



P. Abhimanyu
General Secretary

BSNL EMPLOYEES UNION

Central Head Quarters

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Main Recognised Representative Union,
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05.06.2023

BSNLEU/200 (REGN)

To,

Shri P.K. Purwar,
CMD BSNL,
Bharat Sanchar Bhawan,
H.C. Mathur Lane, Janpath,
New Delhi – 110 001

Sir,

Sub: - **Arbitrary order issued by the BSNL Corporate Office to hold the process of changing Union membership through online – requesting to immediately keep the letter under abeyance and to hold discussion with the Recognised Unions – req.**

Ref: - **BSNL CO letter no.BSNL/8-1/SR/2022 dated 05.06.2023.**

With reference to the letter cited above, we wish to bring the following to your kind notice, for favour of your kind intervention.

The BSNL Non-Executives are being given one chance every year, i.e., between 16th June and 15th July, for submitting option to change their union membership. This process is going on peacefully for the past several years.

However, all of a sudden, the BSNL Corporate Office has issued letter today, to hold this process of submitting option, to change the union membership, through online. BSNLEU wishes to express it's strong protest and extreme unhappiness in this regard, since the Management has taken this decision arbitrarily and without discussing the matter with the Recognised Trade Unions of the Non-Executives. This action only shows the scant regard that the Management is having for the Recognised Trade Unions.

We wish to urgently bring to your kind notice that, a sizable section of the Non-Executives, like the ATT, Telecom Technician, etc., are not familiar with computer operations. In this scenario, the decision of the Management that, submission of option for changing Union membership should be done online, gives scope for unscrupulous practices. The aforementioned section of the employees, who are not familiar with computer operations, could be hoodwinked and to change their Union membership.


Under these circumstances, BSNLEU wishes to urgently request you to kindly cause to put the Corporate Office letter cited above under abeyance, pending discussion to be held with the Recognised Trade Unions of the Non-Executives. BSNLEU fervently hopes that, you would kindly intervene in this matter and would render justice.

Thanking you,

Yours sincerely

[P. Abhimanyu]
General Secretary

Copy to: (1) Shri Arvind Vadnerkar, Director (HR), BSNL, Bharat Sanchar Bhawan, Janpath, New Delhi – 110 001
(2) M.S. Anita Johri, PGM(SR), BSNL C.O., Bharat Sanchar Bhawan, Janpath, New Delhi- 110 001

 BHARAT SANCHAR NIGAM LTD.	BHARAT SANCHAR NIGAM LIMITED (A GOVERNMENT OF INDIA ENTERPRISE) SR Cell, Corporate Office 8thFloor, Bharat Sanchar Bhawan, Harish ChanderMathur Lane, Janpath, New Delhi-110001
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No. BSNL/8-1/SR/2022

Dated: 06.06.2023

Office Memorandum

To

1. All Chief General Managers, BSNL
2. PGM(CA) / PGM(EF) / GM(Pers), BSNLCO

Sub: Option to change authorization for deduction of membership subscription from salary – reg.

Reference is invited to this office letter No. BSNL/20-6/SR/2019 dated 13.12.2019, whereby the option to change membership subscription to a union or association of BSNL was extended once a year to employees.

2. I am directed to convey that from this year (2023) onwards, giving options through paper-based forms **will be discontinued**. Options shall now be given **through the online mode in ESS/ERP**.

3. It is informed that the provisions have been made available online in the ERP ESS portal, for making the option i.e. New / Change / Opt out (withdraw or stop) for deduction of membership subscription from the salary in favour of the union or association of their choice, by the employees, as per the procedure given in **enclosed User Manual**.

The e-Membership subscription window in ERP ESS portal will be available w.e.f. **16.06.2023 to 15.07.2023**, for submission of the above options by the employees.

4. Concerned DDOs shall generate the report using T-code **ZHR_ASSO_SUBS_REP** and update the membership subscription data in the relevant Infotype in SAP ERP, accordingly.

5. Concerned GM HRs may ensure briefing sessions for the information of all employees, as required.

This is issued with the approval of competent authority.


(Santosh Kumar)
DGM(SR)

Copy for information to:

1. PPS to CMD, BSNL
2. PS to All Directors, BSNL Board
3. IFAs of all Circles/Units of BSNL
4. All GS of Unions/Associations of BSNL

BSNL ERP-HR TEAM
O/o GM (PERS) BSNL CO
NEW DELHI



भारत संचार निगम लिमिटेड
(भारत सरकार का उपक्रम)
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User Manual

Overview of ASSOCIATION / UNION MONTHLY MEMBERSHIP SUBSCRIPTION THROUGH ESS PORTAL

Path	Employee Self Services → MEMBERSHIP SUBSCRIPTION
Purpose	New / Change/ Opt Out the Association / Union Membership Subscription through ESS Portal.

