

ANDHRA PRADSH STATE BOARD OF TRANSPORT CORPORATION

No: MA1/4(1)/2005-06 AD.  
2005.

O/o VC & MD: Accounts Wing,  
Mushirabad: Hyderabad,  
Date: 2<sup>nd</sup> May

**ACCOUNTS CIRCULAR NO: 3 / 2005**

Sub: ACCOUNTS – Monthly Provision towards Exgratia,  
Leave Encashment and Gratuity – Revision of -Reg

Ret : 1) Accounts Cir No. 2 / 2004 dated 19<sup>th</sup> Jan 04  
2) Cir. Lr. No.MA1/4(1)/2004-05-AD dated 22<sup>nd</sup> Jan 2005  
3) Cir. Lr. No.MA1/4(1)/2004-05-AD dated 22<sup>nd</sup> Mar 2005

Through the Circular 1<sup>st</sup> dated, the rates of monthly provisions towards Exgratia, Leave Encashment and Gratuity were communicated as under:

Ex-gratia	@ 0.25 %
Encashment	@ 6.50 %
Gratuity	@ 4.80 %

Through This office circular letter 2<sup>nd</sup> cited, all the Regional and zonal Dy CAOs / AOs were requested to work out the monthly provision towards Leave Encashment @ 7.5 % of Pay + DA manually and incorporate into accounts for the months of Jan 2005 and Feb 2005.

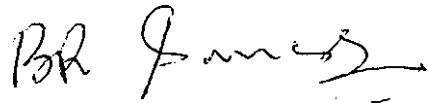
Further through this office circular letter 3<sup>rd</sup> cited, Provision towards Leave Encashment for the month of March 2005 was communicated duly furnishing category wise allocation.

Now, the Provision towards Leave Encashment required for the FY 2005 – 06 has been worked out provisionally and the monthly rate of provision towards Leave Encashment is decided at 6.5% of Pay DA. There is no change in the rated of provision towards Ex-gracia and Gratuity. Thus the rates of provisions towards Exgratia, Leave Encashment and Gratuity to be adopted from April 05 Accounts on words are as under:

Ex-gratia @ 0.25 %  
Encashment @ 6.50 %  
Gratuity @ 4.80 %

Hence, the Dy. CAOs / AOs of all Consolidation Centers, AO (P&A) / HO and AO (BBW & PP) are advised to work out the monthly Provisions towards Ex-gratia, Leave Encashment and Gratuity at the revised rates on Pay + DA of all Groups including Production Units from April'05 Accounts onwards the Regional Dy CAOs / AOs shall apprise the Regional Managers of the revision of the rate of provision.

The Dy.CAOs and AOs are also advised to collect the modified FACTIS Program from the Dy.CAO (Comp) / HO.



CHIEF ACCOUNTS OFFICER.

To  
All the Dy.CAOs and AOs  
All the Zonal Offices  
The Regional Offices  
AO(P&A):HO and  
AO(BBW&PP)  
APSRT Corporation.

Copy to the FA and CA for information  
Copies to all other DyCAOs and AOs for  
information  
Copy to the DyCAO(Computers) for information and  
necessary inform