

O/o the Chief General Manager  
BSNL Maharashtra Telecom Circle  
6th Flr, "B" Wing, BSNL Admn Bldg.,  
Santacruz (West), Mumbai-400054.



भारत संचार निगम लिमिटेड  
(भारत सरकार का उपक्रम)  
**BHARAT SANCHAR NIGAM LIMITED**  
(A Govt. of India Enterprise)

To,

- 1) All SSA Heads/IFAs
- 2) Chief Accounts Officer (FC)  
Circle Office MH circle Mumbai 54

No. F/BGT/Opex Gen Corr/Vol IV/19-20/33

dated 23-05-2019

Sub: Huge expenditure on Temporary advance rgd

It is observed that large number of requests are being received towards temporary advance payment containing components of Repairs & Maintenance (Cable, Apparatus & Plant, and Lines & Wires etc) and other items like Office expenses, Meeting charges, Sweeping charges etc.

It is also observed that in spite of floating Tenders for Repairs & Maintenance and Housekeeping, Temp Advance is applied for the same. It implies that due care is not taken by IFAs while approving Tem Advance request in SAP.

Recently, CSC had processed Tem.advance request of Rs 84 lakhs covering maximum possible Employee vendors and period till Mar'19. Multiple requests from Employees were restricted to few to avoid duplicate payment. SSAs are requested to cancel all unpaid Temporary advance request posted prior to 31<sup>st</sup> Mar'19 in SAP.

As you are aware that BSNL is going through critical financial phase and there is acute shortage of funds. IFAs are instructed to exercise due diligence while approving Temporary Advance cases and to implement Austerity measures with earnest.

General Manager (Fin)  
MH circle, Mumbai