

**PUNJAB STATE POWER CORPORATION LTD.
CHIEF ACCOUNTS OFFICER
(WM&G SECTION)**

Accounts Circular No. 9
Year:2010

To

1. All Addl.SEs/Sr.Xens/REs (Accounting Units only)
2. All AEEs/AEs/AAEs Op. Sub divisions/sub offices.

Memo No:3727/4227 /CAO/WM&G/B-85
Dated :15.07.2010

Sub:- Streamlining of work procedure/accounting procedure for works which are not being carried out departmentally.

In view of the decision of the Committee, constituted to overcome the difficulties faced in maintaining the accounts of the works not being carried out departmentally, the following instructions shall also be followed in maintaining the IWR:-

1. In case of HVDS works, actual measurements on completion of job shall be recorded in part IV, feeder wise for feeders covered in work order.
2. In case of OYT/SEM area/other AP connections, the actual measurements shall be recorded Sub Division wise connections released in Part-IV.
3. In case of Turn Key Projects for conversion of existing works, IWR shall be issued feeder wise & entry be made Nodal Distribution Transformer wise, as the case may be. Material dismantled and reused due to the re-engineering or otherwise should be specifically mentioned in IWR Part-V.
4. Discrepancy in healthiness/complete parts of a item of the dismantled material shall also be mentioned in the remarks column of part-V of IWR.
5. Conditions of oil level and accessories of Transformers shall be mentioned in the remarks column of part-V of IWR.

This issues with the approval of Chief Accounts Officer.

Accounts Officer/WM&G,
P.S.P.C.Ltd., Patiala.

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Endst.No.4228 /WM&G /B-85 Dated: 15.07.2010

Copy of the above is forwarded to Under/Secy., P&S, Patiala. He is requested to add five times more page in the IWR part I to V.