Examination Notice

BHARAT SANCHAR NIGAM LIMITED
(A Govt. of India Enterprise)
Corporate Office
Recruitment Branch
Room No. 223, 2nd floor, Eastern Court Building,
Jan path, New Delhi - 110001.


To
All Chief General Managers, Telecom Circles, BSNL,
Chief General Managers, Kolkata Telephones/Chennai Telephones, BSNL
Chief General Managers, Mtce, NTR, BSNL, New Delhi.

Subject:-Limited Internal Competitive Examination (LICE) for promotion to the
grade of Junior Accounts Officer (JAO) under 10% Quota to be held
on 28/08/2016 – Notification of Exam reg.

Starting date of Online Registration : 10/07/2016
Closing date of Online Registration : 31/07/2016
Date of LICE for promotion to JAO : 28/08/2016

Sir,

I am directed to state that it has been decided to hold the Limited
Internal Competitive Examination (LICE) for promotion to the grade of Junior
Accounts Officer (JAO) under 10% quota as per the provision in the
Recruitment Rule of Junior Accounts Officer (JAO) circulated vide BSNL
Corporate Office Letter No. 36-2/2001-SEA dated 31/08/2001 and
amendments thereto issued from time to time in order to fill up the vacancies
in the post of JAO (Annexure-A).

2. The Circle-wise vacancy position, as conveyed by the Cadre controlling
authority vide their letter No. 4-16/2014-SEA dated 08/02/2015, is as
follows :-

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Name of the Circle</th>
<th>OC</th>
<th>SC</th>
<th>ST</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Andaman &amp; Nicobar</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>2</td>
<td>Andhra Pradesh</td>
<td>28</td>
<td>6</td>
<td>3</td>
<td>37</td>
</tr>
<tr>
<td>3</td>
<td>Assam</td>
<td>4</td>
<td>1</td>
<td>2</td>
<td>7</td>
</tr>
<tr>
<td>4</td>
<td>Bihar</td>
<td>8</td>
<td>0</td>
<td>1</td>
<td>9</td>
</tr>
<tr>
<td>5</td>
<td>Chhattisgarh</td>
<td>6</td>
<td>1</td>
<td>0</td>
<td>7</td>
</tr>
<tr>
<td>6</td>
<td>Gujarat</td>
<td>27</td>
<td>5</td>
<td>2</td>
<td>34</td>
</tr>
</tbody>
</table>
3. The examination will be conducted through Online mode and as per revised Scheme and syllabus of examination circulated by SEA Section, BSNL CO. vide letter No. 4-22/2013-SEA dated 27/02/2014 read with corrigendum dated 28/02/2014. The details of Papers and Time Table of the examination will be as under:

<table>
<thead>
<tr>
<th>Paper No.</th>
<th>Part</th>
<th>Maximum Marks/No. of Questions</th>
<th>Day &amp; Date</th>
<th>Time (IST)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Paper - I</td>
<td>Part- A - Advanced Financial and Management Accounting</td>
<td>240 Marks (60 Questions of 4 marks each)</td>
<td>28/08/2016 (Sunday)</td>
<td>10:00 hrs to 12:00 hrs</td>
</tr>
<tr>
<td></td>
<td>Part- B - Business &amp; Economic Laws</td>
<td>160 Marks (40 Questions of 4 marks each)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Total</strong></td>
<td>400 Marks</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Paper - II</td>
<td>Part- A - Telecom Revenue</td>
<td>200 Marks (50 Questions of 4 marks each)</td>
<td></td>
<td>14:00 hrs to 16:00 hrs</td>
</tr>
<tr>
<td></td>
<td>Part- B - Service Rules, Budget &amp; Banking</td>
<td>200 Marks (50 Questions of 4 marks each)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Total</strong></td>
<td>400 Marks</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Syllabus for each Part has been detailed in Annexure-B.
4. As already informed vide BSNL CO letter No. 4-22/2013-SEA dated 28/02/2014, the examination will be of multiple choice objective type and as such each question will have 4 multiple choices for answer. Only one answer which is the most appropriate has to be selected by the candidate and click the relevant option accordingly. In case of wrong answer, 25% marks of that question will be deducted and as such the candidates are advised not to resort to arbitrary selection of answer. Minimum qualifying marks prescribed is 30% in each part, 30% in each paper and 37% in aggregate in respect of 'OC' candidates and 23% in each part, 23% in each paper and 30% in aggregate in respect of 'SC/ST' candidates.

5. The eligibility for appearing in the above mentioned Limited Internal Competitive Examination shall be as per existing Recruitment Rules of JAO issued by SEA section of BSNL CO vide their letter No. 36-2/2001-SEA dated 31/08/2001 and amendments thereto issued from time to time. However, in case of any doubt with regard to eligibility, Syllabus and the Scheme of the examination, the Circles may take up the matter suitably with the SEA Section of the BSNL CO. for necessary clarification.

6. The LICE will be held in 23 BSNL Territorial Circles at their respective headquarters. The details of the Territorial Circles where the LICE will be conducted are given at Annexure-C.

7. The examination will be conducted strictly in accordance with provisions of Standard Operating Procedure (SOP) for conducting Computer based Online examination in BSNL.

