No. 1-34/2006-V.I
Government of India
Ministry of Communications & IT
Department of Telecommunications

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OFFICE MEMORANDUM

Subject: Guidelines regarding Subscriber verification.

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In continuation to this Department's letter of even number dated 2nd April, 2007 a 2007 on the subject mentioned above, the undersigned is directed to convey th guidelines for subscriber verification:-

(i) The Service Providers should be requested to provide the total subscriber data base, till last day of previous month, on CD by 10th of every month.

(ii) The samples shall be indicated to all the Service Providers immediately on receipt of the subscriber data base and not later than 15th day of the month. The sample size to be indicated shall be 0.02% of the total customer base subject to minimum of 100 per operator per VTM Cell.

(iii) The Service Providers shall be requested to submit the CAFs/CEFs/SEFs by 25th day of the month. However, samples should start flowing from Service Providers within 3-4 days from the date of VTM request.

(iv) The Sample Verification shall be completed by the VTM Cell by 29th day of the month and the report shall be sent to DDG (VTM) Delhi & Co-ordination by 30th day of the month.

(v) In such cases where there are more than one VTM Cells in one License Service Area, the operators should not be insisted to provide HLR data VTM wise. They can do so Licence Service Area wise. However, the data for subscriber verification should be taken VTM wise from the Service Providers and VTM wise verification report should be sent.

2. VTM Cells may convene a monthly meeting with Service Providers for better co-ordination, if required.

This has the approval of the competent authority.

Tiwari
(R.R. Tiwari)
Director (S-I)

To

DDGs of all VTM Cells.