

JAIPUR VIDYUT VITRAN NIGAM LTD.
OFFICE OF THE CHIEF ACCOUNTS OFFICER, JAIPUR.

16/3)

NO. JAIPUR DISCOM/CAO/ACCTTS./F. D. 3402 JAIPUR, MARCH, 2001.

C I R C U L A R

The Chief Controller of Accounts, RRVPN Ltd., Jaipur vide circular No. RRVPN/CCAO/ACCOUNTS/2000-2001/D.655 dt.17.2.01 (copy enclosed for ready reference) has prescribed certain account code heads and procedure to record the inter company transactions in the books of accounts consequent upon unbundling of RSEB.

On receipt of the claim from the Chief Accounts Officer of another company, the claim shall be divided circlewise and sent to the respective Circle Accounts Officer by the corporate office. On receipt of the claim, the Circle Accounts Officer shall exercise preliminary check i.e. supporting vouchers, amount, whether pertaining to his circle and arrange to get the claim verified from the records of his office or from the stores wing, as the case may be. On admitting the claim after due verification, amount verified shall be credited to "Amount payable to Co. A/c." and respective works/stores/exp. A/c. (As usual being done in the method of ATD) shall be debited in the books of accounts of the Circle. Details of claims accounted for in the MTB, would be informed to undersigned in the prescribed proforma (Annexure-A) alongwith the MTB. In case, if any deviation of amount from the claim, the reasons may be recorded in the above information.

In case of expenditure/payment relating to other company and incurred/adjusted by the circle AO of Jaipur Discom, such amount will be debited in Cash Book/other books under the head of "Amount receivables from Co. A/c." and claim will be lodged as per procedure laid down in the said circular of CCOA under intimation to this office.

The debit so raised to other companies may be transferred to the Head office of Jaipur Discom at the end of financial year, through Inter Unit Account. Similarly balance under the head "Amount payable to Co. A/c." would be transferred to Head office at the end of the financial year. While sending the ATD/ATC to Head office companywise/monthwise/itemwise detail be furnished.

Strict compliance of the above instructions shall be made by the Circle Accounts Officer.



(A.K. JAIN)

CHIEF ACCOUNTS OFFICER

Encl: As above.

Copy submitted/forwarded to following for information and necessary action:- for information and strict compliance.

1. The Chief Controller of Accounts, RVPN, Jaipur.
2. The Chief Accounts Officer, AVVNL/JD. VVNL/RVUN, Ajmer/Jodhpur/Jaipur.
3. The Sr. Accounts Officer()/Accounts Officer(), JVVN Ltd., _____ for strict compliance.


CHIEF ACCOUNTS OFFICER

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Annexure-A

JAIPUR DYUT VILLAGE NIGAM LTD.
OFFICE OF THE ACCOUNTS OFFICER () JVVN.LTD.

STATEMENT SHOWING DETAILS OF I.C.T. DURING THE MONTH OF _____

<u>S.NO.</u>	<u>ICT NO.</u>	<u>ATD/ACT NO.</u>	<u>DATE</u>	<u>RECOVERABLE/PAYABLE</u>	<u>NAME OF CIRCLE TO WHICH CLAIM PERTAIN.</u>	<u>AMOUNT</u>	<u>REMARK</u>
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