

CORPORATE ACCOUNTS SECTION,  
Bharat Sanchar Bhawan, 1<sup>st</sup> Floor  
Harish Chandra Mathur Lane, Janpath  
NEW DELHI – 110001.  
TEL: 23734106, 23734107(fax)



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

File No. 500-50/2015-16/ BSNL/ Gratuity

Dated 20/03/2020

To

The CGMs  
All Circles, BSNL.

**Subject: - Gratuity payment to Employees recruited by BSNL and have retired under BSNL VRS Scheme-2019 – reg.**

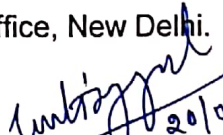
**Ref. : - BSNL Employees Gratuity Trust Rules**

With reference to the above cited reference and instructions issued by the Corporate office time to time, this is to instruct, that all circles of BSNL shall ensure that the Gratuity is likely to be paid in the month of March, 2020 in respect of Employees who have been retired under the BSNL VRS Scheme 2019 and are eligible for Gratuity as per BSNL Employees Gratuity Trust Rules.

Further, Sanction for payment of Gratuity, if not processed earlier, may be processed in SAP by 26.03.2020 to ensure the timely payment.. Fund Requisition is to be sent to Banking Cell, BSNL Corporate Office.

It may also be ensured that the Variables i.e. last basic pay, DA, Qualifying Service may be used as recorded in SAP after due verification. In case of any calculation error, overpayment and unprocessed claims the concerned unit head shall be held responsible.

This is issued with approval of the Sr. G.M.(CA), BSNL Corporate Office, New Delhi.

  
20/02/20  
(M.M. Goyal)  
Asst. General Manager (CA)

Corporate Identity Number  
(CIN): U74899DL2000GOI107739 Website: www.bsnl.co.in