



Ministry of Communications  
Department of Telecommunications  
Director General Telecom-HQ  
Khurshid Lal Bhawan, New Delhi-110001

**File No:** 24-64/2021-DGT/2

**Dated:** 12.04.2024

**OFFICE MEMORANDUM**

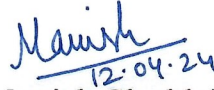
**Subject – Proformas for carrying out inspection of licensees-reg.**

In supersession of letter of even number dated 09.03.2023, the revised proformas for carrying out inspection of Licensees/ registration holders (UL Access Service, UL ISP, UL(VNO) ISP, NLDO, ILDO and IP-1) are enclosed herewith. The same may be followed for carrying out the inspections, henceforth.

2. Since Security Vertical of the LSAs deal with the relevant circulars/ instructions/guidelines of Security domain, it has been decided that the Security vertical of the LSA will conduct inspection for the points mentioned under the Security heading of the various proformas. On other points, inspection shall be carried out by Technology Vertical of the LSA.

This issues with the approval of the Director General (Telecom).

Encl: As above

  
12.04.24  
(Manish Shukla)  
Director (Technology)

To

All Heads of LSAs

Copy to:

1. PPS to DGT
2. PPS to Advisor, DGT HQ
3. PPS to Additional DGT, HQ
4. DDG(Security), DGT HQ
5. DDG(AS)\DDG(CS)\DDG(DS), DoT HQ



सत्यमेव जयते

**Government of India  
Ministry of Communications  
Department of Telecommunications  
(Director General Telecommunications)**

\_\_\_\_\_  
**LSA**

**Address** \_\_\_\_\_

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**Proforma for Inspection**

***Instructions:***

- 1. To be filled by the Nodal Officer or Authorized signatory.*
- 2. All pages of the proforma must be signed.*
- 3. Attachments shall be provided in softcopies. All PDF files shall be signed (Digitally or ink signed). Sensitive data including Subscriber details should be submitted in password protected files.*
- 4. Annex separate sheets for furnishing details where sufficient space is not available in the proforma.*

**A. General Information**

1. Name of the Licensee Company: \_\_\_\_\_

2. CIN of the Licensee Company: \_\_\_\_\_

3. Correspondence address: \_\_\_\_\_  
\_\_\_\_\_

4. License No. \_\_\_\_\_ Dated. \_\_\_\_\_

5. Name, designation and contact details of the Authorized Signatory:

\_\_\_\_\_

Tel No. \_\_\_\_\_ Mobile No.: \_\_\_\_\_

E-mail Id. \_\_\_\_\_

6. Name, designation and contact details of the Nodal Officer:

\_\_\_\_\_

Tel No. \_\_\_\_\_ Mobile No.: \_\_\_\_\_

E-mail Id. \_\_\_\_\_

7. Services offered:

<b>S. No.</b>	<b>Service Name</b>	<b>Yes/No</b>	<b>Name of Service (If applicable)</b>
1	Wireline telephone		
2	Wireless/Mobile telephone		
3	Non-Voice Messaging (SMS)		
4	Leased circuits		
5	VPN		
6	National/International Roaming		
7	Audiotex		
8	Video Conferencing		
9	CUG		
10	Supplementary Services, if any.		

## B. Technical

1. Detailed Network Diagram for 2G/3G/4G showing Interconnectivity among (mentioning Location, Bandwidth) all network elements.
2. Equipment and Connectivity
  - a. Network Equipment – MSC / MGW / MME/ Wire line Switch

S. No.	Location	MSC /MGW /MME	Manufactured by	Commissioned Date	VLR Capacity	SP Code	GT Code	SW Version	Remarks

3. Count of subscriber as per billing system, IN, HLR / HSS and VLR/MME including roaming subscribers. (Screenshots of system terminal as proof)
4. Details of Equipment (Both hardware and software) deployed by the Licensee:

S. No.	Equipment	Make/Model	Manufacturer	Date of installation

*Note: This information shall be utilized for ascertaining compliances to MTCTE and TTP conditions from the MTCTE and TTP website/portal.*

