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No.1-1/2008 - USOF - 337-362  
Government of India  
Ministry of Communications & IT  
Department of Telecommunication  
Universal Service Obligation Fund Administration  
Sanchar Bhawan New Delhi-110001

Dated 6<sup>th</sup> May, 2008

To  
The CMD,  
BSNL Corporate Office,  
Jan path, New Delhi - 110001

**Sub: Authentication of subsidy claims**

In accordance with the provisions contained in Part IV 'Financial conditions' of the agreements for various ongoing USO activities, the subsidy claims are required to be submitted on quarterly basis in the office of CCA of the concerned service area within 30 days of the end of the quarter in the prescribed formats along with the attachment duly certified with an affidavit by authorized representative of the USP.

2. It has been observed that there is a high degree of mismatch between the data submitted in claims & attachments there to and that available in billing records. Non-conformity between claims and billing data results in wrong claims and this has been pointed out in the proposed Draft Audit Paras of DG, Audit (P&T) performance review 2006-07. This issue was also highlighted in the meeting of Administrator, USOF with CMD, and BSNL on 28.02.08.

3. It is therefore desirable that all information & data furnished in the USO claims and attachments/annexures there is complete and correct in all respects and also matches with the TRA records.

4. With effect from the claims for Q.E. June 2008, a certificate from the DGM (TR)/GM (TR) of the circle to the effect that the information furnished in the claim (under the columns mentioned in the annexure to this letter) tallies with the billing record, should be recorded in the claim. Such certificates should in turn be based on certificates obtained from CAO (TR) s of the SSAs.

It is expected that this will help in expediting settlement of subsidy claims, besides eliminating the avoidable correspondence.

*A. G. Gulati*  
Jt. Administrator (F)  
Tele. No.23372437 FaxNo.23372436

Encl. As above

Copy to: All CCAs for necessary action

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Annexure

<u>Sl.</u>	<u>Activity</u>	<u>Annexure/attachment to be certified</u>	<u>Col. to be certified by GM (TR)/DGM(TR) of Circle</u>
1.	New VPT	Attachment 1 to Annexure II Encl to Attachment 1 to Annexure II	2, 3, 4 & 5 2, 3, 5,7,10 & 11
2.	RCP	Attachment 1 to Annexure II Encl to Attachment 1 to Annexure II	2, 3, 4 & 5 2, 3, 5,7,10 & 11
3.	VPT (OPEX)	Attachment 1/4 to Annexure II	All Columns
4.	MARR VPTs (B) (Replaced upto 30.06.03)	Attachment 2/3 to Annexure II & 1/3 to Annexure II	2, 3, 4 & 5 2, 3, 5, 6, 7, 8 & 9
5.	MARR (A) (Replaced after 30.06.03)	Attachment 1/3 to Annexure II Attachment 2/3 to Annexure II	2, 3, 4 & 5 2, 3, 4, 5, 7, 8 & 9
6.	RDEL (B)	Attachment 1/2 to Annexure I	2, 3, 4, 6, 7, 8, 9, 10 & 11
7.	RDEL (A)	Attachment 1/2 to Annexure I	2, 3, 4, 6, 7, 8, 9, 10 & 11

**Note:** Each Annexure/Attachment referred to above to be signed  
By GM (TR)/DGM (TR) of the circle, certifying the correctness of the  
figures/date etc.