

MOST IMMEDIATE

Restructuring Cell, Corporate Office,
8th Floor, Bharat Sanchar Bhavan,
Janpath, New Delhi-110001
Tel No 23734343 / 23037346



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

No.: 3-6/2014-Restg.

Reminder
Dated : 24.12.2014

**All CGMs of Territorial & Non-Territorial Circles,
BSNL**

Sir,

Please refer to CMD's D.O. of even number dated 11th Dec., 2014 for finalization of Individual Performance Management System (IPMS) along with targets w.r.t. each executive working in your circle for financial year 2014-15.

2. As already communicated, IPMS is an integral component of Annual Performance Appraisal (APAR) of every executive from current year onwards. In this context, to guide the field units for IPMS score cards preparation, Restructuring Branch had conducted workshop & webinar on PMS and also uploaded data bank of KPIs for different roles in Territorial Circles and sample score cards for executives for different roles in SSAs. Sample score cards for executives in different roles in **Territorial Circles** have also been uploaded on Intranet to further guide the field units for IPMS scorecard preparation. These sample cards have been prepared based on KPI data banks, inputs received from some circles and important considerations communicated to circles from time to time.
3. Further, it is pertinent to mention that the KPIs and their weightages in these sample IPMS score cards need to be appropriately modified keeping in view the role assigned to concerned executive and specific targets have to be assigned in line with GPMS targets for the Circle. The IPMS score card must also be approved by reporting officer in each case.
4. Considering urgency of the matter, your personal intervention is sought to ensure that IPMS score cards are prepared for all the Executives in your circle latest by 26.12.2014, if this exercise is not completed in your circle.

It is requested that compliance report in the form of enclosed status tracker along with the soft copy of the IPMS score cards of executives of your circle is emailed to restg@bsnl.co.in by 27.12.2014.

(Madhu Arora)
GM (Corp Restg)

- Encl.:** 1. Sample IPMS Scorecards for Executive Roles in Circle
2. Status Tracker