



Punjab State Power Corporation Ltd.

(P.S.E.B. Head Office Building, The Mall, Patiala)

(Office of Chief Accounts Officer/Centralized Pay & Pension Cell, P.S.P.C.L., Patiala)

(E-mail ID: - dy-cao-cppc@pspcl.in, Fax No.:- 0175-2213046)

To

All Engineer-in-Chiefs/ Chief Engineers/ CAO & Equivalents
 All Dy. Chief Engineer/ Superintending Engineers/ Dy. CAOs/ Company Secy.
 All Additional S.Es. /Sr. Xens/Accounts Officers
 All Dy. Secy. / Under Secy. / Sectional Heads in Head Office

} PSPCL

Memo. No. 5203-5903

Dated: - 26 /08/2013.

Subject: Payment of salary and pension at Centralized Level for the month of August 2013 & onwards- Regarding deduction of Benevolent Fund and Club Fees.

Regarding subject cited matter, please refer to Account Circular 11/2013 issued by PSPCL vide which, the detailed procedure along with accounting entries w.r.t centralization of salary & pension was explained for proper accounting. In this procedure, the detail of recoveries to be taken over by this cell was also explained. Accordingly the payment of salary and pension for the month of August 2013 is being made by this Cell. For proper accounting as well as for correction of invalid data, this office has provided exception reports in the salary/pension package to all the Drawing Officers to check & correct the same. In spite of all the efforts by this office, the data regarding benevolent fund, club membership fees & excess mobile bill recovery have not been correctly posted by the Drawing Officers in the salary/pension package till date. There are a number of cases where some offices have not even selected name of concerned union & there are cases where the amount of one union is posted in other union column. In club membership fee column many offices have posted recoveries of some other nature. Due to incorrect data in the software, there can be excess/less payment to third parties. As such for this month, it is difficult for this office to make payment of such recoveries to the concerned authority/office/union.

As such it has been decided by the higher authorities, until the data of recoveries to be paid/accounted for through CPPC, is made correct by concerned Drawing Officer, the payment/accounting of all the benevolent funds, club membership fees & excess mobile bill recovery shall be done by the concerned accounting unit at their own level.


You are, therefore, requested to instruct offices/officials working under your control to pay/account for recoveries regarding all the benevolent funds, club membership fees & excess mobile bill recovery for the month of August 2013 & onwards till further instructions by higher authorities. The concerned official/Drawing Officers should also be instructed to correct the exception reports given in salary/pension package at the earliest, so that payment/accounting of recoveries regarding benevolent funds, as well as club membership of their office at centralized level be considered. In case of non compliance of above instructions by any office under your control, the concerned office shall be responsible for non -payment of the same.

Copy of this letter and other important instructions regarding Centralization of pay and pension have also been placed at PSPCL website at the following link:-

www.pspcl.in > information center > office orders & circulars > Dy. CAO/ Centralized Pay & Pension.

For any query or correspondence regarding salary and pension, your office can contact this office at the following e-mail addresses:

sas-cpay@pspcl.in (for salary related matters)
sas-cpension@pspcl.in (for pension related matters)

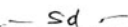

Dy.CAO/CPPC
PSPCL, Patiala

Endst.No. 5904.05

Dated: -24 / 8 / 2013

Copy of the above is forwarded to the following offices for information & further necessary action please:-

- 1) Accounts officer/Banking & Drawings, PSPCL, Patiala is requested to release the drawing limit, to all the offices regarding benevolent funds & club membership fees for the month of August 2013 & onwards. Till further instructions by higher authorities these recoveries shall be accounted for by concerned offices at their own level & drawing limit for the same shall be raised by their office, as done before.
- 2) SE/IT for uploading this letter on PSPCL web site at following link please:-
www.pspcl.in > information center > office orders & circulars > Dy. CAO/ Centralized Pay & Pension.


Dy.CAO/CPPC
PSPCL, Patiala