8. Officials, who are eligible in accordance with the eligible conditions, as referred in the Recruitment Rules and who desire to appear in the examination should submit application on-line. Candidates applying for LICE for promotion to the post of Junior Accounts Officer (JAO) are required to apply online for which link shall be provided through BSNL web site www.internalexam.bsnl.co.in. Applications will be considered only through the online registration process which is to start from 10-07-2016 and will be closed on 31-07-2016. Therefore, candidates are advised to visit BSNL Intranet site (www.intranet.bsnl.co.in) for any updates regarding the LICE. All candidates applying for LICE for JAO are required to read all the instructions provided on website www.internalexam.bsnl.co.in before filling the online application form. Candidates will have to provide valid Email ID and Mobile Number at the time of online Registration. After submitting the application on-line, the applicant may take a print out of application form and keep it with him/her for record.

9. The prescribed examination fee Rs.500/- (Rupees Five Hundred only) for the OC/OBC candidates and Rs. 250/- (Rupees Two Hundred Fifty only) for the SC/ST candidates shall be paid through online mode i.e. Internet Banking, Credit Card, Debit Card only.
The amount of the fee shall not be accepted in any other form. Fee once paid shall NOT be refunded under any circumstances nor can be held in reserve for any other examination or selection. Hence, the candidates are requested to ensure their eligibility for the said LICE before applying for the same.

10. Registration forms complete in every respect must be submitted Online on or before 31-07-2016. Candidates are advised to complete their registration process well before last date to avoid last day. Registration process will not be allowed after last date and all incomplete registrations will be treated as rejected. Candidates will have to download their Admit Card from the BSNL website www.internalexam.bsnl.co.in at least before 7 days from the date of the Online Test by using their user name & password. It will not be sent either by post or by e-mail. BSNL shall not be responsible for server crash problems or delays occurring on last day of registration.

11. The applicants would be admitted to the examination on the basis of the information furnished by them in their registration form. They are, therefore, advised to ensure that they fulfill all eligibility conditions before applying. In case it is found at a later stage that the information furnished by an applicant is false or an applicant does not fulfill any of the eligibility conditions, the candidature of such applicants would be cancelled and no correspondence in this regard would be entertained.

12. Issuance of an admit card for the examination will NOT confer any right for promotion/appointment. Promotion/appointment will be solely subject to fulfillment of all eligibility conditions.

13. No electronic gadget or mobile phone will be permitted to be taken inside the examination premises by the candidates.

14. THIS LETTER MAY PLEASE BE GIVEN WIDE PUBLICITY.

15. The receipt of this letter may please be acknowledged.

(K.D. Das)
Asstt. General Manager (Rectt.-I)
Tel. No. 011-23352491 (O)

Copy to:
1. GM (FP), BSNL CO.
2. AGM (SEA) BSNL CO.
3. All recognized Unions.
4. Notice Board.
5. Guard file.
6. BSNL Intranet Portal
## Annexure-C

**List of the Examination Centres for LICE for promotion to the grade of JAO against 10% Quota**

<table>
<thead>
<tr>
<th>Sr. No</th>
<th>Name of the BSNL Coordinating Circle authorized to coordinate for the LICE for JAO Circles as mentioned</th>
<th>Name of Circles</th>
<th>Name of the Examination Centre</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Andhra Pradesh</td>
<td>Andhra Pradesh</td>
<td>Hyderabad</td>
</tr>
<tr>
<td>2</td>
<td>Assam</td>
<td>Assam</td>
<td>Guwahati</td>
</tr>
<tr>
<td>3</td>
<td>Bihar</td>
<td>Bihar</td>
<td>Patna</td>
</tr>
<tr>
<td>4</td>
<td>Chhattisgarh</td>
<td>Chhattisgarh</td>
<td>Raipur</td>
</tr>
<tr>
<td>5</td>
<td>Gujarat</td>
<td>Gujarat</td>
<td>Ahmedabad</td>
</tr>
<tr>
<td>6</td>
<td>Haryana</td>
<td>Haryana</td>
<td>Ambala</td>
</tr>
<tr>
<td>7</td>
<td>Himachal Pradesh</td>
<td>Himachal Pradesh</td>
<td>Shimla</td>
</tr>
<tr>
<td>8</td>
<td>Jammu &amp; Kashmir</td>
<td>Jammu &amp; Kashmir</td>
<td>Jammu</td>
</tr>
<tr>
<td>9</td>
<td>Jharkhand</td>
<td>Jharkhand</td>
<td>Ranchi</td>
</tr>
<tr>
<td>10</td>
<td>Karnataka</td>
<td>Karnataka</td>
<td>Bangalore</td>
</tr>
<tr>
<td>11</td>
<td>Kerala</td>
<td>Kerala</td>
<td>Thiruvananthapuram</td>
</tr>
<tr>
<td>12</td>
<td>Madhya Pradesh</td>
<td>Madhya Pradesh</td>
<td>Bhopal</td>
</tr>
<tr>
<td>13</td>
<td>Maharashtra</td>
<td>Maharashtra</td>
<td>Mumbai</td>
</tr>
<tr>
<td>15</td>
<td>North East – I</td>
<td>North East – I</td>
<td>Shillong</td>
</tr>
<tr>
<td>16</td>
<td>North East – II</td>
<td>North East – II</td>
<td>Dimapur</td>
</tr>
<tr>
<td>17</td>
<td>Punjab</td>
<td>Punjab</td>
<td>Chandigarh</td>
</tr>
<tr>
<td>18</td>
<td>Rajasthan</td>
<td>Rajasthan</td>
<td>Jaipur</td>
</tr>
<tr>
<td>19</td>
<td>Tamilnadu</td>
<td>Tamilnadu &amp; Chennai Telecom. District</td>
<td>Chennai</td>
</tr>
<tr>
<td>20</td>
<td>Uttar Pradesh [East]</td>
<td>Uttar Pradesh [East]</td>
<td>Lucknow</td>
</tr>
<tr>
<td>22</td>
<td>Uttarakhand</td>
<td>Uttarakhand</td>
<td>Dehra dun</td>
</tr>
<tr>
<td>23</td>
<td>West Bengal</td>
<td>West Bengal &amp; Calcutta Telecom. District</td>
<td>Kolkata</td>
</tr>
</tbody>
</table>

