
- (ii) **Board:** means the Board of Directors of the Company and includes in relation to the exercise of powers any Committee of the Board/Management or any other Officer of the company to whom the Board delegates any of its powers.

3. Application: These rules shall apply to the posts as specified in Column (1) of the Schedule annexed to these rules.

4. Number of posts, classification and scale of pay: The number of the said post, its classification and the scale of pay attached thereto shall be as specified in Column 2 to 4 of the Schedule annexed.

5. Method of recruitment, age limit, qualifications etc.: The method of recruitment, age limit, qualifications and other matters relating to the said post shall be as specified in Column 5 to 12 of the Schedule annexed.

6. Disqualification: No Person

- a) Who has entered into or contracted a marriage with a person having a spouse living, or
- b) Who having a spouse living, has entered into or contracted marriage with any person, shall be eligible for appointment to the said post,

Provided that the Appointing Authority may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and that there are other grounds for so doing, exempt any person from the operation of this rule.

7. **Bond & Pre-appointment training:** All candidates recruited against the vacancies for Direct Recruitment shall execute a Bond in the format as specified by the Company to serve in BSNL for a period of **five years** from the date of their appointment as Junior Telecom Officer or for a period as specified by BSNL for the post from time to time.

The selected candidates both against the Direct Recruitment quota of vacancies and internal promotional (LICE) quota of vacancies shall have to successfully undergo training for such period as may be specified from time to time by BSNL. If a selected candidate does not qualify the pre-appointment training in 1st attempt, he/she will be given one more chance to qualify the pre-appointment training examination without fresh training, failing which he/she will not be appointed as JTO and he/she has to appear afresh in the subsequent LICE/Direct Recruitment Examination. During the period of training, the Direct Recruit JTO will be entitled to Stipend (Training allowance) as decided by BSNL from time to time.

8. **Power to relax:** Where BSNL Board is of the opinion that it is necessary or expedient so to do, it may, by order and for reasons to be recorded in writing, relax any of the provision of these rules with respect to any class or category of persons.
9. **Saving:** Nothing in these rules shall affect reservations, relaxation of age limit and other concession required to be provided for the Scheduled Castes, Scheduled Tribes, Other Backward Classes, Ex-Servicemen and other special category of persons in accordance with the orders issued by the Central Government from time to time in this regard.
10. **Initial Constitution:** All executives holding the post of Junior Telecom Officer on regular basis before the date of commencement of these rules shall be deemed to have been appointed under these rules on regular basis as Junior Telecom Officer.
11. **Liability to serve anywhere in India:** In case of emergencies/exigencies, the persons appointed to the JTO post shall be liable for transfer anywhere in India / at any place falling in the operation area of BSNL in the interest of service.
12. **Interpretation:** Where any doubt arises as to the interpretation of any of the provisions of any of these rules, or the regulations made there under, the matter shall be referred to BSNL Board whose decision shall be final.

AGB

Junior Telecom Officer (Telecom) Recruitment Rules-2023

Name of Post	Number of Posts	Classification	Scale of Pay	Whether selection post or non-selection post	Age limit for Direct Recruits
1	2	3	4	5	6
Junior Telecom Officer (Telecom) -JTO(T)	11705	Executive	E-1 IDA pay scale of Rs. 16400-40500 [2 nd PRC pay scale w.e.f. 01.01.2007]	Selection Post	Age limit for Direct Recruits should be between 20 and 30 years as on crucial date. Upper age limit as on crucial date is relaxable :- i) Upto 5 years for SC/ST candidates; ii) Upto 3 years for OBC candidates who are eligible to avail of reservation applicable; iii) Upto 10 years for PWD candidates (15 years for SC/ST-PWD candidates and 13 years for OBC-PWD candidates); iv) For BSNL employees the upper age limit is relaxable up to 5 years (10 years for BSNL-SC/ST, 8 years for BSNL-OBC, 20 years for BSNL SC/ST-PWD, 18 years for BSNL OBC-PWD); v) Ex-Servicemen will get the benefit of age relaxation as per Central Govt. Rules. Note:-The crucial date for determining the age limit shall be the "closing date of receipt of application from candidates"

