

DELHI TRANSCO LIMITED

(A Govt. of NCT of Delhi Undertaking)
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दिनांक 15/6/09

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No. F.DTL/101/2009-HR(Mgr.(HR)/ 132

Dated: 12.6.2009

OFFICER ORDER

As per approval of Competent Authority , IDEA CELLUAR LIMITED has been selected for providing mobile telephone service with Common Group user (CUG) facility for the benefit of the employees of DTL. The facility approved is for Company Owned Company Paid plan (COCP) which means that the company providing the mobile services shall bill directly to DTL who will pay on single point basis. DTL in turn shall deduct the bills paid from the salary of the concerned employee. This will enable the employees of DTL to avail the most economical package which otherwise is not offered by any service provider. An important feature of the plan is that the calls within the CUG are free and since most of the calls are within the organization both the employees as well we the company is expected to benefit immensely by the scheme.

The detailed modalities regarding implementation of the scheme are listed below:-

- 1) The CUG connection will be compulsory for all those employees of DTL who are getting reimbursement under the new Single Package Communication Policy introduced in August 2008
- 2) AM(F)Exp. will be the Nodal Officer for the CUG facility and DM(HR)I will be associated for distribution of the SIM cards.
- 3) AM(F)Exp. will provide a list of all employees who are presently receiving reimbursement of communication charges with details of name, E.No., designation etc. to the representative of IDEA Cellular Ltd.
- 4) The Idea Cellular Limited will set up a booth for distribution of activated SIMs through Nodal Officer.

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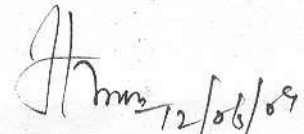
- 5) Such employees who are presently receiving reimbursement of communication charges are advised to collect the SIM cards from the Nodal Officer within five days of their delivery by the service provider. In case of delay in collection of SIMs or usage of the CUG, charges of advance rental etc. will be recovered from their salaries.

- 6) The rental and tariff details are as under:-

Advance rental	600* * Rs.50/- discount on Advance Rental Fee for 2 yrs.
Local call rate (outgoing)	Rs. 0.00 within group 50paise (per minute) - Idea to Idea; Idea to other mobile and Idea to landline.
STD	Rs.1 per minute - Idea to Idea, Idea to other mobile and Idea to landline.
ISD	Rs.6.40paise (per minute) - US Canada Rs.9.19paise (per minute) - Europe, Gulf, Africa Rs.49.20paise (per minute) - rest of World
SMS charges	50paise - SMS per message local Rs.1 - SMS per message national Rs.5- SMS International Free units 100 local/national SMS

4. The SIMs will be distributed against proper receipt of all the employees concerned.
5. On presentation of the invoice for the advance rent for 2 yrs. (Rs. 550/- per employee) by the service provider, the lump sum payment shall be released by the Nodal Officer.
6. The lump sum amount of advance rental paid shall thereafter be recovered from the salary of the concerned employees by AM(Wages) on receipt of the list of employees from the Nodal Officer.
7. The consolidated monthly bills alongwith details of individual charges will be submitted by the service provider by 5th of every month, based on which the Nodal officer will arrange to release the payment in lumpsum.
8. The monthly bill charges in respect of each employee shall be thereafter deducted from the salaries of the respective employees by AM(F)Wages on receipt of list from the Nodal Officer.
9. The service provider shall only provide monthly bill charges and not item-wise details of charges of each employee unless such details are specially requisitioned in writing by the employee concerned through the Nodal officer to the service provider.

10. The employees availing CUG facility shall give an undertaking (Annexure I) to the Nodal Officer authorizing DTL to make payment on their behalf and deduct from their salaries the charges on account of advance rental /monthly bills.
11. The rental and monthly charges for using the CUG facility will be counted towards the monetary ceilings allowed under the Single Package Communication Policy prevailing in DTL.
12. The CUG facility will also be open to other employees of DTL who are not receiving reimbursement of communication charges from the company. Such employees who are interested in availing the CUG facility shall make an application for the purpose to the Nodal Officer alongwith an undertaking authorizing DTL to make payment of bills on their behalf and deduct from their salaries the charges on account of advance rental /monthly bills. The Nodal Officer will forward list of such requests to the service provider for providing CUG connection to the employee concerned. The SIMs shall be distributed to the employees concerned through the Nodal Officer.

Handwritten signature of K.V. Krishna Kumar, dated 12/06/09.

(K.V. KRISHNA KUMAR)
MANAGER (HR)

AM(F)X

I (name of the employee) _____ hereby authorize Delhi Transco Limited to make payment of advance rent for two yrs. and monthly bill charges on account of the CUG facility to be provided by IDEA CELLUAR LTD. and also to recover the amount of the said bills from my salary.

Name: _____

E.no. _____

Desig. _____

Full office address _____

Landline/Mob. no. _____

Countersignature of the Section Head