महानगर टेलीफोन निगम लिमिटेड, मुंबई.



MAHANAGAR TELEPHONE NIGAM LIMITED, MUMBAI.

कार्यकारी निदेशक का कार्यालय

OFFICE OF THE EXECUTIVE DIRECTOR

टेलीफोन हाऊस, 13वी मंजिल, व्ही.एस.मार्ग, दादर (पश्चिम), मुंबई - 400 028. **TELEPHONE HOUSE, 13TH FLR, V.S.MARG, DADAR (W), MUMBAI - 400 028.**

No. DM(A-1/1/25-14/Staff Justification/2015-16/16/1

Date: 20.06.2015

To

All Area GMs/Trans/BB/LD/SDA LC/RF MS/SW MS/C&CC MS, MTNL, Mumbai.

Very urgent

Sub: Justification of Staffing norms- regarding

Ref: No. MTNL/CO/Pers/Restructuring Related/2015/550, dtd. 20.06.2015

Please, find enclosed herewith the copy of various annexures received from Corporate Office on the subject cited above. Accordingly, the annexures may please be filled with appropriate data as per the guidelines and send to this office before **24**th **June,2015** without fail for onward transmission to CO..

This has got the approval of the Competent Authority.

Encl: as above.

Sr. Manager(A-1)

ANNEXURE 6: WORKLOAD BASED NORMS FOR FIXED ACCESS & TX I,O&M

Note: A moderation factor of 0.9 has been uniformly applied across levels on these norms while computing the manpower estimates

Sr. No	Description	Activity	Norm				
			i) 1 SAG for every 5 Lakh lines of switch capacity (each TAX circuit, excepting				
1	Overall Switching n/w O & M		Level 1 TAX to be counted as one line);				
	_		i) 1 JAG for every 3 lakh lines of switch capacity (each TAX circuit, excepting Leve				
			1 TAX to be counted as one line)				
			i) 1 STS post for each technology main exchange (>= 50k to any capacity) Responsible for RLU/RSU, MDF/FRS, Battery plant also				
		A) Main exchange	ii) 1 SDE + 1 JTO posts for Technical Maintenance of each main Exchange				
			including battery and power plant for main exchanges of capacity >20K				
			iii) 1 SDE / 1 JTO posts for Technical Maintenance of each main Exchange				
			including battery and power plant for main exchanges of capacity > 5K <=20K				
		B) MDF/ FRS for each main local	i) >15k working lines upto 50 k working lines – 1 SDE dedicated for MDF and FRS				
,	Local Exchange	exchange	ii) If number of working lines in the main local exchange exceeds 50 K then 2 SDE				
_	Local Exchange		i) If capacity of RLU/RSU/DLC is between 5k and 15k, 1 SDE/JTO post for every 3				
			RLU/ RSU units				
		C) RLU /RSU (including battery, P/P,	ii) If capacity of RLU/ RSU is >15k, one dedicated SDE/JTO				
		MDF, FRS)	iii) If capacity of RLU/RSU/DLC is <5k, 1 SDE/JTO post for 8 RLU/RSU u				
		, 1 Kb)	DLCs to be equated to 1 RLU/RSU for any other combination)				
			iv) If capacity of RLU/RSU/DLC is <5k, 1 DET post for 30 RLU/RSU units (5				
			DLCs to be equated to 1 RLU/RSU for any other combination)				
		D) Subscriber management (Centralised	i) 1 SDE for subscriber management of upto 50k lines; >50k lines - 1 additional				
		for all exchanges)	post of SDE for subscriber management for every 50K lines				
			i) 1 DGM TAX in each Level 1 TAX city				
			ii) 1 DE per Level 1 TAX for each uniquely located building housing level-1 switch				
			and having capacity more than 20K				
			iii) 1 SDE + 1 JTO for Level 1TAX < 20 K if located in building that has one main exchange				
3	Level 1 TAX exchange		iv) 1 SDE + 2JTO for Level 1 TAX < 20 K if located in separate building i.e. one				
			that does not have main exchange				
			v) Additional: 1 SDE/JTO for every 20 K additional lines subject to maximum of 4				
			vi) One DE per Exchange building housing level-II & Local Exchange irrespective of				
			capacity or > 1 Lac level-II TAX capacity				
Annx :	O & M Outdoor Plant urban		as provided the second				
			i) 1 SAG for every 10 lakh wiredline+WLL customers;				
4	Outdoor Plant (Urban Area) includes		ii) 1 JAG for every 1.25 lakh wiredline+WLL customers				
4	developmental /rehabilitation work		iii) 1 STS post for every 40k wiredline+WLL customers				
			iv) For every 10k (wiredline+WLL) customers 1 SDE/JTO				
Annx:	O & M Rural Areas (Indoor + Outdoor)						
			i) 1 STS post for every 20 k lines (wiredline + WLL) in rural areas				
			ii) One SDE/JTO per 10 AN RAX or RSU <= 1 K working connections				
			iii) If capacity of RLU/RSU/DLC/ANRAX is > 1 K but <5k, 1 SDE/JTO post for 6				
5	Rural Areas (Indoor + Outdoor)		such RLU/RSU/DLC/AN RAX				
			iv) If main exchage or RSUs of => 5K capacity are located in rural areas then				
			norms mentioned at 2(C) above will be applicable				
			v) 1 SDE/JTO per 7000 WLL Rural customers				