AG-21

Junior Telecom Officer (Telecom) Recruitment Rules-2023

Educational and other qualification required for direct recruits	Whether age and educational qualification prescribed for direct recruits will apply in the case of promotees	Period of probation, if any	Method of recruitment whether by direct recruitment or by promotion (LICE)- percentage of vacancies to be filled by various methods	Eligibility criteria for appearing in Limited Internal Competitive Examination (LICE)	If a Corporate Promotion Committee (C P C) exists, what is its composition (For considering confirmation of direct recruits)
7	8	9	10	11	12
Bachelor of Engineering Degree or equivalent from a Central Govt./State Govt. recognized Institution/University in any of the following disciplines: 1)Telecommunications 2) Electronics 3) Radio 4)Computer 5) Electrical 6)Information Technology(IT) 7)Instrumentation Or M.Sc.(Electronics/M.Sc.(Computer Science) From recognized University incorporated by an Act of the Central or State Legislature in India or/and educational Institution established by an Act of Parliament or declared to be deemed as University under Section 3 of the UGC Act,1956 -as on closing date of receipt of application.	Not applicable	Two years for Direct Recruits	a) 50% by Direct Recruitment. b) 50% by promotion through Limited Internal Competitive Examination (LICE)	50% internal candidates referred to in item (b) in Column 10 will be regulated as follows: a) Employees in the pay scale of NE9-Rs.13600-25420 or above with combined 5 years of residency period in the pay scale of NE9-Rs.13600-25420 or above and below the age of 55 years as on 1st January of the year in which the LICE is initially notified to be held provided they possess the following essential qualification from recognized University/Institution of a Central/State govt. (i).Qualification as mentioned in Column '7' for direct recruits Or (ii) 3 year diploma in any of the disciplines indicated in Column '7' Or (iii)BSc.(Electronics)/B.Sc.(Computer Science) Or (iv) B.Sc with Physics & Mathematics	CPC consisting of the following Officers:- 1. PGM/Sr. GM/GM working in HR of the respective Telecom Circle -Chairperson. 2. One DGM / Jt.GM /Addl.GM from HR side - Member 3. One DGM / Jt.GM / Addl.GM - Member Note: a One member should be from reserved category. b. Clearance from CGM, ALTTC Ghaziabad (who is in-charge of JTO(T) training) should be obtained before confirmation is decided.

AGP

JTO (Telecom) Recruitment Rules-2023

Note:

1. JTO will be Circle Cadre and the unit of recruitment will be the respective Recruiting Circle. CGM of the respective recruiting Circle shall be the Appointing Authority. The proceedings of the Corporate Promotion Committee (CPC) as prescribed in Column 12 of the schedule will be approved by respective CGM.
2. The Direct Recruitment to the post of JTO will be done through open competitive examination or through Graduate Aptitude Test in Engineering (GATE) Score in the disciplines mentioned under column '7' of Schedule of Recruitment Rules of JTO (T) or through any other method as approved by the Management Committee of BSNL Board from time to time. Scheme and Syllabus of Direct Recruitment as well as LICE shall be issued separately.
3. The candidates possessing higher qualifications viz. M.Tech in the prescribed disciplines as provided in column '7' of the schedule for direct recruitment (DR) shall also be eligible to appear in the direct recruitment (DR) examination.
4. The seniority on appointment of candidates in the cadre of JTO (T) shall be determined on the basis of **60%** weightage of marks obtained in their respective examination i.e. Direct recruitment Examination or LICE and **40%** weightage of marks obtained in pre-appointment Phase-I training. If the combined marks of DR/LICE and Training are same for two candidates, then seniority among them will be decided on the basis of marks obtained in DR/LICE. Further, in case of equal marks obtained by two or more candidates in DR/LICE, the seniority among them shall be determined on the basis of date of birth i.e. older one will be senior to younger one.
5. ***The inter-se seniority of an Executive appointed shall be determined as under:***
 - (i) *Inter-se-seniority* between Limited Internal Competitive Examination (LICE) quota and Direct Recruit (DR) quota who are promoted/recruited against the vacancies of the respective quota, would be reckoned with reference to the calendar year in which they join, i.e. year in which they are borne in the cadre, irrespective of the vacancy year or the type of vacancy. However, if senior in the selection panel (review panel) after issue of promotion orders could not join in the same calendar year due to administrative reasons but his immediate junior has joined, then senior will also be considered to have joined in the same calendar year only for the purpose of seniority.
 - (ii) Promotees (LICE) or DR Quota appointees who join in a particular calendar year will be placed en-bloc senior to promotees (LICE) or DR Quota appointees who join in subsequent calendar year/years.
 - (iii) The rotation of quota based on the percentage of vacancies allocated to LICE (50%) and DR (50%) in the Recruitment Rules will apply for determination of number of vacancies to be filled by the respective quotas in a vacancy year (calendar year).
 - (iv) The inter-se-seniority of the persons promoted against LICE and those who are recruited through DR quota (50%) against the same vacancy year and actually join in the same calendar year shall be fixed in a ratio of 1:1 and the appointees shall be given seniority of that calendar year:

