

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

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

**DATED: 04.6.2014.**

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

Sub: Accounting Procedures - New Accounting Codes - Reg.  
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As part of Port Community System being operated, New Savings Bank Account with M/s. Indian Bank Tuticorin have been opened. In order to record the transactions pertaining to the above Bank Account, three new GL codes are proposed for creation as detailed below:-

S. No.	GL Description	GL code
1	General Rev. Indian Bank - SB Account - EDI	A-866
2	General Rev. Indian Bank - Cheque Receipt A/c- EDI	A-867
3	General Rev. Indian Bank - Cheque Issue A/c- ED	A-868

2. As per Ministry's Guidelines on Corporate Social Responsibility (CSR) for Major Ports, it is mandatory for profit making Ports to earmark specific funding for Corporate Social Responsibility activities. Hence, in order to account for the Contribution to the Fund in SAP, a new GL code is created as detailed below in SAP(FI) System:-

S. No.	GL Description	GL code
1	Corporate Social Responsibility Fund	L424

2. The above procedure as in Para (1) comes into force with effect from 01.5.2014 and with effect from 1.3.2014 in respect of para (2) above.

**FINANCIAL ADVISER AND  
CHIEF ACCOUNTS OFFICER I/C.**

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.
3. All Officers/Finance Department
4. The Resident Audit Officer, VOC PT.
5. Guard File