Detailed Process steps are given below:

BSNL ERP-HR TEAM
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NEW DELHI



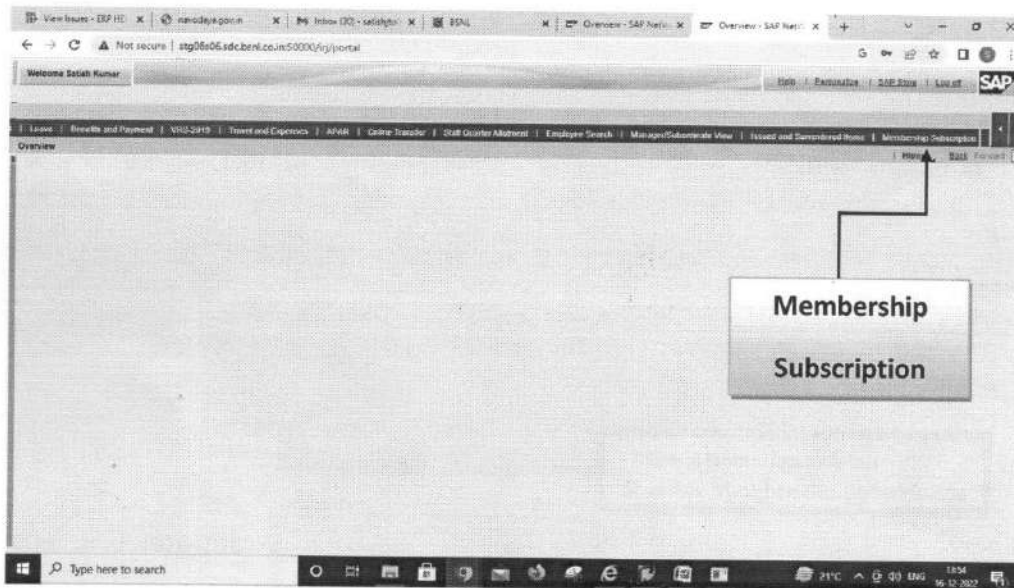
भारत संचार निगम लिमिटेड
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After Login to BSNL ESS Portal

Click on the Tab Employee self Service (ESS):

Employee Self-Service

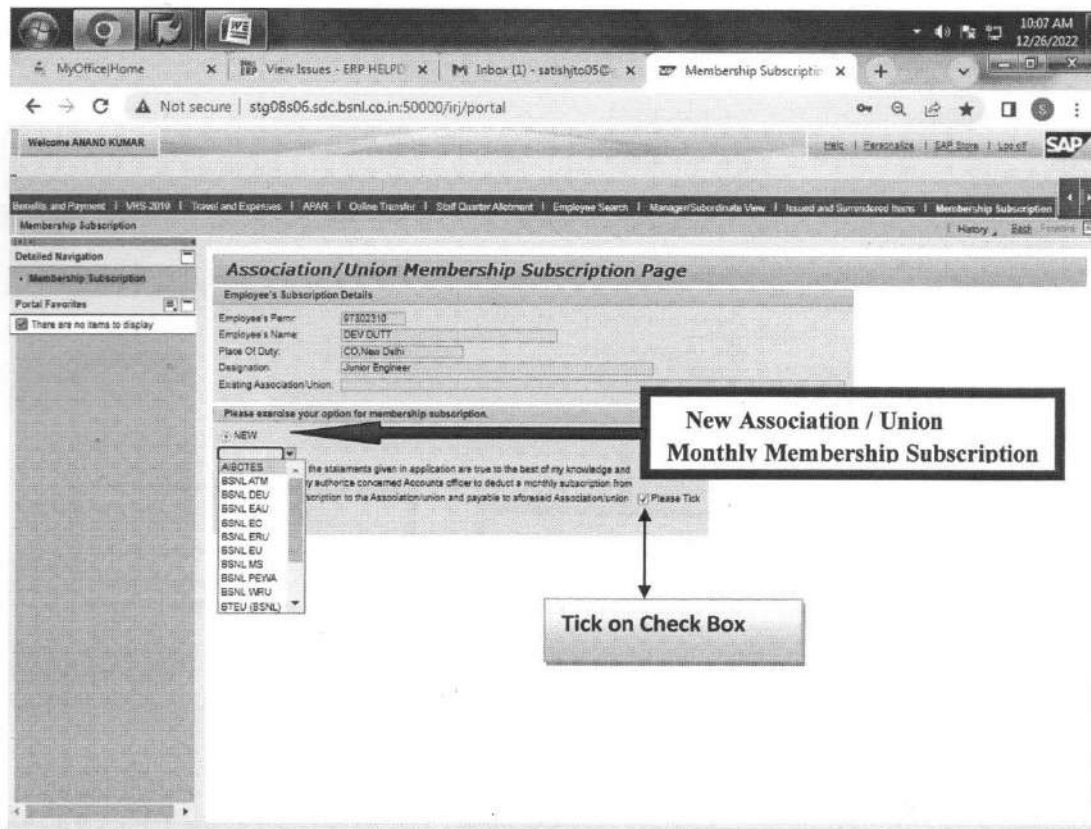
And then click on **MEMBERSHIP SUBSCRIPTION** Tab as shown below:





The Following screen will open for New Employee (either newly joined in BSNL or not subscribed for any association / Union).

