

**TUTICORIN PORT TRUST
FINANCE DEPARTMENT**

No. A- 6/1/2008-COST/D.

Dated: 21.10.2009

C I R C U L A R

Sub: Accounting Procedures - New Accounting Codes - Reg.

At present the charges for hiring of Speed Boats deployed for patrolling purpose in and around Port coastal area is booked under "Sundry expenses" -Charges for Hiring of Tugs - 414. To monitor and account for the expenditure, a separate type of expenditure code (415) is created as detailed below:-

UNDER CLASSIFICATION & CODING OF EXPENDITURE BY "TYPES"

IV SUNDRY EXPENSES

Charges for Hiring of Patrol Boats - 551-415-C327 (Safety related expenditure)

2. Also to monitor the Medical expenses of Retired employees, presently booked under Type of Expenditure -"Medical expenses (including reimbursements)" - 335, a separate type of expenditure code (334) is created as detailed below:

UNDER CLASSIFICATION & CODING OF EXPENDITURE BY "TYPES"

III GENERAL EXPENSES

Medical expenses of Retired Employees referrals- 564-334-C336 (Port Hospital)

3. The nomenclature in respect of Type Code No.335 shall be modified as Medical Expenses of Serving Employees referrals.

4. The required budget provision may be furnished in Revised Estimates 2009-10 & Budget Estimates 2010-11. The above procedure comes into force with effect from the date of issue of this Circular.

Sd/-21/10/2009
**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)
3. Senior Accounts Officer/Establishment for information
4. Accounts Officer/Marine for information
5. Junior Accounts Officer/AAB - with a request to create above code in the on line system.
6. E.D.P. Centre - with the request to suitably incorporate in the System and also to insert the above code in the copy available in Intranet.
7. Guard File (New Chart of Accounts)
8. The Resident Audit Officer, TPT.