

**No. WFD/1012/9/WFD/2004-05**  
**DEPARTMENT OF TELECOMMUNICATIONS**  
**SANCHAR BHAWAN, 20 ASHOKA ROAD, NEW DELHI 110001**  
**(Wireless Finance Division) ROOM No. 709,**

**OFFICE MEMORANDUM**

Dated 17/10/2006

**To**

**The Sr CCA/CCA/Jt CCA**

**Subject: Maintenance of various records relating to Spectrum charges at CCA end: consolidated order.**

**Ref :1- O.M. No 34-31/2000-SEA dated 30.01.2001.**

**2-DOT order no.WFD/1018/2004 dated 6/2/04 vide which CMTS spectrum collection was delegated to the o/o CCAs.**

**3-DOT order no. 1012/9/WFD/2004-05 dated 10/01/05 vide which returns for collection of GSM were amended.**

**4-DOT order no. WFD/1018/2004 dated 01/03/05 collection of CDMA spectrum charges was delegated.**

**5-DOT order no. 1019/WFD/05-06 dated 10/03/06 vide which collection register of CDMA was amended.**

Attention is invited to the orders contained in the Office Memorandum (para 11 refers) referred to above, whereby the work relating to Collection of Spectrum Charges from various operators was delegated to the Office of the CCAs.

**1-Spectrum charges:**

The spectrum charges for GSM is collected as (% of AGR) while CDMA spectrum (% of AGR) as well as fixed charges for point to point links & backbone links of all UASL Licensees using CDMA spectrum.

**2-Calculation of Interest / Penalty on delayed payment :**

Penal interest to be levied for delayed payments is on the same terms and conditions as in the main DOT license agreement. **However, for the time being the work of computation of Interest/penalty/short payment etc. will continue to be done by the DOT, HQ, and any demands on this account will be raised only be DOT (HQ).**

### **3- Classification of Spectrum Revenue:**

The Head of Account under which these revenues are to be booked is :-  
Major Head:1275-Other Communications, Minor Head:103-Receipts from WPC ,  
Detailed head : 01 for CDMA, 02 for GSM.(The head of accounts is annexed at annex.I)

### **4-Reconciliation of receipts of spectrum charges:**

It must be ensured that the amounts collected as spectrum charges tallies with the booked figure under the relevant head in the Cash Account Current for the month. **This reconciliation should be carried out on a monthly basis as well as quarterly basis and a report to that effect be sent to the DOT H.Q.s.**

### **5-Maintenance of records:**

#### **(A)FOR CMTS (GSM)**

**(i) Return Submission:** To be sent to DOT H.Q.

The return should be submitted in the proforma annexed herewith (annex.II) for each service area wise separately. The date of submission is 17<sup>th</sup> of the beginning of the quarter or as soon as the payment is received. The return should be signed by the concerned Head of the CCA.

**(ii)Collection Register:**

The collection register should be maintained in the CCA office in the proforma annexed herewith (annex. III) and Head of the CCA should sign it.

**(iii) Revenue Share Register:**

The revenue share registers is to be maintained in the Office of the CCA in the proforma as annexed herewith (Annex.IV) for each Licensee and Head of the CCA should sign it.

#### **(A)FOR CDMA SERVICE:**

**(i) Return Submission:** To be sent to DOT H.Q.

The return should be submitted in the proforma annexed herewith (annex.V) for each service area wise separately (for Maharashtra & Tamilnadu separate statements submitted and records need to be maintained for Mumbai metro and Maharashtra circle and Tamilnadu Circle and Chennai Metro separately). The date of submission is 17<sup>th</sup> of the beginning of the quarter or as soon as the payment is received. The return should be signed by the concerned Head of the CCA.

**(ii)Collection Register:**

The collection register should be maintained in the CCA office in the proforma annexed herewith (annex. VI) and Head of the CCA should sign it.

**(iii) Licensee Record Card register:**

This register should be maintained in the CCA office as per the annexure available at (Annex. VII) shall record the AGR as per affidavit, and details of payments for each quarter. This register is to be maintained licensee-wise.

**The Head of CCAs will be responsible for proper maintenance of the above records, and would be required to review and affix signatures on a monthly basis.**

**6-Spectrum Charges from MTNL/BSNL:**

With effect from 01.07.2005, all dues relating to these organizations will also be collected by the respective O/O CCAs from the corresponding service areas of MTNL/BSNL. However, in case of Kolkatta Metro of BSNL, such collection shall be done by Sr CCA, Kolkatta and for West Bengal Service Area of BSNL, the collection shall be done by CCA, West Bengal.

**7-Periodical Inspection of CCA:**

In order to have effective control over the work of collection of spectrum charges by the CCAs, a periodical inspection of the CCA's will be conducted by DOT Hqrs.

**Above prescribed Profoma supersede all the proformas issued with previous letters / orders of this office.**

**In case of any query / problem with respect to above undersigned may pl. be contacted on phone/Fax numbers given below.**

**S K Singh  
Director (R-WPF)  
Ph.011-23036770, Fax-011-23372268**

**Encl.As above.**

**Copy to :**

- 1-Sr. PPS to Member (Finance) / Member (T) / Member (P)**
- 2-Advisor (F)**
- 3-Wireless Advisor**
- 4-Sr. DDG / DDGs, VAS/ LF/FEB/WPF/ACCOUNTS/BS**
- 5-JWA(N), WPC Wing, DOT**
- 6-Director (TA-I) / Director (LF-I)/ Director (LF-II)/ Director (IC), DOT HQ**