5. Sample of subscriber information/services as available in HLR /HSS & VLR MME. (Screenshots from HLR/HSS & VLR/MME).
6. The numbers allocated and VLR/MME Figure as percentage of number allocated.
7. Net Neutrality:
  - a. Whether the Licensee is compliant to Net Neutrality as per the guidelines issued by DoT from time to time. Yes/No.
  - b. If No, provide reasons for non-compliance:

### **C. Security**

1. Availability of Complete list of subscribers including their name and address on password protected licensee's web site. (Website ID & Username/Password for same)

URL of the web site: \_\_\_\_\_

User Name: \_\_\_\_\_

Password: \_\_\_\_\_

2. Availability of CLIR Subscriber on password protected websites with their complete address details. (Website ID & Username/Password for same).
3. Record of Periodic inspections of Bulk user/Audiotex License holders' premises by Service Providers for checking their bonafide and to detect the misuse of such connections or leased circuits. (SAMPLE CASES SHOULD BE ATTACHED AS "BULK INSPECTION")?
4. Record of Periodic inspections of Leased circuits user's Including Audiotex License Holders premises by Licensee for checking their bonafide and to detect misuse by the Customer. Inspection reports to be cross checked. (Sample Check of Customers will be accompanied by Licensee)
5. CDRs are being stored for Two years. Yes/No. (To be verified during inspection.) Whether CDR contains all the parameters as per the latest instructions of DoT? Provide sample copy of CDRs of test numbers.
6. What is the procedure being followed to update the EIR periodically?
7. What steps are being taken to prevent IMEI cloning?
8. Whether calls with unauthorized IMEI, without IMEI or all zero IMEI are being checked and rejected?

Proforma for Inspection of UL Access Service Licensee

9. Whether domestic traffic is routed through any switch/system located outside India?
10. What is the present methodology adopted to communicate the location based information to LEAs?

Representative of Licensee Company

Signature:

Name:

Designation:



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**A. General Information**

1. Name of the Licensee Company: \_\_\_\_\_
2. CIN of the Licensee Company: \_\_\_\_\_
3. Correspondence address: \_\_\_\_\_  
\_\_\_\_\_
4. License No. \_\_\_\_\_ Dated. \_\_\_\_\_
5. Name, designation and contact details of the Authorized Signatory:  
\_\_\_\_\_

Tel No. \_\_\_\_\_ Mobile No.: \_\_\_\_\_

E-mail Id. \_\_\_\_\_

6. Name, designation and contact details of the Nodal Officer:  
\_\_\_\_\_

Tel No. \_\_\_\_\_ Mobile No.: \_\_\_\_\_

E-mail Id. \_\_\_\_\_

7. Services offered:

S. No.	Services	(YES/NO)	Date of start of service	Brand Name
1	Internet access			
2	Internet Lease Line (ILL)			
3	Internet Telephony			
4	Internet Service to VSAT service subscribers			
5	International internet gateway services to other licensed ISPs			



**B. Technical Information about the Network**

1. Network Diagram with the following details to be provided:
  - a. Upstream Bandwidth, upstream BW provider name, Google peering, Amazon, Netflix, etc. and backbone for inter-node connectivity.
  - b. All common core elements like Billing server, log servers, firewall etc. to be shown. If not located in the Node premises, location also to be provided.
  - c. Any elements in Cloud also need to be shown with details of Cloud Provider.
2. Details of interconnectivity for both upstream and downstream:

(a) For upstream

S. No.	Name and address of the Service Provider from whom bandwidth is taken	Location details ISP Node where the bandwidth is terminated	Capacity (in Gbps)	Date of Commissioning

(b) For downstream

S. No.	Name and address of Service Provider to whom bandwidth is provided	Details of ISP Node from where the bandwidth is originated	Capacity (in Gbps)	Date of Commissioning

3. Details of Equipment (both hardware and software) deployed by the Licensee:

S. No.	Equipment	Make/Model	Manufacturer	Date of installation

*Note: This information shall be utilized for ascertaining compliances to MTCTE and TTP conditions from the MTCTE and TTP website/portal.*

4. Whether the Licensee has established any International Internet Gateway? If yes, then submit the details as per Annexure-A.
5. Net Neutrality:

- a. Whether the Licensee is compliant to Net Neutrality as per the guidelines issued by DoT from time to time. Yes/No.
- b. If No, provide reasons for non-compliance:

**C. List of all Channel Partners (franchisee/distributors/Last Mile Providers)**

1. Provide the list in the Format placed at Annexure-B.
2. Provide a sample copy of the agreement signed.
3. Provide sample copies of the CAF & Bills generated for customers in respect of Channel Partners (franchisee/distributors/Last Mile Providers).

