



भारत संचार निगम लिमिटेड  
(भारत सरकार का उपक्रम)  
**BHARAT SANCHAR NIGAM LIMITED**  
(A Govt. of India Enterprise)

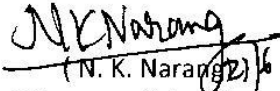
No. BSNL/Admn-1/2-8/2011

Dated 21 -6-2011

Subject :- Shifting of office accommodation in rented building to own building.

As you are aware, BSNL is passing through a difficult financial phase, which is causing strain on its growth and development. While efforts are being taken to improve revenues, it is also critically important for us to take initiatives to reduce expenditure on every possible count. One such area where I think we can bring about substantial saving is by shifting our offices which are working in high-rent buildings to our own buildings.

There are two important steps which need to be taken in this direction, Firstly, to identify all such offices located in high-rent buildings and secondly, to identify BSNL buildings where these offices could be shifted. I would request that you may immediately initiate steps to implement this suggestion in the overall interest of the financial position of BSNL. I shall appreciate if this exercise is taken up on priority and completed by September, 2011.

  
(N. K. Narang)

Sr. General Manager (Admn.)

To

All CGMs, Bharat Sanchar Nigam Limited.

Copy to:-

1. PPS to CMD
2. Director(HR)/Director(C&M)/Director(CFA)/Director(Ent.)
3. ED(NB)/ED(CN)/ED(F)/ED(CA)
4. CGM, NTP/NTR/NCES: with a request to identify the offices which are located in the high rent buildings in Delhi and to initiate necessary steps for shifting of these offices to BSNL buildings.
5. PGM(BW)/PGM(Architect) to work out the detailed exercise in targeted manner.