ANNEXURE 6: WORKLOAD BASED NORMS FOR FIXED ACCESS & TX I,O&M

	O & M of broadband network		,
		1	i) One SAG for every 150000 BB customers in SSA i.e below 1.5 lakh nil
			ii) One JAG for above and every 75000 BB customers in SSA
6	O & M broadband n/w		iii) One DE for above and every 25000 BB customers in SSA
,	O & W bloadband if w		iv) One SDE/JTO for every 5000 BB customers in SSA; subject to minimum of one
			per SSA
\nnv ·	O & M of Transmission Equipment - mix of	pirele and SSA	pei 33A
TIMA .		Life and 55A	i) One SAG for every 8000 route KMs (OFC + overlay + radio) in SSA
7	Overall Tx network		ii) One JAG for every 2500 route KMs (OFC + overlay + radio) in SSA
			i) One STS for every three separate TX centres (One TX centre justified for 1000
			2Mbps channels)
8	Transmission Center		ii) one SDE/JTO for every TX centre (One TX centre justified for 1000 2Mbps
			channels)
			i) 1 SDE/JTO post for every 600 km (OFC + overlay); Will also look after associated
		OFC	transmission centres of less than 1000 2 MBps channel terminations i.e. those not
9	Route	0.0	covered in 8 iii) above
		Radio M/W	ii) 1 SDE/JTO post for every 600 km
		Rudio IVI, W	i) 1 JTO post for upto 100 circuits ending; 1 SDE + 1 JTO if > 100 circuits ending
10	Leased circuits		ii) 1 STS for post for every 1000 circuits ending
Annx :	O & M Trunk and special services		n) 1919 to post for every 1000 enealing enaming
			i) 1 SDE/JTO in SSA having < 1.5 lakh lines; 2 posts in SSAs having > 1.5 lakh lines
11	A) Trunk services		, applicable only for TDs having trunk exchange
	B) Directory service		ii) One SDE (Directory Services) in SSAs having > 1 lakh customers (landline +
			WLL)
			i) 1 STS in metro Districts i.e Kolkata and Chennai;
	C) Telegraph services		ii) 2 Grp B in metro districts i.e Kolkata & Chennai; 1 Grp B PGM and GM (Large)
			Setups.
Annx:	O & M of WLL service	-	1 • • • • • • • • • • • • • • • • • • •
		A) Non switch based system (connected	:\ O== CDE + === ITO === ==++== + == +
		to local exchanges)	i) One SDE + one JTO per system at exchange end
			i) One DE per MSC of capacity >= 30 K lines
12	BSC & MSC	B) Switch based MSC	ii) 1 SDE posts for Technical Maintenance of switch including battery and power
			plant irrespective of capacity
		C) PGC	iv) 1 SDE/JTO per BSC that is not co-located with MSC or a local main exchange;
		C) BSC	else BSC to be maintained by local/MSc incharge
			i) 1 SDE/JTO per 60 BTS in urban location and one per 40 BTS in rural location
13	BTS maintenance	D)BTS O & M	subject to minimum of one per SSA (1 Rural BTS to be equated 1.5 urban BTSs for
13	B13 maintenance		combining)
		E) Drive test and radio optimisation	i) Same as in CMTS O&M norms
Annx:	Installation of CMTS/WLL Equipment - Cir	cle	
			i) 1 SDE/JTO per 45 BTS sites (including associated BSCs, if any) (Justification on
		A) BSS	circle level combined; locations to be decided by CGMs)
24	CMTS / WLL eqipment installation	A) B33	ii) 1 STS per 90 BTS sites (including associated BSCs, if any) (Justification on
27	CW15/ WEE eqipinent instanation		circle level combined; locations to be decided by CGMs)
		B) NSS	i) 1 SDE/JTO per MSC
		B) N33	ii) 1 DET per MSC
Annx:	Installation of wiredline Switching Equipme	nt	
25	Switch / RSU installation		No major work presently undertaken hence no norms suggested; Current installation
			works to be monitored by existing maintenance staff.
Annx :	Installation & Acceptance testing of Transn	nission Equipments (only at circle level)	TO LODD TO THE COLUMN TO THE C
			ii)1 SDE/JTO for every 40 Systems for Radio Systems/OFC System up to STM-4.
	Installation & AT of Transmission Equipments		iii)1 SDE/JTO for every 30 Systems for OFC Systems STM-16 and beyond.
26	(Justification combined at Circle Level. Staff to be		iv)1 SDE/JTO for every 20 Systems for systems in ring.
-	posted as per requirement		1 SDE/JTO per 60 K Ports. (AT of DSLAM / OCLAN of capacity upto 240 ports
			only to be done by territorial circle)
			iv) One DE for every ten SDE/JTO
Annx:	Support staff in executive cadre	1	
			i) One PS for every HAG
	PS, Senior PS, PA etc.		ii) One PS/ PA for every SAG officer
27	1 5, Schlof 1 5, 1 A ctc.		iii) One PA / steno for every JAG level oficer

ANNEXURE 7: WORKLOAD BASED NORMS FOR CSCs

	SDE	JTO	TTA (Tech)	TTA(Fin)	Peon
Category 1	1		11	9	2
Category 2	1		5	5	1
Category 3		1/3	1	1	0

Type 1 CSC have 1500+ sq ft of area with 10+ counters
Type 2 CSC have 400 - 1500 sq ft of area with 3-10 counters
Type 3 CSC have 200 - 400 sq ft of area with 1-3 counters

Staff for Network Related Queries

CSC Type	Number of CSCs	PGM	GM	DGM	AGM	SDE	JTO	PS/CS/ES	Asstt	PA	TOA	Peon
Category 1	200					200					2200	400
Category 2	1000					1000					5000	1000
Category 3	3000					0	1000				3000	0
	Sub Total					1200	1000	0	0	0	10200	1400

Staff for Billing Related Queries

CSC Type	Number	PGM	GM	DGM	AGM	SDE	JTO	PS/CS/ES	Asstt	PA	TOA
Category 1	200										1800
Category 2	1000										5000
Category 3	3000										3000

Sub Total 9800

	PGM	GM	DGM	AGM	SDE	JTO	PS/CS/ES	Asstt	PA	TOA	Peon
Total	0	0	0	0	1200	1000	0	0	0	20000	1400

ANNEXURE 10: WORKLOAD BASED NORMS FOR TMs AT SSAs

External Plant* (For the purpose of DEL, 5 broadband in urban and 2 in rural to be counted as 1 DEL)

- 1 TM for every 750 DELs in > 2k exchange for external plant
- 1 TM for every 300 DELs in 0.5k to 2k exchange for external and internal maintenance.
- 1 TM for external and internal maintenance in less than 0.5k exchange.
- * However outsourcing will be economical and better for external plant maintenance.

Internal Maintenance

- 1 TM for every 2500 DELs for maintenance of MDF/Test room for LL/Broadband in local exchange.
- 1 TM for every 10000 DSLAM capacity with min 1 TM per SSA in broadband switch.

Cable Maintenance*

Large Exchange (More than 2000 lines)

One TM for every 4000 DELs

Small Exchange (upto 2000 lines)

One TM for every 2000 DELs

* However outsourcing will be economical and better for cable maintenance.

Marketing

1 TM under each AGM(marketing or Sale)

PRI & LC

1 TM for 50 PRI & 1 TM for 100 LC

WLL & CMTS

Responsibilities

- 1. For installation and maintenance of FWTs
- 2. For installation and maintenance of Solar panel/Patch panel

It is experienced that these works should be carried out by outsourcing/contract as posting staff will increase expenditure without any real output.

However one T.M. for evry 5000 WLL connection for programming/replacement of FWT is recommended with minimum 1 per SSA.

- 3 TM per MSC upto 30K. Above 30K, one additional TM for every 20K line.
- 1 TM per BSC if not colocated with MSC.

