

File No. BSNLCO-PERS/15(11)/6/2020-PERS1

Dated 19.09.2023

**ORDER**

Subject: **Consolidated Guidelines on Tenure Areas in BSNL- Categorization of areas as Hard Tenure, Semi Hard, Soft Tenure as well as facilities/entitlements.**

From time to time, BSNL has categorized certain areas as Hard Tenure Areas, Semi Hard Tenure Areas and Soft Tenure Areas with specified tenure as well as facilities and entitlements etc. In order to bring clarity & for better manpower management, the existing guidelines related to tenure areas, duration of tenure, attached facilities and entitlements have been reviewed and the consolidated guidelines on posting of BSNL employees in tenure areas have been drawn up with the approval of Management Committee of BSNL Board for information and compliance of all concerned, as under:

**2(a) Tenure Areas in BSNL:**

Sl. No	Circle	Tenure Areas in BSNL		
		Hard Tenure	Semi Hard Tenure	Soft Tenure
1	J&K	J&K Circle --2.5 Years <b>except</b> below given areas: Leh BA & Srinagar BA <b>except</b> Srinagar, Leh & Kargil SDCAs--1.5 Years .	--	--
		Srinagar, Leh & Kargil SDCAs --2 Years.		
		Udhampur & Rajouri OA--2 years.		
2	NE-I (Meghalaya, Mizoram & Tripura)	Shillong SDCA, Aizawl SDCA & Agartala SDCA-2.5 Years.	--	--
		Rest of NE-I Circle-2 Years		
3	NE-II (Arunachal Pradesh, Nagaland & Manipur)	Itanagar SDCA-- 2.5 Years	--	--
		Dimapur, Kohima, Imphal SDCAs & Arunachal Pradesh <b>except</b> Itanagar SDCA--2 Years.		
		Rest of NE-II Circle-- 1.5 Years		
4	A&N	Port Blair SDCA--2.5 Years	--	--
		Rest of A&N Circle --2 Years		

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5	Sikkim	Gangtok SDCA--2.5 Years	--	--
		Rest of Sikkim Circle--2 Years		
6	Assam	Guwahati SDCA--2.5 Years	--	--
		Rest of Assam Circle -2 Years		
7	Kerala	Lakshadweep Island - 2 years	--	Idukki District (except Thodupuzha SDCA) (part of Ernakulam BA). Wayanad District (Part of Kozhikode BA) Uppala and Kasaragod SDCA (Part of Kannur BA)--3 Years
8	Chhattisgarh	--	Bijapur, Narayanpur, sukma, Dantewada and Kanker SDCAs--3 years	Bastar, Kondagaon, Jaspur, Gariaband, Mohla-Manpur, Chhuikhadan-Khairagarh Districts & Nagri Tehsil of Dantari district---3 Years
			Other Areas of these districts --2.5 Years	
9	West Bengal	--	Darjeeling SDCA, Kalimpong SDCA, Kurseong and Ganga Sagar Island--3 years	Purulia, Bankura, Jalpaiguri, Coochbihar, Alipurdwar OAs & Jhargram District of Kharagpur OA---3 Years
			Darjeeling & Kalimpong District Except Darjeeling SDCA & Kalimpong SDCA--2.5 Years	
10	Uttarakhand	--	Almora, Srinagar (Garhwal), New Tehri OAs <b>except</b> Almora, Srinagar (Garhwal), New Tehri SDCAs --2.5 years	Almora, Srinagar (Garhwal), New Tehri SDCAs --3 years
11	HP	--	Kinnour, Lahaul & Spiti Districts and Pangi, Bharmour, Tissa, Surgani, Dodra-Kawar Tehsil -2.5 years	Shimla OA <b>except</b> Shimla SDCA Solan OA <b>except</b> Nalagarh & Solan SDCA Dharmasala OA <b>except</b> Dehra, Dharamsala Palampur and Nurpur SDCAs Mandi OA <b>except</b> Mandi and Sundar Nagar SDCAs, Kullu OA <b>except</b> Kullu SDCA-- 3 years
12	Gujarat	--	Bhuj BA --2.5 years	Jamnagar ( <b>except</b> Jamnagar SDCA), Amreli, Junagarh & Bhavnagar OAs -3 years
13	Odisha	--	Koraput BA, Bhawanipatna, Bolangir, Phulbani, Keonjhar OAs, .. Gajapati dist. of Behrampur BA, Sundergarh Dist. Of	Bhawanipatna, Bolangir SDCAs-- 3 Years

