

भारत संचार परिमंडल
महाराष्ट्र टेलीकॉम कॉम्प्लेक्स, प्रशासनिक भवन
जुहू रोड, सान्ताक्रुज (प), मुंबई - 400054
Maharashtra Telecom Circle
BSNL Complex, Administrative Building,
Juhu Road, Santacruz (W), Mumbai- 400054



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

REMINDERI - II

NO.CGMT-MH/ADMN-II/WLF/ANNUAL GRANT CORR/2019/5

DATED 29.05.2019

To
All SSA Heads (Except, Ahmednagar, Amravati, Dhule, Gadchiroli, Nasik, Pune, Raigad,
Sangli & Solapur)
MH Circle

Sub: Submission of Audited Accounts Statement for the year 01.04.2018 to 31.03.2019 -
reg.

Ref: This office letter even no.1 dtd. 01.04.2019

In continuation of this office letter even no.1 dtd. 01.04.2019, & reminder even no.2 on
08.04.2019, all SSAs mentioned above are requested to send their Audited Income &
Expenditure statement of their concerned Staff Welfare Board for the period 01.04.2018
to 31.03.2019 (proforma enclosed herewith).

All the SSA Heads are requested to look into the case personally and forward the above
information on email id : assttadmn2@gmail.com, or on post reply in Maharashtra
Intranet Portal before 06/06/2019 please.

This may be treated as **"MOST URGENT"**

Encl.: as above


(M.B. Ghorpade)

Asstt. General Manager (Admn)

29.05.2019

Income & Expenditure A/c Statement for the period from 01.04.2018 to 31.03.2019

NAME OF SSA	Group A	Group B	Group C	Group D	Industrial	Total
EMPLOYEES						

1. Opening Balance as on 01.04.2018 ..
2. Cash in hand as on 01.04.2018 ..
3. Balancae in Bank as on 01.04.2018 ..

A TOTAL ..

Receipt for the year 2018-19

1. Welfare grant received from BSNL HQ (DATewise) ..
2. Receipt from holiday home ..
3. Interest on Bank A/c. ..
4. Others ..

B TOTAL

Expenditure in the year 2018-19

1. Book Award ..
2. Scholarship ..
3. Death assistance ..
4. Honorarium to Treasurer ..
5. Medical Assistance ..
6. Prolonged Illness ..
7. Grant to Recreation Club ..
8. Excursion trip ..
9. Bank Charges ..
10. Grant to SSAs (Annexure -II to be filled by Circle) ..
11. Misc ..

C TOTAL ..

D TOTAL FUND AVILABLE (A + B) ..

E TOTAL EXPENDITURE (C) ..

F CLOSING BALANCE AS ON 31.03.2018

(a) cash in hand ..

(B) cash in bank ..

G Total of (a + b) ..

F & G should tally

F = D-E

SECRETARY

TREASURER
(SIGNATURE WITH SEAL)

AUDITOR