

का० मुख्य महाप्रबंधक दूरसंचार
आ०.प्र. दूरसंचार परिमंडल, तीसरा तल
बी.एस.एन.एल भवन, विजयवाडा
O/o Chief General Manager Telecom
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File No:APCO-11/20(19)/4/2022-HR Section Dtd at VJ the 27.01.2026

To
The AGMs/DGMs
Circle Office, Vijayawada,
BSNL, AP Telecom Circle.

Sub: Marking the attendance in online Attendance System through Mobile App-Reg
Ref:1. COND Lr.No: BSNLCO-ADMN/62/6/2020-ADMN dtd 08.07.2025

2. This office Endt.no.APCO-11/20(19)/4/2022-HR Section-APCO 08.07.2025

Please refer to the letter 1st cited, wherein instructions were issued that all executive's and non-executives must use the Mobile App for daily attendance marking. Accordingly, all the executives of Circle Office, Vijayawada are using Mobile App.

To ensure uniform implementation of "Online Attendance System" and for effective supervision by controlling office, it is hereby instructed that

- i. All the non-executives of Circle Office, Vijayawada should use Mobile App for daily attendance marking with immediate effect.
- ii. All the controlling officers are requested to ensure that all the non-executives under their control mark attendance with mobile app only.
- iii. If any non-executive is unable to use mobile app for marking attendance, the controlling officer may forward such cases with due recommendation for exemption from marking attendance in mobile app.
- iv. Wide publicity may be given to all the concern.

Further, Portal based attendance shall be disabled for all employees w.e.f 01.02.2026 except for whom exemption is allowed.

This is issued with the approval of competent authority.

म.कोटेस्वरूप
उप महाप्रबंधक (मा.सं/प्रशासन)
27/01/26.
Deputy General Manager (HR/Admin)
का० मु.म.प्र.दू., आ०.प्र.दूरसंचार परिमंडल
O/o CGMT, A.P Telecom Circle
विजयवाडा Vijayawada – 520004.

Copy to:

1. 'The Heads of Departments, Circle Office, BSNL AP Telecom Circle Vijayawada for information please.