

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

**No: FIN-OFFCJ-COD-**  
**ACCOU-V1-13/D.1263**

**Dated:18.06.2013.**

**C I R C U L A R**

Sub: Accounting Procedures - New Codes under ERP System - Reg.  
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Under the system of ERP, to account for and monitor the transactions of Capital works in progress, TDS on Port charges - POS and Advance to other institutions to be flown through Works Module, the following Asset codes are created and renamed. Also, to account for and monitor the transactions relating to Lease Rent advance rental collections and Deposits received towards lease of land separately one existing code of L703 is renamed and another new code of L720 is created as detailed below:-

S. No.	GL Description	GL code
1	Capital Works in Progress (Works Module)	A-696
2	Advance to other Institution	A794
3	Deposits for Lease of Land	L720

S. No.	Existing GL Code	To be renamed as
1	Excise Duty Receivable - A803	TDS on Port Charges - POS - A803
2	Advance to other Institution - A796	Advance to other Institution - Apprentice stipend A796
3	Deposits Lease Rent - other categories - L703	Lease Rent Advance Rental Collections - L703

2. The above procedure comes into force with effect from 01.06.2013. The amount if any already booked under the above category may please be transferred to the respective GL codes without fail.

**FINANCIAL ADVISER AND  
CHIEF ACCOUNTS OFFICER**

To

1. All Heads of Departments and others (as per the list)
2. Accounts Officer- Gr.II/AAB – with a request to create above code in the system with linking facility to all Departments.
3. All Officers/Finance Department
4. Guard File
5. The Resident Audit Officer, VOC PT.