Store

1 TM for in each divisional store in SSA upto 1 Lakh DELs and 2 TM for SSAs more than 1 Lakhs DELs

Transmission Maintenance

OFC equipment For stations having termination upto 200 PCMs no TM, For 201-1024 PCMs one TM and for every 1024 PCM one TM.

OFC RouteTo define norm is not found expedient as outsourcing will be much cheaper and will avoid delay in interruption.

Radio System No norm as either scrapped or will be scrapped shortly. However minilinks etc being used for BTS etc being maintained

by outsourcing, not require any norm.

Leased Circuit One TM upto 300 circuit and for every additional 500 working circuits or part thereof one additional TM. These norms are

not applicable where leased lines are given by MLDN/MLLN.

ANNEXURE 11 (i): WORKLOAD BASED NORMS FOR TTAs AT SSAs

	Broadband Switch	1 TTA upto 4000 DSLAM capacity in SSA and one additional TTA for every 5000 DSLAM capacity.
Broadband O&M	Broadband Service	1 TTA for every 5000 broadband connections or part thereof for operation and maintenance
	bioaubanu Service	of broadband service including service at subscriber premises subject to minimum of one TTA per SDCA.
	Commercial	One TTA per 20,000 customers (mobile+wll+broadband+leased line)
	Commercial	subject to minimum 2 and maximum of 10 in SSA for this work.
Customer Care	Call Centre	One TTA per one lakh customers subject to minimum of 1 for call centre and PG activity
	Enterprise Segment	One TTA per 50 key accounts customers (individual/firm/Govt. bodies) giving annual revenue of Rs.
	Litterprise Segment	1 Lakhs and above but less than Rs. 5 Lakhs subject to minimum of one per SSA
Marketing		One TTA in each marketing team (one in each franchisee area)
	TX network	One TTA for every 580 PCM streams (The same will also look after microwave/radio till scrapping)
	Route	One TTA for every 200 km OFC route in district
Transmission	Leased Circuit	One TTA for every 200 leased circuit ending in SSA, below 200 minimum one if at least 100 curcuits
		are ending
	CMTS maintenance	One TTA per BSC location subject minimum one TTA per SSA.
Battery & Power Plant		One TTA for each main exchange (and its RSU/RLUs)/MSC/TAX
		4 TTAs for internal maintenance of electronic exchange/MSC/TAX irrespective of capacity. (Below 5K, TTA
Internal Maintenance		for battery & power plant will look after.)
		For exchanges/MSC capacity more than 30K, one additional TTA for every additional 20K lines.
FRS		One TTA for every SSA for server maintenance (commercial and FRS)
Non Operative		One TTA per SSA for non operative function.
	BTS (O&M)	1 TTA for every 60 BTS in urban and for every 30 BTS in rural subject to minimum 1 per SSA.
BTS (WLL/GSM)	Drive test and radio	1 TTA for every 120 BTS subject to minimum of 1 TTA in SSA.
	optimisation.	A TTA POO A PNO I
	BSC&RNC	1 TTA per BSC & RNC location.
	MSC-HLR	4 TTA per location for round the clock operation
	MSC-Server	4 TTA per location for round the clock operation
	MSC-Lawful	
	Interception Monitoring	1 TTA per location
BSC and MSC (WLL &		
GSM)	MSC- Media Gateway	
,	_	
	MSC-MPBN	4 TTA per location for round the clock operation
	MSC- Signalling	
	Gateway	
	In case of collocated ca	ses 2 TTA instead of 4 per case where round the clock operation is required, may be assumed.
	O&M of CCN Node	1 TTA per SSA including IT

ANNEXURE 12: WORKLOAD BASED NORMS FOR TOAs AT SSAs

HR package-Data feeding and	One Sr.ToA upto staff strength of 1000 and additional one for every 1000
updation of records	or part thereof.
Temp. Advances, Imperest, ACE-2	
bills, Preparation of JV, working exp.	One Sr.ToA upto staff strength of 1000 and additional one for every 1000
Budget.	or part thereof.
Compilation of TBL data feeding &	One Sr.ToA upto staff strength of 500 and additional one for every 500 or
related works (basic & CMTS)	part thereof. But NIL for SSAs which have migrated to CDR.
BRS-Collection & operation of all	
bank accounts including CMTS	
liason with Bank. Settlement of	One Sr.ToA upto staff strength of 500 and additional one for every 500 or
ATD/ATC and their accounting	part thereof.
Preparation of remittance challan &	
remittance to bank related data	One Sr.ToA upto 25000 lines and additional one for every 50000 or part
feeding	thereof.
Printing of bill register, different	
types of report,bill dispatch, review	
·	Considering CDR based billing in near future, norms are not being
and CIC numbers, heavy callers and	defined. However untill then outsourcing as per requirement in addition to
bill printing	norms defined for CSC may be considered.
	one SrTOA per 10000 customers(WLL+mobile+LL+B.B.+Leased Line)
Commercial and CSC	subject to minimum 3 in SSA and maximum 10 in SSA
Record Keeping	One SrTOA per 10000 post paid and 100000 prepaid customers or part
- Toodia Rooping	thereof
	One Sr. TOA per marketing team belonging to atleast one in each
Marketing team	franchisee area
Call Centre	One Sr. TOA per One Lakh customers subject to minium One in SSA
Outstanding pursuit cell	1 SrTOA for 20000 lines and one additional for every 40000 lines
	1 SrTOA for each 1250 cases per month and one additional SrTOA for
EMC, Insurance and Refund	1250 cases per month or fraction thereof
	2 Sr TOA for each warehouse and one additional SrTOA for leave
MM-Store	reserve.

Battery/Power Plant/E.A./MDF/Switch room activity work

Stand alone BTS maintenance: It is learnt that presently standalone BTS in urban area is being manned by watch and ward scheme

or any other contract. Therefore no norms are prescribed for such cases as posting staff will not be economical.

In case of rual standalone BTS also the same should be carried out, untill then 1 R.M. with living arrangement may be posted for all activity.

Exchange (GSM/WLL BTS as 1K and DSLAM's actual capacity to be counted for this purpose)

Capacity RM Norms
Less than 0.5K NIL **
0.5K to < 2K 1 **
2K to 5K 3
>5K to 10K 4

>10K 5 plus One additional RM for every additional 10K

(Note: However outsourcing alongwith diesel refiling will be economical)

External Plant*

1 R.M. for every 2000 DELs for SSAa below 45K DELs

30 plus 1 additioanl R.M. for every additional 3000 DELs above 45000, for SSAs above 45K DELs

* However outsourcing will be economical and better for external plant maintenance.

