## Prasar Bharati (India's Public Service Broadcaster) Prasar Bharati Secretariat Prasar Bharati House Copernicus Marg, New Delhi

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No. Misc-1/001/04/2019-HR-C

Dated: 30 Oct, 2019

## OFFICE MEMORANDUM

Subject; - Engagement/Extension of term of contractual engagees under Contractual Engagement policy-regarding

All Directorates/Verticals are hereby informed that contractual engagees (a) holding senior posts in Sales and Marketing and also (b) other engagees drawing remuneration of Rs.1,00,000/- and above are required to deliver a presentations before CEO, Prasar Bharati to be submitted along with their appraisals for extension of their contract.

- 2. The contents of the presentation should be short and crisp reflecting the contribution of the contractual engagee during her/his tenure. The presentation should comprise mainly:
  - i. Introduction and Profile Overview of the engagee
  - ii. Contribution and Achievements of the engagee
  - iii. Comparison between past and present
  - iv. Future prospects/targets
  - v. Challenges faced during the tenure for achieving the targets.
- 3. All Directorates/Verticals are directed to forward the presentations of these contractual engagees along with their respective performance appraisals, 1 month before the expiry of their term, to the secretariat for further scheduling of presentation before CEO, Prasar Bharati.

Alok Kumar Sharma Director (PBRB)

To

- i. Director General, All India Radio.
- ii. Director General, Doordarshan
- iii. Director General, NSD, AIR
- iv. Director General, Doordarshan News
- v. Additional Director General (Trg.), NABM

## Copy for information to:-

- i. SO to CEO, Prasar Bharati
- ii. PS to Member (Finance), Prasar Bharati
- iii. PS to ADG (A), PB Sectt.

## Copy to:-

- i. Gaurd File/Office Order Folder
- ii DDG(IT), PB Sectt. for uploading the O.M. on the website of Prasar Bharati.