



No 25-1/2021-BSNL(WL)/Admn

DATED: 17th June, 2021

To,

All the CGMs/Unit Heads,
BSNL


Sub: BSNL Covid Fund (BCF) Policy – Procedure regarding.

Kindly refer this office letter dated 20.05.2021 (available on intranet) vide which the approval of BSNL Board for BCF policy was conveyed to all Circles. Operational guidelines/instructions for sending the case by CGMs to Welfare Section, O/o Sr GM (Admin), BSNL CO for granting Rs 10 Lakh to the family of deceased employee were also issued with this letter.

2. In continuation to the above instructions, following procedure shall be followed by all Circles for disbursement of benefit of Rs 10 lakh to the family of the deceased BSNL employee from BCF:

- i. The CGMs shall send the case to Welfare Section, O/o Sr GM (Admin), BSNL CO as per instructions contained in letter dated 20.05.2021.
- ii. The approval of the competent authority shall be conveyed to respective Circle by the Welfare Section.
- iii. The Circle, on receipt of approval from this office shall request CBB section, BSNL CO for transferring the requisite amount/fund from BCF in their Operation Account.
- iv. On receipt of fund, the payment shall be made by Circle to the beneficiary.

3. This is issued with the approval of Director (HR), BSNL Board.


(A M Gupta)
Sr GM (Admin)

Copy to:

1. PPS to CMD, BSNL.
2. PPS/PS to all Directors, BSNL Board and CVO, BSNL.
3. All CGMs/PGMs/Sr GMs/GMs BSNL CO.
4. Sr GM (CBB)/Sr GM (CA)/GM (EF), BSNL CO for information and necessary action please.