Store Depots

2 R.M. for each divisional store/warehouse in a SSA having DELs upto 1 Lakh and 4 R.M. for SSAs having DELs more than 1 Lakhs.

1 R.M. for each SDCA headed headed by SDE for store, cable break down and other miscellaneous work.

Cable Maintenance*

1 R.M. for every 4000 DELs for more than 2K exchange (including RLU/RSU capacity) to assist TM in splicing work. Digging of pits may be carried out by private operator/agency.

Mobile CCN

2 R.M. for record keeping of CAFs upto 1,00,000 CAFs and one additional R.M. for every additional 1,00,000 CAFs.

Transmission Project executed by SSA.

OF cable laying 1 R.M. for every 100 k.m. for 6 man months considering all the works are being done by agency including splicing work. **System Installation** 2 R.M. for each installation team (one team per SSA upto 40000 DELs and additional team on every additional 1 lakh

DELs. in addition to outsourcing as per requirement.

Transmission Maintenance

OFC equipment 1 R.M. at each transmission centre having more than 200 PCM excluding colocated with TAX. 2 R.M. at transmission

centre colocated with TAX.

OFC RouteTo define norm is not found expedient as outsourcing will be much cheaper and will avoid delay in interruption.

Radio System

No norm as either scrapped or will be scrapped shortly. However minilinks etc being used for BTS etc being maintained

by outsourcing, not require any norm.

WLL & GSM MSC/BSC

3 RM per MSC, MPBN, Media Gateway, Signalling Gateway if not colocated with each other. In case of colocated, 2 per case.

1 RM per BSC if not colocated with MSC.

^{**} Norms of TM for such cases are there for internal and external maintenance.

^{*} However outsourcing will be economical and better for cable maintenance.

ANNEXURE 14: Staffing Norms for Non-Executives for CFA & CM Sales

I. Circle Offices

<u>Large Circles</u> = TN, Maharashtra, Kerala, AP, Karnataka, UP (E), Gujarat, Rajasthan

Metro Districts = Chennai, Kolkata

Medium Circles = WB, Punjab, MP, UP (W), Haryana, Orissa, Bihar, J&K, Assam

Small Circles = Jharkhand, Uttaranchal, HP, Chattisgarh, NE-I, NE-II, A&N

Positional Norms for Circle Offices

				Metro Distric	ts & Medium		
		Large	Circles	Cir	Small Circles		
	Positional Norms	Sr ToA	RM	Sr ToA	RM	Sr ToA	RM
Consumer Fixed	Sales-related inventory management (modems, calling cards, etc)	2	2	2	1	1	1
Access	Marketing-related inventory management (banners, posters, etc)	1	1	1	1	1	1
Consumer	Sales-related inventory management (SIM, RCV, etc)	2	2	2	1	1	1
Mobility	Marketing-related inventory management (banners, posters, etc)	1	1	1	1	1	1

II. SSAs

<u>Large SSAs</u> = PGM-headed <u>Medium SSAs</u> = GM-headed Small SSAs = TDM-headed

Positional Norms for SSAs

		Large SSAs		Mediur	Small SSAs		
	Positional Norms	Sr ToA	RM	Sr ToA	RM	Sr ToA	RM
Consumer Fixed							
Access	Sales-related inventory management (modems, calling cards, etc)	2	2	1	1	1	0
Consumer							
Mobility	Sales-related inventory management (SIM, RCV, etc)	2	2	1	1	1	1

No separate manpower required for Marketing

ANNEXURE 14: Staffing Norms for Non-Executives for CFA & CM Sales

Workload-based Norms for SSAs

(a) Consumer Fixed Access

- (i) Sales Associates (any cadre in group C/D Sr ToA, TTA, TM, RM, etc)
 - Condition 1 = 1 Sales Associate per 5000-8000 working LL connections
 - Condition 2 = 1 Sales Associate per radius of 5km in inhabited areas
 - Actual number required = Maximum (number as per Condition 1, number as per Condition 2)
- (ii) Sales Team Leaders (any cadre in group B/ C/ D SDE, JTO, Sr ToA, TTA, TM, RM, etc)
 - 1 Sales Team Leader per 4-6 Sales Associates
 - In case Sales Team Leader is from group B, the corresponding requirement from group C/D will come down

No separate manpower required for Marketing

(b) Consumer Mobility

- (i) Retailer Managers (any cadre in group C/D Sr ToA, TTA, TM, RM, etc)
 - 1 Retailer Manager per 200-300 retailers (200 rural areas, 300 urban areas)
 - Exact number of Retailer Managers required to be calculated after the retailer survey is carried out

No separate manpower required for Marketing

महानगर टेलीफोन निगम लिमिटेड, मुंबई. MAHANAGAR TELEPHONE NIGAM LIMITED, MUMBAI.



कार्यकारी निदेशक का कार्यालय

OFFICE OF THE EXECUTIVE DIRECTOR

टेलीफोन हाऊस, 13वी मंजिल, व्ही.एस.मार्ग, दादर (पश्चिम), मुंबई - 400 028.

TELEPHONE HOUSE, 13TH FLR, V.S.MARG, DADAR (W), MUMBAI - 400 028.

No. DM(A-1/1/25-14/Staff Justification/2015-16//6/5

Date: 20.06.2015

To

GMs(EB-1/EB-2)MTNL, Mumbai.

Very urgent

Sub: Justification of Staffing norms-regarding

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This has got the approval of the Competent Authority.

Encl: as above.

MTNL, Mumbai.

