

**MAHANAGAR TELEPHONE NIGAM LIMITED**  
**O/o THE EXECUTIVE DIRECTOR, K.L.BHAWAN, JANPATH, N.D-110050**

No. STA-I/Exec. Prom. Policy/Accts./E-3 to E-4/2012/15  
Dated at New Delhi the 04/09/2012

SUB: **IDA Scale Up-gradation of Executives from E-3 to E-4 under Time Bound Executive Promotional Policy under MTNL**

In pursuance of the order contained in MTNL, Corporate Office, New Delhi No. MTNL/CO/Pers. II/Prom. Pol. Exec./07 dated 11.9.2007 and MTNL/CO/Pers-II/Prom Pol-Exec/07/851 dated 31-03-2009 cited above, the following Executives are hereby granted IDA Scale Up-gradation from the IDA pay scale of Rs.24900-50500 (E-3) to Rs.29100-54500 (E-4) on completion of 5 years of qualifying service in their current IDA scale with effect from shown against their names.

Sl. No.	Name of the Officer S/Sh./Smt.	Staff No	Unit of Posting	Tentative date of up-gradation in E-4 grade
1	SUMAN JAIN	AC-15299	FIN	18/02/2012
2	ANIT JAMWAL	AC-15341	C.O	18/02/2012
3	NRESH KUMAR SACHDEVA	AC-15345	FIN	18/02/2012
4	VIRENDRA VARSHNEY	AC-15349	FIN	18/02/2012
5	VIRENDER SINGH	AC-15303	FIN	18/02/2012
6	NEELAM GARG	AC-15300	WS	18/02/2012
7	RAM KRISHAN YADAV	AC-15301	NP	18/02/2012
8	KRISHNA KUMARI	AC-15343	WEST	18/02/2012
9	SHASHI BHATNAGAR	AC-15308	IT	18/02/2012
10	KANWAL JEET KAUR	AC-15342	TY	18/02/2012
11	RAJENDER SINGH	AC-15306	WS	18/02/2012
12	RAM AVTAR	AC-15346	WS	18/02/2012
13	RAM NARESH	AC-15347	WS	18/02/2012
14	SRI NIWAS	AC-15348	TY	18/02/2012
15	NARINDER KUMAR BUDHIJA	AC-15304	WS	18/02/2012
16	MAHIPAL SINGH YADAV	AC-15307	PLG-DEV	18/02/2012
17	MARY CHACKO	AC-15344	EAST	18/02/2012
18	MAHINDER KUMAR	AC-15305	CENTRAL	18/02/2012
19	RAVENDRA KUMAR SHARMA	AC-15298	BCP	18/02/2012

However, the date of effect may be given in accordance with MTNL Corporate Office letter referred above as per para 3.1 if the tentative date of promotion is different, under intimation to this office.

On up-gradation to the IDA scale, the pay of the officers will be fixed as per rules. If the officer is on leave on the due date of up-gradation, it will take effect from the date, the officer assumes charge.

Before fixation of pay in the up-graded scale, the concerned Accounts Officer will verify afresh the date on which the IDA scale was last fixed as given above and the date of completion of 5 years of continuous service of this officer from his respective service books. In case of any anomaly, the fixation in the higher scale will not be given effect and case may be referred to this office immediately for further necessary action.

Further IDA scale granted to any Executive by virtue of any local officiating arrangement will not count for the purpose of IDA pay scale up-gradation.

Since the first review under Executive Up-gradation policy is to be made with reference to 01-10-2004, any up-gradation due to the Executive on or before 01-10-2004 bases on earlier time bound policies, such up-gradations will be granted to the executives on the basis of options as one time relaxation if he/she is willing for such promotion in accordance with the concerned regulatory conditions. Options once exercise shall be final. The subsequent eligibility for IDA pay scale up-gradation of such executive will be governed by MTNL's Executive Time Bound Up-gradation scheme.

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Consequent to up-gradation of IDA pay scale of the Executives, there will be no change in substantive status, duties and responsibilities to the Executives unless any change is ordered in any specific context.

In case any disciplinary/vigilance case is pending against the officers mentioned above or where in respect of officers any punishment like stoppage of increment/punishment etc. is current, the fact should be reported to this office and the officer should not be given IDA up-gradation.

Every Executive whose pay is up-graded to next higher IDA pay scale will have to compulsorily undergo Two Weeks of training (One week in Administration/Management/Customer Care and one week in latest developments in core competence area) for being eligible for drawl of SECOND increment in the up-graded IDA Scale i.e., the training is to be completed within a period of two years from the date of up-gradation to the higher scale. The Executive who fails to successfully undergo the prescribed Two weeks training will not be eligible for consideration of next IDA scale up-gradation even if he/she is due for up-gradation otherwise. The detailed instructions with regard to training will be issued later on.

The following categories of Executives are exempted from undergoing two week mandatory training as mentioned in the above para viz. who

- (a) have separated from the company,
- (b) would be superannuation within a period of two years from the date of issue of the up-gradation orders and
- (c) were covered under the review dates for the year 2004, 2005 and 2006

The provision of training shall remain in operation for all other Executives who do not fall under the above categories and whose reviews are due on 01/10/2007 onwards.

No claim what so ever can be made by any Executive by comparison on grounds of seniority, class, community, cadre, stream etc. Further, except as provided in the Time Bound Promotion guidelines, no claim will lie on account of any of the other provisions of FRSR in the context of pay scales, pay fixation, substantive status etc.

The units of these Executives shown above are as per the record available in this office. Even if there is any change in the unit, this order may be given effect to by GMs under whom they are presently working without waiting for amendments, and under intimation to this office. Any other discrepancies if noticed please intimate immediately for issue of necessary amendment to this office.

Necessary charge reports may be sent to all concerned.

This has got the approval of the Competent Authority.

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04/9/12  
(MADAN GOPAL)  
Sr. MANAGER (ADMN.-I) I.Q.

Copy to :-

1. ED(WS), MTNL, Delhi
2. GM(HR) MTNL, Corp. Office Delhi.
3. GM(Fin.), MTNL, Delhi.
4. GM's Concerned. MTNL, Delhi.
5. SA to ED, MTNL, Delhi.
6. AGM(Bldg.)/SDE(HRIS) /SDE(DM)/SDE(Trg. Coord.), MTNL, Delhi.
7. AO(P&A) Concerned. It is requested to ensure that order is implemented as per instructions contained in Corporate Office letter no. MTNL/CO/Pers.II/Prom. Pol. Exec./07 dated 11.9.2007 and MTNL/CO/Pers-II/Prom Pol-Exec/07/851 dated 31-03-2009. In case of any doubt, necessary clarification may please be sought from this office before implementation.
8. Officer concerned.
9. Office copy/Master File.