



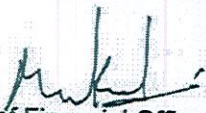
No.CFO/BCM/ 358

Jabalpur 21 MAR 2018

Circular B&CM-3

Transfer of funds between RAOs and Field Offices/ Offices at HQ.

1. In order to fast and convenient transfer of funds between (i) RAOs and field offices, and(ii) RAOs and Offices at HQ. w.e.f 01.04.2018 the mode of transfer shall be RTGS/NEFT.Only in exceptional / emergent circumstances cheques be issued by RAOs.
2. All offices of HQ and field offices of all wings shall provide the following details to their concerned RAOs, if not already provided, by 31/03/2018 :-
 1. ACCOUNT NAME (AS PER BANK STATEMENT) :
 2. BANK DETAILS:
 - (A)BANK NAME
 - (B)BANK ACCOUNT NUMBER
 - (C)BRANCH NAME
 - (D)BRANCH IFSC CODE
 3. E-MAIL ADDRESS OF OFFICE :
 4. MOBILE /TELEPHONE NO.:
3. After transfer of Amount to Field Offices/Offices at H.Q. ; the concerned RAO shall intimate the following through email to the concerned offices on daily basis :-
 1. Reference of demand by concerned office or Order
 2. UTR No. of Transaction
 3. Amount
4. All field offices and offices at HQ, shall inform the balance as per bank account as on the last working day of the month by 5th of the subsequent month to the concerned RAOs.


Chief Financial Officer
MP Power Transmission Company Ltd,
Jabalpur

Copy to :-

1. The Executive Director (CRA)/ (HRD) MPPTCL Jabalpur.
2. The Chief Engineer (T&C)/(HR&A)/(EHT:Const)/(EHT:M&I)/(P&D)/(Proc.)/(SLDC) MPPTCL Jabalpur.
3. The Regional Chief Engineer MPPTCL Jabalpur/ Indore/ Bhopal
4. The Senior Accounts Officer RAO MPPTCL Jabalpur/ Indore/ Bhopal/SLDC.
5. The PS to MD.