

महाराष्ट्र दूरसंचार परिमंडल  
बी एस एन एल कॉम्प्लेक्स, प्रशासनिक भवन  
जुहू रोड, सांताक्रुज (प), मुंबई -400054  
Maharashtra Telecom Circle,  
BSNL Complex, Administrative Building,  
Juhu Road, Santacruz (W), Mumbai- 400054.

**BSNL**  
Connecting India

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

**REMINDE**

**CGMT-MH/ADMN-II/WLF/ANNUAL GRANT/CORR/2019-20/23 DATED 17.09.2020**

To  
All SSA/ BA Heads (Except Gadchiroli)  
MH Circle

Sub: Submission of Audited Accounts Statement for the year 01.04.2019 to  
31.03.2020 -reg.  
Ref: This Office letter even No.22 dtd. 24.07.2020

With reference to the subject above, it is requested to furnish immediately  
Audited Income & Expenditure Statement of your respective Staff Welfare  
Board (proforma enclosed) for the period 01.04.2019 to 31.03.2020 to the  
office immediately on or before 22.09.2020.

In spite of repeated reminders SSAs are not furnishing the details, it may lead  
to deprivation of Welfare grant to MH Circle from BSNL Corporate Office, as  
funds will not be distributed to any SSA, hence all are requested to look at  
the case seriously and forward the details immediately.

Send the above information on email id : assttadm2@gmail.com, or  
reply on Maharashtra Intranet Portal .

Encl.: as above.

*Gulab Hassan*  
17/09/2020

(Gulab Hassan)  
Assistant Director (Admin)

पंजीकृत कार्यालय : भारत संचार भवन, हरिश्चंद्र माथुर लेन, जनपथ, नई दिल्ली- 110011 CIN No:

U74899DL2000GOI107739

Regd. Office: Bharat Sanchar Bhawan, Harish Chandra Mathur Lane, Janpath, New Delhi 110 001 Website: www.bsnl.com

ANNEXURE - I

Income & Expenditure A/c Statement for the period from 01.04.2019 to 31.03.2020

NAME OF SA	Group A	Group B	Group C	Group D	Industrial	Total
<b>EMPLOYEES</b>						

1. Opening Balance as on 01.04.2019	..
2. Cash in hand as on 01.04.2019	..
3. Balancae in Bank as on 01.04.2019	..
<b>A TOTAL</b>	<b>..</b>

**Receipt for the year 2019-20**

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

**Expenditure in the year 2019-20**

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 31.03.2020**

(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