

News Letter

February 2016

Telecom operators are getting ready to bid for next round of spectrum auction.

Monday, 25 January 2016

The Department of Telecommunications (DoT) has projected that it is likely to earn total revenue of Rs 490 billion during 2015-16. This is about Rs 60 billion more than the target set in the budget for the year.

DoT has already realised Rs 370 billion in revenue as of December 2015. This includes Rs 223.3 billion as upfront fee from spectrum auction conducted in March 2015, Rs 67 billion as license fee, 57.5 billion as spectrum charges and about Rs 22.4 billion through other receipts. Apart from these, DoT also received Rs 53.8 billion from Reliance Communications (RCOM) as spectrum liberalisation fee for 16 circles and Rs 24.5 billion from Vodafone for merger of its various subsidiaries. The department is likely to receive Rs 60 billion in total from RCOM once it pays spectrum charges and license fee for the January-March 2016 period and the liberalisation fee for the remaining four circles where it holds spectrum.

Meanwhile, DoT is likely to conduct the next round of spectrum auction in May-June 2016.

Source : <http://www.tele.net.in/news/item/18637-department-of-telecommunications-projects-revenue-of-rs-490-billion-for-2015-16>

Index:

- Industry News
- Birthdays
- Passion for Action Awardees
- New Joinees
- Employee Appreciation
- E mail etiquette



MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
1 Santano Rodrigues Pravin Kotme Pratul Deka Atul Patowary	2 Rajiv Kuraganti Harendra Mishra Sanjeev Khanna Thanujkumar N Preeti Mudaliar Rakesh Singh Sayan Kabir Sachin Sakpal	3 Sudhangsu Biswas	4 	5 Premkumar Rajesh Shashikant Deshpande Subodh Rajora Manoj Singh Dheeraj Yadav Rupak Nair	6 Bipul Mondal 	7 Jayesh Badani Jaleshwar Saw Ravi Kumar
8 Gaurav Kishore	9 Nagendra R R	10 Dipu Kumar Krishna Prasad Laxman Patil Jeevan Ghadage	11 Sandesh Jadhav Rajeeva Poojary	12 Vishnu Sreerama Murthy Vardhan Yogini Pardeshi Viraj Anerao	13 Qaisar Malick	14 Saji Kumar M G Sanjay Kale Sunil Sahoo Dinesh Singh
15 Shivkumarswamy B Bishnu Mandal L.N.R.Gaikwad Ajaykumar K V Ranbir Singh Ravi Mehta	16 Ray Thongamba Deep Das	17 	18 Diganta Kalita 	19 	20 Harshit Srivastava Suddhalok Sarkar Mahesh. Shinde Abhay Satam	21 Prasad Chandorkar Ashit Ghose Dinbandhu Kumar
22 	23 Ashwin Prajapati Gopal Arvindrao Parvatikar Gaurav Sharma	24 Santosh Singh Shaikh Mubin	25 Srinivas G.	26 Ramesh Yadav	27 Nikhil Vaity Madhura Sonavane	28 Arun Kumar Jay Khandagale Mohammad Akram Md. Shahnawaz Anwer

PASSION *for* ACTION



PASSION FOR ACTION AWARDEES:

Department:	Full names:	Designation:	Location:	Individual / Team:
Information Technology	Prasad Ganesh Chandorkar	Assistant Manager	Mahape	Individual
Capacity Enhancement / Upgration	Praveen Kumar Sirineni	Assistant Manager	Andhra Pradesh	Team
	Ravibabu Kagita	Engineer – Electrical		
	D Anand Babu	Site Supervisor		
	S P Abraham David	Site Supervisor		
	Mangesh Nerkar	Assistant Manager	M&G	Individual
	Bijan Das	Assistant Manager	Kolkata	Individual
	Sheikh Raja Anees	Assistant Manager	Jammu & Kashmir	Individual
	Safiul Kabir	Assistant Manager	Jharkhand	Individual



