

MOST URGENT
REMINDER-II

BHARAT SANCHAR NIGAM LIMITED
(A Govt. of India Enterprise)
(**BW Unit: Corporate Office**)
Telegraph Office Building
Kashmere Gate, Delhi-110006

No. 482-2/2011-BG

Dated: 25.10.2011

To,

✓ All Chief General Manager,
Telecom Circle/regions/Projects/Telecom Factories,
Bharat Sanchar Nigam Ltd.

Sub: Number of bldgs taken on rent By BSNL.

Kindly refer to this office letter of even number dated 13.06.2011 & dated: 19.07.2011, vide which you were requested to send the information regarding number of buildings taken on rent and rent paid for the year 2010-11. It is noticed that the rent paid is increasing every year. In view of heavy expenditure towards rent you were also requested that all efforts shall be made to shift the offices from rented building to departmental buildings so as to save this huge out flow of money but only six Circles have sent information so far. The report is being periodically monitored at top Management level.

You are once again requested to take steps for vacating the rented buildings by shifting to BSNL buildings and required report may please be sent as per the following Proforma to this office at the earliest latest by 10.11.2011 by email on Email ID: agmow2bsnl@gmail.com or fax on 011-23865284 so that updated report can be submitted to CMD BSNL for his information.

Statement of number of bldgs, taken on rent By BSNL.

Year	No. of bldg taken on rent	Rent paid	Reasons of renting building	Steps being taken to vacate rented bldg.	Achievement by	Target for No. of rented bldg to be vacated by	
					30.9.11	31.12.11	31.3.12
2010-2011							

Done
25/10/2011
AGM (BG)
09868187278 (M)