

ANDHRA PRADESH STATE ROAD TRANSPORT CORPORATION

13/5/08

Office of the V C & M D
Finance Wing Msrd Hyd 20
Date:13th .MAY, 2008.

No:C&B/422(I)/2008-09-FD.

ACCOUNTS CIRCULAR NO:3/2008

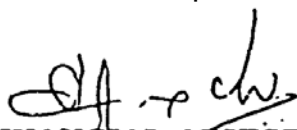
Sub:-**COMPUTERS** - Sanction for replacement of additional T&P Items -
Submission of T&P return - Regarding.

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It is observed that the cases for sanction of T&P items like Computer, Printers, UPSs and Air Conditioners etc., are being processed to Head Office without furnishing the copy of relevant T&P Accounts and the number of Systems/Printers already in use. Further no justification is furnished for additional requirement with respect to day-to-day work and existing actual staff.

In this context, it is now being advised that all such proposals should be accompanied by certified T&P return of the Unit while forwarding the case to Head Office with proper justification for new sanction.

Hence, all the proposals pertaining to sanction of allowable T&P items shall be accompanied with the T&P return duly certified by the Accounts Officer/Region or Accounts Officer(Test Audit) along with justification for the requirement without which the sanctioning will be delayed by returning the cases for compliance.


FINANCIAL ADVISER

Copy to all Officers of the Corporation

