



भारत संचार निगम लिमिटेड  
( भारत सरकार का उद्यम )

**BHARAT SANCHAR NIGAM LIMITED**  
(A Government Of India Enterprise)

No. 252-10/2007-Pers-III  
Dated: 25.5.2007

To

**All Heads of the Telecom Circles,  
Bharat Sanchar Nigam Limited.**

**Sub: Forwarding of Recruitment Rules of Sr.TOA(G)——regarding.**

I am directed to forward herewith a copy of Recruitment Rules of Senior Telecom Operating Assistant (General), 2007 for further information and necessary action.

**Encl: As above.**

**(RAJENDER PRASAD)**  
ASSTT. DIRECTOR GENERAL (PERS-III)  
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Copy to:-

1. PS to CMD, BSNL.
2. Director (HRD)/(Opr)/(Plg)/(Fin)/(C&NS), BSNL CO.
3. Sr.DDG(Estr)/Sr.DDG(IR& Trg)/DDG (Pers)/DDG (CA), BSNL CO.
4. Jt. DDG (Pers)/(Trg)/(DEI)/(EF), BSNL CO.
5. ADG (TE-III)/(Pers-V)/(CSS)/(EF), BSNL CO.



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PUBLISHED BY HRD CELL OF BSNL

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**Recruitment Rules of  
Senior Telecom Operating Assistant (General)  
- Sr. TOA (G)**

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New Delhi, Dated: 25th May, 2007

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With the approval of BSNL Board, the following rules regulating the method of recruitment to the post of Senior Telecom Operating Assistant (General) in BSNL are hereby made, namely:

2. **Short title and commencement. -**

- i) These rules may be called the Senior Telecom Operating Assistant (General) Recruitment Rules, 2007.
- ii) They shall come into force with effect from the date of their publication by HRD Cell of BSNL.

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3. **Definition:** In these Rules unless the context otherwise requires,

- (i) **Company:** Means the Bharat Sanchar Nigam Limited (A Govt. of India Enterprise) having its Registered & Corporate Office, New Delhi.
- (ii) **Board:** Means the Board of Directors of the Company and includes in relation to the exercise of powers any Committee of the Board/Management or any Officer of the Undertaking to whom the Board delegates any of its power.

4. **Application:** These Rules apply to the posts as specified in Column (1) of the Schedule annexed to these Rules.

5. **Number of posts, classification and scale of pay.** – The number of the said post, its classification and the scale of pay attached thereto shall be as specified in columns 2 to 4 of the Schedule annexed to these rules..

6. **Method of recruitment, age limit, qualifications, etc.** – The method of recruitment, age limit, qualification and other matters relating to the said post shall be as specified in column 5 to 13 of the said Schedule.

7. **Disqualification.** – No person, -

- a) who has entered into or contracted a marriage with a person having a spouse living, or
- b) who having a spouse living, has entered into or contracted marriage with any person,

shall be eligible for appointment to the said post:

Provided that the Central Government may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and that there are other grounds for so doing, exempt any person from the operation of this rule.

8. **Bond and training -**

- i) All candidates recruited against the vacancies for direct recruitment shall execute a Bond in the format as specified by the Company to serve in BSNL for a period of two years from the date of their appointment as Senior Telecom Operating Assistant (General).



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- ii) The candidates selected both against the direct recruitment quota of vacancies and internal promotion quota of vacancies shall have to successfully undergo training as per the training plan laid down by the Company.

**9. Power to Relax:-** Where the CMD, BSNL is of the opinion that it is necessary or expedient so to do, he may, by order, for reasons to be recorded in writing relax any of the provisions of these rules in respect of any class or category of persons.

**10. Saving -** Nothing in these rules shall affect reservations, relaxation of age limit and other concession required to be provided for the Scheduled Castes, Scheduled Tribes, Other Backward Classes. Ex-servicemen and other special category of persons in accordance with the orders issued by the Central Government from time to time in this regard.

**11. Initial Constitution:-**

All officials holding the posts of Senior Telecom Operating Assistant (General) on regular basis in Bharat Sanchar Nigam Limited before commencement of these rules shall be deemed to have been appointed as Senior Telecom Operating Assistant (General) in BSNL under these Rules.



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SCHEDULE

SENIOR TELECOM OPERATING ASSISTANT (GENERAL)- SR.TOA(G)

Name of Post	Number of Posts	Classification	Scale of Pay	Whether selection by merit or non-selection-post	Age limit for Direct Recruits	Whether benefit of added years of service admissible	Educational and other qualification required for Direct Recruits
Senior Telecom Operating Assistant (General)	26368* (as on) 31.3.2005  * including de-linked employees  Subject to variation dependent on workload	Non-Executive	Rs. 5700-60-9100 (DDA)	Selection by merit	Between 18 and 30 Years. For Company employees upper age limit shall be relaxable by 5 years.	Not applicable	Three years Bachelors Degree or equivalent from a recognized University,  and  One year Part-time or 6 months full time Certificate in Computer Applications/ Programming from a Central/State government recognized Institute.



