

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

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

Dated: 14.8.2014.

C I R C U L A R

Sub: Accounting Procedures - New Codes under ERP System - Reg.

To monitor and account for the preliminary expenditure (revenue nature) incurred towards the Development of Outer Harbour Project, two separate cost centre codes are created as detailed below. The Budget centre shall be that of Engineering Civil Department (5 Management - 43 Engineering (C) Department):-

S. No.	GL Description	CC code
<u>Group: Management & General Administration CA5 - 681-690 Outer Harbour Development</u>		
1	Establishment Expre. - Outer Harbour Development	CA5 __681
2	Execution of Contract - Outer Harbour Development	CA5 __682

2. All the types of expenditure (Revenue nature) covering Salaries & Wages, Stores, General Expenses and Sundry Expenses relating to Outer Harbour Development are to be booked under the above cost centres and the consolidated total expenditure are to be transferred to capital work in progress (A700) under a distinct sub project code for each such cost centre below the main Estimate of "Outer Harbour Development" every March.

3. The above procedures comes into force with effect from 01.04.2014. The amount if any, already booked relating to preliminary expenditure of Outer Harbour Development may please be transferred to the the above new cost centre code without fail. Also, the transfer envisaged in Para-2 will be ensured by the Section in charge of monitoring Capital Expenditure (Currently Works Section).

S/D
FINANCIAL ADVISER AND
CHIEF ACCOUNTS OFFICER (St)

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 type of expenditures.**
3. All Officers/Finance Department
4. Guard File
5. The Resident Senior Audit Officer, VOC Port Trust.