

No. MHCO-ESTB/39/2/2020-O/o GM HR-Admin/01 Dated at Mumbai, the 07/10/2020

Office Order

Sub: Re-arrangement for allotment of work to the officers in HR Section under GM (HR&Admn) in MH CO Mumbai – Regarding.

Ref:

1. No. MHCO-STFa/13(11)/3/2020-O/o GM(ESTT)-BSNL-MHCO/15 Dated at Mumbai, the 16/09/2020
2. No. MHCO-STFb/22(11)/2/2020-O/o GM HR-Admin/28 Dated at Mumbai 30.09.2020.

As per the approval of the competent authority and consequent upon posting of AGM(Staff) and transfer and posting of AD(ST-A/C & ERP), following distribution and re-arrangement of duties are done:

SR	Name of the officer (Shri/Smt.)	Present Work/ Duties	Revised Allotment of work/duties related to STAFF Section	Remarks
1	BABAN S LASWANTE AGM(STAFF) & AGM(RECRUITMENT) MH CO Mumbai	VACANT	<ol style="list-style-type: none">1. OVERALL CONTROL OF STAFF A,B AND C AND RECRUITMENT CELL2. STAFF RELATED ERP HCM-HR AND RECRUITMENT ACTIVITIES AND ERP HELPDESK (DOCKETS)3. ANY OTHER MATTER ENTRUSTED.	Mobile No.9423991936 Email: agmstaff2018@gmail.com
2	DEEPAK G BANGERA AD(STAFF-A)/AD(ERP) MH CO Mumbai	<ol style="list-style-type: none">1. STAFF MATTERS OF GROUP A OFFICERS AND GROUP C EMPLOYEES.2. STAFF MATTERS OF ACCOUNTS AND FINANCE.3. STAFF MATTERS OF CIVIL AND ELECTRICAL WING4. CIRCLE L2 ERP HCM-HR ADMN ROLE.	<ol style="list-style-type: none">1. STAFF MATTERS OF GROUP A OFFICERS and JE.2. STAFF MATTERS OF ACCOUNTS AND FINANCE OFFICERS.3. ALL THE ERP ACTIVITIES OF HCM-HR CIRCLE L2 AND ERP HELPDESK (DOCKETS) RELATATED TO STAFF MATTERS OF GROUP A OFFICERS and JE AND ACCOUNTS AND FINANCE OFFICERS.4. ANY OTHER MATTER ENTRUSTED.	Mobile No.9422495555 Email: adstaffamhco@gmail.com

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SR	Name of the officer (Shri/Smt.)	Present Work/Duties	Revised Allotment of work/duties related to STAFF Section	Remarks
3	SHAILA V KHADGI AD(STAFF-B) MH CO Mumbai	1. STAFF MATTERS OF GROUP B OFFICERS OF TELECOM WING. 2. LEGAL MATTERS OF GROUP B OFFICERS IN TELECOM	1. STAFF MATTERS OF GROUP B OFFICERS OF TELECOM WING. 2. ALL THE ERP ACTIVITIES OF HCM-HR CIRCLE L2 AND ERP HELPDESK (DOCKETS) RELATED TO STAFF MATTERS OF GROUP B 3. ANY OTHER MATTER ENTRUSTED.	Mobile: 9423986191 Email: adstaffbmhco@gmail.com
4	JITENDRA M BANSODE JTO(STAFF-C) MH CO Mumbai	1. LEGAL MATTERS OF GROUP A OFFICERS AND GROUP C EMPLOYEES	1. STAFF MATTERS OF CIVIL AND ELECTRICAL WING 2. LEGAL MATTERS OF GROUP A, B OFFICERS AND JE. 3. ALL THE ERP ACTIVITIES OF HCM-HR CIRCLE L2 AND ERP HELPDESK (DOCKETS) RELATED TO STAFF MATTERS. 4. ANY OTHER MATTER ENTRUSTED.	Mobile: 9423992604 Email: adstaffcmhco@gmail.com
5	SUNIL S KADAM JTO(RECRUITMENT)	1. RECRUITMENT, CASTE COMPLAINT CASES	1. RECRUITMENT, CASTE COMPLAINT CASES. 2. ALL THE ERP ACTIVITIES OF HCM-HR CIRCLE L2 AND ERP HELPDESK (DOCKETS) RELATED TO RECRUITMENT, CASTE COMPLAINT CASES	Mobile: 9422406919 Email: agmrectmh@gmail.com

All are requested to take note of the above. This is for information and necessary action pl.



(V K Dethé)

Asstt. Director (Staff-A)

Copy to

- 1 PS to CGM, MH Circle, Mumbai : for kind information of CGM please.
- 2 All BA/SSA/ Unit Heads in MH Circle.
- 3 All PGMs/.Sr. GMs/GMs in MH Circle Office, Mumbai.
- 4 GM (Vig.)/ GM(Finance) MH Circle Office Mumbai
- 5 AGM (Estt.)/AGM(DC) Circle Office Mumbai.

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- 6 Officers Concerned: For n/a.
8. Circle Secretary - AIGETOA/ SNEA (I)/ SCSTEWA MH Circle.
9. Guard file.



(V K Dethe)
Asstt. Director (Staff-A)