

Government of India
Ministry of Communications & IT
Department of Telecommunications
(LFA Branch)
Sanchar Bhawan, 20, Ashoka Road,
New Delhi – 110001

No.1-28/2006/LF-II

Dated 14.12.2015

To

All Pr .CsCA/CsCA

Sir/Madam,

Subject:- Standardization of format for intimating disallowances to operators. .

Several instructions have been issued by DoT Head Quarters regarding speaking orders to communicate to TSPs disallowance of deductions. In this connection please refer to DoT letters / instructions No.1-28/2006/LF dated 06.08.2009, 01.11.2012, 15.05.2013 and 26.09.2013.

It has been observed that different CsCA are following different formats for conveying deductions disallowed to the operators and in a number of cases the orders do not contain the details and the reasons of the disallowed amount. Many TSPs and COAI have raised this issue through letters, discussion and the latest being in a meeting held on 05.11.2015, chaired by Member (Fin) with COAI.

A speaking order has to be in the nature of communicating clear, rational reasons so as to exclude arbitrariness and to adhere to the principle of natural justice. In some cases, it was found that "invalid Invoice" was the reason mentioned for disallowance of deductions whereas, the reasons for invalidity must be clearly written in the order.


Accordingly, after going through various formats of speaking order on disallowance deductions collected from various CsCA through fax and email, it has been decided that a standard proforma of speaking order is to be introduced uniformly across all CsCA.

The deductions may be shown in two different proforma for

- a) PSTN Charges
- b) Roaming Charges

Any issues specific to the TSP may be included in the covering letter issued by the CCA office.

This issues with the approval of DDG (LFA).


Director (LFA-III)
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Statement of deductions claimed in the statement of Revenue and License Fee for the financial year --
-----for the quarter ending-----

(II) Roaming Charges claimed as deductions

Name of operator	Invoice Number/Cr./Dr. Note	Invoice/ Cr./Dr. Note date	Claimed amount	TDS amount	Net amount Paid	Deductions Inadmissible	Reasons for disallowance

Statement of deductions claimed in the statement of Revenue and License Fee for the financial year --
-----for the quarter ending-----

(I) PSTN (pass through) charges claimed as Deductions.

Name of operator	Invoice Number/Cr./Dr. Note	Invoice/ Cr./Dr. Note date	Claimed amount	TDS amount	Net amount Paid	Deductions Inadmissible	Reasons for disallowance