

# KARNATAKA POWER TRANSMISSION CORPORATION LIMITED

FA (A&R)/KCO 20/6906/B46/2014-15



Corporate Office  
7<sup>th</sup> Floor, Kaveri Bhavan,  
Bangalore - 09

Dated: - 1 DEC 2014

## CIRCULAR

Sub: Updating of Pension & Gratuity Contribution under web based data base.

Ref: 1. Controller Pension & Gratuity Trust Circular No: KEPGT/P16/13-14/1070-76

Dated: 09.12.2013.

2. This Office circular No: KPTCL/B50 (b)/2014-15 Dated: 1.08.2014.

All the Accounting Units of KPTCL are aware that they required to calculate pension and gratuity contribution in respect of employees appointed prior to 01.04.2006 and arrange for remittance of the same to KPTCL and ESCOM's Pension and Gratuity Trust through FA (A&R) Office. But most of the Units failed to send the details of pay and allowances employees-wise and as a result monthly contribution is being paid to the Trust on adhoc basis to the P&G Trust. In the Meeting of the Board of Trustees, it was decided that KPTCL to make Division-wise/employee-wise P&G Contribution based on Basic Pay, Dearness Pay and Dearness Allowances actually payable/paid at all the Accounting Units.

As the Units could not respond to instructions from this Office in the past, the Computer Section of KPTCL was requested to develop a web-based program to enable the Units Offices to feed the data therein, which can be retrieved at Head Office which avoids much manual work. Accordingly, a Web-based Program has been developed and hosted on the KPTCL website. The program can be accessed through:

**"kptcl.com > eparasara > P&G Contribution"**

The User id and Password provided to each Accounting Unit for using IUA Clearance software can be used to open this program and feed the data. As a first step only the total amount relating to all employees appointed prior to 01.04.2006 needs to be entered into the program, as under. The units have to keep the back up details of employee-wise figures for reference and record till further instructions are issued.

*PCA (ST)*  
*2/12/14*

*AEB 3*  
*2/12/14*

Field	Entry by units	
Month (MM/YYYY)	To be entered	No.of Employees
J.V. Reference *	To be entered	To be entered
<b>Regular salary</b>		<b>Arrears **</b>
Basic pay	To be entered	To be entered
Total D.P	To be entered	To be entered
Total D.A	To be entered	To be entered
Total	To be entered	To be entered

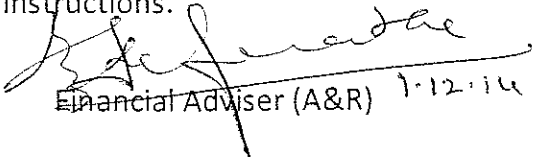
\* Reference of all JVs passed during the month for disbursement of salary & allowance to be entered.

\*\* Similarly details in respect of arrears paid during the month of arrears to be entered separately .

All the Accounting Units are hereby instructed that from 1<sup>st</sup> January, 2015 and onwards between 1<sup>st</sup> & 3<sup>rd</sup> date of every month Basic Pay, Dearness Pay and Dearness Allowance paid/payable and other details as above be entered (for example Data on computer in respect of December 2014 salary paid on 30.12.2014 be entered between 01.01.2015 to 03.01.2015 ).

*The program will not allow Units to enter the data after 3<sup>rd</sup> of the Month, in which case the personal responsibility would be fixed on pay drawing officer and in the meanwhile the Contribution will be made based on the data pooled in the program and the contribution relating to defaulting Units will be made subsequently along with interest which will be to the account of the Pay Drawing Officer of the Unit, which may please be noted.*

All the Accounting Units shall strictly follow the above instructions.

  
Financial Adviser (A&R) 1.12.14

To,

1. All the Chief Engineers, KPTCL.
2. All the Controllers, KPTCL.
3. All the Superintending Engineers, KPTCL.
4. The Superintending Engineers (EI), MIS, Computer Section for hosting the Circular and software online programme on e-prasarana.
5. Deputy Controller, Computer section, KPTCL, Bangalore, for information and host the Circular and software online programme on e-prasarana.
6. All the Deputy Controllers, KPTCL.
7. All the Account Officers, KPTCL.
8. The Manager (IM), KPTCL, Kaveri Bhavan, Bangalore.
9. The Manager (Cash & Accounts), Kaveri Bhavan, Bangalore.
10. All the Assistant Accounts Officer, KPTCL.
11. M.F