



ऑयल एण्ड नैचुरल गैस कॉरपोरेशन लिमिटेड

Oil and Natural Gas Corporation Limited

Department of Employee Relations

Corporate Policy Section

"ग्रीन हिल्स", ग्राउण्ड फ्लोर ए-विंग, तेल भवन, देहरादून

'Green Hills', Ground Floor, A-Wing, Tel Bhavan, DEHRADUN

No. ONGC/ER/CP/GAD/003-2017

Date: March 6, 2017

OFFICE ORDER (05/2017)

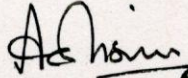
Subject: Broadband connectivity at residence in lieu of internet data card.

The Executive Committee, in its 491st meeting held on 14.1.2017 at New Delhi, has approved that employees may be given an option for Internet connectivity through Internet data card or Broadband / FTTH / Cable / Wi-Fi at their residence within the entitled internet data card monetary limit of the employee.

2. The modalities for providing Broadband connectivity at residence of employee are as under:-

- (i) The employee can select the service provider to avail feasible Broadband Internet services through Broadband / FTTH / Cable / Wi- Fi and make a request to local Infocom Services by giving all details including selected tariff plan within entitled monetary limit of Internet Data Card.
- (ii) The facility of providing Broadband Internet Services shall be applicable only if the Broadband service provider agrees to provide corporate connection as per standard MOU conditions ONGC has with similar service provider.
- (iii) This changeover request shall not be applicable for the employees who will superannuate within six months from the date of request.
- (iv) Broadband plan selected as corporate plan by ONGC shall be limited to monthly entitlement of the employee. If the usage increases beyond the Broadband data plan, the data speed shall fall to the limit so that there is no extra financial burden on the employee.
- (v) Local Infocom will process the request of the employee and negotiate with the service provider for corporate connection with Broadband plan limited to the monthly limit of the employee. Thereafter local Infocom shall arrange to provide the services at the residence of the employee.

- (vi) The payment of monthly bills shall be made by the company.
- (vii) The employee has to surrender his / her data card for de-activation before the Broadband Internet services is requested through new Broadband service provider at his / her residence.
- (viii) Being corporate Broadband connection, local Infocom shall ensure that there is no Security Deposit or Installation charges payable for Broadband Internet Services at residence of the employee.
- (ix) The employee has to give an undertaking that the Broadband Internet Services shall be utilized for a minimum period of six months. Cost of Modems/Routers etc. for availing the Broadband Internet Services shall be as per the existing policy which is Rs. 2500/-.
- (x) Any dispute arising such as higher bills, quality of services etc. has to be resolved by the employee himself / herself with the service provider, however local Infocom shall provide all other assistance in resolving the issue.
- (xi) The process is to be mapped in WEBICE.


(Alok Misra) 6.3.17
ED-Chief,ER