

**No. WFD/1018/2004**  
**MINISTRY OF COMMUNICATIONS & INFORMATION TECHNOLOGY**  
**DEPARTMENT OF TELECOMMUNICATIONS**  
**(Wireless Finance Division)**  
**SANCHAR BHAWAN, ROOM No. 715, 20 ASHOKA ROAD, NEW DELHI 110001**

**OFFICE MEMORANDUM**

Dated 17<sup>th</sup> February, 2005

To

**The Sr CCA/CCA/Jt CCA**

**Subject: Transfer of work of collection of Spectrum Charges in respect of UASL Licensees using CDMA spectrum to the Office of Controller Communication Accounts (O/o CCA) – Reg.**

**Ref : O.M. No 34-31/2000-SEA dated 30.01.2001**

1. Attention is invited to the orders contained in the Office Memorandum (para 11 refers) referred to above, whereby the work relating to Collection of Spectrum Charges from various operators was delegated to the Office of the CCAs.
2. The spectrum charges for CDMA spectrum (% of AGR) as well as fixed charges for point to point links & backbone links of all UASL Licensees using CDMA spectrum are at present being collected by the Wireless Planning Finance (WPF) Branch of DOT (HQ). For better management, it has now been decided that the O/o the CCA will handle the work relating to collection of Spectrum Charges in respect of UASL Licensees using CDMA spectrum in pursuance of the above-mentioned order
3. **Date of effect:**  
The actual date of effect for collection of spectrum charges from UASL Licensees using CDMA spectrum by the O/O CCAs is 01.04.2005. The spectrum charges, which are to be collected quarterly, in advance, for the financial year 2005-06, are due on 1.4.2005, 1.7.2005, 1.10.2005 & 1.1.2006, respectively. The licensees have been allowed a further period of 15 days from the commencement of the quarter for payment of spectrum charges. Thus the last date for the payment of spectrum charges is the 15<sup>th</sup> of the month from the commencement of the quarter.
4. **Calculation of Interest / Penalty on delayed payment :**  
Penal interest to be levied for delayed payments is on the same terms and conditions as in the main DOT license agreement. **However, for the time being the work of computation of Interest/penalty/short payment etc. will continue**

**to be done by the DOT, HQ, and any demands on this account will be raised only be DOT (HQ).**

5. **Credit of DD / Pay Order in Government Accounts:**

All payments should be in the form of DD / Pay order only. **Payments through cheques are not to be received.** As these are high value DDs/Pay order, it may be ensured that they are deposited in the bank on the same day. Clearance of the same by the bank is also to be watched through bank reconciliation.

6. **Classification of Spectrum Revenue:**

The Head of Account under which these revenues are to be booked is :- Sub Major Head:1275-Other Communications and Sub Minor Head:103-Receipts from WPC.

7. **Reconciliation of receipts of spectrum charges:**

It must be ensured that the amounts collected as spectrum charges tallies with the booked figure under the relevant head in the Cash Account Current for the month. This reconciliation should be carried out on a monthly basis.

8. **Rates of spectrum charges:**

The spectrum charges leviable on the UASL Licensees using CDMA spectrum is determined by the bandwidth allotted to the licensee. For CDMA spectrum, spectrum charges @ 2% of the AGR is leviable for spectrum assigned upto 5 MHz+5 Mhz. The details of such CDMA spectrum assigned to licensees in your service area is enclosed as **Annexure I**. The additional charges for point to point links as well as backbone links are based on a fixed formula basis. The details of spectrum assigned for these links as well as the chargeable amounts for the same shall be forwarded separately.

9. **Maintenance of records:**

The following registers are to be maintained in the Office of the CCA :

- (i) **Collection Register** : This register shall record the collections from the licensees on a day-to-day basis. (The format for the same is enclosed at **Annexure-II**).
- (ii) **Licensee Record Card register**: This register shall record the AGR as per affidavit, and details of payments for each quarter. This register is to be maintained licensee-wise. (Format enclosed at **Annexure-III**).

The Head of CCAs will be responsible for proper maintenance of the above records, and would be required to review and affix signatures on a monthly basis.

