

ANDHRA PRADESH STATE ROAD TRANSPORT CORPORATION

Office of the Managing Director,
Mushirabad Hyderabad - 20.

No. S0(M)/396(4)/82-IED.

Circular No. PO. 41/84-85 - Dated 30th July, 84.

Sub:- Manuals - Audit and Accounts Manual - Reg.

Ref:- 1) Accounts Circular no. 10 - Dt. 26-4-84.
2) Accounts Circular No. 13 - Dt. 6-6-84.

All Officers are hereby requested to add the following matters in the Accounts & Audit Manual, 1979 at page 210 as Item - 31.

“UNPAID WAGES/WITHHELD AMOUNTS: The unpaid and With held amounts must be remitted into bank within 3 days. If the amount is not remitted within the specified period an interest at the rate of 18% per annum shall be recovered from the salary of the persons concerned on the amounts retained with them. In levying interest on delayed remittances care should be taken to levy a minimum interest of 16% for delay in remittances for a month or part thereof.”

p.t.o

The same should also be added in the Operational Manual at page 92 read as item 17 of 53.10.


SPECIAL OFFICER (MANUALS).

To
All Officers of the Corporation.

Copy to: Monthly Index of Circulars.
Copy to: AG, Audit, RTO, Hyderabad.