

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

No: A- 6/1/2012-COST/

Dated: 18.10.2012.

C I R C U L A R

Sub: Accounting Procedures - New Accounting Codes - Reg.

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, to account for the Contribution to the Fund, a new expenditure code (759) is created as follows:-

**UNDER CLASSIFICATION & CODING OF EXPENDITURE BY "TYPES"
VI FINANCE AND MISCELLANEOUS EXPENDITURE**

Contribution to Corporate Social Responsibility Fund - 676 759 C476

**UNDER LIABILITIES
REVENUE RESERVES**

Corporate Social Responsibility Fund - 003-306-L424

2. The above procedure comes into force with immediate effect. The expenditure incurred already on this account if any, may be transferred to the above code without any omission. The transaction relating to Corporate Social Responsibility will be dealt in by Works Section of Finance Department.

**FINANCIAL ADVISER AND
CHIEF ACCOUNTS OFFICER (St)**

To

1. All Heads of Departments and others (as per the list)
2. All Control Copy Holders (as per the list overleaf)
3. Accounts Officer - Grade-II/AAB - with a request to create above code and necessary follow-up action.
4. Accounts Officer (Works)
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.