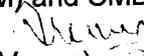


- b. In order to view assets under CM vertical and under BA wise in a circle, CMTS assets/equipments are placed at the intersecting points of CM vertical and respective SSAs (BAs) where these assets are physically located.
- c. Any expenditure made on such intersecting points (i.e. CMTS assets/equipments) will be visible to the CM vertical as well as to the Business area. Similarly the reports (e.g. on expenditure fuel, electricity, housekeeping, etc) can be taken out for CM vertical as well as BA wise.
- d. Revenue and expenditure of CMTS is mapped with the CMTS profit center and various cost centers respectively. Where ever there is common infrastructure for CFA and CM like power plant at exchange sites, cost center will allocate the cost proportionally for CMTS and CFA.
- e. Equipment / assets for which maintenance is required under CM vertical should be mapped in ERP in such a way that they are available as assets of CMTS vertical. This aspect should be taken care during migration in ERP. The circles that have already migrated in ERP may review and ensure that the specific asset (e.g. BTS Infra for non-exchange BTS site) are available in CMTS vertical on which the expenditure is likely to be made by CM vertical. If this is not done correctly, the revenue and expenditure figures of CMTS vertical will not reflect correctly.

### 3. Organization Structure of CMTS unit:

- a. There will be teams under CM vertical (e.g. BTS Infra Team for non-exchange BTS sites and BSS Team) in each SSA
  - i. BTS Infra Team will be responsible for BTS Infra Maintenance Jobs for non-exchange BTS sites
  - ii. BSS Team will be responsible for BSS Maintenance Jobs and Mini-Link and MW System Maintenance Jobs
  - iii. These teams will be administratively under the control of CM vertical.
  - iv. The following shall be within the CMTS hierarchy: Leave approval, Tour approval, writing of APAR, temporary advance approval, ACE-2 account approval and vendor payment approval.
  - v. The following will be within the Business Area: Payroll, Service Book, Personal Claims (like medical, etc), submission of ACE-2 account, and submission of vendor invoice, if any.
  - vi. BTS Infra Team (for non-exchange sites) under the control of SSA (if any) should be progressively brought under the control of CMTS vertical within one year.
- b. There will be a number of CMTS Core Network Teams in a circle based on volume of networks and these teams will be administratively under the control of CM vertical and is responsible for:
  - i. Core Network Maintenance Jobs
  - ii. The following shall be within the CMTS hierarchy: Leave approval, Tour approval, APR, temporary advance approval, ACE-2 account approval and vendor payment approval.
  - iii. The following will be within the business area: Payroll, service book, personal claims like medical etc, submission of ACE-2 account, and submission of vendor invoice, if any.
- c. There will be a number of Zonal Network Teams in a zone based on volume of networks and these teams will be administratively under the control of GM/SrGM/PGM of the Zonal Centre and these teams are responsible for:
  - i. Zonal Network Maintenance Jobs
  - ii. All activities related to Plg, Procurement and O&M, and associated approval for payment will be done as per existing practices.
- d. The SSA Team under the control of SSA/BA will be solely responsible for following activities
  - i. Renting of sites and rent revision for all BTS sites
  - ii. Maintenance of BTS Infra for exchange BTS sites
  - iii. Maintenance of Media (OFC, etc other than mini links and microwave)

In order to analyse and assess the expenditures all financial transactions under CM vertical O&M activities must be done through ERP systems. This is issued with the approval of Director (CM) and CMD.

  
 (A Verma) 22/10/15  
 AGM (NWO-CM-III)

- Copy to: 1) PPS to Dir(CM)/Dir (Fin)/ Dir (CFA) for kind information please.  
 2) ED (CA) / ED (Fin) for kind information please  
 3) All CGMs –For information and n/a please  
 4) SrGM(CIT)/GM(Restg.)/GM(ERP) BSNL Co – for information and n/a please