



56

Lr No: EBU/TNC/Leased ccts/ 56

dated 12/10/2015

To

All Heads of SSAs

Sub: Guidelines /Instructions regarding billing of Leased Circuits

Ref: Corporate office letter no:28-16/2015-RM IV/Genl/Ent(Fin) dated 30.09.2015

Please find enclosed BSNL Corporate office letter cited above wherein detailed guidelines/ instructions regarding billing of Leased circuits have been issued. In this regard, the following instructions are issued for guidance/compliance:-

1. The no.of **working leased ccts** as per the **monthly report** and **Tvarit plus** is given in **Annexure A**. It can be seen that there is a substantial difference between the two figures in respect of each and every SSA. This difference can be reconciled only on carrying out the physical verification of ccts. List of working ccts as per Tvarit plus is being mailed to the officer concerned and it is requested that the circuits may be verified physically and ensured that the no. of working ccts in SSA and the figures in Tvarit plus are the same.
2. Details of SSA-wise BCA ccts, as per Tvarit plus, are given in **Annexure B**. It may be ensured that all the ccts are billed and a report on the same may please be given to Circle office CAO(EB).
3. It is also seen that there is a difference in the number of **pending leased ccts** given by SSAs in their monthly report and that of the figures available in Tvarit plus. The comparative statement of pending ccts is at **Annexure C**. Pending leased circuits as per Tvarit plus will be mailed to the officer concerned and it is requested to give the status of the circuit i.e. whether commissioned or pending with following break-up details and follow up action taken as detailed below:-
 - a. If pending, the actual reason viz., whether due to BSNL or subscriber reason, may please be given.
 - b. If the circuit is commissioned physically, but to be commissioned in Tvarit plus, the same may please be done immediately.
 - c. If the circuit is a long pending circuit and the customer does not require the circuit, the same may please be intimated to this office to take up such issues with the concerned BCA Circle to close the circuit or cancel the circuit.
 - d. If BSNL is ready to provide the connectivity but the circuit is **pending due to reasons attributable to the customer/subscriber viz.,** sub-modem not ready, premises not ready etc., a letter may please be issued to the concerned subscriber/ BCA circle that **circuits will be treated as commissioned after a period of 15 days or date of takeover of circuits, whichever is earlier, failing which rental charges will be collected from the date of completion of 15 days.**

A compliance report on the above may kindly be furnished to this office at the earliest.

Sr.GM(EB) 12/10/15

Tamil Nadu Telecom Circle,
Enterprise Business Unit
Tamilnadu telecom Complex
No -16, 1st floor, B Wing, New Admin Building,
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भारत संचार निगम लिमिटेड

(भारत सरकार का उपक्रम)

BHARAT SANCHAR NIGAM LIMITED

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Annexure A

SSA	As per Monthly report received from SSAs (30-09-2015)	As per Tv+ report 30-09-15	Difference
CBE	2514	2448	66
CDL	833	829	4
CON	286	312	-26
DPI	510	508	2
ERD	749	735	14
KKD	591	585	6
KMB	599	616	-17
MA	1753	1751	2
NGC	482	481	1
PY	459	463	-4
SLM	1244	1222	22
TNJ	727	712	15
TR	1852	1839	13
TT	536	530	6
TVL	923	849	74
VGR	477	465	12
VLR	1003	997	6
TOTAL	15538	15342	196

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Annexure B

BCA TN CIRCLE

SSA	NO OF CCTS BILLED
CBE	753
CDL	93
CON	68
DPI	66
ERD	120
KKD	49
KMB	83
MA	315
NGC	47
PY	212
SLM	209
TNJ	104
TR	599
TT	84
TVL	184
VGR	72
VLR	116
TNCHN	6294
TOTAL	9468



Annexure C

SSA	Details of PENDING Leased circuits			
	As per Monthly report received from SSAs (30-09-2015)	As per the report taken from Tvarit (30-09-15)		
		Total	INCOMING CCTS	OG CCTS
CBE	270	315	262	53
CDL	33	82	62	20
CON	11	46	40	6
DPI	80	161	66	95
ERD	95	112	73	39
KKD	79	87	73	14
KMB	9	66	64	2
MA	106	122	97	25
NGC	7	109	106	3
PY	6	33	31	2
SLM	51	202	167	35
TNJ	28	117	104	13
TR	143	233	180	53
TT	10	113	81	32
TVL	37	161	135	26
VGR	15	56	36	20
VLR	25	181	150	31
TOTAL	1005	2196	1727	469

DGM (EB)

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1.7.15

O/o Sr.GM (Finance)- Enterprise
Corporate Office, Bharat Sanchar
Bhawan, H.C. Mathur Lane ,Janpath,
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Tel. No. : 23313639, Fax: 23329125



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No.28-16/2015-RM IV/Genl/Ent-(Fin)/

Dated: 30.09.2015

To
The Chief General Manager Telecom,
All Territorial Telecom Circles/Metro Districts/STP, STR & NTR,
BSNL.

Sub: Issuance of guidelines/instructions regarding billing of Leased Circuits.

During the inspection of circles carried out by Internal Audit team of Corporate Office BSNL, it has been noticed that guidelines/instructions issued by BSNL CO have not been properly implemented in respect of billing of leased circuits. Therefore, it is reiterated to ensure proper implementation of following guidelines in true sense:-

1. Physical reconciliation of TVARIT PLUS data with actual working circuits may be done at the earliest as per the instructions issued by Corporate Office from time to time.
2. There may be number of circuits where "A" end of circuit is in the circle/SSA but the billing authority is the circle other than "A" end circle/SSA. All such circuits should be got verified from the Billing Controlling Authority (BCA) Circles to ensure 100% billing and also obtain a certificate every year. For example, Haryana Circle has commissioned 6527 leased circuits as per TVARIT PLUS system and Haryana circle is the BCA for 4385 circuits. For remaining 2142 circuits, BCAs are other than Haryana viz. Bangalore is for 333 circuits, Chennai Telephones District is for 180 circuits, NTR Delhi is for 729 circuits and so on.
3. As per instructions in ITR-501, bills of circuits are to be issued in the conventional month on annually or quarterly basis, as the case may be. But these instructions are not being followed in some of the circles.
4. There are huge numbers of requests pending for commissioning of circuits for one or the other reasons. As per instruction issued by BSNL CO vide letter dated 11.10.2004/25.10.2004, "A written communication should be sent to the party that at BSNL end circuit is ready for testing by party and circuit shall be treated as commissioned after a period of 15 days or date of takeover of circuits, whichever is earlier, failing which rental be made effective on the completion of period of 15 days."

This issues with the approval of Sr. G.M. (Fin.)-Ent.



(R.K. Meena)
Dy. G.M. (RM)-Ent.

Handwritten notes on the right margin:
 1. To check up to address letter to depends on 25th

Copy to:
DGM (IA) BSNL, Corporate Office for information and necessary action.

Handwritten notes at bottom left:
 AGM (RM)-Ent/240
 P1 issue a copy to DGM (RM)-Ent/240
 Pl. discuss.

Handwritten notes at bottom center:
 KK
 30/9/15
 Pl. discuss.

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