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Kind attention: SA Bhardwaj V.P.

MAHANAGAR TELEPHONE NIGAM LIMITED
O/o DGM (B&IT), Tis Hazari Telephone Exchange, Delhi-110054

DGM (B&IT)/IR/ECM
Dated: 10th Jan 2012

To,
CS to CMD,
MTNL,
124, Jeevan Bharti Building,
Connaught Place, Delhi-110001

Sub: Usage policy for Executives and Non Executives regarding GSM Mobile Telephone connections

Background: MTNL has been issuing mobile service connections to its employees based on the job's requirement upon approval from the competent authority. With no check on the usage of such service connections issued to employees a policy is the need of the hour wherein capping on usages is required which shall bring discipline in usage and provide extra revenue to MTNL.

Proposal:

I The default plan / base plan for service connections is proposed as following :

Item	Rate
Name of plan	Service 3G pay per second
Rental/Activation charge/Deposits	Rs 0
Local/STD Voice/Video calls	
Own network (landline/CDMA/GSM MTNL-Mumbai landline/CDMA/GSM)	Rs 0
Other network	Rs 0.01/sec
Data	Rs 0.01/12 KB
SMS	
Local	Rs 0 own network/Rs 0.25 other network
STD	Rs 1.00
ISD	Rs 2.5/Rs 5.00
National Roaming	
Outgoing call	
Local	Rs 1.00/min
STD	Rs 1.50/min

ISD	As per BSNL rates
Incoming call	Rs 1.00/min
Data	Rs 0.01/12 KB
SMS	Rs 0.8 ⁰⁰ /SMS

- II The following is proposed eligibility criteria for provision of GSM mobile service connection, permissible usage limit and additional facilities allowed at various levels.

Designation	GSM Mobile Service Telephone Connections
CGM/PGM or equivalent/HAG/SAG level officers in Corporate office	One GSM mobile connection with STD/ISD/NR/3G/MMS. Usage worth Rs 3000 per month.
All SAG level officers (GMs or equivalent) in the units other than Corporate office.	One GSM Mobile connectoin with STD/NR/3G/MMS. Usage worth Rs 2000 per month.
All JAG level officers (DGM or equivalent)	One GSM Mobile connection with STD/NR/3G/MMS. Usage worth Rs 1000 per month.
All STS level officers (DE or equivalent)	One GSM Mobile connection with STD/NR/2G/MMS. Usage worth Rs 700 per month.
All officers of the level equivalent to ADET/AEE/Dy Architect/Sr SDE/SDE/Asstt Arch/Sr AO/AO/AE/PS/SO/AD etc	One GSM Mobile connection with STD/NR/2G/MMS. Usage worth Rs 500 per month.
All officers of the level equivalent to JTO/JAO/JE/PS	One GSM Mobile connection with STD/NR. Usage worth Rs 500 per month.

1. The usage discount shall include Voice/SMS/National Roaming/premium VAS services.
2. The officer is to maintain strict vigil over the usage to be remained in the prescribed limit fixed as above. However any additional usage beyond the prescribed limit in view of workload with the concerned officer, on case by case basis, it shall be certified by the concerned officer duly approved by JAG or equivalent officer for levels upto STS or equivalent and shall be certified by the concerned officer duly approved by SAG or equivalent officer for JAG or equivalent officer. For rest of the officers, it shall be self certified. In absence of such certification, the payment towards usage beyond prescribed limit is to be done by the concerned officer.
3. International Roaming shall be provided with the approval of concerned ED and its usage shall be certified by officer / countersigned by CGM or equivalent level officer.
4. Blackberry services (Rent free 2G/3G as the facility may be) shall be provided on case by case basis with the approval of concerned ED.

5. Data card shall be provided on case by case basis with the approval of concerned ED with data usage up to 5GB for officers below JAG level and upto 20 GB for officers above JAG level.
6. These instructions shall be applicable only for MTNL service connections. The provision of service connections to other organizations like DOT/BSNL etc shall be governed by the instructions issued by the respective organization/DOT.
7. Presently the o/s amount against service connections is not booked but the same is shown in the system, so as a one time measure, the outstanding amount shown in a system up to 31.12.2011 against all such service connection shall be set off.

Approval sought:

The proposal as mentioned at I and II.

The ECM note has the approval of the competent authority.

Prakash
10/11/12
DGM (B&IT)

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