



**MAHANAGAR TELEPHONE NIGAM LIMITED**  
( A GOVERNMENT OF INDIA ENTERPRISE )

MTNL/CO/Pers/APR/2014-KW  
Dated: 30.08.2014

1991

To,

GM (A), MTNL, Delhi  
GM (A), MTNL, Mumbai  
GM (HQ-WS), MTNL, Delhi

**Subject: The Lokpal and Lokayuktas Act, 2013 – submission of declaration of assets and liabilities by the Public servants for each year and placing the same in public domain on the website of the Ministries / Departments**


As per the letter dated 14.08.2014 from Sh. D.N.Shah, Under Secretary to the Govt. Of India (copy enclosed), it has been communicated that as per Lokpal and the Lokayuktas Act 2013, every public servant is now required to file declaration, information or return, as the case may be, regarding his assets and liabilities as on 31<sup>st</sup> March every year, to the competent authority, on or before the 31<sup>st</sup> July of that year.

Every public servant is also required to file revised declarations, information or return, as the case may be, annual returns as on the 1<sup>st</sup> August, 2014, to the competent authority on or before 15<sup>th</sup> September, 2014.

In this regard, all ITS officers / TES Group 'B' / GCS Gr. 'B' & 'C' officers (un-absorbed) are requested to submit the hard copy of declarations, information and returns in the enclosed prescribed proforma (Form No. I, II, III, IV) to their respective GM (A), Delhi / GM (A), Mumbai / GM (HQ-WS), MTNL, Delhi by 05.09.2014.

For Corporate Office, (un-absorbed) officers of GM level and above are to submit the proforma to CS to CMD and officers of DGM level are to submit to SM(P-I), Corporate Office by 05.09.2014.

GM(A), Delhi / GM(A) Mumbai /GM(HQ-WS) Delhi and CS to CMD, Corporate Office will compile and send the hard copy to SM(P-I) and soft copy to [sdepersmtnl@yahoo.in](mailto:sdepersmtnl@yahoo.in) for onward transmission to DoT to email id "[deonath.sah@nic.in](mailto:deonath.sah@nic.in)".

  
(M.K.Saxena)  
Addl. GM (Pers)

Encl: as above

Copy to:

1. CMD, MTNL
2. Director (F) / Director (HR&EB), MTNL
3. CVO, MTNL
4. ED, MTNL, Delhi / Mumbai / CGM (WS) Delhi
5. All GMs, Corporate Office
6. SM (P-I), CO
7. CS to CMD