**D. Security & Monitoring of Customers/Network**

1. IPDR:

Whether the Licensee is maintaining IPDR as per the present instructions of DoT for Internet including Internet Telephony Service for a minimum period of two years? (Yes/No). (To be verified during inspection.)

2. Session Logs:

Whether the Licensee is maintaining log-in/log-out details of all subscribers for services provided such as internet access, e-mail, Internet Telephony, IPTV etc. for a minimum period of two years. (Yes/No) (To be verified during inspection.)

3. ILL Customers:

- a) Whether the Licensee is obtaining compliance from its ILL customers that they maintain the usage of IP addresses/Network Address Translation (NAT) syslog, in case of multiple users on the same ILL, for a minimum period of two year as per the directions/instructions issued by the licensor from time to time? (Yes/No)
- b) Whether the Licensee has entered into an agreement with each ILL customer which clearly mentions the activities that are prohibited. (Yes/No)
- c) Provide the sample copy of agreement with ILL Customers along with
  - i. Network Diagram showing required details of the setup at ILL Customer premises.
  - ii. Details of other communications links (PSTN, NLD, ILD, WLL, GSM, other ISP etc.) and reasons for taking the link by the customer.

- d) List of Inspections carried out by the Licensee on their ILL customers in last one year. (Sample inspection reports to be submitted).
  - e) Whether the Licensee has detected any misuse of Internet Leased Line? (Yes/No)
    - i. If yes, then provide the details of action taken by the Licensee against the subscriber.
4. For Audiotex Customers  
All compliances, as listed above (subsection D.3), applicable for ILL customers, are to be submitted for Audiotex customers also.
5. For VSAT Customers  
All compliances, as listed above (subsection D.3), applicable for ILL customers, are to be submitted for VSAT customers also.

#### **E. Subscriber Details**

- 1. Subscribers' statistics
  - i) Total Number of Customers: \_\_\_\_\_
  - ii) Total data consumed by all the customers during the last month: \_\_\_\_\_
- 2. The detailed lists and the website address containing details of **Internet Subscribers** and **ILL customers** (refer Annexure-C) along with the Username and Password.  
  
URL \_\_\_\_\_  
Username \_\_\_\_\_  
Password \_\_\_\_\_
- 3. Whether Customer Application forms of all Customers along with their POA/POI copies are being maintained by the ISP. Details of locations where CAFs are stored. Sample copies (say 10) of Customer application forms of the same.
- 4. Sample bills of above subscribers for a period of 1 year or date of activation of service, whichever is earlier.

#### **F. Data related to Internet Telephony (for ISP having ITSP Permissions)**

Whether the Licensee is maintaining CDR for Internet Telephony Service for a minimum period of one year? (Yes/No) (To be verified during inspection)

Authorized Signatory of Licensee Company

Name:  
Designation:  
Date:

Signature and official stamp \_\_\_\_\_

**Annexure-A: International Internet Gateway details**

S. No.	Address of the location having International Internet Gateway	Security clearance/ DoT approval details	Medium (Satellite/Submarine Cable)	Bandwidth	List of ISPs connected to the gateway

**Annexure-B: List of all Channel Partners (franchisee/ distributors / LCO/Last Mile Providers):**

S. No.	Name of channel Partner	Complete Address	Contact details & Email ID of Channel Partner	Date of Activation of channel partner	Whether Authorized cable operator (If yes, Regn/License No.) & Date of Ministry of IB	Location of ISP Node(s)/POP(s) involved	No. of customers served	Locality served by Channel partner	Date of agreement and agreement period.

