

No. 30-12/2007-USOF | 1950-1971
Government of India
Department of Telecommunications
Universal Service Obligation Fund Administration
20 Ashoka Road, New Delhi-110001

103/C

Dated: 28th October, 2009

To
All Pr. CCA/CCAs

Subject: Revised Procedure and Formats for Physical Inspection and Verification Of VPTs claimed under the USOF Schemes for Operation And Maintenance Of VPTs And VPTs In Uncovered Villages, Phase I (As Per Census 1991)

Kindly find enclosed revised formats (OSR IV-A and OSR IV-B) for physical inspection and verification of subsidy claimed against the above mentioned USOF Schemes. These have been finalised based upon the recommendations of a Committee headed by CCA Karnataka. This Committee was constituted in December 2008 with the approval of Administrator USOF for recommending standardised inspection schedules and improved procedures for USOF subsidy verification/field inspection work in coordination with USOF (Finance) HQ.

2. All CCA offices are requested to kindly inspect and verify the requisite number of VPTs from amongst VPTs claimed in Q.E 31.3.09 under the above mentioned schemes, as per the scheme-wise sample sizes defined for each SSA and each technology for their service area in Annexure I (A&B). The methodology to be adopted for picking up the sample of VPTs is detailed in Annexure II.

3. The OSR 4-A and OSR 4-B formats are to be used for collection of data on individual VPTs as per the newly prescribed sampling technique and its compilation and reporting respectively.

4. The duly filled up/compiled formats are to be submitted to USOF HQ for generation of all India reports. It is expected that the reports based on the revised formats and sampling methodology will help in effective assessment of the accuracy of claims and status of field level implementation of the VPT schemes.

5. The physical inspection cum claim verification exercise for the two VPT schemes as mentioned above may kindly be completed latest by March 2010.

6. The findings/observations in prescribed formats (OSRs 4-A &B) would be required to be submitted to USOF (F) HQ latest by 30th April, 2010.

7. CCA offices may kindly contact Dy Administrators (F) I and II for clarification/assistance in this regard.

Encl: As above



(Archana G. Gulati)
Jt Administrator (Fin) USOF

METHOD FOR PICKING UP SAMPLE FROM SUBSIDY CLAIM:

1. INTRODUCTION:

1.1 It had been observed by USOF HQ that CCA offices send inspection reports in different formats, incorporating diverse methodologies for verification. In this context it was felt that it is important to evolve uniform inspections schedules, procedures and formats. In view of above, a committee has been constituted with the approval of the Administrator for recommending standard and improved inspection schedules, formats and procedures for this work. This committee is headed by CCA Karnataka, Smt Geeta Paul.

2. SAMPLING TECHNIQUE AND SAMPLE SIZE FOR VPTS:

2.1 Simultaneously, on the request of USOF HQ, an officer was nominated by the NSSO to provide expert assistance to USOF (F) HQ for formulating an appropriate method for sampling including determination of the sample size for each service area, for each USOF scheme. It was decided that to begin with, two important USOF Schemes viz. Operation and Maintenance of VPTs and Provision of VPTs in Uncovered Villages (Phase I) would be taken up. Sample sizes for both schemes have been computed at 20% margin of error and 95% co-efficient of confidence assuming population proportion as 0.15.

3. REPORT SUBMITTED BY THE COMMITTEE CONSTITUTED FOR EVOLVING STANDARD INSPECTION SCHEDULES, FORMATS AND PROCEDURES FOR USOF

3.1 The above mentioned Committee has worked in close coordination with USOF (Finance) HQ and had submitted a report along with formats for recording the observations noted during physical inspection of VPTs and compilation of such individual records. An inspection has also been conducted by CCA Karnataka using the recommended reporting formats and it was observed that with the new formats there is a quantum improvement in the quality of inspection and reporting and as a result, meaningful conclusions can be arrived at regarding the accuracy of subsidy claims and field level implementation of the scheme.

4. METHODOLOGY FOR INSPECTION/VERIFICATION OF VPTS TO BE CARRIED OUT BY THE CCA OFFICES UNDER THE TWO ABOVE MENTIONED SCHEMES

4.1 This would consist of two parts:

- (i) Method for drawing samples by the CCA offices.
- (ii) Recording the observation of physical inspections/verification in prescribed formats.

