

ANDHRA PRADESH STATE CIVIL SUPPLIES CORPORATION LIMITED

Regd. Office: 6-3-655/1/A, Civil Supplies Bhavan, Somajiguda, Hyderabad – 500 082.

V.S.R. Murthy, M.Com.,
GENERAL MANAGER (FINANCE)

ACCOUNTS CIRCULAR No.24

No.Accts./B1/Pdl./2011-12.

Dt.14.07.2011.

Sub: APSCSCL – Finance & IA Section – HO – Monthwise Cash Flow statements MIS-I, MIS-II and sales realiation MIS III periodicals from DMs – Certain instructions issued – Reg.

It has been decided to send Cash Flow statements (Transfer-in / Transfer-out) by all District Managers and Zonal Managers for the amounts received / expenditure incurred and also certificate on realization of sale-proceeds for every month.

Therefore all District Managers and Zonal Managers are requested to send Cash Flow Statements i.e., MIS-I, MIS-II and also certificate on sale proceeds received i.e., MIS-III for every month before 5th of every succeeding month. The *proforme* are herewith enclosed.

Any failure in sending the periodicals before the due date will be viewed seriously and deterrent action will be initiated against the concerned.

Handwritten signature and date, likely indicating the date of the circular as 14/7/11.

ANDHRA PRADESH STATE CIVIL SUPPLIES CORPORATION LIMITED
DISTRICT OFFICE: _____

MIS -I - F & IA

CASH FLOW STATEMENT FOR THE MONTH OF _____

C/A No. _____

Bank _____

Branch _____

| Sl.No. | Details | Rs. |
|--------|--|-----|
| 1) | Opening Balance as on | |
| 2) | Amount received from HO (date-wise) Annexure-I | |
| 3) | Total (1 + 2) | |
| | Expenditure: | |
| 4) | Purchases | |
| | a) Rice | |
| | b) Wheat | |
| | c) Sugar | |
| | d) Petroleum Products | |
| | e) Others | |
| 5) | Stage-I transport charges | |
| | a) Rice | |
| | b) Sugar | |
| | c) Paddy | |
| | d) Others | |
| 6) | Stage-II transport charges | |
| 7) | Handling charges | |
| 8) | Rent godowns | |
| 9) | Salaries (Regular) | |
| 10) | Wages (outsourcing) | |
| 11) | Administrative Expenses (item-wise) | |
| 12) | Other expenditure, if any | |
| 13) | Total expenditure (4 to 12) | |
| 14) | Closing Balance as on last day of the month (3 - 13) (BRS to be enclosed) (Annexure-II) | |

CERTIFICATE

Certified that the above expenditure incurred on the items shown above are as per the standing instructions issued by HO / as per the rates approved by HO under each Head of Account. The cheque-wise amounts under each Head of Account have already been

Annexure-I

Amount received from Head Office:

| Sl.No. | Date of receipt | Amount received | Cumulative Receipts |
|--------|-----------------|-----------------|---------------------|
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

AM (Accts.)

District Manager

Annexure-II

Bank Reconciliation statement.

ANDHRA PRADESH STATE CIVIL SUPPLIES CORPORATION LIMITED
DISTRICT OFFICE: _____

MIS -II - F & IA

CASH FLOW STATEMENT FOR THE MONTH OF _____

| Sl.No. | Particulars | S B I D/A No. _____ | Other Bank D/A No _____ | Total |
|--------|---|------------------------|----------------------------|-------|
| I. | Opening Balance as on _____ | | | |
| II. | Amount deposited | | | |
| i. | Rice | | | |
| ii. | Wheat | | | |
| iii. | Sugar | | | |
| iv. | Palmolein Oil | | | |
| v. | Red Gram Dal | | | |
| vi. | Petroleum Products | | | |
| vii. | Others | | | |
| viii. | C.M.R. | | | |
| | TOTAL (i to viii) | | | |
| III. | Amount transferred to Head Office (Date-wise transfers to be enclosed) | | | |
| IV. | Closing Balance as on last day of the month | | | |

Submitted to the VC & MD, APSCSCL, Hyderabad.

Amount transferred to HO Account

| Sl.No. | Date | SBI | Other Bank | Total | Cumulative |
|--------|------|-----|------------|-------|------------|
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AM (Accts.)

District Manager

Annexure-II

CERTIFICATE

Certified that all sale proceeds received during the month were deposited in above Depository Accounts. The amounts were transferred from the District Office Depository Account to Head Office Account as per the Bank Statement.

AM (Accts.)

District Manager

Annexure-III

Bank Reconciliation statement.

Note:

The PDL should reach HO by 5th of every succeeding month.

ANDHRA PRADESH STATE CIVIL SUPPLIES CORPORATION LIMITED
DISTRICT OFFICE: _____

MIS -III - F & IA

CERTIFICATE ON REALISATION OF SALE PROCEEDS

Certified that the following sale-proceeds were received by this District during the calendar month of _____. All the sale-proceeds were deposited into Bank for transfer to HO Account. Details of sale proceeds received under various schemes for the calendar month _____ are submitted hereunder:

| S. No. | Commodity | Qty. sold (MTs.) | Rate per (MTs.) | Amount receivable | Amount received |
|--------|--------------------|------------------|-----------------|-------------------|-----------------|
| 1. | PDS Rice | | | | |
| 2. | Rice others | | | | |
| 3. | Levy Sugar | | | | |
| 4. | Wheat | | | | |
| 5. | Petroleum Products | | | | |
| 6. | P.Oil | | | | |
| 7. | RG Dall | | | | |
| 8. | C.M.R. | | | | |
| 9. | Other items | | | | |
| | | | Total | | |