**Annexure-C: Format for Internet Lease Line (ILL) customers details.**

Name of Customer	IP Address Allotted	Capacity of Bandwidth Provided	Address of Installation	Date of Installation/ Commissioning	Purpose of ILL	Contact person along with Phone Number and E-mail ID

Signature and official stamp \_\_\_\_\_



**Government of India**  
**Ministry of Communications**  
**Department of Telecommunications**  
**(Director General Telecommunications)**  
\_\_\_\_\_ LSA

**Address** \_\_\_\_\_

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- 4. Annex separate sheets for furnishing details where sufficient space is not available in the proforma.*

## A. General Information

1. Name of the Licensee Company: \_\_\_\_\_
2. CIN of the Licensee Company: \_\_\_\_\_
3. Correspondence address: \_\_\_\_\_  
\_\_\_\_\_
4. License No. \_\_\_\_\_ Dated. \_\_\_\_\_
5. Name, designation and contact details of the Authorized Signatory:  
\_\_\_\_\_

Tel No. \_\_\_\_\_ Mobile No.: \_\_\_\_\_

E-mail Id. \_\_\_\_\_

6. Name, designation and contact details of the Nodal Officer:  
\_\_\_\_\_

Tel No. \_\_\_\_\_ Mobile No.: \_\_\_\_\_

E-mail Id. \_\_\_\_\_

7. Services offered:

S. No.	Services	(YES/NO)	Date of start of service	Brand Name
1	Internet access			
2	Internet Lease Line (ILL)			
3	Internet Telephony			
4	Internet Service to VSAT service subscribers			
5	Internet Service using Cable Network of authorized Cable Operators as last mile linkage			

Signature and official stamp \_\_\_\_\_

6	International internet gateway services to other licensed ISPs			
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## B. Technical Information about the Network

- Network Diagram with the following details to be provided:
  - Upstream Bandwidth, upstream BW provider name, Google peering, Amazon, Netflix, etc. and backbone for inter-node connectivity.
  - All common core elements like Billing server, log servers, firewall etc. to be shown. If not located in the Node premises, location also to be provided.
  - Any elements in Cloud also need to be shown with details of Cloud Provider.
- Details of interconnectivity for both upstream and downstream:

### (a) For upstream

S. No.	Name and address of the Service Provider from whom bandwidth is taken	Location details ISP Node where the bandwidth is terminated	Capacity (in Gbps)	Date of Commissioning

### (b) For downstream

S. No.	Name and address of Service Provider to whom bandwidth is provided	Details of ISP Node from where the bandwidth is originated	Capacity (in Gbps)	Date of Commissioning

- Details of Equipment (both hardware and software) deployed by the Licensee:

S. No.	Equipment	Make/Model	Manufacturer	Date of installation

*Note: This information shall be utilized for ascertaining compliances to MTCTE and TTP conditions from the MTCTE and TTP website/portal.*

- Details of NLD links taken from NLD Providers

S. No	NLD Provider Name	A End Address	B End Address	Purpose: PoP/ILL/ISP	Capacity

5. Whether the Licensee has established any International Internet Gateway? If yes, then submit the details as per Annexure-A.
6. Net Neutrality:
  - a. Whether the Licensee is compliant to Net Neutrality as per the guidelines issued by DoT from time to time. Yes/No.
  - b. If No, provide reasons for non-compliance:
7. Details of the domain name taken by the operator.

S. No.	Domain name

**C. List of all Channel Partners (franchisee/distributors/Last Mile Providers)**

1. Provide the list in the Format placed at Annexure-B.
2. Provide a sample copy of the agreement signed.
3. Provide sample copies of the CAF & Bills generated for customers in respect of Channel Partners (franchisee/distributors/Last Mile Providers).

**D. Security & Monitoring of Customers/Network**

1. IPDR:

Whether the Licensee/NSO is maintaining IPDR as per the present instructions of DoT for Internet including Internet Telephony Service for a minimum period of two years? (Yes/No). (To be verified during inspection.)

In case NSO is maintaining IPDRs. Name and Address of NSO along with agreement copy.