10. **Submission of returns on collection of Spectrum Charges:**

Since spectrum charges are being monitored at the highest levels, the CCAs are required to send information on the collections made from service providers in the

format placed at **Annexure 'IV'**. These reports are to be sent to DOT HQ at the following intervals:

- a) By 17<sup>th</sup> of the beginning of each quarter
- b) Within one day of receipt of any payment (This report shall not include the AGR figures)

The time schedule for submission of such reports may be followed scrupulously. The O/O CCAs are required to pursue with the service providers in case they fail to submit the AGR figures as required and ensure that these are submitted to DOT HQ in the required format.

2. **Spectrum Charges from MTNL/BSNL:**

With effect from 01.04.2005, all dues relating to these organizations will also be collected by the respective O/O CCAs from the corresponding service areas of MTNL/BSNL. However, in case of Kolkatta Metro of BSNL, such collection shall be done by Sr CCA, Kolkatta and for West Bengal Service Area of BSNL, the collection shall be done by CCA, West Bengal.

3. **Periodical Inspection of CCA:**

In order to have effective control over the work of collection of spectrum charges by the CCAs, a periodical inspection of the CCA's will be conducted by DOT Hqrs.

**P K Sinha**  
**Director (R-WPF)**

**Copy to :**

1. **Sr. PPS to Chairman Telecom Commission.**
2. **Sr. PPS to Member (Finance) / Member (T) / Member (P)**
3. **Advisor (F)**
4. **Wireless Advisor**
5. **Sr. DDG / DDGs, VAS/ LF/FEB/WPF/ACCOUNTS/BS**
6. **JWA(N), WPC Wing, DOT**
7. **Director (TA-I) / Director (LF-I)/ Director (LF-II)/ Director (IC), DOT HQ**

**No. WFD/1018/2004**  
**MINISTRY OF COMMUNICATIONS & Information Technology**  
**DEPARTMENT OF TELECOMMUNICATIONS**  
**(Wireless Finance Division)**  
**SANCHAR BHAWAN, ROOM NO. 718,**  
**20-ASHOKA ROAD, NEW DELHI –110001**

**Dated : 04.05.2005**

To

The Sr. CCAs / Controller of Communication Accounts / Jt. CCAs

**Subject: Transfer of work of collection of Spectrum Charges from MTNL & BSNL in respect of GSM & CDMA Spectrum.**

**Reference: O.M. No. WFD/1018/2004 dated 06.02.2004 and O.M. No. WFD/1018/2004 dated 01.03.2005.**

References are invited to above mentioned OMs, in which it was stated that spectrum dues collection w.r.t. MTNL / BSNL would continue to be handled by the DOT, Headquarters. The matter in this regard has been further examined. In order to further streamline and simplify the procedure of spectrum dues collection, it has been decided to delegate collection of spectrum dues from BSNL / MTNL Circles, to corresponding CCA offices. Accordingly, the field CCAs shall henceforth be responsible for collecting spectrum charges w.r.t. CDMA & GSM Spectrum from respective circles of MTNL & BSNL w.e.f. 01.07.2005.

The respective office of CCAs shall collect such Spectrum Charges from the corresponding Service Area of MTNL / BSNL. However, in case of Kolkata Metro of BSNL, such collection shall be done by Sr. CCA Kolkata and for West Bengal Service Area of BSNL, the collection shall be done by CCA West Bengal.

Rest of the instructions regarding maintenance of records and reporting requirements shall remain unchanged.

**(P.K. Sinha)**  
**Director (R-WPF)**

Copy to :

1. Sr. PPS to Chairman Telecom Commission.
2. Sr. PPS to Member (Finance) / Member (T) / Member (P)
3. Advisor (F)
4. Wireless Advisor
5. CMD, BSNL

6. **CMD, MTNL**
7. **Sr. DDG / DDGs, VAS / LF / FEB/ WPF / ACCOUNTS / BS**
8. **DDG (CA), BSNL**
9. **GM (F), MTNL, Corporate Office** } With a request to issue suitable instructions  
to the circles for paying the quarterly spectrum dues in the respective CCA  
offices.
10. **JWA (N), WPC Wing, DOT**
11. **Director (TA-I) / Director (LF-I) / Director (LF-II) / Director (IC), DOT HQ.**

No.1002-1/2005-WFD  
Govt. of India  
Ministry of Communications & Information Technology  
Department of Telecom  
(Wireless Finance Division)  
Room No.715, Sanchar Bhavan, New Delhi.

