

Accounts Circular No. 04/2011/PSTCL

To

- 1 All ASEs/Sr. Xens PSTCL (Accounting Units/DDOs only)
- 2 All Accounts Officer under PSTCL.
- 3 Accounts Officer/A&R and AO/WM&G, PSPCL, Patiala.

Memo No. 1492/1551/CAO/A&R/20

Dated: 28/06/2011


Subject: Opening of New Account Codes/Heads for Payment to Outsourcing Agency for Engagement of Personnel on Contract basis.

PSTCL has issued work order no. 1 dated 18.01.2011 to M/s Sharma Associates, Chandigarh for providing outsourcing staff. For proper and separate accounting regarding payment to outsourcing agency on account of Personnel engaged on Contract basis, there is a need to create a separate account code under Administration and General Expenses head i.e. GH – 76. Accordingly the following Account Codes/Heads are added the booklet of "Chart of Accounts" (Commercial Accounting System Vol. I Part I) under Group Head - 76 for proper account of payment to outsourcing agency for engagement of Personnel on contract basis.

Account Code	Account Head
76.197	Payment to outsourcing agency for engagement of Personnel on Contract basis .

The payment made during 2011-12 (up to June 2011) may also be adjusted under this newly sub head through JV/TEO in June 2011 Account. Similarly payment made during 2010-11 (up to March 2011) is also to be adjusted under this newly opened Account in March 2011 Account.

This issues with the approval of Chief Accounts Officer, PSTCL, Patiala after discussion with Director/Finance & Commercial PSTCL Patiala.


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

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

- 1 Er. in Chief/Sub Station, PSTCL, Patiala.
- 2 Chief Engineer/TL, PSTCL, Patiala.
- 3 Chief Engineer/P&M, PSTCL, Ludhiana.
- 4 Chief Engineer/SO&C, PSTCL, Patiala.
- 5 Financial Advisor, PSTCL, Patiala.
- 6 CAO/A&R, PSPCL, Patiala.
- 7 All CAOs / CA / FA / Cost Controller under PSPCL.
- 8 All SEs under PSTCL.
- 9 All Dy. CAOs / Dy. CAs / Dy. FAs under PSPCL / PSTCL.
- 10 Company Secretary, PSTCL/PSPCL.
- 11 All Accounts Officers under PSPCL.
- 12 Accounts Officer/Broad Sheet, PSPCL, Patiala.
- 13 RAO, PSPCL/PSTCL, Patiala.
- ✓14 SE/IT, PSPCL / PSTCL, Patiala for placing the circular on websites of PSPCL/PSTCL.


28/6/11
Accounts Officer/A&R(Compilation),
PSTCL, Patiala.

CC

- 1 Sr. PS to CMD, PSTCL/PSPCL, Patiala.
- 2 Sr. PS to Director/Finance & Commercial, PSTCL, Patiala.
- 3 Sr. PS to Director/Finance, PSPCL, Patiala.
- 4 Dy. Secy. to Director/Technical, PSTCL, Patiala.
- 5 Sr. PS to Director/Administration, PSTCL, Patiala.
for kind information of the CMD/Directors respectively.
- 6 PA to Chief Accounts Officer, PSTCL, Patiala.