

ANDHRA PRADESH STATE ROAD TRANSPORT CORPORATION

O/o the VC&MD: Accounts Wing,  
Mushirabad: Hyderabad.

No.MA1/4(1)013-14AD

Date:  
25.04.2013

ACCOUNTS CIRCULAR No. 3 / 2013-14 Dt.25.04.2013

Sub: - ACCOUNTS - Making of monthly Provision towards Gratuity, Encashment, Ex-gratia

-

Revision - Regarding.

Ref:- Ref: 1) Accounts Circular No.2 / 2009 dated 30.03.2009.

2) Accounts Circular No. 4 / 2009 dated 03.06.2009.

The rates of monthly provisions towards Gratuity, Encashment, Ex- gratia communicated as under previously vide Accounts Circulars cited 2, for booking the amounts at prescribed rates

SI No.	Item	Existing
1	Ex-gratia	0.25%
2	Encashment	8.00 %
3	Gratuity	10.00%

Now, the Provisions has been reviewed during the FY. 2012-13, it is decided to book the Provisions towards Gratuity, Encashment, Ex-gratia as per the following revised rates in APRIL 2013 Accounts onwards.

SI No.	Item	Revised
1	Ex-gratia	-NIL-
2	Encashment	8.00%
3	Gratuity	15.00%

All the Dy.CAOs / AOs of consolidated centers, AO(P&A), / HO, and AO (BBW & PP) are advised to work out the monthly provisions on Revised rates towards Gratuity & Encashment, on PAY + DA of all groups including Production Units from APRIL 2013 accounts onwards. The Regional Dy.CAOs/ AOs shall apprise the Regional Managers of the revision of the rates of Provisions.

All Dy.CAOs / AOs are advised to collect the modified FACTIS program from the AO(Computers) Head Office.

  
**FINANCIAL ADVISER &  
CHIEF ACCOUNTS OFFICER**

**To  
All The Dy.CAOs & AOs,  
A P S R T Corporation**

Copy to CE(IT) for favour of information and with a request for arranging for necessary incorporation in FACTIS Program please.  
Copy to CM (A&S) / CA / CFM for Information.  
Copy to RAO, APSRTC, HO- Hyd for favour of Information.  
Copy to All DMs, EEs, ATMs MGBS, PNBS & DBS of the Corporation.