

# ANDHRA PRADESH STATE ROAD TRANSPORT CORPORATION

O/o VC & MD EDP Wing  
Mushirabad Hyderabad

No Dy CAO(C)/Factis\_SW/2003

Date 16 04 2003

To

Dy CAOs / AOs of all Zones & Regions  
A P S R T C

Sub FACTIS - Payroll interface - Updating - Reg

The payroll interface software (pymenu) is updated for the requirement of suspense Registers for Staff Advances generation

The existing software is having 7 options in its menu

- |                                |                                 |
|--------------------------------|---------------------------------|
| 1 Employee Ref File Creation   | 2 Posting FA OBL From Pay Roll  |
| 3 File Retrieval From Pay Roll | 4 Employee Missing List & Total |
| 5 Posting In Init File         | 6 Posting In Sub Ledger         |
| 9 Exit                         |                                 |

In the above menu

- 1 the first option is to create employee reference master file (Employee dat)
- 2 the second option is to create opening balances in Sub ledger for Festival Advance only

The first two items are used only on first time implementation of suspense registers  
Third option onwards is for regular usage

- 3 the third option is to extract employee recovery particulars form payroll data
- 4 the fourth option is to give summary of data creating missing records and allotting account heads thus gives new structure of data file
- 5 the fifth option is for Posting into intermediate file and
- 6 finally sixth option is for posting of recoveries into sub ledger from intermediate file

After posting of recoveries the sub registers will be generated thru FACTIS menu

Later some more programs are also added to generate Sub register with help to review irregular balances employee transfer particulars etc The programs that are being run out of menu are

- 1) convimg is to create a data file lmgunit dat
- 2) revsuspreg cob is to generate sub register in new format

Now one more feature of review is also added that is for verifying balances of Sub Registers with Payroll

Now in the revised software all the options are brought into single menu The new menu has 12 options as listed below

- 01 Employee Ref File Creation
- 02 Posting FA OBL From Pay Roll
- 03 Pool Emp where about — convimg
- 04 File Retrieval From Pay Roll
- 05 Employee Missing List & Total
- 06 Merge multiple Transactions
- 07 Edit data file
- 08 Create file for Emp opening balances
- 09 Posting in init file
- 10 Posting In Sub Ledger
- 11 Revised Sub Register
- 12 EXIT

In the above menu 1 2 4 5 9 10 options are of old menu The programs being run out of menu is now brought into this menu are option 3 and 11 Option numbers 6 7 and 8 are new items added

Thus at the end of the report the following, will appear

\* Irregular Credit Closing Balance

\*\* No Credit During the Month

@ Name Differs With Pay Roll image File

\*\*\* Employee not working in any of the Units in the Consolidation Center & Closing balance differs with Salary bill

The updated soft ware is ready for dispatch All Dy CAOs and AOs are requested to arrange to collect the updated software

It is also observed that some Regions are not generating the sub registers in the new format Thus the uniformity is missing Hence you are requested to use new format of sub registers with immediate effect

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DY CHIEF ACCOUNTS OFFICER (COMP)