

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

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

DATED:08.12.2015

C I R C U L A R - N O . 1 3

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

To account for and monitor the collection of contribution from Pensioners to avail free medical facility and the amount towards issue of cheques pending for re issue due to cheque returned/cheque not presented/cheque lost/cheque issued but became stale as 3 months expired from date of issue, the following two new GL codes are proposed for creation:-

Sl. No.	GL Description	GL code
1	Contribution from Pensioners to avail Medical benefit scheme	R 740
2	Cheques pending for Re-Issue	L 798

2. The above procedure comes into force with effect from 09.12.2015.

**FINANCIAL ADVISER AND
CHIEF ACCOUNTS OFFICER**

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.
4. Guard File