

O/o Sr. General Manager (CIT)  
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भारत संचार निगम लिमिटेड  
(भारत सरकार का उपक्रम)  
BHARAT SANCHAR NIGAM LIMITED  
(A Govt. of India Enterprise)

No. CIT/8-10/2013/ERP/Vol.I/Pt.

4<sup>th</sup> 2<sup>nd</sup> February, 2015

To

All CGMs and IFAs

[All Circles/Regions/Project Circles]

**Sub : - Regarding Sanction of Temporary Advance**

Earlier Corporate Office issued instructions that only GM or the SSA Head can sanction temporary advance. This was communicated vide DO No. 16-54/2010-B dated 15<sup>th</sup> December, 2010. This is available on intranet under BFCI sanction. To quote that letter – “All temporary advances may be sanctioned at GM/SSA head level only, in absolutely essential cases.”


ERP is now implemented in many circles. The system is configured to permit only GM or the SSA head (if the SSA Head is not GM) to sanction the temporary advance. An exception to this rule is that DGMs in Maintenance Regions or Project Circles can also sanction temporary advance. In addition Area GMs in large SSAs like Pune, Bangalore etc. can also perform this task.

After consolidation of SSAs in circles (like what is done in MP circle), it is possible that multiple SSAs get merged under one GM/PGM/SSA Head with the result that the heads of the constituent SSAs – either a TDE or a TDM or a GM might lose this executive power to sanction the temporary advance. The main idea of consolidation was to shift the activities like planning procurement, administration to the head office so that SSA can concentrate on day to operations, maintenance and customer service.

Now therefore, approval of CMD is conveyed for the following :-

- (i) CGMs may delegate the power to sanction the temporary advance to the merged SSA heads so that existing operations continue as per the situation in that circle.
- (ii) CGMs are requested to review the number of temporary advance holders in a circle and maintain it to a bare minimum. While exercising this delegation, it is imperative from the point of view of overall expenditure control, budgetary

adherence and fiscal discipline that number of temporary advances must not be allowed to proliferate. This delegation has the approval for the period upto 31<sup>st</sup> March, 2016.

  
(K. Ramchand) 4/2/2015  
Sr. GM (CIT)

Copy to : - Director (CFA)

ED (IT)/ED(Fin)/CGM (ITPC)/GM (CA)/GM (BFCI)/GM (ERP)/GM (Restg.)