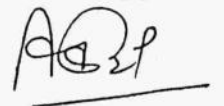
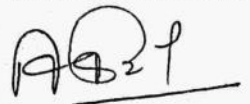


Illustration:

1. JTO (LICE)
2. JTO (DR)
3. JTO (LICE)
4. JTO(DR)
-and so on

They shall not get seniority of any earlier year viz. year of vacancy/panel, or year in which promotion process, etc. is initiated. In case of LICE/DR, date of notification/date of examination/date of declaration of results etc. will have no relevance for the purpose of seniority.

- (v) The inter-se-seniority of the persons promoted against LICE quota (50%) and those who are recruited through DR quota (50%) against the same vacancy year and actually join in the next year or any year subsequent to the vacancy year, the seniority of such persons would be determined with reference to the year of their actual joining to the post (actual joining date means the date on which the person joins in the cadre after completion of first phase (pre-induction) of training prescribed for JTO cadre). Thus, they would get seniority of the year in which they actually join and they shall not get seniority of any earlier year viz. year of vacancy/panel or year in which promotion process etc. is initiated. In case of LICE/DR, date of notification/date of examination/date of declaration of results etc. will have no relevance for the purpose of seniority.
- (vi) If in one calendar year, the LICE promotions and DR recruitment are being carried out for more than one vacancy years, the inter-se seniority for executives joining in same calendar year will be determined as follows:
- a) For executives promoted in LICE quota (50%) belonging to different vacancy years (joining in the same calendar year), their seniority within the LICE quota will be as per the vacancy year/select panel wise.
 - b) For executives joining in the same calendar year, the inter-se-seniority between LICE quota and DR quota will be on the basis of vacancy year. Those who have joined as a result of earlier selection would be placed senior in the seniority list to those who have joined as a result of subsequent selection of vacancies.
- (vii) If adequate number of LICE promotees or DR Quota appointees do not become available (i.e. actual number of appointees) in a particular year, the rotation of quotas for the purpose of determining inter-se-seniority would stop after available (i.e. actual number of appointees) LICE promotees and DR quota appointees are assigned their slots on their joining in that calendar year. Remaining LICE or DR quota of the concerned selection/panel (same year of joining) would be bunched together in accordance with their position in the panel approved for promotion.
- (viii) If no LICE quota promotee is available (actual number of appointees) in a particular calendar year, actual number of DR quota appointees would be bunched together in accordance with their position approved for promotion. Similarly, if no DR quota appointee is available in a calendar year, actual number of LICE quota promotees would be bunched together as per their position obtained in the selection process.
6. BSNL will resort to direct recruitment of JTO from open market strictly on need basis. BSNL may or may not necessarily go for direct recruitment of JTO every year due to administrative reasons/constraints. As such, directly recruited Executives in



subsequent years will not have any claims for allotment of vacancy year against the vacancy years in which BSNL does not resort to direct recruitment of JTO.

7. Non-Executives (Industrial and Non-Industrial) of Telecom Factories on their selection as JTO(T) after qualifying LICE shall have to give an undertaking to the effect that they will henceforth be governed by prevailing Conduct, Discipline & Appeal(CDA) Rules of BSNL and not by Certified Standing Order (CSO) as in vogue in Telecom Factories. Violation of the same shall tantamount to cancellation of their candidature as JTO (Telecom).
8. For any LICE to be conducted for promotion in JTO (T) grade, in case of availability of eligible candidates in feeder grade (required residency period) is less than 5 times of vacancies for a particular examination, then the Management Committee of BSNL Board is empowered to consider for relaxation in the residency period in the feeder cadre so as to ensure proper competition in the LICE quota.
9. The employees belonging to streams other than Telecom stream (viz. Telecom Factory, Civil, electrical etc.) shall be eligible to appear in LICE in the Territorial Circle where they are presently working.



(Vinod Kumar Sharma)

Deputy General Manager (Establishment)