

ANDHRA PRADESH STATE ROAD TRANSPORT CORPORATION

No.MA1/4(13)/2019-20-AD

O/o the VC &MD,RTC HOUSE,
Accounts Wing, Dt. 17.06.2019.

Accounts Circular No.04/ 2019-20, Dated 17.06.2019.

Sub:- Accounts –Revision of monthly provision towards Gratuity and Leave Encashment-Reg.,

Ref:- Accounts Circular No. 3/ 2013-14, Dt: 25.04.2013.

The provision towards gratuity and encashment funds were reviewed from 2014-15 to 2028-29 i.e., 15 years data it is decided to book the provision towards Gratuity and Leave Encashment as per the following revised rate in April 2019 accounts onwards as follows

S.No	Item	Existing (%)	Revised (%)
1	Gratuity	15%	8 %
2	Leave Encashment	8%	11%

All the Dy.CAOs / AOs of the Region/Zone/HO-AO(P&A)are advised to work out the monthly provisions on revised rates, towards Gratuity and encashment on PAY+DA of all groups from APRIL 2019 accounts onwards and adjust the difference in June 19 accounts. Collect the modified FACTIS program from the AO (Computers) Head Office.

This has the approval of VC&MD.



FA & CAO

To
All the Dy.CAOs/AOs
APSRTC.

Copy to CM(F&A) ,Resident Senior Audit Officer, RTC House, Vijayawada for information.
Copy to AO(Comp) to make suitable modification in FACTIS and CIS program.
Copy to All DMs, EEs, ATMs of the corporation for N/A.