Enterprise Gold + Silver Sales

S. No.	Circle	City	Circle HQ?	No. of potential Gold accounts	GM	DGM	AGM	SDE/JTO
1	A & N	Port Blair	Yes	0 to 24		0	1	2
2	Andhra Pradesh	Hyderabad	Yes	25 to 74		1	1	4
3	Andhra Pradesh	Visakhapatnam	No	0 to 24		0	1	2
4	Andhra Pradesh	Vijayawada	No	0 to 24		0	1	2
5	Assam	Guwahati	Yes	0 to 24		1	1	2
6	Bihar	Patna	Yes	0 to 24		1	1	2
7	Chennai TD	Chennai	Yes	75 to 149		1	2	7
8	Chhattisgarh	Raipur	Yes	0 to 24		1	1	2
9	Gujarat	Vadodara	No	25 to 74		1	2	8
10	Gujarat	Ahmedabad	Yes	25 to 74		1	1	4
11	Gujarat	Surat	No	0 to 24		0	1	2
12	Gujarat	Rajkot	No	0 to 24		0	1	2
13	Haryana	Gurgaon	Yes	0 to 24		1	1	2
14	Haryana	Faridabad	No	0 to 24		0	1	2
15	Haryana	Ambala	Yes	0 to 24		0	1	2
16	Himachal Pradesh	Shimla	Yes	0 to 24		1	1	2
17	Jammu & Kashmir	Srinagar	Yes	0 to 24		0	1	2
18	Jharkhand	Jamshedpur	Yes	0 to 24		1	1	2
19	Jharkhand	Dhanbad	No	0 to 24		0	1	2
20	Karnataka	Bangalore	Yes	25 to 74		1	1	4
21	Karnataka	Mysore	No	0 to 24		0	1	2
22	Karnataka	Hubli-Dharwad	No	0 to 24		0	1	2
23	Kerala	Trivandrum	Yes	0 to 24		1	1	2
24	Kerala	Kochi	No	0 to 24		0	1	2
25	Kerala	Kozhikode	No	0 to 24		0	1	2
26	Kolkata TD	Kolkata	Yes	75 to 149		1	2	11
27	Madhya Pradesh	Bhopal	Yes	0 to 24		1	1	2
28	Madhya Pradesh	Indore	No	0 to 24		0	1	2
29	Madhya Pradesh	Jabalpur	No	0 to 24		0	1	2
30	Madhya Pradesh	Gwalior	No	0 to 24		0	1	2
31	Maharashtra	Mumbai	Yes	300 to 500+		1	3	21
32	Maharashtra	Pune	No	25 to 74		1	2	6
33	Maharashtra	Goa	No	0 to 24		0	1	3
34	Maharashtra	Nagpur	No	0 to 24		0	1	2
35	Maharashtra	Nashik	No	0 to 24		0	_	2
36	Maharashtra	Aurangabad	No	0 to 24		0	1	2
37	North East I	Shillong	Yes	0 to 24		1	1	2
	North East II	Dimapur	Yes	0 to 24		0		2
39	NCR	New Delhi	Yes	75 to 149		1		
40	Orissa	Bhubaneswar	Yes	0 to 24		1	1	2
41	Punjab	Chandigarh	Yes	0 to 24		1	1	2
42	Punjab	Ludhiana	No	0 to 24		0	1	2
43	Punjab	Amritsar	No	0 to 24		0	_	2
44	Punjab	Jalandhar	No	0 to 24		0	1	2
45	Rajasthan	Jaipur	Yes	0 to 24		1	1	2
46	Tamil Nadu	Chennai	Yes	75 to 149		1	1	2
47	Tamil Nadu	Coimbatore	No	0 to 24		0		2
48	Tamil Nadu	Madurai	No	0 to 24		0		2
49	Tamil Nadu	Salem	No	0 to 24		0	1	2

ANNEXURE 5: WORKLOAD	BASED NORM	MS FOR CFA	SALES, CM	SALES & EB SALES &	CRM A	T SSA	OFFICE	
50	Tamil Nadu	Tiruchirappalli	No	0 to 24		0		1 2
51	UP (E)	Lucknow	Yes	0 to 24		1		1 2
52	UP (E)	Kanpur	No	0 to 24		0		1 2
53	UP (E)	Varanasi	No	0 to 24		0		1 2
54	UP (E)	Allahabad	No	0 to 24		0		1 2
55	UP (W)	Meerut	Yes	0 to 24		1		1 2
56	UP (W)	Agra	No	0 to 24		0		1 2
57	UP (W)	Ghaziabad	No	0 to 24		0		1 2
58	UP (W)	Noida	No	0 to 24		0		1 2
59	Uttaranchal	Dehradun	Yes	0 to 24		1		1 2
60	West Bengal	Kolkata	Yes	75 to 149		1		1 3
61	West Bengal	Asansol	No	0 to 24		0		1 2
62	West Bengal	Siliguri	No	0 to 24		0		1 2
63	West Bengal	Gangtok	No	0 to 24		0		1 2
64	West Bengal	Kharagpur	No	0 to 24		0		1 2
	·	·			GM	DGM	AGM	SDE
			Total		0	26	7	1 92

Enterprise Gold + Silver CRM

S. No.	Circle	City	Circle HQ?	No. of potential Gold accounts	GM	DGM	AGM	SDE/JTO
1	A & N	Port Blair	Yes	0 to 24			1	1
2	Andhra Pradesh	Hyderabad	Yes	25 to 74			1	1
3	Andhra Pradesh	Visakhapatnam	No	0 to 24			1	1
4	Andhra Pradesh	Vijayawada	No	0 to 24			1	
Ę	Assam	Guwahati	Yes	0 to 24			1	
6	Bihar	Patna	Yes	0 to 24			1	
7	Chennai TD	Chennai	Yes	75 to 149			1	1
8	Chhattisgarh	Raipur	Yes	0 to 24			1	
Ş	Gujarat	Vadodara	No	25 to 74			1	1
10	Gujarat	Ahmedabad	Yes	25 to 74			1	1
11	Gujarat	Surat	No	0 to 24			1	1
12	Gujarat	Rajkot	No	0 to 24			1	l
	Haryana	Gurgaon (Not Circl	Yes	0 to 24			1	l
14	Haryana	Faridabad	No	0 to 24			1	l
15	Haryana	Ambala	Yes	0 to 24			1	
	Himachal Pradesh	Shimla	Yes	0 to 24			1	l
	Jammu & Kashmir	Srinagar	Yes	0 to 24			1	l
	Jharkhand	Jamshedpur	Yes	0 to 24			1	l.
	Jharkhand	Dhanbad	No	0 to 24			1	1
	Karnataka	Bangalore	Yes	25 to 74			1	
	Karnataka	Mysore	No	0 to 24			1	1
22	Karnataka	Hubli-Dharwad	No	0 to 24			1	1
23	Kerala	Trivandrum	Yes	0 to 24			1	
	Kerala	Kochi	No	0 to 24			1	
	Kerala	Kozhikode	No	0 to 24				
	Kolkata TD	Kolkata	Yes	75 to 149				
	Madhya Pradesh	Bhopal	Yes	0 to 24			1	1
	Madhya Pradesh	Indore	No	0 to 24			1	1
	Madhya Pradesh	Jabalpur	No	0 to 24			1	1
	Madhya Pradesh	Gwalior	No	0 to 24			1	1
	Maharashtra	Mumbai	Yes	300 to 500+			1	
	Maharashtra	Pune	No	25 to 74			1	
	Maharashtra	Goa	No	0 to 24			1	
	Maharashtra	Nagpur	No	0 to 24			1	1
	Maharashtra	Nashik	No	0 to 24			1	
	Maharashtra	Aurangabad	No	0 to 24			1	1
	North East I	Shillong	Yes	0 to 24			1	
	North East II	Dimapur	Yes	0 to 24				
	NCR	New Delhi	Yes	75 to 149			1	
	Orissa	Bhubaneswar	Yes	0 to 24			1	
	Punjab		Yes	0 to 24			1	
		Chandigarh	No	0 to 24			1	
	Punjab Punjab	Ludhiana	No					
	-	Amritsar		0 to 24			+	
	Punjab	Jalandhar	No	0 to 24			1	1
	Rajasthan	Jaipur	Yes	0 to 24	1		+	1
	Tamil Nadu	Chennai	Yes	75 to 149			1	1
47		Coimbatore	No	0 to 24	1		1	1
48		Madurai	No	0 to 24	1		1	1
49		Salem	No	0 to 24	1		1	1
50		Tiruchirappalli	No	0 to 24		-	1	
51	UP (E)	Lucknow	Yes	0 to 24		I	1 1	ا ا

