Government of India
Department of Telecommunications
Ministry of Communications

Lavi Gupta
ADET Staff
Phone- (O) 011-23717127; email: lavi.gupta@gov.in

No.: 400-02/2017-Staff
Staff Section, Sanchar Bhawan,
20 Ashok Road New Delhi 110001

Dated: 05.05.2017

Subject: Updation of Information in ITS cadre management Portal itsonline.bsnl.co.in.

Staff branch in DoT is updating Executive Report (ER) Sheet of each ITS officer toexpedite the empanelment process of ITS officers for various posts of GOI. A cadre management portal itsonline.bsnl.co.in for ITS officers is already operational. Each ITS officer has a personnel login-id for accessing and editing the personnel records in the said portal.

The portal contains the relevant field under the UPDATE menu in the individual login where one can enter (edit/ update) the qualification details, career history, career Progression, Training and Awards &Recognition. ITS officers may login in to the portal and fill the following additional details that are mandatorily required:

1. Personnel Information
2. Qualification starting from Bachelor's degree (Including details of University, course attended, Specialization, Period etc.)
3. Career History with full details of period (Date from, Date to)
4. Training Particulars
5. Career Progression.

All ITS officers need to fill the required data on ITS cadre management portal (itsonline.bsnl.co.in). In this regard, an e-mail was sent on 05.04.2017 to each individual ITS officer's nic/gov e-mail id. However only a few officers have filled in their details.

You are requested to kindly issue appropriate instructions to all the ITS officers working in your organization to ensure timely completion of updation of records.

This issues with the approval of Competent Authority.

Lavi Gupta
ADET (Staff)

To:

1. CMD, BSNL, New Delhi;
2. CMD, MTNL, New Delhi;
3. Sr.DDG(TEC), New Delhi;
4. Sr.DDG(TERM), DoT(Hq.);
5. All heads of the Unit concerned;
6. All ITS Officer(s)
7. Shri N.K.Sharmafor uploading the said order on DoT *website*;