**Instructions for File Monitoring/Letter Monitoring System**

1. The URL to access file monitoring and letter monitoring system is

http://delserv.nic.in.

2. The above URL (Link) will only be accessed using TriB-DG Plan of MTNL.

3. Users are advised to convert Non-TriB-DG(Broadband) Plans to TriB-DG

 Plan.

1. To convert the broadband plan Users are requested to apply at the nearest MTNL Office. Application for conversion to TriB-DG plan is available at <http://delhishelterboard.in>

 b) Users requested to submit the filled up form for user id and Password for TriB-DG Plan from NIC, Delhi State Unit. The form is available at website <http://delhishelterboard.in>

4. The user id and Password for accessing FMS/LMS can be obtained from

 O/o. Dy. Director(IT), Room No. 42, Punarwas Bhawan, I.P. Estate, New

 Delhi-2.

5. For any clarification, Please Contact the following persons.

1. Sh. Aniruddha Chaudhury, Assistant Director(System) (Mob.

 No.9717999263, email Id :chaudhury\_1961@yahoo.co.in

1. Sh. Pradeep Chandola, Head Clerk, Mob.No. 9911558965

 c) Sh. Rajesh Verma, Data Entry Operator (Mob. No.8826449555)

 Sd/- V.P. Kashyap Dy.Director(IT)