 $\frac{1}{100}$ Manpower plan version -4.0 dated 05.08.2011

ANNEXURE 5: WORKLOAD BASED NORMS FOR CFA SALES	5, CM SALES & EB SALES & CRM AT SSA OFFICE

52	UP (E)	Kanpur	No	0 to 24				1	2
53	UP (E)	Varanasi	No	0 to 24				1	2
54	UP (E)	Allahabad	No	0 to 24				1	2
55	UP (W)	Meerut	Yes	0 to 24				1	2
56	UP (W)	Agra	No	0 to 24				1	2
57	UP (W)	Ghaziabad	No	0 to 24				1	2
58	UP (W)	Noida	No	0 to 24				1	2
59	Uttaranchal	Dehradun	Yes	0 to 24				1	2
60	West Bengal	Kolkata	Yes	75 to 149				1	3
61	West Bengal	Asansol	No	0 to 24				1	2
62	West Bengal	Siliguri	No	0 to 24				1	2
63	West Bengal	Gangtok	No	0 to 24				1	2
64	West Bengal	Kharagpur	No	0 to 24				1	2
					GM	DGM	AGM	SDE	
			Sub-Total		0	0	6	4	94

Additionally, 1 SDE in all other SSAs that are PGM or GM headed for SD/SA (typically person will report in to the TX team) Additionally, 1 JTO in all other SSAs that are TDM or TDE headed for SD/SA (typically person will report in to the TX team)

Total DGM / AGM (headed) SSAs: 79 240 Total GM (headed) SSAs: Total PGM (headed) SSAs: 14

> Additional SDE's required 190 > Add

Additional JTO's required	79		GM	DGM	AGM	SDE	
		Total	0	1	64	28	34

महानगर टेलीफोन निगम लिमिटेड, मुंबई.



MAHANAGAR TELEPHONE NIGAM LIMITED, MUMBAI.

कार्यकारी निदेशक का कार्यालय

OFFICE OF THE EXECUTIVE DIRECTOR

टेलीफोन हाऊस, 13वी मंजिल, व्ही.एस.मार्ग, दादर (पश्चिम), मुंबई - 400 028.

TELEPHONE HOUSE, 13TH FLR, V.S.MARG, DADAR (W), MUMBAI - 400 028.

No. DM(A-1/1/25-14/Staff Justification/2015-16/16/2

Date: 20.06.2015

To

GMs(RF MS/SW MS/C&CC MS) MTNL, Mumbai.

very urgent

Sub: Justification of Staffing norms-regarding

Ref: No. MTNL/CO/Pers/Restructuring Related/2015/550,

dtd. 20.06.2015

Please, find enclosed herewith the copy of various annexures received from Corporate Office on the subject cited above. Accordingly, the annexures may please be filled with appropriate data as per the guidelines and send to this office before 24th June,2015 without fail for onward transmission to CO.

This has got the approval of the Competent Authority.

Encl: as above.

Sr. Manager(A-1) MTNL, Mumbai.

ANNEXURE 2: WORKLOAD BASED NORMS FOR CMTS O&M (At circle Level)

Annx : O	& M of CMTS Equipment - Circle Leve	I	Workload Norm					
			i) 1 SDE/JTO per BSC and RNC location , if not colocated with MSC					
			ii) 1 STS per 300 BTS (Justification on circle level combined; locations to be decided by CGMs)					
		A) BSC/RNC operations and maintenance including battery and power plant	iii) 1 JAG BSS per 1000 BTS (Justification on circle level combined; locations to be decided by CGMs)					
		Janes, and ponor plant	iv) 1 SAG BSS per 1500 BTS (Justification on circle level combined; locations to be decided by CGMs) Note - Though the justification for BSS and NSS subgroups are different for SAG level, the officers will be posted on geographical division basis in circle where they will look after BSS and NSS sub groups combined within that region					
1	BSS sub group		i) 1 SDE/JTO per 60 BTS in urban location and one per 40 BTS in rural location subject to minimum of one per SSA (1 Rural BTS to be equated 1.5 urban BTSs for combining)					
			ii) STS - coupled with 1 A ii) above (Justification on circle level combined; locations to be decided by CGMs)					
		B) BTS O & M	iii) JAG - coupled with 1 A (iii) above (Justification on circle level combined; locations to be decided by CGMs)					
			iv) SAG - coupled with 1 A (iv) above (Justification on circle level combined; locations to be decided by CGMs)					
		C) Drive test and radio optimization	i) 1 SDE/JTO (DT $\&$ RO) per 125 BTS ; (Justification on circle level combined for DGM solocations to be decided by CGMs)					
		of Different and radio optimization	ii) 1 STS (Drive Test & Radio Optimization) per 1000 BTS (Justification on circle level combined; locations to be decided by CGMs)					
			i) One SDE/JTO per NSS node element; maximum three per MSC					
			ii) One STS per MSC					
		A) O & M of MSC/ MSS / MGW / HLR / HSS and other	iii) One JAG per five MSC if located in same SSA; subject to minimum one JAG if only one MSC is located in an SSA					
2	NSS sub group	NSS node elements	iv) One SAG per ten MSCs; below five none (Justification on circle level combined; locations to be decided by CGMs) Note - Though the justification for BSS and NSS subgroups are different for SAG level, the officers will be posted on geographical division basis in circle where they will look after BSS and NSS sub groups combined within that region					
		B) POI provisioning and roaming testing	i) One SDE/JTO per MSC					
		C) CDR, IUC	i) One SDE/JTO per MSC					
		D) Customer complains related to NSS	i) One SDE / JTO per MSC					
		A) O & M of CCN node	i) One SDE/JTO per 30 nodes (Justification on circle level combined; locations to be decided by CGMs)					
		.,, 5 2 5. 55 55	ii) One DE per 250 nodes (Justification on circle level combined; locations to be decided by CGMs)					
3	IT & BCCS		i) one AO/JAO per 30000 post paid customers (Justification on circle level combined; locations to be decided by CGMs)					
		B) Bill generation and printing	ii) One CAO per 150000 post paid cutomers (Justification on circle level combined; locations to be decided by CGMs)					

