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08/8/13
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Directorate of State Transport, Haryana
30-Bays Building, 2nd Floor, Sector-17, Chandigarh
Ph. No. DTC (Stores) 0172-2701451 e-mail Id: dtcstore22@gmail.com

To

1. All General Managers,
Haryana Roadways.
2. DTC, HRCW,
Karnal and Hisar.

Memo No. 3550-75 /SPO/HQ

Dated 08/8/13

Subject: Regarding releasing bill payment through RTGS.

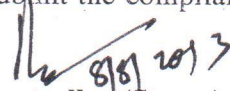
Please refer this office memo No.297-319/SPO/HQ dated 25.1.2013 and 1354-79/SPO/HQ dated 11.4.2013 vide which you were requested to inform all the concerned firms regarding details of the payment released through RTGS mentioning UTR Nos., Invoice Nos., date and amount within three days after releasing the payment, through e-mail or by post. In case, any short payment than the amount as per invoice is released then reason of making short payment may also be informed.

But still various firms are requesting this office that depot officers are not providing the required information i.e. UTR Nos. (detail of payment released through RTGS i.e. invoice Nos., date and amount), due to which their ledger could not be reconciled and it is very difficult for them to identify the location from which they have received the payment resulting in delay in supply of store items and creation of unnecessary correspondences. This clearly shows that you are not complying with the advice issued at the level of Headquarter, which is not fare.

You are again requested to look into this issue at your level and instruct the Accounts Officer/Accountant to provide the details of UTR etc. of the payments released to the firms through RTGS to the Store Purchase Officer of the depot, so that SPO of the depot can transmit this information to the concerned firm within three days through e-mail only.

You may send the information through e-mail to the concerned firm by mentioning the name of the firm on the bulk RTGS transaction reports received from bank. A copy of the bulk RTGS transaction report duly mentioning the name of the firm is enclosed herewith for your ready reference.

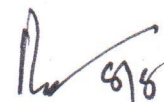
Please ensure the compliance of these instructions and submit the compliance report by 26.8.2013.


Dy. Transport Controller (Stores)
for Director General, State Transport,
Haryana, Chandigarh.
Dated: 08/8/13

Endst. No. 3576-3623 /SPO/HQ

A copy of the above is forwarded to the followings:-

1. All Accounts Officers, Haryana Roadways with the request to direct the concerned cashier to handover the copy of the bulk RTGS transaction report to the SPO of your depot on next day from the date of releasing payment through RTGS.
2. All Store Purchase Officers, Haryana Roadways with the advise to ensure sending the information through e-mail to the concerned firm within 3 days from the date of releasing the due payment through RTGS.


Dy. Transport Controller (Stores)
for Director General, State Transport,
Haryana, Chandigarh.
