

**No.BSNLCO-PETS/11(11)/1/2025-PERS1**

**Dated:24.01.2025**

To,

1. All Heads of Telecom Circle/Metro Districts & Other Administrative Units, BSNL.
2. The Cadre Controlling Authorities, BSNL CO New Delhi.  
[CGM(BW)/CGM(EW)/CGM(Arch)/PGM(Estt.)/PGM(EF)]

**Subject: Online Transfer Portal (OTP) – Provision of facility for Modification of Choices in already submitted requests regarding.**

Ref. No.:1. BSNLCO-PETS/11(11)/1/2025-PERS1 Dated:14.01.2025

This is in continuation to this office letter of even number dated 14.01.2025 cited above under reference. In this context, ERP Team, BSNLCO has introduced a facility for Modification of Choices in already submitted OTP applications, which are pending for approval in ERP.

2. The applicant shall be able to modify the already submitted choices in previous or current OTP application during the open window period. Further, the facility of modification of choices will not be applicable in the following conditions: -

- (i) If application is already disposed i.e. in approved/rejected/withdrawn status in ERP-SAP.
- (ii) If the present posting of the applicant differs from the place of posting at time of submissions of original pending OTP application.
- (iii) Application submitted before 16 July 2024.

3. The above provision is available and go live from ongoing current OTP window from 16.01.2025 to 31.01.2025

4. Other terms and conditions mentioned in this office letter dated 14.01.2025 shall remain same as earlier.

This issues with the approval of competent authority.

  
(Kuldeep Singh)  
Assistant General Manager (Pers.I-STS)

Copy for kind information & necessary action to:

1.DGM (ERP), BSNLCO, New Delhi.

Copy for kind information to:

1. PPS to All Directors, BSNL Board.
2. CVO/PGM(Pers.), BSNL, New Delhi.
3. PGMs/Sr.GMs/GMs, BSNL CO New Delhi.
4. BSNL Intranet Portal.