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Whether age and educational qualification prescribed for direct recruits will apply in the case of promotees	Period of probation, if any	Method of recruitment whether direct recruitment or by promotion or deputational absorption and percentage of vacancies to be filled by various methods	In case of recruitment by Absorption/Promotion/transfer grades from which Absorption/Promotion/transfer to be made	If a Departmental Promotional Committee exists, what is its composition
9	10	11	12	13
No	Two Years	By Promotion falling which by Direct Recruitment	<p>Promotion falling which by Direct Recruitment in following order:-</p> <p>(1) Pre-structured cadre officials who are in OTB/BECR or above scales of any of the 4 streams of TOAs, viz. TOA(T), TOA(P), TOA(G) and TOA(IG), possessing 10+2 standard or equivalent qualification from a recognized Board/University shall be considered for promotion and, those who do not possess the said 10+2 standard or equivalent qualification shall be considered for promotion on the basis of a screening test. Such promotion shall be on personal up-gradation basis under post de-linking instructions, post of which shall stand abolished as and when vacated by the incumbent on account of Promotion, retirement etc.</p> <p>(2) Available vacancy, if any, after accounting all the officials working in Sr.TOA(G) cadre including those recruited as per Serial (1) above shall be filled up by promotion from confirmed TOA(G) of basic grade having 4 years of regular service in the cadre possessing 10+2 standard or equivalent qualification. Those who do not possess the qualification of 10+2 standard or equivalent shall be considered on the basis of a screening test.</p> <p>(3) Available vacancy, if any, left on account of recruitment process as per Serial (1) &amp; (2) above shall be filled up by promotion from confirmed TOA(T), TOA(P) and TOA(IG) of basic grade having 4 years of regular service in the cadre possessing 10+2 standard or equivalent qualification. Those who do not possess the qualification of 10+2 standard or equivalent shall be considered on the basis of a screening test.</p> <p>(4) Available vacancy, if any, left on account of recruitment process as per Serial (1) to (3) above shall be filled up by internal candidates in DA pay scale below the basic grade DA pay scale of Sr.TOA(G) possessing 10+2 or equivalent qualification through internal competitive examination. Upper age limit shall be 45 years for General and 50 years for SC/ST candidates.</p> <p>(5) Available vacancy, if any, left on account of recruitment process as per Serial (1) to (4) above shall be filled up by Direct recruitment from open market through a Competitive examination.</p>	<p>Departmental Promotional Committee consisting of the following officers:-</p> <p>i) STS level Officer—Chairman —</p> <p>ii) Group 'B' level officer — Member.</p> <p>iii) Another officer of Group 'B' level from reserved category — Member</p>



- Note: 1:- TOA(G), TOA(T), TOA(TG) and TOA(P) on their selection to Sr.TOA(G) cadre as per Serial (1) to (3) above shall be imparted 6 weeks induction training which will also include the proficiency test viz. 8000 Depressions per hour for data entry. However, they will maintain their seniority in the Graduation lists of the respective streams for the purpose of Grade-IV promotion, which is based on basic grade seniority for the respective streams.
- Note: 2:- Candidates selected for Sr.TOA(C) cadre as per Serial (4) & (5) above shall be imparted 6 weeks prescribed induction training for Sr.TOA(G).
- Note: 3:- The inter-se-seniority in the cadre of Sr.TOA(G) shall be based on induction training marks.
- Note: 4:- Sr.TOA(G) will be a SSA cadre and the unit of recruitment shall be the respective SSA. Regular service rendered in concerned SSA shall only be taken into consideration for determining eligibility for promotion/examination etc.
- Note: 5:- Sr.TOA(G) will be the only live cadre from amongst four streams of Sr.TOA. The officials of Sr.TOA(G) cadres will be utilized to perform any of the duties of Sr.TOA in Telecom, Telegraph Traffic, Accounts etc. as per service requirements, if necessary, by imparting suitable in-service training.
- Note: 6:- The eligibility conditions shall be determined w.r.t. 1st July of the recruitment year.
- Note: 7:- The candidates appointed on compassionate grounds or Sports quota shall have to acquire prescribed Diploma/Certificate for Direct Recruits within two years of appointment, if they do not possess such qualification at the time of appointment. Failure to do so within prescribed time limit shall result in stoppage of subsequent increments, however, after acquiring required qualification increments shall be restored.
- Note: 8:- After completion of restructuring exercise of Asstt. Accounts formerly known as LDC(TA) cadre, the left out officials of the cadre if any shall also be eligible to become Sr.TOA(G) along with officials indicated in Serial (3) of Column 12, if they possess prescribed eligibility of service & qualification.

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