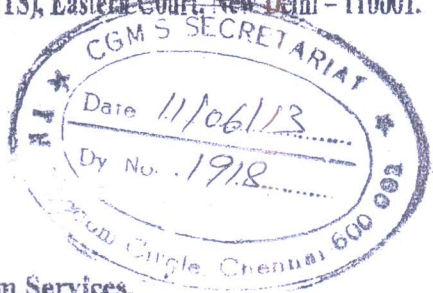


No.111-23/93/T-II (Pt. IV)



Dated :- 11-06-2013

To
The Heads of all Telecom Circles,
BSNL.

Subject:- Discontinuation of Telegram Services.

Approval of the competent authority is hereby conveyed to **discontinue the telegram service of BSNL w.e.f. 15.07.2013.** The following actions are requested to be taken in this regard :

1. The booking of telegram service must be discontinued w.e.f. 15.07.2013.
2. The Telegraph office/Customer Service Centre may keep the record of telegram for **three months as per ITR-164 & ITR169.**
3. Log book (TI-90), Outturn Slip (TI-113) and Service message may be kept for six months as per **Appendix No.3 of P & T Manual IX.**
4. Complaints (all complaints regarding messages from the public, Press messages, Acceptance of without prepayment (TI-22), local Number Slip for sent and received messages on main circuits (TI-95), list of messages sent by hand/post (TI-117), Press messages, Register of (TI-23) may be kept for one year as per **Appendix No.3 (Preservation of records), P & T Volume IX.**
5. The concerned Customer Service Centres may keep the record of Log book (TI-90), Outturn slip (TI-113) for six months as per **Appendix no. 3 of P & T Manual IX.**
6. To redeploy the telegraph staff in other services of **BSNL like mobile, landline etc.** within three months after the discontinuation of booking of telegram.
7. The rented buildings where telegraph office are functioning throughout the country exclusively for booking and receiving of telegrams, **should be vacated after following proper procedures.**
8. WTMS Server located at Trivandrum may be used for Inventory Management System (IMS), Asset Management System (AMS), Cash Management System (CMS), Finance Accounting System & Trial-Balance (FAST) throughout the Circle. **Computers of WTMS may be used in other services of BSNL in field telecom circles as per requirement.**

It is requested to send the compliance report to this office. PA

This is issued with the approval of competent authority.

(Signature)
11.06.13

(SHAMEEM AKHTAR),
Sr. GM(TS)
BSNL Corporate Office,
New Delhi - 110001
Tel - 23321308
Fax - 23719068 & 23766713

Handwritten notes:
JP 15761
ADTT
12/1
14/16
AGM (NWO-II)
Urgent
DGM NWO
CGA

Handwritten notes:
AUSSA heads
Gm(A)
Am/9/11
(Signature)

ENDT. NO. TFC/1-1/RLGIS/2009 dtd 08.06.2013, the 18.6.2013

To
ALL HEADS OF SSA'S
TAMILNADU CIRCLE, for information &
Necessary action please.

(Signature)
18/6/13
सहायक महाप्रबंधक (टी पी) Nwo-II
Asst General Manager (PP), Nwo II
कार्या: मुख्य महाप्रबंधक, दूरसंचार
O/o Chief General Manager, Telecom
तमिलनाडु बरिमेंडल, चेन्नई - 600002
Tamilnadu Circle, Chennai - 600002