Date 29.09.05

**Sub:- Opening of new head of account under sub heads/detailed heads in respect of booking of revenue receipts on account of spectrum and related dues**

Hitherto, all the receipts on account of spectrum charges from service providers as well as captive users are being credited under MH 1275-other Communication Services-103-Receipts from Wireless Planning and Coordination organization. Further receipts like examination fee, Application fee etc are being credited under this minor head. Recently, there has been phenomenal growth in the mobile and related services and this is expected to grow further. In this background, the issue of opening and operation of sub heads/detailed heads under minor head 103 was taken up with the DG Audit (P&T).

The DG Audit (P&T) has given concurrent to open and operate the following sub heads/detailed heads below the minor head 103-“Receipts from Wireless Planning and Coordination Organization” under the Major Head 1275-“other communication Services” to account for various receipts separately:-

Sl. No	Minor Head	Sub Head	Detailed Head
1.	103-Receipts from WPC	01 Mobile Services	01 CDMA (Code Division Multiple Access)
2.			02 GSM (Global System Mobile)
3.		02 Other Service Providers	01 Radio Paging
4.			02 PMRTS (Public Mobile Radio Trunking Service)
5.			03 Internet Service Provider
6.			04 VSAT (Very Small Aperture Terminal)
7.			05 GMPPCS (Global Mobile Personal Communications System)
8.			06 NLDO(National Long distance Operator)
9.			07 ILDO (International Long Distance Operator)

10.			08 IP-I(Infrastructure Provider-1)
11.			09 IP-II(Infrastrure Provider-II)
12.		03 Captive Licenses	01 fixed (Land/Land Mobile HF/VHF/UHF (Commn) (Broadcasting HF)
13			02 fixed (Land) Broadcasting (FM Sound)
14			03 Fixed (Satellite)
15			04 Very Small Aperture Terminal Data, occasional Voice)
16			05 Captive Paging License
17			06 Captive PMRTS (Captive Public Mobile Radio Trunking Service)
18			07 others
19		04 Non network Licenses	01 Aero Mobile Station
20			02 Maritime Mobile Station
21			03 Citizen Brand License
22			04 Import License
23			05 Dealer Possession/Non dealer Possession License
24			06 Demonstration License
25			07 Experimental Licensee
26			08 Others
27		05 Other Miscellaneous Receipts	01 Proficiency Certificate
28			02 Other Miscellaneous Receipts

As such all payments received are to be booked under the relevant heads as specified above. Amounts already received so far from 1.4.05 till date may also be classified to relevant heads by passing suitable transfers entries.

Kindly acknowledge receipt of this letter.

Sd/  
(P.P.Singh)  
ADG(WR)

Copy to

1. All. Sr.CCAs/Controller of Communication Accounts
2. WA, WPC Wing DOT New Delhi
3. PAO (HQ) DOT,New Delhi
4. Director TA I/DOT New Delhi
5. P&T Audit Office, Sanchar Bhavan

**No. WFD/1012/9/WFD/2004-05  
DEPARTMENT OF TELECOMMUNICATIONS  
SANCHAR BHAWAN, 20 ASHOKA ROAD, NEW DELHI 110001  
(Wireless Finance Division) ROOM No. 709,**

**OFFICE MEMORANDUM**

Dated 17/10/2006

**To**

**The Sr CCA/CCA/Jt CCA**

**Subject: Maintenance of various records relating to Spectrum charges at CCA end: consolidated order.**

**Ref :1- O.M. No 34-31/2000-SEA dated 30.01.2001.**

**2-DOT order no.WFD/1018/2004 dated 6/2/04 vide which CMTS spectrum collection was delegated to the o/o CCAs.**

**3-DOT order no. 1012/9/WFD/2004-05 dated 10/01/05 vide which returns for collection of GSM were amended.**

**4-DOT order no. WFD/1018/2004 dated 01/03/05 collection of CDMA spectrum charges was delegated.**

**5-DOT order no. 1019/WFD/05-06 dated 10/03/06 vide which collection register of CDMA was amended.**

Attention is invited to the orders contained in the Office Memorandum (para 11 refers) referred to above, whereby the work relating to Collection of Spectrum Charges from various operators was delegated to the Office of the CCAs.

