**Annexure**

**SPECIAL REPORT FOR UPGRADATION IN IDA PAY SCALE OF EXECUTIVES AND NON-EXECUTIVE**

**REF : BSNL C.O ND LETTER NO. 27-7/2008-TE-II DATED 23.03.2010**

|  |  |  |
| --- | --- | --- |
| S/N | Items |  |
| 1 | Name of the Employee |  |
| 2 | Employee No. as per HR Package |  |
| 3 | Mobile No: of the Executive |  |
| 4 | Date of Birth |  |
| 5 | Present post held (Regular/Adhoc/Officiating) |  |
| 6 | Date since working on present post |  |
| 7 | Whether absorbed in BSNL or Not |  |
| 8 | Whether recruited in DOT or BSNL  |  |
| 9 | Substantive status as on 01.10.20………. |  |
| (a)Post/Grade |  |
| (b)Pay scale |  |
| (c) Basic pay with DNI |  |
| 10 | Substantive status as on 01.10.20……….. |  |
| (a)Post/Grade |  |
| (b)Pay scale |  |
| (c) Basic pay with DNI |  |
| 11 | Substantive status as on 01.10.20………. |  |
| (a)Post/Grade |  |
| (b)Pay scale |  |
| (c) Basic pay with DNI |  |
| 12 | Substantive status as on 01.10.20………. |  |
| (a)Post/Grade |  |
| (b)Pay scale |  |
| (c) Basic pay with DNI |  |
| 13 | Substantive status as on 01.10.20………. |  |
| (a)Post/Grade |  |
| (b)Pay scale |  |
| (c) Basic pay with DNI |  |
| 14 | Substantive status as on 01.10.20………. |  |
| (a)Post/Grade |  |
| (b)Pay scale |  |
| (c) Basic pay with DNI |  |
| 15 | Substantive status as on 01.10.20………. |  |
| (a)Post/Grade |  |
| (b)Pay scale |  |
| (c) Basic pay with DNI |  |
| 16 | Substantive status as on 01.10.20………. |  |
| (a)Post/Grade |  |
| (b)Pay scale |  |
| (c) Basic pay with DNI |  |
| 17 | Substantive status as on 01.10.20………. |  |
| (a)Post/Grade |  |
|  | (b)Pay scale |  |
| (c) Basic pay with DNI |  |
| 18 | Substantive status as on 01.10.20………. |  |
| (a)Post/Grade |  |
| (b)Pay scale |  |
| (c) Basic pay with DNI |  |
| 19 | Substantive status as on 01.10.20………. |  |
| (a)Post/Grade |  |
| (b)Pay scale |  |
| (c) Basic pay with DNI |  |
| 20 | Due date for 1st up-gradation as per promotion policy |  |
| 21 | Whether any punishment was / is in currency |  |
| a)On due date of up-gradation |  |
| b)At present |  |
| c)If yes, date of award of punishment and date of completion of currency of punishment be indicate. |  |
| 22 | Option exercise by the Non-executive as per para 5.1 as per promotion policy dated 23.03.2010, if any. |  |
| 23 | Option exercise by the Non-executive as per para 6.4 of promotion policy dated 23.03.2010, if any. |  |

 Certified that particulars given above from S/N (1) to (23) are verified from Service Book.

 Seal and Signature of AO/SDE

(Responsible for maintaining of Service Book)