

TUTICORIN PORT TRUST
FINANCE DEPARTMENT

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

Dated: 11.3.2009.

C I R C U L A R

Sub: Accounting Procedures - New Accounting Codes - Reg.

Ref: This Department's Circular No. A-6/1/2005-COST, dated 18.10.2005.

In order to account for and monitor the expenditure relating to newly created Occupational Health Unit, a separate cost centre is created as detailed below:-

Under 5. GENERAL OVERHEADS: Management and General Administration (300-399)
004. SUB-OVERHEAD: Medical Expenses (330-339)
Occupational Health Unit : C335

2. The expenditure may be booked under the relevant ten digit codes depending upon the nature of expenditure under Medical Department. The above procedures comes into force with effect from 01.03.2009. The expenditure incurred already if any, on this account may be transferred to the above code without any omission. Necessary budget provisions may be incorporated in R.E. 2008-09 as required and 2009-10 and thereafter by Medical Department.

SD.11.3.2009
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. Jr. Accounts Officer/AAB - with a request to create above code under relevant ten digit code in the on line system.
4. 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.
5. Guard File (New Chart of Accounts)
6. The Resident Audit Officer, TPT.

16/2008-09