[Signature] 2016
To
1. All CGMs/IFAs of Telecom Circles of BSNL.
2. All CGMs/IFAs of Metro Telecom Districts of BSNL.
3. All Other Administrative Units in BSNL.

Sub:- Forwarding of Recruitment Rules of Junior Accounts Officer of 2001 in BSNL.

I am directed to forward herewith a copy of Recruitment Rules of Junior Accounts Officer of 2001 for further information and necessary action. Hindi version follows.

Encl: As above.

Copy to:
1. PS to Hon’ble MOC/MOS (C)
2. PPS to CMD, BSNL.
3. Director (Finance) BSNL.
4. Director (HRD)/(Opr)/(Plg)/(C&NS), BSNL.
5. Advisor (Finance)/DDG (EAF), DOT.
6. DDG (Estt)/ADG (PAT), DOT.
7. Sr. DDG (FP)/DDG (Pers)/DDG (Training) CO, BSNL.
8. The Jt. DDG (SEA)/(TRG)/(TRG, FIN)/(DF) CO, BSNL.
9. The General Secretary, All India P&T Accounts & Finance Service Officers’ Association, (CHQ) A-4/6, M.S. Flats, Peshwa Road, Gole Market, New Delhi-110 001.
10. OL Section for supply of Hindi version of RRs.
12. Office copy.
1. Short title and commencement:

(i) With the approval of BSNL Board, the following rules regulating the method of recruitment to the post of Junior Accounts Officer in BSNL are hereby made, namely:

(ii) These rules may be called the Junior Accounts Officer Recruitment Rules 2001 (Issue: 1)

(iii) They shall come into force on the date of their publication by the Company.

2. Definition: In these rules unless the context otherwise requires,

1) Company: Means the Bharat Sanchar Nigam Limited (A Govt. of India Enterprise) having its registered Office at Sanchar Bhavan, New Delhi.

2) Board: Means the Board of Directors of the Company and includes in relation to the exercise of powers any Committee of the Board/Management or any Officer of the Undertaking to whom the Board delegates any of its powers.

3) JAO Internal Examination: Means the examination conducted by the Company for internal candidates as specified in the Schedule.

4) Examination: Means an examination held in accordance with the rules.

5) Service: Means the Junior Accounts Officer service in BSNL

3. Application: These Rules shall apply to the posts as specified in Column (1) of the Schedule annexed to these Rules.
4. **Number of posts, classification and scale of pay:** The number of the said post, its classification and the scale of pay attached thereto shall be as specified in columns 2 to 4 of the Schedule annexed to these rules.

5. **Method of Recruitment, age limit, qualifications etc.:** The method of recruitment, age limit, qualifications and other matters relating to the said post shall be as specified in columns 5 to 11 of the said Schedule.

6. **Disqualification:** No person—
   
   (a) Who has entered into or contracted a marriage with a person having a spouse living; or
   
   (b) Who, having a spouse living, has entered into or contracted marriage with any person,

   shall be eligible for appointment to the said post.

7. **Bond, training and syllabus:**

   (1) All candidates recruited against the vacancies for direct recruitment shall execute a bond in the format as specified by the Company to serve in BSNL for a period of five years from the date of their appointment as Junior Accounts Officers, in the proforma as prescribed by the Company.

   (2) The candidates selected both against the direct recruitment quota of vacancies and departmental promotion quota of vacancies shall have to successfully undergo training as per the training plan laid down by the Company before their appointment as Junior Accounts Officers.

8. **Seniority:** The inter-se-seniority between the JAOs from the internal examination, and direct recruits will be fixed as per the guidelines decided by the Company, separately.

9. **Sphere of Duty:** After the notification of recruitment rules, the induction of JAOs through direct recruitment/internal examination will be CIRCLE WISE.

2 of 5

*Recruitment Rules of JAO*
10. **Saving:** Nothing in these rules shall affect reservations, relaxation of age limit and other concessions required to be provided for the Scheduled Castes, Scheduled Tribes, Other Backward classes, Ex-Servicemen, and other special categories of persons in accordance with the orders issued by the Central Government from time to time in this regard.

11. **Residuary matters:** In regard to matters not specifically covered by or under these rules, the members of the Service will be governed by the rules, regulations and orders decided upon by the Company.

12. **Initial constitution:**

   (i) All officials holding the posts of Junior Accounts Officer on regular basis in the erstwhile DOT/DTS/DTO before commencement of these rules and those who have been absorbed in Bharat Sanchar Nigam Limited shall be deemed to have been appointed as Junior Accounts Officers in BSNL.
   