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			Rourkela BA, Deogarh Dist. of Sambalpur BA <b>except</b> Bhawanipatna, Bolangir SDCAs--2.5 years	
14	Telangana	--	--	Adilabad, Karimnagar, Khammam & Nizamabad OAs <b>except</b> Nizamabad SDCA --3 Years
15	AP	--	--	Anantpur & Srikakulam OAs <b>except</b> Anantpur & Srikakulam SDCAs--3 Years
16	Bihar	--	--	Bihar Circle <b>except</b> Patna OA and Hajipur OA--3 Years
17	Jharkhand	--	--	Daltonganj, Dumka and Hazaribagh OAs. Ranchi, Jamshedpur and Dhanbad OAs <b>except</b> Ranchi, Jamshedpur and Dhanbad SDCAs --3 Years
18	Rajasthan	--	--	Banswara, Barmer, Jaisalmer, Sriganganagar, Sirohi & Churu OAs <b>except</b> Banswara, Barmer, Jaisalmer, Sriganganagar, Sirohi & Churu SDCAs--3 Years
19	MP	--	--	Jhabua, Sidhi, Balaghat, Shahdol, Khargone, Panna, Seoni, Mandla OAs and Sheopur Kalan & Singrauli District--3 Years
20	Karnataka	--	--	Madikeri OA, Karwar OA, Shimoga OA <b>except</b> Shimoga SDCA, Chikmangalore OA-- 3 Years
21	Maharashtra	--	--	Sindhudurg & Gadchiroli OAs--3 Years

**2(b) Facilities/Entitlements for posting in different Tenure Areas:**

Facilities/entitlements	Hard Tenure	Semi Hard Tenure	Soft Tenure
Retention of BSNL pool residential accommodation & payment of Double HRA.	Yes, as per GOI instructions till BSNL issues its own guidelines for hard tenure	Retention/Allotment of BSNL pool residential accommodation at old station can be permitted on discounted rate in the BSNL Crop Policy i.e. with discount of 60% in the rent prescribed under the policy for Semi Hard Tenure, area & 40 % for Soft Tenure areas. Fresh Allotment in such cases will be subject to availability of quarters of relevant category under the Crop Policy. In addition executive will continue to be eligible for allotment of BSNL accommodation	

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		at new station or draw HRA at applicable rates of new station.	
RSTC/BSNL SIM with 30 GB data/month at previous station of posting.	Yes, provided family is not shifted for stay in the tenure area		
Allowances as per GoI guidelines: Hard Area Allowance Island Special (Duty) Allowance Specified TA/TTA benefits/JT/LTC as admissible	Yes	No	No
Posting at a choice Circle (in case of inter Circle transfer) and choice BA (in case of intra Circle transfer), out of three choices subject to administrative feasibility.	Yes	Executive's request will be considered by Management subject to feasibility and administrative requirement.	
Period of Tenure	3 Categories: (i) 2.5 years (ii) 2 years (iii) 1.5 years	2.5/3 Years	3 Years

### **3. Break of Circle tenure Facility (in case of intra Circle Transfer to tenure areas)**

**3(a).** Break of Circle tenure Facility (in case of intra Circle Transfer to tenure areas) will be applicable only for Semi Hard Tenure areas provided that employee has successfully completed two prescribed tenure period in two different spells or double of the prescribed tenure in one stretch in these tenure areas. Otherwise only the length of Tenure will be deducted from their overall Circle Tenure and posting beyond prescribed tenure shall count with Circle Tenure itself. However, concerned CGM shall implement the intra circle transfer of these executives as per station/BA tenure prescribed in the transfer policy.

**3(b).** Break of Circle tenure Facility (in case of intra Circle Transfer to tenure areas) as given in para 3(a) above will also be applicable for executives in J&K Circle (Hard Tenure) provided they are transferred from one BA to another BA and completed the tenure period in the transferred BA.