2. Session Logs:

Whether the Licensee is maintaining log-in/log-out details of all subscribers for services provided such as internet access, e-mail, Internet Telephony, IPTV etc. for a minimum period of two years. (Yes/No) (To be verified during inspection.)

In case NSO is maintaining IPDRs. Name and Address of NSO along with agreement copy.

3. ILL Customers:

- a) Whether the Licensee is obtaining compliance from its ILL customers that they maintain the usage of IP addresses/Network Address Translation (NAT) syslog, in



case of multiple users on the same ILL, for a minimum period of two year as per the directions/instructions issued by the licensor from time to time? (Yes/No)

- b) Whether the Licensee has entered into an agreement with each ILL customer which clearly mentions the activities that are prohibited. (Yes/No)
- c) Provide the sample copy of agreement with ILL Customers along with
  - i. Network Diagram showing required details of the setup at ILL Customer premises.
  - ii. Details of other communications links (PSTN, NLD, ILD, WLL, GSM, other ISP etc.) and reasons for taking the link by the customer.
- d) List of Inspections carried out by the Licensee on their ILL customers in last one year. (Sample inspection reports to be submitted).
- e) Whether the Licensee has detected any misuse of Internet Leased Line? (Yes/No)
  - i. If yes, then provide the details of action taken by the Licensee against the subscriber.

4. For Audiotex Customers

All compliances, as listed above (subsection D.3), applicable for ILL customers, are to be submitted for Audiotex customers also.

5. For VSAT Customers

All compliances, as listed above (subsection D.3), applicable for ILL customers, are to be submitted for VSAT customers also.

**E. Subscriber Details**

- 1. Subscribers' statistics
  - i. Total Number of Customers:\_\_\_\_\_
  - ii. Total data consumed by all the customers during the last month:\_\_\_\_\_
- 2. The detailed lists and the website address containing details of **Internet Subscribers** and **ILL customers** (refer Annexure-C) along with the Username and Password.  
  
URL \_\_\_\_\_  
Username \_\_\_\_\_  
Password \_\_\_\_\_
- 3. Whether Customer Application forms of all Customers along with their POA/POI copies are being maintained by the ISP. Details of locations where CAFs are stored. Sample copies (say 10) of Customer application forms of the same.
- 4. Sample bills of above subscribers for a period of 1 year or date of activation of service, whichever is earlier.

**F. Data related to Internet Telephony (for ISP having ITSP Permissions)**

Whether the Licensee is maintaining CDR for Internet Telephony Service for a minimum period of one year? (Yes/No) (To be verified during inspection)

Authorized Signatory of Licensee Company

Name:  
Designation:  
Date:

**Annexure-A: International Internet Gateway details**

S. No.	Address of the location having International Internet Gateway	Security clearance/ DoT approval details	Medium (Satellite/Submarine Cable)	Bandwidth	List of ISPs connected to the gateway

**Annexure-B: List of all Channel Partners (franchisee/ distributors / LCO/Last Mile Providers):**

S. No.	Name of channel Partner	Complete Address	Contact details & Email ID of Channel Partner	Date of Activation of channel partner	Whether Authorized cable operator (If yes, Regn/License No.) & Date of Ministry of IB	Location of ISP Node(s)/POP(s) involved	No. of customers served	Locality served by Channel partner	Date of agreement and agreement period.

**Annexure-C: Format for Internet Lease Line (ILL) customers details.**

Name of Customer	IP Address Allotted	Capacity of Bandwidth Provided	Address of Installation	Date of Installation/ Commissioning	Purpose of ILL	Contact person along with Phone Number and E-mail ID

Signature and official stamp \_\_\_\_\_



**Government of India  
Ministry of Communications  
Department of Telecommunications  
(Director General Telecommunications)  
\_\_\_\_\_ LSA**

