



Government of India
Ministry of communications & IT
Department of Telecommunications
National Institute of Communication Finance
M.G. Road, Ghitorni, New Delhi-110047

Date: 28.10.2014
29

No.1-19/DG/USOF/2014-NICF

To,
All Heads of CCAs,

Subject: Workshop on USOF.

The workshop on the subject is scheduled to be conducted as per the particulars given below:

Duration : 2 days

Period : 27.11.2014 to 28.11.2014

Venue : National Institute of Communication Finance
M.G. Road, Ghitorni, New Delhi-110047

Description :

The workshop covers the areas relating to Role of CCA unit in USO Project monitoring and disbursement of Universal Service Fund.

Learning Objectives :

The workshop will mainly cover the following topics and would be run in interactive format.

- USOF background, Objectives, Acts & Rules
- Functions of USOF Administration & Road Map
- Various Schemes under USOF – completed, ongoing
- Role of CCAs in connection with Agreement, LD, Penalties, Receipt and settlement of subsidy claims.
- Disbursement and proper accounting of USOF transactions
- Inspection and control over performance of USOF Schemes.
- Claims Settlement and Management System (CSMS)

Target Population :

Group 'B' officers serving in CCA offices and DoT (HQ).

Last Date for Receipt of Nominations : 21.11.2014

Course Coordinator : Shri Balmiki Jena

Contact email id : nicf.gov@gmail.com

Contact Phone Numbers : 011-26502459(O), 26501881(F),
094127-15111(M)

Co-Course Coordinator : (i) Shri Madhukar Sharma, AAO
098100-18559(M)

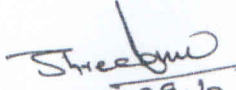
(ii) Shri C.K. Salwan, AAO
098681-36649(M)

1. Head of CCA units may kindly nominate suitable officers.
2. The contact telephone numbers of the officers nominated must be given while forwarding his/her nomination to this office to enable us to contact the officer directly to convey information on last minute cancellation and change of schedule of course.
3. The officers nominated against this circular may be allowed to book their journey.
4. Officers may be requested to bring their copy of relieving order/nomination letter for identification at the Reception.
5. All related correspondence may be sent to the Course Coordinator at the following address:

**Shri Balmiki Jena, Accounts Officer
O/o DG, NICF,
Mehrauli- Gurgaon Road, Ghitorni
New Delhi-110047**

6. The workshop is non-residential. However all stay arrangements will be made as per their entitlement. Shri Balmiki Jena, Course Coordinator may be contacted for this purpose.

This issues with the approval of Director General, NICF.


29.10.14
(Shree Ram)
Dy. Director, NICF

Copy for information to:

- Advisor (Finance), Telecom Commission, Sanchar Bhawan, New Delhi.
- DDG(FEB), DOT(HQ), Sanchar Bhawan, New Delhi - for nominating suitable officers working in DOT(HQ) for training.
- DDG (A/Cs)/DDG(TPF), DDG(LF), Sr.DDG(WPF), Jt.Admn.(F) - USO, Sanchar Bhawan, New Delhi.