



No:472-2/2010-BG

Dated: 28.03.2016.

To

**All Chief General Manager,
Telecom Circle/regions/Projects/Telecom Factories,
Bharat Sanchar Nigam Ltd.**

Subject: - Monthly statement regarding number of vacant staff quarters and revenue received by renting out vacant staff Quarters.

This is with reference to the subject cited above. It is seen that some circles are not regular in submitting the monthly statement for vacant staff quarters and revenue earned by renting out vacant staff quarters under different policies issued by this office. Further, it is also seen that different Circles are submitting the report in different Performa. In some cases report does not contain all the information required thereby making it difficult to compile the required information.

It is brought to your kind notice that these information are very vital and are being compiled for intimating the Management about the progress being made in this area of revenue generation and for making the amendments/additions in the policies for enhancing the revenue generation.

It is, therefore, requested that the monthly report regarding number of vacant staff quarters and revenue received by renting out vacant staff quarters may please be furnished on the performa enclosed (Annexure A) latest by 5th of the next month. Monthly report is required to be submitted regularly by post and by email on agmbtbsnl@gmail.com in excel format.

Encl: Annexure 'A'.


(Sunil Kumar Batra)
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