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JODHPUR VIDYUT VITRAN NIGAM LIMITED, JODHPUR
Registered office:-New Power House Industrial Area-Jodhpur-342003
OFFICE OF THE CHIEF ACCOUNTS OFFICER (B&R)

No.F-1/JDVVNL/ CAO(B&R)/ JU/ 2013-14/ S. REV. /D. 482 Dt. 19/7/2013

OFFICE-ORDER 156

In continuation of this office letter No.F-1/JDVVNL/ CAO (A&R)/ JU/ 2012-13/ S. REV. /D. 175 Dt. 06-05-2013 following guidelines are hereby issued for compliance by all concerned:-

1. The Circle Accounts Officer will accept the deposit/pay-in-slip along with scroll on daily basis from the Local Service Providers.
2. After receipt of the deposit/pay-in-slip and scroll, the Circle Accounts Officer will check the respective Bank A/C for confirmation & intimate about day wise collection and No. of transactions to Sub-divisional Officers.
3. Sub-divisional Officer will enter the amount of scroll intimated by the Nodal Officer in PCB as revenue in receipt side under code head 23.301 (Sundry Debtors Collection a/c) and enter the same amount in payment side in newly inserted code head 24.654 (TWC-Revenue).
4. The Accounts officer will enter the Sub-division wise transaction in receipt side of the circle cash book under the code head 24.654 (TWC-Revenue) to neutralize the suspense head and Debit the head 24.301 (Collection a/c with SBBJ).
5. The scroll & the stubs will be sent by Sub divisions to Computer Co-ordinating Cell with reading sheets as usual.

[Handwritten Signature]
Chief Accounts Officer (B&R) 19/7/2013
Jodhpur Discom, Jodhpur

Copy to following for information and necessary action:

1. The Chief Engineer (O&M-JDZ/BME), JdVVNL, Jodhpur/Barmer.
2. The Zonal Chief Engineer (O&M-BZ), JdVVNL, Bikaner.
3. The Chief Accounts Officer (IA-A/W&M), JdVVNL, Jodhpur/Jaipur.
4. The Superintending Engineer (.....), JdVVNL
for onward transmission to the concerned officer under his jurisdiction.
5. The Senior Accounts Officer/ Accounts Officer (.....),
JdVVNL.....
6. The PA to Chief Accounts Officer (B&R), JdVVNL, Jodhpur.

[Handwritten Signature]
Chief Accounts Officer (B&R) 19/7/2013
Jodhpur Discom, Jodhpur