MR. SATISH KIRPAN
ADMIN



MR. DILLIPSINGH SODHA
SCM

CERTIFICATE DISTRIBUTION

MS. SHWETA NERURKAR
ADMIN





Dibya Shankar Jena
Land Lease Management
Orissa



Arun R.S
Operations
ROTN



Dinesh Sathe
Information Technology
Mahape



Nagendra R R
Sales & Marketing
Karnataka



Balasaheb Kadam
Information Technology
Mahape



Sachin Balshiram Kachan
Finance & Accounts
Mahape Office



Mayuri Ashok Supekar
SPARTA Project
Mahape



Jatinder Kumar
Land Lease Management
Jammu & Kashmir



Rajesh N. Mulchandani
Legal & Risk Management
HO



Avijit Chowdhury
Logistics
Kolkata



Employee saves child's life

On 19th Jan, Vijay Kumar Sharma, our Sale Executive left the office at 7:30 PM after completing his daily routine work. When he was on his way to his home, in midway when he reached near KGB Ka Rasta, Johari Bazar, which is located in the main market and city heart. while riding he saw a 1 ½ year old kid is dipping down from a house window.

Everybody has surrounded the baby but no one has taken pain to take immediate action to took baby to hospital. Mr. Vijay Sharma has taken the initiative & took him to SMS hospital emergency service. It seems that while playing near window baby slipped and dropped on the road from window of third floor.



He took this child and a person from nearby shop , without delaying to SMS Hospital Emergency Service Ward. He admitted him in the emergency for further Medical Treatment. After admitting him to Hospital he informed his friends to find and get the parents of the child to Hospital. He handover the kid to his family around 2.30 pm and left the hospital after insuring the child stableness.

His quick response/action & prompt medical facility to kid has saved the life of Kid and bring happiness to his family.

Here we salute & appreciate his responsibility toward society/nation.

How to communicate effectively over emails at workplace



Email is the most widely used tool for business communication at the workplace. We read and compose at least 50-60 emails a day on an average. Poorly written, unclear, misleading or ineffective emails not only cause a loss of time and productivity, but can also harm one's reputation by leaving a poor impression on the reader. It, therefore, becomes imperative that we make the best possible use of emails to communicate effectively at the workplace.

<u>Relevance</u>	Email as A means of communication can be effective only when it is relevant. Email may be convenient but does not necessarily mean that it is the best means of communication in every situation at the workplace. Before you start writing, ask yourself if it really is necessary and you need to email at all; will a phone call or a face-to-face discussion not suffice.
<u>Subject Line</u>	Always add a subject line to your emails. Emails without a subject line are overlooked as spam, more often than not. The subject line, as the name suggests, must be specific to the content of your email. Treat an email subject line as you would a newspaper headline – use it to grab the reader's attention whilst summarizing the main idea of the email in a concise sentence.
<u>Content</u>	Keep your messages clear and brief. Your sentences should be short and to the point. Long and badly structured sentences confuse the reader. Avoid miscommunication by keeping content clear, organised and contextual. Begin your email with a formal salutation, state the purpose of writing and provide a context to why you are writing. Close the email by stating the outcome you expect from your message and sign off with a polite greeting and your name.
<u>Tone</u>	The emails you send are a reflection of your professionalism. Emails at the workplace must have a formal tone to them. There is always a higher chance of miscommunication over emails because your words are not accompanied by gestures, body language and facial expressions, and your reader may easily misconstrue your words. Be polite, choose your words wisely, use proper punctuation and avoid capitalizing all your words.
<u>Language</u>	An email can be effective only when the language used is grammatically sound and is spelt correctly. If the reader cannot understand what you have written, there is hardly any chance of them taking any action on it, thereby rendering your message ineffective. Review your messages before sending them. Make it a habit to proofread your emails twice over and use spell check.

Response

Time

Good email etiquette maintains that you do your best to respond to business communications as soon as possible. When you do not respond promptly, you come across as unorganised and unconcerned. Even if you are not able to attend to an email right away, writing a line back in acknowledgement that you have received it and will attend to it shortly, shows professionalism.

Don't write an email which you would not want to be a recipient of – keep this golden rule in mind while sending emails at the workplace.