**3(c).** In case of Soft tenure areas, break of Circle Tenure facility for intra Circle transfer will not be applicable. For such executives only the length of Soft Tenure will be deducted from their overall Circle Tenure and posting beyond 3 years shall count with Circle Tenure itself.

**3(d).** For intra circle transfer in NE-I & NE-II Circle, change of States within Circle with completion of at least two prescribed tenures in two different spells or double of the prescribed tenure in one stretch in these areas will result in Circle tenure break.

**4.** The facility of double HRA will be available only for posting in NE Region (Assam, Meghalaya, Manipur, Nagaland, Tripura, Arunachal Pradesh, Mizoram), Sikkim, A&N Islands, Lakshadweep and Ladakh as per GOI instructions issued from time to time.

**5.** Special concessions/incentives for posting in Kashmir Valley (comprising of Anantnag, Baramulla, Budgam, Kupwara, Pulwama, Srinagar, Kulgam, Shopian,

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Ganderbal and Bandipora districts) will be as per DOPT OM No. A-24011/22/2022-Estt.(Leave) dtd. 12.09.2022 and as modified from time to time.

**6. Counting of Circle tenure with respect to Non-Territorial and City based Circles:**

- a. A period of posting in Non-Territorial Circles shall be counted with that in conjunction with overlapping Territorial Circles, if any, for consideration of Circle Tenure.
  - b. The tenures of executives in city based Circles of Kolkata and Chennai, which fall within the territory of West Bengal Circle and Tamil Nadu Circle respectively, shall be counted together with the overlapping Territorial (State level) Circle, if uninterrupted by posting in any other territorial Circles.
  - c. After completion of hard tenure or other tenure areas, in the preference of Circles (three) being exercised by executives, territory of non Territorial Circle for posting (Viz. CNTX-E- in Bihar Circle Territory or WB territory etc.) shall be specifically mentioned. Prerogative to post such an executive in the Territorial and Non Territorial overlapping Circles in the so preferred area shall remain with BSNL Corporate Office.
  - d. For the purpose of counting of Circle tenure under BSNL Transfer policy, executives serving in BSNL CO, CNTx-N, QA&I, BBNW, ALTTC, INMARSAT, UP(W) & HR Circles and posted in the State of Delhi & Municipal limits of Gurgaon, Faridabad, Noida, Greater Noida & Ghaziabad shall be treated as one composite Unit and will be counted as tenure of Delhi/BSNL CO.
7. These consolidated instructions on tenure areas shall be effective from the date of issue of this order and will supersede all previous instructions/orders issued from time to time with regard to declaration of tenure areas, tenure period, attached facilities/entitlements, consideration of Circle tenure, etc. However, benefits of these changes in tenure areas will also be applicable to executives already posted in these areas strictly w.e.f. from the date of issuance of this order.

This issues with the approval of competent authority.

(जी.पी. विशनोई/ G.P. Vishnoi)

उप महाप्रबंधक (कार्मिक-डीपीसी-एसएम)

Dy. General Manager (Pers-DPC-SM)

To:

1. PPS to CMD, BSNL.
2. PPS to all functional Directors of BSNL Board.
3. PPS to CVO, BSNL.
4. All Heads of Circles (Territorial/Non-Territorial).
5. CGM(BW)/PGM(Estt)/PGM(Admn), BSNL CO for necessary action w.r.t. facilities/entitlements under para 2(b) above.
6. CGMs/PGMs/Sr. GMs/GMs/CLO(SCT), BSNL CO.
8. General Secretary, AIGETOA/SNEA/SEWA.
9. OL Section for Hindi version.
10. Intranet portal.

(मूल चंद/ Mool Chand)

सहायक महाप्रबंधक (कार्मिक नीति)

Assistant General Manager (Pers. Policy)

पंजी. और निगमित कार्यालय: भारत संचार भवन, एच.सी. माथुर लेन, जनपथ, नई दिल्ली-110 001

Regd. & Corporate Office: Bharat Sanchar Bhawan, H.C.Mathur Lane, Janpath, New Delhi – 110001 www.bsnl.co.in