

**V.O.CHIDAMBARANAR PORT TRUST  
FINANCE DEPARTMENT**

**No.FIN-OFFAO-CRT-MONT-V1-15**

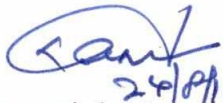
**Date : 24.08.2016**

**CIRCULAR No. 13 /2015-16**

It is observed that the amounts which are recoverable from other Ports or third parties are directly being booked in the concerned expenditure code and the details of recoverable are available only in the note sheet by which it is not possible to monitor for its recovery or otherwise. Some of such expenditures that was observed are electricity charges, water charges, apprentice stipend, telephone/ mobile charges, TA/DA etc. Henceforth, it is hereby informed that for any amounts recoverable from the 3<sup>rd</sup> parties or other Ports, the following account codes are to be operated and accounted. It should not be booked under the expenditure of VOCPT. Also the concerned AOs have to regularly take up for its realization with the concerned department/ Port/ 3<sup>rd</sup> party as the case may *be*.

Sl.No	Head of Account	Account Code
1	Amount recoverable from Employees	A780

2. All such amounts which are recoverable as on 31.7.2016 be identified and rectification JV be proposed before 31.8.2016.

  
24/8/16  
Financial Adviser and  
Chief Accounts Officer

To  
All Heads of Department