

**Office of Principal General Manager
(CA/ERP-FICO/C-CSC)**
Bharat Sanchar Bhawan(1st Floor)
H C Mathur Lane, Janpath
New Delhi – 110001
Tel : 23734110



भारत संचार निगम लिमिटेड
(भारत सरकार का उपक्रम)
BHARAT SANCHAR NIGAM LIMITED
(A Govt. of India Enterprise)

NO: BSNLCO-CA/11/8/2021-CA-ERP-FICO/862180

Dated: 14.02.2024

To,
The Chief General Managers/IFAs
All Territorial/Non-Territorial Circles
Bharat Sanchar Nigam Limited.

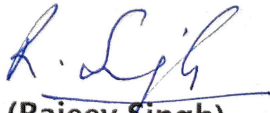
**Sub : Process for tracking GPF Balance Transfer of BSNL
Absorbed/Unabsorbed employees on Transfer and Relieving from
one Circle to Other Circle - Reg.**

In continuation to this office letter No: BSNLCO-CA/11/8/2021-CA-ERP-FICO-Part(2) dated: 03.01.2024, a new functionality has been developed and moved in ERP-SAP production server to keep track of all GPF Balance transfer cases from one CCA to another on Transfer & Relieving of BSNL absorbed/unabsorbed employee from one Circle to another. After relieving and sending relevant particulars to CCA for transfer of GPF Balance of an employee, the payroll DDO has to run T.code **“ZHCM_GPF_TRFOUT_SETL”** as per the detailed procedure laid in Annexure-1 to this letter for entering all the relevant details related to the GPF Transfer. The Process is mandatory for all the BSNL absorbed/unabsorbed employees:

- i) Who have been transferred from one Circle to another since January, 2024.
- ii) All pending GPF cases that have not yet been transferred/Settled.

The Circles are instructed to update the data within a week from the date of issue of the letter. The urgency is emphasized due to strict directives from DOT regarding timely settlement of GPF cases. Monitoring and ensuring the timely settlement of GPF cases have become crucial in compliance with Statutory/regulatory requirement.

Encl. : As above.


(Rajeev Singh)

Pr. General Manager (CA/ERP-FICO/C-CSC)

Copy for Kind information to:

1. PPS to CMD, BSNL
2. Director (Finance)/Director (HR), BSNL Corporate Office.
3. PGM(IA)/PGM(Pers)/PGM(Estt) BSNL Corporate Office, New Delhi