



BHARAT SANCHAR NIGAM LIMITED

(A Govt. of India Enterprise)

Office of Chief General Manager Telecommunications, Karnataka Circle, no. 1
Swami Vivekananda Road, Halasuru, BENGALURU - 560 008

To

1. All Heads of SSAs / Units
2. Heads of Civil/Electrical / Architect wings.
3. GM (NW-O)CM and GM (NW-P)CM, Bangalore
4. Principal RTTC Mysore
5. AGM(Genl) / AGM(MM) / AGM(CTSD) Bangalore.

NO.HRD-I/Diary/2016-18/22 dated at Bangalore the 10.01.2018


Sub: Reimbursement of the cost of diary - 2018 - reg.

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Approval of the Chief General Manager Telecom, Karnataka Circle Bengaluru is hereby conveyed for Reimbursement of the cost of diary to Executives (upto DGM level) and Non-Executives for the year 2018.

Reimbursement amount may be limited to actual cost of diary of Rs. 160/- for Executives (upto DGM level) and Rs.110/- for Non-Executives whichever is less. Reimbursement may be made on production of receipt of purchase of diary. It is requested to nominate one SDE in each unit to draw Temporary Advance for reimbursement of cost of diary, if required.

Necessary action may be taken by all concerned.


10/01/2018
ASST. GENERAL MANAGER (Admn)
O/O CGMT, KTK CIRCLE,
BANGLAORE-8