

Corporate office
5th Floor, Establishment Cell-IV
Bharat Sanchar Bhawan



Bharat Sanchar Nigam Limited
(Govt. of India Enterprise)
H C Mathur Lane, Janpath,
New Delhi-110001

No. BSNLCO-A/16(27)/7/2023-ESTAB

Dated: 12.11.2025

To,
All Heads of Telecom Circles,
Bharat Sanchar Nigam Limited.

Sub:- Updation /addition of working employee details data in ERP database.

This is regarding missing / incomplete details of BSNL employees in ERP database. It is observed while registration of candidates for Departmental exams (LICE) through ERP that many applications are having incomplete / missing essential details of candidate such as category (SC/ST/OBC/UR), Parent circle etc. Such details are required to be added/updated by the respective Circles.

2. The list of employees whose data is required to be updated is enclosed as under:

- a) List of employees having no 'caste category' (vacant 104 entry).
- b) List of JTOs having no 'Parent circle' (vacant 111 entry).
- c) List of JEs having no 'Parent circle' (vacant 136 entry).

3. Further, the 'Parent Circle' for the completed Rule -8 transfer cases has to be updated so that the correct data base is maintained in ERP.

4. All administrative / HR units of BSNL are requested to complete the above employee data updation **within one week**.

This issues with approval of Competent Authority.

Encl-As above.


(Sanjeev Kumar)
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