**1-Spectrum charges:**

The spectrum charges for GSM is collected as (% of AGR) while CDMA spectrum (% of AGR) as well as fixed charges for point to point links & backbone links of all UASL Licensees using CDMA spectrum.

**2-Calculation of Interest / Penalty on delayed payment :**

Penal interest to be levied for delayed payments is on the same terms and conditions as in the main DOT license agreement. **However, for the time being the work of computation of Interest/penalty/short payment etc. will continue to be done by the DOT, HQ, and any demands on this account will be raised only be DOT (HQ).**



### **3- Classification of Spectrum Revenue:**

The Head of Account under which these revenues are to be booked is :-  
Major Head:1275-Other Communications, Minor Head:103-Receipts from WPC ,  
Detailed head : 01 for CDMA, 02 for GSM.(The head of accounts is annexed at annex.I)

### **4-Reconciliation of receipts of spectrum charges:**

It must be ensured that the amounts collected as spectrum charges tallies with the booked figure under the relevant head in the Cash Account Current for the month. **This reconciliation should be carried out on a monthly basis as well as quarterly basis and a report to that effect be sent to the DOT H.Q.s.**

### **5-Maintenance of records:**

#### **(A)FOR CMTS (GSM)**

**(i) Return Submission:** To be sent to DOT H.Q.

The return should be submitted in the proforma annexed herewith (annex.II) for each service area wise separately. The date of submission is 17<sup>th</sup> of the beginning of the quarter or as soon as the payment is received. The return should be signed by the concerned Head of the CCA.

**(ii)Collection Register:**

The collection register should be maintained in the CCA office in the proforma annexed herewith (annex. III) and Head of the CCA should sign it.

**(iii) Revenue Share Register:**

The revenue share registers is to be maintained in the Office of the CCA in the proforma as annexed herewith (Annex.IV) for each Licensee and Head of the CCA should sign it.

#### **(A)FOR CDMA SERVICE:**

**(i) Return Submission:** To be sent to DOT H.Q.

The return should be submitted in the proforma annexed herewith (annex.V) for each service area wise separately (for Maharashtra & Tamilnadu separate statements submitted and records need to be maintained for Mumbai metro and Maharashtra circle and Tamilnadu Circle and Chennai Metro separately). The date of submission is 17<sup>th</sup> of the beginning of the quarter or as soon as the payment is received. The return should be signed by the concerned Head of the CCA.

**(ii)Collection Register:**

The collection register should be maintained in the CCA office in the proforma annexed herewith (annex. VI) and Head of the CCA should sign it.

**(iii) Licensee Record Card register:**

This register should be maintained in the CCA office as per the annexure available at (Annex. VII) shall record the AGR as per affidavit, and details of payments for each quarter. This register is to be maintained licensee-wise.

**The Head of CCAs will be responsible for proper maintenance of the above records, and would be required to review and affix signatures on a monthly basis.**

**6-Spectrum Charges from MTNL/BSNL:**

With effect from 01.07.2005, all dues relating to these organizations will also be collected by the respective O/O CCAs from the corresponding service areas of MTNL/BSNL. However, in case of Kolkatta Metro of BSNL, such collection shall be done by Sr CCA, Kolkatta and for West Bengal Service Area of BSNL, the collection shall be done by CCA, West Bengal.

**7-Periodical Inspection of CCA:**

In order to have effective control over the work of collection of spectrum charges by the CCAs, a periodical inspection of the CCA's will be conducted by DOT Hqrs.

**Above prescribed Profoma supersede all the proformas issued with previous letters / orders of this office.**

**In case of any query / problem with respect to above undersigned may pl. be contacted on phone/Fax numbers given below.**

**S K Singh  
Director (R-WPF)  
Ph.011-23036770, Fax-011-23372268**

**Encl.As above.**

**Copy to :**

- 1-Sr. PPS to Member (Finance) / Member (T) / Member (P)**
- 2-Advisor (F)**
- 3-Wireless Advisor**
- 4-Sr. DDG / DDGs, VAS/ LF/FEB/WPF/ACCOUNTS/BS**
- 5-JWA(N), WPC Wing, DOT**
- 6-Director (TA-I) / Director (LF-I)/ Director (LF-II)/ Director (IC), DOT HQ**