   (ii) The continuous regular service of officials referred to in sub-rule 12(i) above before the commencement of these rules shall count for the purpose of probation, qualifying service for promotion, confirmation and pension.

13. **Certain categories of persons eligible for appointment as Junior Accounts Officers in the Bharat Sanchar Nigam Ltd.:** Persons of the Deptt.of Telecommunication/Deptt.of Telecom Services/Deptt.of Telecom Operations who have passed Part-I and Part-II of the Examination conducted by the Department of Telecom/DTS/DTO and have not been appointed as Junior Accounts Officers before the notified date, shall after such date be appointed as Junior Accounts Officers in BSNL, according to the ranks obtained by them in the list of qualified candidates.

*Recruitment Rules of JAO*
To
1. All CGMs/IFAs of Telecom Circles of BSNL.
2. All CGMs/IFAs of Metro Telecom Districts of BSNL.
3. All Other Administrative Units in BSNL.

Sub:- Recruitment Rules for the grade of Junior Accounts Officer in BSNL – Insertion/modification in JAO RRs of BSNL – Reg.

I am directed to forward herewith a copy of the modifications/insertions in the Recruitment Rules of Junior Accounts Officer of 2001 for further information and necessary action. Hindi version follows.

Encl: As above.

Copy to:
1. PS to Hon'ble MOC/MOS (C)
2. PPS to CMD, BSNL.
3. Director (Finance) BSNL.
4. Director (HRD)/(Opy)/(Plg)/(C&NS), BSNL.
5. Advisor (Finance)/DDG (FEB), DOT.
6. DDG (Estt)/ADG (PAT), DOT.
7. Sr. DDG (FP)/DDG (Pers)/DDG (Training) CO, BSNL.
8. The Jt. DDG (SEA)/(TRG)/(TRG, FIN)/(DG) CO, BSNL.
9. The General Secretary, All India P&T Accounts & Finance Service Officers’ Association, (CHQ) A-4/6, M.S. Flats, Peshwa Road, Gole Market, New Delhi-110 001.
10. OL Section for supply of Hindi version of RRs.
11. Spare/Guard file/File No.36-2/2001-SEA.
12. Office copy.

(Pankti Routh)
Asstt. Director General (SEA)

(Alka Tewari)
Section Officer (SEA)
In continuation of SEA Branch, Corporate Office, BSNL, New Delhi letter No.36-2/2001-SEA, dated 31.8.2001, with the approval of the Management Committee of the BSNL Board, the following insertions/modifications are made in the Recruitment Rules to the grade of Junior Accounts Officers in BSNL. The modifications/insertions may be incorporated at the appropriate place of original Recruitment Rules Issue No.1 and brought to the notice of all the officials/officers working under your control.

(1) Under Definitions, after 5th Point i.e. Service, the following 6th point should be inserted to the main Recruitment Rules:

Appointing Authority: Appointing Authority will be Director (Finance) BSNL.

(2) Under Disqualification, in addition to the existing one, the following para should be included:

"Provided that the Central Government may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and there are other grounds for so doing, exempt any person from the operation of this rule."
(3) **Composition of DPC members**: DPC for confirmation of all JAOs recruited, will comprise of the following members:

1. IFA of the respective Telecom Circle: Chairman.
2. One DGM (JAG) level officer from administrative side: Member
3. One JAG level officer from Accounts Wing: Member

**NOTE:**

(A) One SC/ST officer may be preferred out of the above three.
(B) Clearance from CGM, NATFM, Hyderabad (who is incharge of JAO Training) should be obtained before confirmation is decided.

(4) **Relaxation of upper age for women candidates in Direct Recruitment Quota:**

Relaxation of age in upper limit by 5 years for women candidates in Direct Recruitment quota.

(Phaki Routh)
ADG (SEA)
To
1. All CGMs/IFAs of Telecom Circles of BSNL.
2. All CGMs/IFAs of Metro Telecom Districts of BSNL.
3. All Other Administrative Units in BSNL.

Sub:- Recruitment Rules for the grade of Junior Accounts Officer in BSNL - Amendment/modification in JAO RRs of BSNL - Reg.

I am directed to forward herewith a copy of the modification/amendment in the Recruitment Rules of Junior Accounts Officer of 2001 for further information and necessary action. Hindi version follows.

(P. K. Koul)
Asst. Director General (SEA)

Encl: As above.

Copy to:
1. FS to Hon'ble MOC/MOS (C)
2. PPS to CMD, BSNL
3. Director (Finance) BSNL
4. Director (HRD)/(Opr)/(Plg)/(C&NS), BSNL
5. Advisor (Finance)/DDG (FEB), DOT
6. DDG (Estt)/ADG (PAT), DOT
7. Sr. DDG (FP)/DDG (Pers)/DDG (Training) CO, BSNL
8. The Jt. DDG (SEA)/(TRG)/(TRG, FIN)/(DE) CO, BSNL
9. The General Secretary, All India P&T Accounts & Finance Service Officers' Association, (CHQ) A-4/6, M.S. Flats, Peshwa Road, Gole Market, New Delhi-1.
10. OL Section for supply of Hindi version of RRs.
13. Office copy.
In continuation of SEA Branch, Corporate Office, BSNL, New Delhi letter No.36-2/2001-SEA, dated 31.8.2001 (Issue No.1) and No.17-3/2001-SEA.II, dated 16.8.2002, (Issue No.2), with the approval of the Management Committee of the BSNL Board, the following amendments/modifications are made in the Recruitment Rules to the grade of Junior Accounts Officers (Issue No.1) in BSNL. The amendments/modifications may be incorporated at the appropriate place of original Recruitment Rules, (Issue No.1) and brought to the notice of all the officials/officers working under your control.

