



PUNJAB STATE TRANSMISSION CORPORATION LIMITED

(Regd. Office: PSEB Head Office, The Mall, Patiala-147001)

Corporate Identity Number: U40109PB2010SGC033814

O/o Accounts Officer/A&R(Compilation), Shakti Sadan, Patiala

www.pstcl.org e-mail: ao-comp@pstcl.org Tel./Fax No. 0175-2203637

Accounts Circular No. 02/2015/PSTCL

To

All Addl. SEs/Sr. Xens **(All Accounting Units)**
under PSTCL

Memo No.: 345-89/CFO/A&R-20

Dated: 31.03.2015

Subject: - Amendment in accounting procedure of Booking of GPF and CPF.

While adopting the accounting procedure given at Sr. No. 2 (on monthly basis) and Sr. No. 4 (on yearly basis) of Annexure-A of Accounts Circular No. 3/2014 read with Accounts Circular No. 4/2014 relating to Disbursement of salary centrally at Head office level from April 2014 onwards, it has come to notice that the detail of GPF deduction and CPF contribution on monthly basis is not available in the accounts for the reconciliation of the same at Head office level by the AO/Centralised Pay Cell and AO/NPS. To overcome this problem the following new account codes have been added in "Chart of Accounts" Commercial Accounting Systems Vol-1 Part-1 under Main Account Code 44.3 and 44.4:

<u>Account Code</u>	<u>Account Head</u>
44.326	Amount of GPF contribution and recoveries of refundable advances to be paid through Centralised Pay Cell under AO/Cash
44.460	Amount of CPF contribution – Employee's contribution of employees on deputation from PSPCL to be paid through Centralised Pay Cell under AO/Cash
44.465	Amount of CPF contribution – Employer's contribution of employees on deputation from PSPCL to be paid through Centralised Pay Cell under AO/Cash
44.470	Amount of CPF contribution – Employee's contribution of employees recruited by PSTCL to be paid through Centralised Pay Cell under AO/Cash
44.475	Amount of CPF contribution – Employer's contribution of employees recruited by PSTCL to be paid through Centralised Pay Cell under AO/Cash

44.480

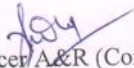
Amount of Net Salary to be paid through
Centralised Pay Cell under AO/Cash

In partial modification of Accounts Circular No. 3/2014 the Sr. No. 2 and 4 of Annexure-A of above Circular is replaced with Annexure – A(II) which is enclosed.

Therefore it is directed that in March 2015 monthly account all the accounting units should pass an adjustment entry as per Annexure –A(II) for the transactions made during the period 4/2014 to 2/2015 through JV and reverse the original entries made during this period. From March 2015 onwards it must be ensured that the accounting entries be passed/incorporated in each monthly account as per Annexure- A(II).

This issues with the approval of Chief Financial Officer, PSTCL, Patiala.

Annexure- A(II)

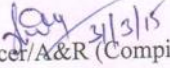

Accounts Officer/A&R (Compilation),
PSTCL, Patiala.

Endst. No.: 390-415/CFO/A&R-20

Dated: 31.03.2015

Copy of the above is forwarded to the following for information and further necessary action please.

1. Chief Engineer/TS PSTCL Patiala.
2. Chief Engineer/SLDC PSTCL Patiala.
3. Chief Engineer/P&M PSTCL Ludhiana.
4. Financial Advisor PSTCL Patiala.
5. Chief Accounts Officer (WM&G) PSPCL Patiala.
6. All Dy.CEs/SEs under PSTCL.
7. All Dy. CAOs / Dy. CAs / Dy. FAs under PSTCL.
8. Company Secretary, PSTCL.
9. All AOs under P & M Circles.
10. RAO, PSTCL, Patiala.
11. SE/IT, PSTCL, Patiala for placing the circular on website of PSTCL.


Accounts Officer/A&R (Compilation),
PSTCL, Patiala.

CC:

Sr. PS to Director/F&C, PSTCL, Patiala for kind information of Director, please.

Entries by Drawing officer/Officer in charge (Pay)			
2) For transferring amount to be paid through AO/Cash-Centralised Pay Cell			
TEO/JV Monthly	Particulars	Debit	Credit
	Net salary payable		Account Code 44.310 (Minus)
	Provident Fund Trust-contribution		Account Code 57.126 (Minus)
	Provident Fund Trust Refundable Advances-Recoveries		Account Code 57.126 (Minus)
	Contribution Pension Fund- Employee's Contribution		Account Code 57.160 (Minus)
	Contribution Pension Fund- Board's Contribution		Account Code 57.165 (Minus)
	Contribution Pension Fund- Employee's Contribution (recruited after 16.04.2010 by PSTCL)		Account Code 57.170 (Minus)
	Contribution Pension Fund- Board's Contribution (recruited after 16.04.2010 by PSTCL)		Account Code 57.175 (Minus)
	Amount of GPF contribution and recoveries of refundable advances to be paid through Centralised Pay Cell under AO/Cash		Account Code 44.326
	Amount of CPF contribution – Employee's contribution of employees on deputation from PSPCL to be paid through Centralised Pay Cell under AO/Cash		Account Code 44.460
	Amount of CPF contribution – Employer's contribution of employees on deputation from PSPCL to be paid through Centralised Pay Cell under AO/Cash		Account Code 44.465
	Amount of CPF contribution – Employee's contribution of employees recruited by PSTCL to be paid through Centralised Pay Cell under AO/Cash		Account Code 44.470
	Amount of CPF contribution – Employer's contribution of employees recruited by PSTCL to be paid through Centralised Pay Cell under AO/Cash		Account Code 44.475
	Amount of Net Salary to be paid through Centralised Pay Cell under AO/Cash		Account Code 44.480
4) Issue U-Cheque to AO/Cash-Centralised Pay Cell for final settlement at the year end			
U-Cheque Cash Book yearly	Particulars	Debit	Credit
	Amount of GPF contribution and recoveries of refundable advances to be paid through Centralised Pay Cell under AO/Cash	Account Code 44.326	
	Amount of CPF contribution – Employee's contribution of employees on deputation from PSPCL to be paid through Centralised Pay Cell under AO/Cash	Account Code 44.460	
	Amount of CPF contribution – Employer's contribution of employees on deputation from PSPCL to be paid through Centralised Pay Cell under AO/Cash	Account Code 44.465	

Annexure – A(II)

	Particulars	Debit	Credit
	Amount of CPF contribution – Employee's contribution of employees recruited by PSTCL to be paid through Centralised Pay Cell under AO/Cash	Account Code 44.470	
	Amount of CPF contribution – Employer's contribution of employees recruited by PSTCL to be paid through Centralised Pay Cell under AO/Cash	Account Code 44.475	
	Amount of Net Salary to be paid through Centralised Pay Cell under AO/Cash	Account Code 44.480	
	Blank Code		Account Code 37.000