

No. 1-50 (11) 2011-Estn
Government of India
Ministry of Communication & IT
Department of Telecommunications
Sector- Bharat, 20-Ashoka Road New Delhi-110 001
(Establishment & Coordination Section)

Dated: the 15th April, 2015

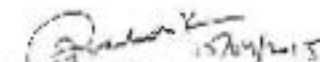
OFFICE MEMORANDUM

Subject: Partial modification in O.M. dated 21.2.2012 regarding delegation of Administrative Powers to the Heads of the TERM Cells.

In continuation to the OM No.1-50 (11) 2011- Estn. dated 21.2.2012, following modification has been made in respect of the power mentioned in point No. 14 i.e. regarding LTC bills.

Existing Powers	Modified as
The LTC bills of head of TERM Cells will be passed by Sr. DDG (Security-TERM), DoT HQ and after necessary entry in the Service book, the bill will be returned back to TERM Cell for pre-check and necessary payment by concerned DDO.	<ol style="list-style-type: none">1. The head of TERM Cell will submit his LTC claim to his office.2. The DDO of TERM Cell will examine the bill and submit to Sr. DDG(TERM), DoT HQ:<ol style="list-style-type: none">(a) For approval(b) For making necessary entries in the S/Book and bill will be returned back to TERM Cell by DoT (HQ) for preparation of bill.3. The TERM Cell will then send the bill to CCA office for pre-checking & payment like other bills.4. The CCA office will release payment after necessary pre-check.

2. Other delegated powers will remain unchanged.
2. This issues with the approval of competent authority.


(Prachi Khanna)
Director(F&I)

To
All Heads of TERM Cells.

Copy to:

1. Sr.PPS to Chairman, Telecom. Commission.
2. Member(S)/ Member (F)/ Member (I)
3. Advisor(F)/ Advisor(T)/ Advisor(O)
4. Sr. DDG (Security)/ DDG (Estn)
5. All Heads of CCA units.
6. Director (T) for up loading the OM on the website.
7. Guard file/ spare.