In Column No.12, against point-2 of (C), (i.e., against 10% quota in respect of Senior Accountants) may be read as “Senior Accountants with 10 years of regular service in Group C (TAC/LDC/Jr.Accountant/Senior Accountant all taken together), in DOT/DTO/DTS/BSNL, instead of 10 years of regular service in Senior Accountant grade.”

(Pinaki Routh)
ADG (SEA)
To
1. All CGMs/IFAs of Telecom Circles of BSNL.
2. All CGMs/IFAs of Metro Telecom Districts of BSNL.
3. All Other Administrative Units/Offices in BSNL.

Sub: Recruitment Rules for the grade of Junior Accounts Officer in BSNL – Amendment in JAO RRs of BSNL – Reg.

I am directed to forward herewith a copy of the amendment in the Recruitment Rules of Junior Accounts Officer of 2001 in BSNL for further information and necessary action. Hindi version follows.

Encl: As above.

Copy to:
1. PPS to CMD, BSNL.
2. Director (Finance) BSNL.
3. Director (HRD)/(Opr)/(Plg)/(C&NS), BSNL.
4. Advisor (Finance)/DDG (FEB), DOT.
5. Sr. DDG (Estt)/ADG (PAT), DOT.
6. Sr/DDG (FP)/DDG (Pers)/DDG (Training), CO, BSNL.
7. The Jt/DDG (SEA)/(TRG. FIN)/ADE) CO, BSNL.
8. Officers’ Association, (CHQ) A-4/6, M.S. Flats, Peshwa Road, Gole Market, New Delhi-110 001.
9. The General Secretary, AIBSNLEA.
10. OL Section for supply of Hindi version of RRs.
12. Office copy.
In continuation of SEA Branch, Corporate Office, BSNL, New Delhi letters No. 36-2/2001-SEA, dated 31.8.2001 (Issue No. 1): No. 17-3/2001-SEA II, dated 16.8.2002 (Issue No. 2) and No. 16-19/2001-SEA(Pt.) dated 7.4.2003, (Issue No. 3), with the approval of the Management Committee of the BSNL, the following amendments are made in the Recruitment Rules to the grade of Junior Accounts Officer in BSNL. The amendment may be incorporated at the appropriate place of original Recruitment Rules and brought to the notice of all the officials/Officers working under your control.

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Provision number of BSNL JAO RR.</th>
<th>Existing Provisions of BSNL RR</th>
<th>Approved amendment</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>11(C) of Schedule.</td>
<td>10% of the vacant posts in the circle by promotion from Sr. Accountants working in BSNL through internal competitive examination.</td>
<td>10% of the vacant posts in the circle by promotion from Junior Accountants / Senior Accountants working in BSNL through internal competitive examination.</td>
</tr>
<tr>
<td>2</td>
<td>12 ( C ) (2) of Schedule read with issue number 3, dated 7.4.2003.</td>
<td>Senior Accountants with 10 years of regular service in Group C (TAC / LDC / Junior Accountant / Senior Accountant all taken together), in DOT / DTO / DTS / BSNL.</td>
<td>Senior Accountants/ Junior Accountants with 5 years of regular service in Group &quot;C&quot; (TAC /LDC /Junior Accountant / Senior Accountant all taken together), in DOT /DTO /DTS / BSNL.</td>
</tr>
</tbody>
</table>

(Prema Krishnamachari) 
ADG (SEA)
To

1. All CGMs/IFAs of Telecom Circles of BSNL.
2. All CGMs/IFAs of Metro Telecom Districts of BSNL.
3. All Other Administrative Units in BSNL.

Sub:- Recruitment Rules for the grade of Junior Accounts Officer in BSNL - Amendment/modification in JAO RRs of BSNL - Reg.

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I am directed to forward herewith a copy of the modification/amendment in the Recruitment Rules of Junior Accounts Officer of 2001 for further information and necessary action. Hindi version follows.

(Prerna Krishnamachari)
Asstt. Director General (SEA)

Encl: As above.

Copy to:
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2. Director (Finance) BSNL.
3. Director (HRD)/(Opr)/(Prg)/(C&NS), BSNL.
4. Advisor (Finance)/DDG (FEB), DOT.
5. Sr. DDG (Estt)/ADG (PAT), DOT.
6. Sr. DDG (FP)/DDG (Pers)/DDG (Training) CO, BSNL.
7. The Jt.DDG (SEA)/(TRG. FIN.)/(DE) CO, BSNL.
8. The General Secretary, AIBSNLEA.
9. OL Section for supply of Hindi version of RRs.
10. Spare/Guard file.
11. Office copy.
In continuation of SEA Branch, Corporate Office, BSNL, New Delhi letter No. 36-2/2001-SEA, dated 31.8.2001 (Issue No. 1); No. 17-3/2001-SEA, II, dated 16.8.2002, (Issue No. 2); No. 16-19/2001-SEA (Pt.), dated 07.04.2003 (Issue No. 3) and No.4-50/2004-SEA, dated 19.01.2005 (Issue No. 4), with the approval of the Management Committee of the BSNL Board, the following amendments /modifications are made in the Recruitment Rules to the grade of Junior Accounts Officers (Issue No. 2) in BSNL. The amendments/modifications may be incorporated at the appropriate place of JAO Recruitment Rules, (Issue No. 2) and brought to the notice of all the officials/officers working under your control.