Select from drop down Menu to opt for **ASSOCIATION / UNION** for monthly membership subscription as per choice.



Note: Please Tick Check Box for T & C before final submission for Association / Union Monthly Membership Subscription as shown above.



The Following screen will open for Existing Membership Subscriber of any association / Union.

Select “Change”, if you wish to change the Association / Union monthly membership subscription. List of Drop Down will appear to be selected as per choice..

Or

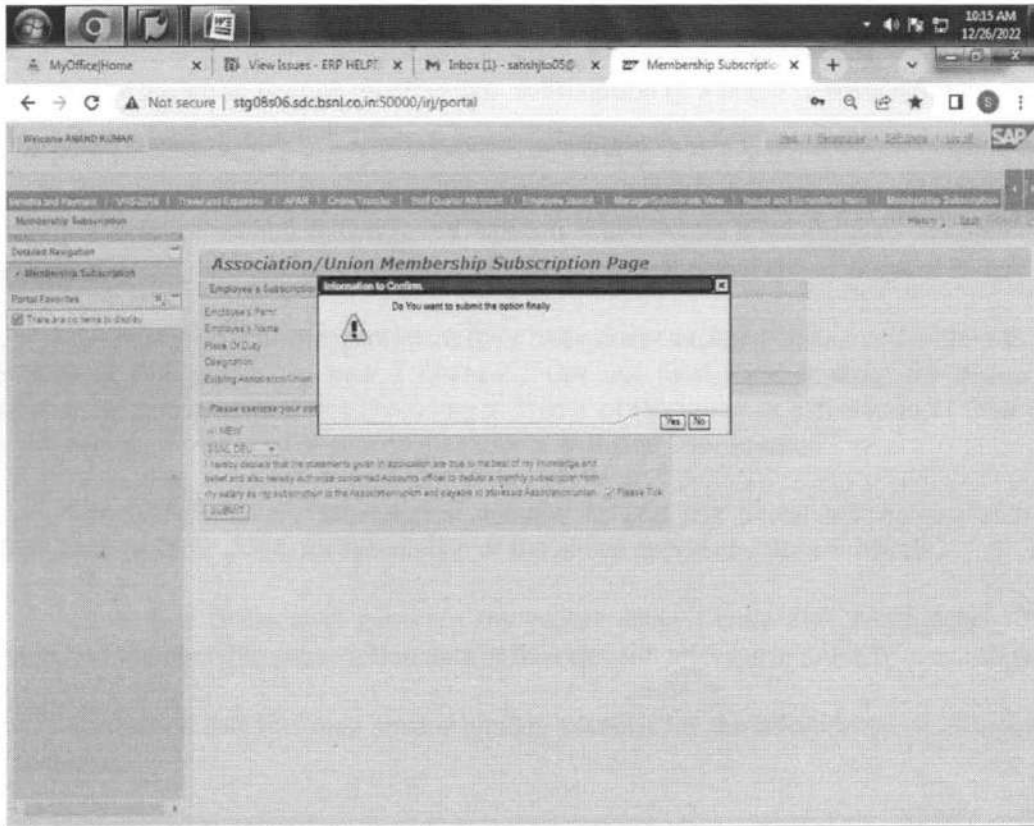
Select “Opt-Out”, if you wish to opt out from Association / Union monthly membership subscription as shown below:

The screenshot shows the SAP 'Association/Union Membership Subscription Page'. The page displays employee details for ANAND KUMAR, including Employee ID (02204133), Name, Place of Duty (CO New Delhi), and Designation (Deputy Manager). Under the heading 'Please exercise your option for membership subscription', there are two radio buttons: 'Change' and 'Opt-Out'. The 'Opt-Out' option is selected. Below these options is a text area with a 'Please Tick' checkbox. Three callout boxes provide instructions: one points to the 'Change' radio button with the text 'To change Association /Union monthly Membership Subscription'; another points to the 'Opt-Out' radio button with the text 'Select to Opt out from the Association/Union monthly Membership Subscription'; and a third points to the 'Please Tick' checkbox with the text 'Tick Check Box before final Submission'.

Note: Please Tick Check Box before final submission for Association / Union Monthly Membership Subscription as shown above.



After click on Submit Button, The Following screen with Pop-Up Window “DO YOU WANT TO SUBMIT THE OPTION FINALLY” will open. Click on Yes, if you want submit finally or Click on No, if you are not sure and want to review.



*****END*****