ANNEXURE 3: WORKLOAD BASED NORMS FOR CMTS O&M (At Zonal Centres)

	Annx : Special norms f	or CMTS for Zonal centre circles		
	•		i)1 DE up to 10 M capacity. Additional post for every expansion by 10 M capacity.	
		A) Planning	ii)4 SDE / JTO up to 10 M capacity. Additional post for every expansion by 5 M capacity.	
			iii)2 AO/ JAO (Works)	
		B)Solutions	i) 1 DE solution for nodal centre upto 10M and additional by every 10M.	
		b)Solutions	ii) 4 SDE / JTO solution for nodal centre upto 10M and additional by every 10M.	
4	Planning & Development subgroup at	C) Implementation	i) 1 DE for expansion of nodal centre by every 5 M capacity.	
-	zonal centres	O) implementation	ii) 3 SDE / JTO up to 5M capacity expansion.	
			i) 1 DE in each building	
		D) Infrastructure	ii) 1 SDE/ JTO for maintenance of Bttry/PP/UPS/ building/ security in each building	
		b) iiii astructure	iii) 3 SDE/ JTO for maintenance of complete IP/ CCN/ MPBN networks of nodal centre upto	
			20M capacity.	
		E) Overall P & D subgroup head	i) One DGM(P & D)	
			i) 4 JAO/AO per billing system / DRS	
		A) TR reports accounting & billing	ii) 2 CAO per billing system	
			iii) 1 DGM IT & Billing and 1 DGM (F&A) per billing system reporting to GM(IT & BCC	
		B) BP (Operations)	i) 4 SDE/JTO per billing system upto 2 lakh and one each for additional 1 lakh postpaid	
		b) bi (Operations)	account	
		C) OM (Operations)	i) 4 SDE/JTO per Billing system up to 2 Lakh + 1 Post for each additional 1 lakh postpaid	
		, (1 ,	accounts	
		D) CVU/Bulk Provisioning	i) 2 SDE/JTO per Billing system up to 5.0 M (Prepaid + Postpaid accounts) + 1 post for each	
			additional 2.5M	
		E) Interconnect	i) 2 SDE/JTO per Billing system upto 50 POIs + 1 post for each additional 25 POIs; 2 AO/JAC	
			per billing system	
		F) Security Data	i) 2 SDE/JTO per Billing system	
	IT & BCCS subgroup in zonal circle	G) Mediation Device	i) 2 SDE/JTO per Billing system	
	11 & BOOS subgroup in zonar circle	H) Collection of CDRs	i) 2 SDE/JTO per Billing system	
		I) TAP	i) 2 SDE/JTO per Billing system	
		J) Network Management	i) 2 SDE/JTO for International Roaming testing	
		K) Backup & Recovery	i) 2 SDE/JTO per Billing system	
		L) Oracle DBA	i) 2 SDE/JTO per Billing system	
		M) BP/OM Analyst	i) 2 SDE/JTO per Billing system	
		N) CSR Support	i) 1 SDE/JTO per Circle	
		O) Reports/LBX	i) 2 SDE/JTO per Billing system; 3 AO/JAO	
		P) DNP/RNP	i) 1 SDE/JTO per Billing system; 5 AO/JAO (3 for normal duty and 2 for shift duty)	
		Q) Development & Handling of Errors	i) 5 SDE/JTO per Billing System;	
		R) Threshold server	i) 1 Ao/JAO	
		S) O&M of Disaster Recovery and Business continuity	i) One DET Per DRS System	
	1	System	i) One DGM IT &Billing per DRS location.	

ANNEXURE 3: WORKLOAD BASED NORMS FOR CMTS O&M (At Zonal Centres)

		SED NORMS FOR CM IS O&M (At ZON	i) Minimum 3 SDE/JTO upto 1000K BHSM for each type of equipment and one additional for					
		A)Niessaging Services i.e. Olvis ,Sivis ,Iviivis ,Iviivis Library	leach additional 1000K BHSM					
			ii) One DE for messaging service					
		B) Location Based Services	i) 3 SDE/JTO per type of network element					
		B) Location Based Services						
		0) 0) 1 1 1 1 1 1 1 1	ii) One DE for location based service					
	VAS subgroup in nodal circles	C) Streaming Services i.e. operation of Video gateway ,	i) 3 SDE/JTO per type of network element					
		streaming servers etc.	ii) One DE for streaming service					
		D) Data Services Viz GPRS network	i) 5 SDE/JTO upto 1000K PDP. One per additional 500K PDP Capacity					
			ii) One DE for data service					
		E) Revenue sharing Claim settlement of VAS providers	i) Two JAO/AO and two SDE/JTO per VAS nodal centre					
			ii) One CAO (VAS) per VAS nodal centre					
		F) Overall for VAS subgroup	i) one JAG (VAS)					
		A) Prepaid Voucher reconciliation and revenue reports	i) Two JAO/AO per IN Technology of system					
		,	ii) One CAO per IN system location					
			iii) Two SDE/JTO per IN technology for revenue assurance					
		B)Intelligent Network System Operations	i) 6 SDE/JTO per centre for system up to 5M capacity of each technology. Additional 2 pos					
			for every expansion by 5 M or part capacity.					
			ii) One DET per centre for system up to 5M capacity of each technology. Additional post for					
			every expansion by 10 M capacity.					
		C)Intelligent Network System Maintenance	i) 6 SDE/JTO per centre for system up to 5M capacity of each technology. Additional 2 posts					
			for every expansion by 5 M or part capacity.					
			ii) One DET per centre for system up to 5M capacity of each technology. Additional post for					
			every expansion by 10 M capacity.					
		D)Voucher management System	i) 3 SDE/JTO per centre for each technology					
		D) Voucher management dystem	ii) One DET per centre					
		E) CVOMS	i) 3 SDE/JTO per centre for each technology					
	IN subgroup in nodal circles	L) GVOIVIS	ii) One DET per centre					
		F) E-Topup, ATM Topup, Third Party Recharge systems	i) 3 SDE/JTO per centre for each e topup system					
		F) E-Topup, ATM Topup, Third Party Recharge systems						
		0) 0 + 1111 0 +	i) 1 DE per centre for each system					
		G) Central IN System	i) two AO/JAO per nodal VAS set-up					
			ii) One CAO jointly for CVOMS and Central IN system					
			iii) 6 SDE/JTO per centre for system up to 5M capacity of each technology. Additional 2 posts					
			for every expansion by 5 M or part capacity.					
			iv) One DET per centre for system up to 5M capacity of each technology. Additional post for					
			every expansion by 10 M capacity.					
		H)DR site system maintenance	i) 6 SDE/JTO per centre for system up to 5M capacity of each technology. Additional 2 posts					
			for every expansion by 5 M or part capacity.					
			ii) One DET per centre for system up to 5M capacity of each technology. Additional post for					
			every expansion by 10 M capacity.					
		I) Overall for IN subgroup	i) one DGM (IN) and one GM (overall incharge) per zonal centre					
		A) Testing coordination with other country operators,	i) Ten SDE/JTOs					
	International Roaming Centre (only	commercial launch, complaint handling etc.	ii) two DE					
	applicable to nodal roaming circle i.e.	B) Revenue reconciliation with foreign operators and with	i) 5 AO/JAO					
		other circles	ii) one CAO					
	West Bengal)							
T	A-H-A'	C) Overall for intl roaming centre	i) One DGM (Technical)					
ınx : Ins	stallation of CMTS/WLL Equipment - Cir	rcie T	Li\ 4 CDE/ITO was 00 DTC alter /including accordated DCCs. If any \ / \livetities alter an almite					
			i) 1 SDE/JTO per 30 BTS sites (including associated BSCs , if any) (Justification on circle					
		A) BSS	level combined ; locations to be decided by CGMs)					
	CMTS / WLL eqipment installation	-7	ii) 1 STS per 200 BTS sites (including associated BSCs , if any) (Justification on circle level					
	CM13 / WEE eqipment instanation		combined ; locations to be decided by CGMs)					
			i) 1 SDE/JTO per MSC					
		B) NSS	1.7 : 02 2/0 : 0 po:00					