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Provision number of BSNL JAO RR</th>
<th>Existing Provision of BSNL RR</th>
<th>Approved Amendment</th>
</tr>
</thead>
</table>
| 1.     | Point 2(6)                      | Appointing authority will be Director (Finance) BSNL. | (i) Appointing authority will be Circle IFA (not below rank of GM) of the circle.  
(ii) Wherever Circle IFA is of the rank below GM(F), the appointing authority functions will be discharged by Sr.DDG/DDG (In charge of Finance Personnel), BSNL HQ, till the posting of GM(F) rank IFA in the circle. |

(Prema Krishnamachari)  
ADG (SEA)
To
The Chief General Manager
Bharat Sanchar Nigam Limited
(A Government of India Enterprise)
Madhya Pradesh Telecom Circle
Bhopal.


Kindly refer to your office letter no. RE/12-13/JAO-DR/Trg./42 dated 10.03.2011 on the subject mentioned above. As per Recruitment Rules of Junior Accounts officer required educational qualification for Direct Recruitee JAOs is M.Com/CA/ICWA/CS from a recognized university and is not putting any ban on Distance Learning programme.

As such, I am directed to intimate that Shri Sachin Kumar may be sent for requisite training provided he has obtained M.Com degree from a recognized university which is a requirement as per BSNL JAO RR.

(V.K. Bazaz)
Assistant General Manager (SEA)
BHARAT SANCHAR NIGAM LTD.
(A Government of India Enterprise)
7th Floor, Bharat Sanchar Bhawan,
H.C Mathur Lane,
Janpath, New Delhi – 110001.

No. 4-42/2011-SEA
Dated: 12-10-2012.

To
1. All CGMs/IFAs, BSNL Telecom Circles.
2. All CGMs/IFAs, BSNL Telephone Districts.
3. All other Administrative Units/offices in BSNL.

Subject: Recruitment Rules for the grade of Junior Accounts Officer in BSNL – Amendment/modification in JAO RRs of BSNL – reg

The undersigned is directed to forward herewith a copy of the modification/amendment in the Recruitment Rules of Junior Accounts Officer of 2001 for further information, and necessary action. Hindi Version follows.

End as above.

(Sudhira Satpathy)
Assistant General Manager (SEA)

Copy to
1. PPS to CMD, BSNL.
2. PPS to Director (HR)/Director (F) BSNL.
3. Advisor (Finance)/DG (FEB) DCT.
4. GM (F)/Sr. GM (Personnel)/GM (Estt.) CO BSNL.
5. DGM (Rectt.) CO BSNL.
6. The General Secretary, AIBSNLEA/SNEA (I).
7. OU Section for supply of Hindi version of RRs.
8. Spara/Guard File.
Bharat Sanchar Nigam Limited
(A Govt. of India Enterprise)

PUBLISHED BY SEA BRANCH OF BSNL
Recruitment Rules of Junior Accounts Officer
Issue No 6
No 4-4/2011-SEA
New Delhi-110 001
12th October, 2012

In continuation of SEA Branch Corporate Office. BSNL. New Delhi letter No 50-2/2001-SEA dated 31.08.2001 (Issue No.1) and No.17-3/2001-SEA dt. 16.08.2002 (Issue No.2) No. 16-19/2001-SEA (Pt.) dated 07.04.2003, (Issue No. 3), No. 4-50/2004-SEA dated 19.01.2005 (Issue No. 4) and No. 4-14/2005-SEA (BSNL) dated 07.04.2005 (Issue No. 5) with the Approval of Management Committee of the BSNL Board, the following amendments / modifications are made in the Recruitment Rules to the grade of Junior Accounts Officers (Issue No 1) in BSNL. The amendments / modifications may be incorporated at the appropriate place of original Recruitment Rules (Issue No 1) and brought to the notice of all the officials/officers working under your control.

In column No.12 against point 1 of (C) i.e., against 10% quota in respect of Senior Accountants/ Junior Accountant) "Graduation from any of the recognized University/Institution" is hereby deleted and now all eligible for Accountants/ Junior Accountants are allowed to appear in the examination.

(Sudhir Sabherwal)
Assistant General Manager (SEA)
No. 4-22/2013-SEA
Dated: 30-10-2015.

Bharat Sanchar Nigam Ltd.
(A Government of India Enterprise)
Corporate Office, SEA Section
7th Floor, Bharat Sanchar Bhawan, Janpath
New Delhi – 110001.

To
1. All CGMs/IFAs, BSNL Telecom Circles
2. All CGMs/IFAs, BSNL Telecom Districts
3. All other Administrative Units/Offices in BSNL

Subject:- Recruitment Rules for the grade of Junior Accounts Officer in BSNL-Amendment in JAO RRs of BSNL – reg.

The undersigned is directed to forward herewith a copy of modification/amendment in the Recruitment Rules of Junior Accounts Officer of 2001 for further information and necessary action. Hindi Version follows.

