



**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. 6831-7531

Dated: - 25/10/2013.


**Subject: Regarding payment of recoveries of Benevolent Fund and Club Fees through Centralized Pay and Pension Cell – REMINDER.**

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Please refer to this office memo no. 5203/5903 dated 26.08.2013 vide which it was requested to correct the exception reports of Benevolent Fund and Club Fees given in salary/pension package so that payment/accounting of these recoveries be considered at centralized level & till the correction of data is made corrected by Drawing Officer, the payment/accounting of aforesaid recoveries shall be done by the concerned accounting unit at their own level. The payment of salary and pension from the month of August 2013 as per Accounts Circular no. 11/2013 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. Even after a lapse of two months, the data regarding benevolent fund & club membership fees has not been correctly posted by the Drawing Officers in the salary package. There are still 26318 no. cases in the exception report where benevolent fund details are incorrect & 8175 no. cases where benevolent fund amount not entered properly by the Drawing Officers. In club membership fee column also 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.

It is further added that the amount of welfare posted in benevolent fund column may please be transferred to miscellaneous column immediately.

As such you are once again requested to instruct offices/officials working under your control to correct/update exception report regarding benevolent fund, club membership fee & excess mobile bill recovery so that the payment of such recoveries be commenced at centralized level. In case of non compliance of above instructions by any office under your control, these recoveries shall be paid/accounted for by concerned accounting unit at their own level till further instructions by this office in this regard.

  
Dy. CAO/CPPC  
PSPCL, Patiala

CC:-

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