ANNEXURE 3: WORKLOAD BASED NORMS FOR CFA SALES, CM SALES AND EB SALES & CRM AT CIRCLE OFFICE CM Sales

			Consumer Mobili	ty							
Circle Type	Circle Name	Number of SSA's	GM	DGM	AGM	AO/SDE	JAO/JTO	PS/ES/CS	Asstt.	PA	Comments
	Tamil Nadu	18	-	1	-	4	-	-	-	-	DGM is the rollout manag
	Maharashtra	30	-	1	-	6	-	-	-	-	
	Kerala	11	-	1	-	3	-	-	-	-	
	Andhra Pradesh	22	-	1	-	5	-	-	-	-	
	Karnataka	19	-	1	-	4	-	-	-	-	
Large Circle	West Bengal	15	-	1	-	3	-	-	-	-	
	Uttar Pradesh (E)	33	-	1	-	7	-	-	-	-	
	Chennai	1	-	1	-	2	-	-	-	-	
	Kolkata	1	-	1	-	2	-	-	-	-	
	Gujarat	17	-	1	-	4	-	-	-	-	
	Rajasthan	24	-	1	-	5	-	-	-	-	
	Punjab	11	-	1	-	3	-	-	-	-	
	Madhya Pradesh	34	-	1	-	7	-	-	-	-	
	Uttar Pradesh (W)	16	-	1	-	4	-	-	-	-	
Medium Circle	Haryana	9	-	1	-	2	-	-	-	-	
wediam chole	Orissa	12	-	1	-	3	-	-	-	-	
	Bihar	19	-	1	-	4	-	-	-	-	
	Jammu & Kashmir	5	-	1	-	1	-	-	-	-	
	Assam	7	-	1	-	2	-	-	-	-	
	Jharkhand	6	-	1	-	2	-	-	-	-	
	Uttaranchal	6	-	1	-	2	-	-	-	-	
	Himachal Pradesh	6	-	1	-	2	-	-	-	-	
Small Circle	Chattisgarh	6	-	1	-	2	-	-	-	-	
	North East-I	3	-	1	-	1	-	-	-	-	
	North East-II	3	-	1	-	1	-	-	-	-	
	Andaman & Nicobar	1	-	1	-	-	-	-	-	-	
	Total	335	-	26	-	81	-	-	-	-	

Note:

^{1:} One Rollout Manager (DGM) per circle, reporting to Head Office

^{2:} For each circle, one SDE per 5 SSA's (circle level nodal contacts)

^{3:} Support staff alloted to match 1:1 ratio for GM's + DGM's to support staff

^{4:} A&N has only one SSA, thus no SDEs allothed to them

महानगर टेलीफोन निगम लिमिटेड, मुंबई. MAHANAGAR TELEPHONE NIGAM LIMITED, MUMBAI.

कार्यकारी निदेशक का कार्यालय

OFFICE OF THE EXECUTIVE DIRECTOR टेलीफोन हाऊस, 13वी मंजिल, व्ही.एस.मार्ग, दादर (पश्चिम), मुंबई - 400 028. **TELEPHONE HOUSE, 13TH FLR, V.S.MARG, DADAR (W), MUMBAI – 400 028.**

No. DM(A-1/1/25-14/Staff Justification/2015-16/16/24-

Date: 20.06.2015

To

GMs(Plg/OP/Instn/ RF MS/SW MS) MTNL, Mumbai.

Very Vrgent

Sub: Justification of Staffing norms-regarding

Ref: No. MTNL/CO/Pers/Restructuring Related/2015/550,

dtd. 20.06.2015

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This has got the approval of the Competent Authority.

Encl: as above.

Sr. Manager(A-1) MTNL, Mumbai.

ANNEXURE 11 (ii): NORMS FOR TTAS IN PROJECT WORK

Annexure: Norms for man days for project works involving installation/testing/verification/commissioning

	22 man days TTA (15 days foundation and 7 days			
Tower(Verification work)	erection)			
Battery/P.P.	7 man days TTA			
Broadband equipment	1 man day TTA for every DSLAM/Router etc.			
	7 man days TTA (Excluding work of antenna			
BTS Installation	waveguide which will be through contract)			
OFC laying	One RM for every 10 km per day			
	One TTA for every 5 joints per day irrespective of			
Splicing	number of fibres.			
Microwave link/Terminal				
installation and				
commissioning	7 man days TTA per system (2 terminal)			
	1 man day TTA per DSLAM/Router etc./IT equipment			
	7 man days TTA per BTS.			
Support in AT & testing of	20 man days TTA per BSC			
vendor installad equipment	30 man days TTA per MSC/Switch			
Transmission interlinking				
work for commissioning of	7 man days TTA for BSC and 30 man days for			
BSC/MSC/Switch	MSC/Switch			