Encl.: as above

(Sunil Jaypat)
Assistant General Manager (SEA)

Copy to:
1. PPS to CMD, BSNL
2. PPS to Director (HR)/Director (F) BSNL.
3. Advisor (Finance)/DDG (FEB) DOT.
4. GM (F.P)/ GM (Recrt.)/GM (Personnel)/GM (Estt.) CO BSNL.
5. All Executive Associations/Staff Unions.
6. OL Section for supply of Hindi version of RRs.
7. Spare/Guard File
8. Office Copy.
In continuation of SEA Branch, Corporate Office, BSNL, New Delhi letter No.36-2/2001-SEA, dated 31.08.2001 (Issue No.1), No.17-3/2001-SEA.II, dated 15.08.2002 (Issue No.2), No. 16-19/2001-SEA (Pt.) dated 07.04.2003, (Issue No. 3), No. 4-0/2004-SEA dated 19.01.2005 (Issue No. 4), No. 4-14/2005-SEA (BSNL) dated 07.04.2005 (Issue No. 5) and No. 4-42/2011-SEA dated 12.10.2012 (Issue No. 6), with the Approval of the BSNL Board, the following amendment/modification in eligibility condition for appearing in JAO Internal competitive examination against 40% quota is made in the Recruitment Rules to the grade of Junior Accounts Officer (Issue No.1) in BSNL. The amendment/modification may be incorporated at the appropriate place of original Recruitment Rules (Issue No.1) and brought to the notice of all the officials/officers working under your control.

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Provision number of BSNL JAO RR</th>
<th>Existing Provision of BSNL RR</th>
<th>Approved Amendment</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Column no. 12 (B) (2) of Schedule to JAO RR</td>
<td>10 years of regular service in the erstwhile Department /BSNL in Group &quot;C&quot;</td>
<td>5 years of regular service in the erstwhile Department /BSNL in Group &quot;C&quot;</td>
</tr>
</tbody>
</table>

(Suril Rajput)
Assistant General Manager (SEA)
No. 4-22/2013-SEA
Dated: 14-01-2016.

To
1. All CGMs/IFAs, BSNL Telecom Circles
2. All CGMs/IFAs, BSNL Telecom Districts
3. All other Administrative Units/Offices in BSNL

Subject: Recruitment Rules for the grade of Junior Accounts Officer in BSNL – reg.

This office is in receipt of representation from Staff Union seeking clarification regarding the term ‘Group ‘C’ in JAO Recruitment Rules.

The matter has been examined in consultation with Establishment branch of CO BSNL vide Dy. No. 1508/ GM (Estt.)/BSNL CO dated 30.11.2015 and it is hereby clarified that "Non-executives with 5 years of regular service in the pay scale of Rs. 9020-17430 or above in BSNL" are eligible for appearing in JAO internal competitive examination against 40% quota.

This may be given wide publicity and brought to the notice of all concerned.

This issues with the approval of the Competent Authority.

(Sunil Rajput)
Assistant General Manager (SEA)

Copy to:
1. PPS to CMD, BSNL
2. PPS to Director (HR)/Director (F) BSNL.
3. GM (F.P)/ GM (Rectt.)/GM (Personnel)/GM (Estt.) CO BSNL
4. All Executive Associations/Staff Unions.
5. Spare/Guard File
6. Office Copy.
To
1. All CGMs/IFAIs of Telecom Circles of BSNL.
2. All CGMs/IFAIs of Metro-Telecom Districts of BSNL.
3. All other Administrative Units in BSNL.

Subject: Forwarding of Revised Scheme and Syllabus for Limited Internal competitive Examination (LICE) for filling up posts in the cadre of Junior Accounts officer under both 40% and 10% quota - reg.

In supersession of this office letter no. 17-3/2000-SEA-II dated 13.08.2002, the revised scheme and syllabus of Limited Internal Competitive Examination (LICE), for filling up posts in the cadre of JAQ, common for both 40% and 10% quota is annexed herewith for information and necessary action. It shall be applicable for the examinations to be held forthwith.

This issues with the approval of Competent Authority.

Enci: Annexure (3 pages)

(Sudhira Sabharwal)
Assistant General Manager (SEA)

Copy to:
1. PS to MOC&IT/MOS (C&IT).
2. PPS to CMD BSNL.
3. Director (HR)/ (Finance)/ (CFA)/ (CM)/ (Enterprise) BSNL CO.
4. Executive Director (Finance)/ (CA)/ (CN) BSNL CO.
5. GM (F.P)/ (Estt.)/ (Pers.)/ (Rectt.)/ (Trg.) BSNL CO.
6. DDG (FEB), DOT.
7. All Unions/Associations concerned.
8. OL section for Hindi version.
9. Intranet BSNL.
10. Spare Copy.
Subject: Scheme and syllabus for the Limited Internal Competitive Examination (LICE) for filing up vacancies in the cadre of Junior Accounts officer (JAO) under 40% and 10% internal quota.

