

भारत संचार निगम लिमिटेड
(भारत सरकार का उद्यम)
मुख्य महाप्रबंधक कार्यालय
मा.सं -1 अनुभाग, दूसरी मंज़िल
केरल दूरसंचार परिमंडल
तिरुवनंतपुरम - 695033



BHARAT SANCHAR NIGAM LIMITED
(A Govt. of India Enterprise)
OFFICE OF THE CHIEF GENERAL MANAGER
H.R - I SECTION, 2ND FLOOR
KERALA TELECOM CIRCLE
TRIVANDRUM - 695 033

To

The Head of all BAs
BSNL, Kerala Circle.

No. HR-1/Pre-order/2017/63

Dated at TVM the 22/01/2020.

Sub:- Change in employee name in Service Book and Presidential order-reg.

Kindly find enclosed herewith the copy of the letter No.CCA/KRL/General/2019-20/3072 dated 16.01.2020 received from the CCA, DOT, Trivandrum regarding procedure to be followed in the case of change of name mentioned in the Service book and in the Presidential order of the BSNL VRS 2019 optees, for information and necessary action.

Accordingly to ensure smooth and speedy settlement of the VRS-2019 cases, the SSA Head may issue a certificate to the effect that " The name mentioned in the Service Book and the Presidential order belong to one person and his/her correct name is".

This is issued with the approval of the Competent Authority.

Encl:- As above.

आर. सतीश R. SATHESH
म.प्र(मा.सं/प्र) GM (HR/Admn)
मु.म.प्र.दूका, भा.सं.नि.लि, केरल परिमंडल, तिरुवनंतपुरम-33
O/o CGMT, BSNL, Kerala Circle, Trivandrum-33
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62

Government of India
Ministry of Communications
Department of Telecommunications
Office of the Controller of Communication Accounts, Kerala
Door Sanchar Bhavan, Thiruvananthapuram-695033

No.CCA/KRL/General/2019-20 /3072

Date : 16.01.2020

To

The GM (HR/Admn)
O/o the CGMT, BSNL, Kerala Circle,
TDrivandrum.

Sub:- Change in employee name in Service Book and Presidential Order-reg

Ref:- Your letter HR-I/Pre-Order/2017/61 dated 07.01.2020.

Sir,

b1/c

Kind attention is invited to the reference cited. The procedure you have put forward as regards to name change in Service Book and Presidential Order that a Certificate will be issued to the effect that "the name mentioned in the Service Book and the Presidential Order belong to one person and his/her correct name is" is agreeable to CCA, Kerala Circle. It may be ensured that correct name as per service book is shown in Pension papers.

R. Sathishkumar
Jt. Controller of Communication Accounts
Kerala Circle, Thiruvananthapuram



Decan (HR)
20/1/2020
Prmn (HR)