

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

**No: A- 6/1/2010-COST/**

**Dated: 10.10.2011.**

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

Sub: Accounting Procedures - New Accounting Codes - Reg.

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In order to account for and monitor all the transactions in respect of employer's contribution and the amount recovered from Contractors working in this Port towards E.S.I Scheme, the following new accounting codes need to be introduced:-

**Under Classification & Coding of Expenditure by 'Types'**

**IV Sundry Expenses**

Port's Contribution to E.S.I Scheme - 680 - Type of Expenditure

**Under Current Liabilities**  
**Miscellaneous Creditors & Credit Balances**

Contribution to E.S.I Scheme (Port's Contribution and Contractors) 008 806 L611

2. The above procedures comes into force with effect from 01.04.2011. The Contribution already made and amount already recovered from contractors shall be transferred to the above respective codes without any omission. The Pay Bill Section -II of Finance Department shall maintain the above suspense ledger.

**FINANCIAL ADVISER AND  
CHIEF ACCOUNTS OFFICER**

To

1. All Heads of Departments and others (as per the list)
2. All Control Copy Holders (as per the list overleaf)
3. Jr. Accounts Officer/AAB - with a request to create above code.
4. Accounts Officer-Pay Bills
5. E.D.P. Centre - with the request to suitably insert the above code in the copy available in Intranet.
6. Guard File (New Chart of Accounts)
7. The Resident Audit Officer, VOC PT.