



No. E-2473- BSNLCO-CA/15(11)/1/2020-CA-ERP-FICO-Part (1)

Dated: 29.01.2024

Reminder-2

To

The General Manager (HR/ Pers/ Admin),
All Circles,
BSNL

Sub: Updating of leave encashment data in SAP for regulating claim with DoT for reimbursement against DoT period leave for retirees.

**Ref: (i) This office letter dated 18.08.2023(available on Intranet) &
(ii) This office Reminder-1 dated 16.10.2023(available on Intranet)**

With reference to above, it is mentioned that target date for updation of leave encashment data in SAP was 30/09/2023.

It has been noticed there is not any significant progress on the matter and status of the 2,40,820 employees updated in SAP as on 18.01.2024 is attached herewith as **Annexure-A.**

It is requested to bestow personal attention in the matter and complete the above exercise **on or before 31.01.2024**, since progress is regularly monitored by the Top Management.

msa
29/1/24
(Jagdeep Singh)
DGM(CA & ERP-FICO)

Copy for information and necessary action to:

1. The CGM, all BSNL circles
2. The IFA, all BSNL circles

BSNLCO-CA/15(11)/1/2020-CA-ERP-FICO-Part(1)

2827717/2024/CA & ERP-FICO BSNL CO

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Annexure A

S. No.	Circles	Count of cases where data entry is to be done in SAP	Count of cases where no data entry done	Count of cases where data entry is saved	Verification Pending to be done	Count of cases where data is saved & verified	Verification completed in %
		1	2	3	4=2+3	5=1-4	6
1	ALTTC	445	155	15	170	275	62%
2	Andaman & Nicobar	79	2	-	2	77	97%
3	Assam	4289	3,908	7	3,915	374	9%
4	BBNW	77	62	2	64	13	17%
5	Bihar	5417	3,189	388	3,577	1840	34%
6	Calcutta Metro District	11885	3,556	132	3,688	8197	69%
7	Chennai Metro District	9923	2,542	118	2,660	7263	73%
8	Chhattisgarh	2055	85	33	118	1937	94%
9	CN (Tx-East), Kolkatta	2144	788	21	809	1335	62%
10	CN (Tx-NE Region),GHT	341	289	26	315	26	8%
11	CN (Tx-North), Delhi	3542	2,557	145	2,702	840	24%
12	CN (Tx-South),Chennai	2375	800	14	814	1561	66%
13	CN (Tx-West) Mumbai	2363	1,135	136	1,271	1092	46%
14	Corporate Office	987	948	8	956	31	3%
15	Gujarat	20157	2,077	1,921	3,998	16159	80%
16	Haryana	4033	274	42	316	3717	92%
17	Himachal Pradesh	1796	152	3	155	1641	91%
18	IIPC	74	-2	-	-2	76	103%
19	Jammu & Kashmir	2139	1,605	191	1,796	343	16%
20	Jharkand	2338	1,834	247	2,081	257	11%
21	Karnataka	17410	785	21	806	16604	95%
22	Kerala	16924	250	12	262	16662	98%
23	Madhya Pradesh	9388	4,365	417	4,782	4606	49%
24	Maharashtra	19839	2,624	1,207	3,831	16008	81%
25	North East - I	1271	559	174	733	538	42%
26	North East - II	695	583	3	586	109	16%
27	Odisha	4628	4,148	94	4,242	386	8%
28	Punjab	7991	3,333	308	3,641	4350	54%
29	QA & Inspection	660	452	32	484	176	27%
30	Rajasthan	9604	263	5	268	9336	97%
31	Sikkim	74	74	-	74	0	0%
32	Tamil Nadu	19650	4,028	308	4,336	15314	78%
33	Telangana + AP	23555	1,414	137	1,551	22004	93%
34	Telecom Factory Jabalpur	1382	228	-	228	1154	84%
35	Telecom Factory Kolkata	1224	499	28	527	697	57%
36	Telecom Factory Mumbai	841	53	150	203	638	76%
37	Telecom Stores	129	-30	25	-5	134	104%
38	UP (E)	12715	7,969	583	8,552	4163	33%
39	UP (W)	6417	6,309	7	6,316	101	2%
40	Uttaranchal	1901	1,192	334	1,526	375	20%
41	West Bengal	8063	4,720	566	5,286	2777	34%
42	Grand Total	240820	69774	7860	77634	163186	68%

MKS
22/12/24