

391-01/2024-ADG-STG-III
Government of India
Ministry of Communications
Department of Telecommunications

Sanchar Bhawan, 20 Ashoka Road, New Delhi

Dated: 05.01.2024

Office Memorandum

Subject: Empanelment of Indian Telecommunications Service (ITS) Group 'A', Batch 1996 (Exam. 1995) in the posts of Joint Secretary (JS)/equivalent at the Centre-regarding.

The undersigned is directed to refer to the subject mentioned above. For completion of the process of empanelment it is necessary to update the career history details in Sancharvhr portal and it is also provide Deputation details if any. Further it is also required the details of Reporting/Reviewing officers during the last 10 years.

2. All eligible officers of ITS 1996 batch are requested to submit the contact numbers of Reporting/Reviewing as well as senior/retired (SAG and above) with whom the officers have worked during the last 10 years as per following format (in word format).

Sl No.	Office Name	Staff No.	Period	Name of Reporting officers (Rep. Of f.) designation/cadre	Contact No/Email ID of Rep. Off.	Name of Reviewing officers (Rev. Off.) designation/cadre	Contact No/Email ID of Rev. Off.
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3. Further, all eligible officers of ITS 1996 batch are requested to update their career history details in Sancharvhr portal and also provide Deputation (if any) details during the last 10 years as per following format (in word format).

Sl No.	Officer Name	Staff No.	Name of Administrative/Nodal Ministry/Deptt. Concerned	Organization/Ministry/Deptt. CVO Email id
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4. In view of above, all eligible officers of ITS 1996 batch are requested to kindly provide details (In Word format) as mentioned in Para 2 and Para 3 above at email id **arvind.bishnoi29@gov.in** latest by 01.02.2024 so as the matter can be taken up with ease.

Signed by

Hitesh

Date: 05-01-2024 09:57:25

Hitesh

ADG (STG-III)

To: All eligible officers for JS Empanelment of ITS 1996 batch (Through DoT Website).