1. SCHEME OF EXAMINATION:-

1.1 The examination will consist of 2 papers having two parts each as per detail given below:

<table>
<thead>
<tr>
<th>Paper</th>
<th>Part</th>
<th>Maximum Marks</th>
<th>Duration</th>
</tr>
</thead>
<tbody>
<tr>
<td>Paper-I</td>
<td>PART-A- Advanced and Management Accounting</td>
<td>240 (60 Question of 4 marks each)</td>
<td>2 hrs</td>
</tr>
<tr>
<td></td>
<td>PART-B- Business &amp; Economic Laws</td>
<td>160 (40 Question of 4 marks each)</td>
<td></td>
</tr>
<tr>
<td>TOTAL</td>
<td></td>
<td>400</td>
<td></td>
</tr>
<tr>
<td>Paper-II</td>
<td>PART-A- Telecom Revenue</td>
<td>200 (50 Question of 4 marks each)</td>
<td>2 hrs</td>
</tr>
<tr>
<td></td>
<td>PART-B- Service Rules, Budget &amp; Banking</td>
<td>200 (50 Question of 4 marks each)</td>
<td></td>
</tr>
<tr>
<td>TOTAL</td>
<td></td>
<td>400</td>
<td></td>
</tr>
</tbody>
</table>

1.2 The minimum qualifying marks in the examination will be as given below:

<table>
<thead>
<tr>
<th>Category</th>
<th>In each Part</th>
<th>In each Paper</th>
<th>In Aggregate</th>
</tr>
</thead>
<tbody>
<tr>
<td>OC</td>
<td>30%</td>
<td>30%</td>
<td>37%</td>
</tr>
<tr>
<td>SC/ST</td>
<td>23%</td>
<td>23%</td>
<td>30%</td>
</tr>
</tbody>
</table>

There will be negative marking. For each wrong answer 25% of the mark of that question will be deducted.
2. SYLLABUS:

2.1 Paper-I: 400 Marks

2.1.1 Part-A - Advanced Financial and Management Accounting 240 Marks
1. Accounting concepts, Principles and policies.
2. Accounting Standards.
3. Double Entry Accounting.
4. Trial Balance and Final Accounts.
5. Financial Statement Analysis.
7. Time value of Money.

Reference books:
2) Cost and Management Accounting by Dr. S.N Maheshwari.

2.1.2 Part-B - Business and Economic Laws 160 Marks
1. Company Law
2. Income Tax
3. Central Excise and Service Tax Rules.
7. RTI Act.
8. EPF Act.

2.2 Paper-II: 400 Marks

2.2.1 Part-A - Telecom Revenue 200 Marks

(A) Landline, Broadband and Mobile Services
1. Provision of new telephone connections.
2. Shifting, transfer and name transfer
3. Issuance of bills, realization, disconnection and reconnection of telephones
4. Preparation of Sub Ledger and its review
5. Accounting of Telephone Revenue
6. Telephone facilities to Hon MPs
7. Permanent disconnection of telephones, settlement of account and refund or recovery of outstanding amount after permanent disconnection of telephones. Writing off of non-recoverable telephone dues.
8. Prepaid telephone service of Mobile and ITC.
9. Value Added Services in Landline, Broadband and Mobile Services
10. Service Tax and Sales Tax provisions on Telecom Services
12. Interconnection Billing

(B). Other Telecom Services- Leased Circuits, WLL (CDMA), WIMAX and FTTH Services in BSNL

(C) Prevailing Tariff of various telecom Services and provisions regarding Discounting to Enterprise customers

(D). Indian Telegraph Act, Indian Telephone Rules

Reference Books and other Sources
1. Swamy's Treatise on Telephones Rules.
2. Orders issued by respective sections of BSNL on Telephone Revenue and uploaded on BSNL Intranet portal.

2.2.2 Part-B – Service Rules, Budget & Banking 200 Marks

Service Rules & Procedures:
1. FR &SR
7. BSNL CDA Rules.
8. Schedule of financial powers of BSNL officers.
10. Schedule to BSNL Accounts.

Budget & Banking:
1. Budgetary Control.
2. Cash & Capital Budgeting
3. Working Capital Management
Bharat Sanchar Nigam Ltd.  
Bharat Sanchar Nigam Limited  
(A Govt. of India enterprise)  
Corporate Office, SEA Section,  
7th Floor, Bharat Sanchar Bhawan  
Harish Chander Mathur Lane, Janpath  
New Delhi -110 001.  

No. 4-22/2013-SEA  
Dated: 23.02.2014.

To:

1. All CGMs/IFAs of Telecom Circles of BSNL.  
2. All CGMs/IFAs of Metro Telecom Districts of BSNL.  
3. All other Administrative Units in BSNL.

CORRIGENDUM

Subject: Forwarding of Revised Scheme and Syllabus for Limited Internal competitive Examination (LICE) for filling up posts in the cadre of Junior Accounts officer under both 40% and 10% quota - reg.

The undersigned is directed to refer to this office letter of even no. dated 27.02.2014 on the subject mentioned above and to state that in Para 1.1 of Annexure to the letter "the examination will consist of 2 papers having two parts each" may be read as under:

"The examination will be of objective type with negative marking and it will consist of 2 papers having two parts each."

All the other content of the letter dated 27.02.2014 along with its annexure will remain unchanged.  

(Sudhira Sabhawal)  
Assistant General Manager (SEA)

Copy to:

1. P8 to MOC&IT/MOS (C&IT).  
2. PPS to CMD BSNL.  
3. Director (HR)/ (Finance)/ (CFA)/ CM)/ (Enterprise) BSNL CO.  
4. Executive Director (Finance)/ (CA)/ (CN) BSNL CO.  
5. GM (F.P)/ (Estt.)/ (Pers.)/ (Rectt.)/ (Trg.) BSNL CO.  
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