**Address** \_\_\_\_\_

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**A. General Information**

1. Name of the Licensee Company: \_\_\_\_\_

2. CIN of the Licensee Company: \_\_\_\_\_

3. Correspondence address: \_\_\_\_\_  
\_\_\_\_\_

4. License No. \_\_\_\_\_ Dated. \_\_\_\_\_

5. Name, designation and contact details of the Authorized Signatory:

\_\_\_\_\_

Tel No. \_\_\_\_\_ Mobile No.: \_\_\_\_\_

E-mail Id. \_\_\_\_\_

6. Name, designation and contact details of the Nodal Officer:

\_\_\_\_\_

Tel No. \_\_\_\_\_ Mobile No.: \_\_\_\_\_

E-mail Id. \_\_\_\_\_

7. Services offered: \_\_\_\_\_

(Lease Line on Circuit Switch or Managed IP Switch / CUG / VPN / POI  
with other telecom service licensee / any other Services)

**B. TECHNICAL**

1. Complete list of POP's (Switching and Transmission Center) along with location of POP, POP Address, Type of POP, Switching Type, and contact details of POP Head.

S. No.	PoP Location	PoP Address	Type of PoP	Switching Type	Contact Details

2. Overall Network Diagram showing various POP and POI.

3. Interconnectivity (POI) details with

a. Access Service Providers

b. ILD service provider

c. ISP / ITSP service provider

d. Any other Telecom License not covered above.

i. Interconnectivity details for (a) & (b)

S. No.	Type of PoP	Name of Operator	E1 / BW provided	Signaling type	Purpose of POI

ii. Interconnectivity details with (c) and (d)

S. No.	Type of POI	Name of Operator	BW provided	A end	B end	Purpose of POI

4. Details of equipment (both hardware and software) deployed by the Licensee:

S. No.	Equipment	Make/Model	Manufacturer	Date of installation

*Note: This information shall be utilized for ascertaining compliances to MTCTE and TTP conditions from the MTCTE and TTP website/portal.*

5. Net Neutrality:

a. Whether the Licensee is compliant to Net Neutrality as per the guidelines issued by DoT from time to time. Yes/No.

b. If No, provide reasons for non-compliance:

**C. SECURITY**

1. Any bulk encryption equipment employed in the network? Prior approval of licensor is to be checked.
2. Licensee to check the bonafide use of the Leased circuits and to detect misuse by the Customer. Provide the copies of periodical inspection report along with network diagram.

Authorized Signatory of Licensee Company

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Designation: \_\_\_\_\_



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2. CIN of the Licensee Company: \_\_\_\_\_

3. Correspondence address: \_\_\_\_\_  
\_\_\_\_\_

4. License No. \_\_\_\_\_ Dated. \_\_\_\_\_

5. Name, designation and contact details of the Authorized Signatory:

\_\_\_\_\_

Tel No. \_\_\_\_\_ Mobile No.: \_\_\_\_\_

E-mail Id. \_\_\_\_\_

6. Name, designation and contact details of the Nodal Officer:

\_\_\_\_\_

Tel No. \_\_\_\_\_ Mobile No.: \_\_\_\_\_

E-mail Id. \_\_\_\_\_

7. Services offered:

Please tick whichever is applicable

a) International Telephone Services.

b) International Leased Data Service.

c) INMARSAT services except Land Mobile.

**B. TECHNICAL**

1. Complete list of ILD Gateway Stations along with location, Address, Type (Voice/ data/ IPLC), Switch Type/Make/Version and contact details of Gateway Head.

2. Network Diagram showing Interconnectivity details between various Gateways.

Signature and official stamp \_\_\_\_\_

3. Details of ILD Gateway Station under inspection
  - a. Co-ordinates of station along with name of city and state
  - b. Transmission System deployed (Please indicate technical details)
  - c. Total Fiber Capacity
  - d. Name of the Submarine (Optical Fiber) Cable/ Terrestrial system/ Satellite system (Copy of SACFA clearance/ application for SACFA clearance etc.)
  - e. Cable Landing stations (CLS) en-route/terminal stations
  - f. Repeater configuration
  - g. No of repeaters
  - h. Location of repeaters
4. Complete and detailed networking diagram
5. Connected with Centralized Monitoring System (CMS) (Yes/ No):
6. Details of International Connectivity to International Long-Distance Service Provider.
  - a. Transmission connectivity with other countries,
  - b. Built-up of bandwidth
7. Details of Inland Connectivity with
  - a. National Long Distance Service Provider
  - b. Access provider
  - c. ISP / ITSP service provider
  - d. VPN Service Provider
  - e. Any other Telecom License not covered above.

