

Ministry of Railways
Government of India
(Railway Board)

No.2008/ACI/6/2/ Meeting

New Delhi, Dated: 24/06/2011

All FA&CAOs (Books)
Indian Railways

Sub:- Settlement of Transfer Transactions through E-Recon for the month of April and
May 2011

In the Core Committee meeting held in Mumbai on 22nd and 23rd June'11 for the purpose of review of progress in implementation of E-Recon program, a large number of issues were discussed. The Transfer Transactions for the month of April'11 have not been taken in the E-recon system due problems in connectivity and other software related issues. Accordingly, it is advised that following actions are required to be taken for April and May Accounts for the current year.

For April 2011 Accounts:-

1. The amount booked in the Transfer heads of 8782 and 8797 of each of the units of Zonal railways /PUs in April Account will have to be brought in the form of TCs (one TC each separately for Debit and Credit and for inter and intra railway transactions) in the E-Recon system. **This work requires to be completed by 1-7-2011.** For example, WR will have to prepare 27 TCs for debits and same number for credits under 8797 as there are 28 Units in all covered under 8797. Similarly, if WR has 17 units in 8782, each unit will have to prepare 16 TCs each for Debits and Credits under 8782.
2. The TCs so prepared will be posted as non-cash TCs by each unit in the April Accounting month as Outward TCs. These will be accepted by all the receiving units as they are for the purpose of bringing the transactions in E-Recon System.
3. **It is to be ensured by each unit that the amounts adopted for making the above TCs MUST match with their April Account Current figures. There should be no change in the figures of April Accounts already submitted.**
4. There are bound to be differences in the ML List of April for each Unit since these amounts of adjustments have been taken in the Account Current of the Units without reconciling the "adjustment" transactions.
5. Such differences will have to be brought to zero before closure of June'11 Accounts, if necessary by raising Rectification Counter TCs in May and June accounts.
6. The data of TCs already available for April'11 period in the system would be taken off from the active area of the software so that fresh TCs as advised vide above para(s) can be made afresh.

For May 2011 Accounts:-

1. The TCs will have to be necessarily exchanged through E-Recon from May'2011 accounts onward as the connectivity and soft ware related issues have been addressed for the system to be functional. No manual TCs should be prepared/entertained by any of the accounting units.
2. The outward TCs must be accompanied, as far as possible, with necessary Attachments/narrations. The destination units are advised to accept the cash TCs without demur.
3. The non-cash TCs should invariably be sent with Attachments/Information necessary for acceptance of the TC at the destination unit, failing which the receiving unit will be at liberty to reject such TCs.
4. The destination units are required to act with promptitude on the TCs lying with them from various units. If there are no actions on such TCs, these are liable to be forced on them by the system.
5. All outstanding TCs, without any credible reason, would be accounted for against the destination Units in May'11 accounts.

The above course of actions is suggested for strict compliance and implementation. In this connection, kindly connect Board's letter of even number dated 15.6.11, wherein, it has been emphasised that all 'adjustments' of the May'11 accounts must be carried out through this portal, without fail. The figures for each railway pertaining to transfer transactions in the Account Current must tally with those obtaining in the web-portal system.



(MK Singh)

**Director/F/Accounts
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