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

पी.के. पुरवार

अध्यक्ष एवं प्रबन्ध निदेशक

**P.K. PURWAR**

Chairman & Managing Director

No. BSNLCO-CMQS/24(11)/4/2020-NWOCM II

Date 31-03-2023

To

All Chief General Managers,  
BSNL Telecom Circles.

Sub: Special drive for efficient, secure and aesthetically improved telecom installations.

I would like to draw your attention to the necessity of proper upkeep of environmental condition infra and cleanliness at all the buildings/ premises housing telecom equipment installations, BTS sites, switch rooms power plants, battery, transmission rooms etc. specially before the onset of summer season.

The activity is to be taken up in a mission mode under a special drive to be conducted from 3<sup>rd</sup> April to 21<sup>st</sup> April. This special drive shall include at least following activities for making telecom operations efficient, safe & secure and aesthetically better working environment:

1. Switch room, battery, power plant, BTS sites including all installed equipment should be cleaned and made dust free.
2. The premises should be clear of extra vegetation which causes safety hazard.
3. Check the cabling in switch room, if redundant cables are there same need to be taken out. Cleaning of cable duct is to be ensured. All cable should be tidy and running through raceway.
4. Terrace of buildings should be free of garbage and rejected equipment to avoid water accumulation leading to water seepage.
5. The equipment room should be properly maintained and any defect of tiles, false ceiling etc. observed shall be rectified/ replaced. The level of the false ceiling should be proper. The cleaning of area below false ceiling on regular basis and ensuring that air conditioned air flows without hindrance from cables below false floor.
6. Check the earth resistance and display in power plant room (on quarterly basis), remedial action to be taken for ensuring earth resistance to be in limit.
7. Fire detection system operation is to be checked periodically, particularly panel battery is to be checked. It is to be ensured that hooter are working with adequate strength and one hooter is available where security/ power plant operator are sitting. If required additional hooter may be provided.

Contd.


पंजीकृत एवं निगमित कार्यालय : भारत संचार भवन, हरीश चन्द्र माथुर लेन, जनपथ, नई दिल्ली-110001  
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Corporate Identity Number (CIN) : U74899DL2000GOI107739  
Website : www.bsnl.co.in

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8. Availability of fire extinguisher is to be ensured and date of testing of extinguisher should be displayed in extinguisher. The extinguisher should be available in prominent location preferably near entrance. In case fire fighting system is there quarterly fire drill has to be conducted with signature of participant kept on record.
9. The lightning arrestor / MDF lightning protection, SPD shall be kept in functional condition. In case of SPD it has to be ensured that it is connected with earth.
10. Equipment room temperature should be ensured to be within limits for efficient equipment operation as well as optimum utilization of power.
11. The doors and windows of switch rooms should be air tight to avoid air leakage.
12. In case, where NGN has been commissioned, ensure existing switches are closed to reduce electricity expenditure, AMC charges etc.
13. Keeping in view the reduced rack sizes and numbers, the size of the equipment room should be suitably resized to reduce air-conditioning load as well as electricity expenses.
14. Regular check for spare and life expired items which shall be scrapped regularly as per guideline.

You would appreciate that special drive "Improvement of Environment Conditions" at telecom installation and BTS sites will help in creating better working environment as well as help in improvement of network availability and uptime. This activity is to be monitored from circle at the level of PGM/ GM CFA for all BSNL sites and PGM/GM CM for all non-BSNL sites and complete by 21<sup>st</sup> April 2023. Action taken report on above activities shall be filled on Google spreadsheet link of which shall be communicated separately by NWO-CM-II Cell. Any query in above regard may be asked on mail id [dmnwocmqos@gmail.com](mailto:dmnwocmqos@gmail.com).

With best wishes,

  
(P. K. Purwar)

Copy to:-

1. All Zonal Directors for review.