*Interconnectivity details for (a) & (b) should include: "Type of POI / Name of operator / E1 Provided / Signaling type / List of Trunk groups / Trunk Group ID codes & meaning/ Purpose of POI "*

*Interconnectivity details with (c), (d) and (e) should include "Type of POI / Name of operator / Bandwidth provided / A end / B end/ Purpose of POI "*

8. Report of percentage of calls received without CLI and improper CLI from the foreign operators in 24 Hours along with the name of foreign country from which the call was originated. Also provide the detailed/ complete list of improper CLIs received during the period analyzed.

Proforma for Inspection of ILD Licensee

9. CLI (Calling Line Identity) Reports for percentage of No CLI and /or improper CLI calls received/transmitted/transited through ILD switch for POI with Access Providers, NLD Operator in 24 Hour. Also provide the detailed/complete list of improper CLIs received during the period analyzed.

10. Details of Equipment (both hardware and software) deployed by the Licensee:

S. No.	Equipment	Make/Model	Manufacturer	Date of installation

*Note: This information shall be utilized for ascertaining compliances to MTCTE and TTP conditions from the MTCTE and TTP website/portal.*

11. Net Neutrality:

- a. Whether the Licensee is compliant to Net Neutrality as per the guidelines issued by DoT from time to time. Yes/No.
- b. If No, provide reasons for non-compliance:

**C. SECURITY**

1. Any bulk encryption equipment employed in the network? Prior approval of licenser is to be checked.
2. Whether licensee is providing the list of his subscribers, to authorized security agencies directly as well as to the licenser which should be updated at quarterly intervals?

Proforma for Inspection of ILD Licensee

3. Whether the licensee has done adequate verification of each and every customer before enrolling him as a subscriber.
4. Licensee to check the bonafide use of the Leased circuits and other services to detect misuse by the Customer.

Authorized Signatory of Licensee Company

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Signature and official stamp \_\_\_\_\_



**Government of India  
Ministry of Communications  
Department of Telecommunications  
(Director General Telecommunications)  
\_\_\_\_\_ LSA**

**Address** \_\_\_\_\_

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**Proforma for Inspection**

***Instructions:***

- 1. To be filled by the Nodal Officer or Authorized signatory.*
- 2. All pages of the proforma must be signed.*
- 3. Attachments shall be provided in softcopies. All PDF files shall be signed (Digitally or ink signed). Sensitive data including Subscriber details should be submitted in password protected files.*
- 4. Annex separate sheets for furnishing details where sufficient space is not available in the proforma.*

Signature and official stamp \_\_\_\_\_

**A. GENERAL INFORMATION**

1. Name of the Company: \_\_\_\_\_

2. CIN of the Company: \_\_\_\_\_

3. Correspondence address:

4. Registration Certificate No. \_\_\_\_\_ Dated. \_\_\_\_\_

5. Name, designation and contact details of the Authorized Signatory:

\_\_\_\_\_

Tel No. \_\_\_\_\_ Mobile No.: \_\_\_\_\_

\_\_\_\_\_

E-mail Id. \_\_\_\_\_

6. Name, designation and contact details of the Nodal Officer:

\_\_\_\_\_

Tel No. \_\_\_\_\_ Mobile No.: \_\_\_\_\_

E-mail Id. \_\_\_\_\_

7. Services offered: \_\_\_\_\_

(Dark Fibers, Right of Way, Duct Space and Tower)

Signature and official stamp \_\_\_\_\_

## **B. SERVICES**

1. Whether Service to any SP was withdrawn in the last 2 years (previous & current Year. If so, details thereof - name of the Service provider, license number, date of closure etc.

## **C. Compliance to be submitted:**

Is the IP-I provider submitting a copy of the agreement entered into with the licensed Telecom Service Providers within 15 days of signing the agreement to DoT and respective LSA. Sample copies of agreement to be provided.

Authorized Signatory of Registered Company

Signature: \_\_\_\_\_ Name: \_\_\_\_\_ Designation: \_\_\_\_\_

Signature and official stamp \_\_\_\_\_