

M.P. HOUSING BOARD

DETAILED CHART OF ACCOUNTS WITH EXPLANATORY NOTES



(Based on Tata Consultancy Accounting System adopted by
The M.P. Housing Board which was notified by the Govt. of M.P. Housing
and Environment Deptt's Extraordinary Gazatte No. 54 dated 14-2-1994
Introduced From 1-4-1984 on words)

1. Project sector :		Page No.
Sub-Sector	Survey, Constn. Maintenance	01 - 29
"	Contractors & Suppliers Accounts	
"	Other works account	
"	Transfer account (Projects)	
"	Cost of sales	
"	Deposit Accounts (Projects)	
"	Debtors for sale of plots	
"	and Building.	
2. Admn. Sector :		
Sub-Sector	Board's expenses	30 - 35
"	Employees Remuneration	
"	Fixed Assets (Admn.)	
"	Loans & Advances to employee	
"	Retirement benefits	
"	Misc. Admn. Charges.	
3. Financial Management Sector :		
Sub-Sector	Resources generators	36 - 54
"	Reserve Fund, Sundry & Provided	
"	Investment	
"	Other application of resources	
"	Provisions & Liabilities	
"	Cash Management	
4. General Sector :	Capital Account	

**M. P. HOUSING BOARD
CODIFICATION STRUCTURE
SECTOR AND MAJOR HEAD**

Name of the Sector - Project Sector

Sub-sector	Major Head Code No.	Nomenclature	Explanatory Notes																				
1	2	3	4																				
Survey, Consturction & Maintenance	01	Survey operations and preliminary Expenses																					
	02	Land Development works in progress in accordance with the project code structure.	Each project shall be assigned a code number																				
	03	Construction Project (Works-in-progress)	Project code refers to the numbering system covering the following aspects of the project. It shall be distinguished from the project number. The latter represents the serial number of the project. (See the box at the extreme right).																				
			Project Code (See Annexure)																				
			<table border="1"> <thead> <tr> <th data-bbox="1317 846 1355 872">XX</th> <th data-bbox="1458 846 1495 872">XX</th> <th data-bbox="1603 846 1641 872">XX</th> <th data-bbox="1707 846 1744 872">XX</th> <th data-bbox="1852 846 1889 872">XXX</th> </tr> <tr> <th data-bbox="1317 878 1437 932">Calender of Year</th> <th data-bbox="1458 878 1562 932">Source of Finance</th> <th data-bbox="1603 878 1686 932">Nature of Project</th> <th data-bbox="1707 878 1831 932">Category of Project</th> <th data-bbox="1852 878 1955 932">Project of Serial Number</th> </tr> </thead> <tbody> <tr> <td></td> <td data-bbox="1458 964 1562 990">01.....</td> <td data-bbox="1603 964 1686 990">01.....</td> <td data-bbox="1707 964 1810 990">01.....</td> <td data-bbox="1852 964 1914 990">0001</td> </tr> <tr> <td></td> <td data-bbox="1458 997 1562 1023">02.....</td> <td data-bbox="1603 997 1686 1023">02.....</td> <td data-bbox="1707 997 1810 1023">02.....</td> <td data-bbox="1852 997 1914 1023">0002</td> </tr> </tbody> </table>	XX	XX	XX	XX	XXX	Calender of Year	Source of Finance	Nature of Project	Category of Project	Project of Serial Number		01.....	01.....	01.....	0001		02.....	02.....	02.....	0002
XX	XX	XX	XX	XXX																			
Calender of Year	Source of Finance	Nature of Project	Category of Project	Project of Serial Number																			
	01.....	01.....	01.....	0001																			
	02.....	02.....	02.....	0002																			
	04	Maintenance	<p>79</p> <p>80</p> <p>81</p> <p>All projects including Land Development projects in the Board shall be numbered in one series. (See last box).</p> <p>See explanatory remarks against the major head '04-Main-tenance'.</p> <p>There shall be a sepearte code for Maintenance Works.</p> <p>Each maintenance work (or estimate) corresponds to a minor head of account represented by Maintenance works code.</p>																				

Minor Head (Maintenance Works Code)

XX	XX	XX	XX	XXX
Financial	01	01	01	Rental Buildings
Year	02		02	Maintenance of colonies pending transfer to Municipal Corp.
				Work Serial Number
83-84		
84-85		
			03	Machinery & Equipment and Tools & Plant.
			04	Maintenance of Water Supply Installations.
			05	Maintenance of Housing Dept. Colonies.
			06	Horticulture
			07	08 & 09.. (Reserved for future use)
			10	Other maintenance expenditure.

Each Division shall number the maintenance works in a separate series. The serial number shall not vary from year to year Even if the asset is sold, the serial number vacated by it shall not be allotted to any other work.

- 05 Work charged & Contingencies
- 06 Contractor's Account

This head covers secured advances to contractors as well as cost of material issued to them. Excludes Earnest Money and security deposits which are placed under the major head 20.

Diagram No. 1

Flow of Data (Stock Issues)

- i) Stock Issue Rate (eg. Rs. 3000)
- ii) Rate of recovery from contractor as per agreement say Rs. 2000.
- iii) Excess of (i) over (ii) = Rs. 1000

0602 Contractors A/c
Dr. _____ Cr.

Stock Account (Major Head 09)			
Dr.	Rs.	Cr.	Rs.
To		By	
Opening Balance	XXXXX	0602 Contractor's Account	2000

Dr.	Rs.	Cr.	Rs.	03	03 Works in Progress (Project A/c)
		By 03 Works-in Progress	1000		

Diagram - II
Flow of Data (Payment to Contractor of a building)

Value of Work done			Recovery of cost of stock materials (at Agreement rate)			Cheque issued		
Rs. 50,000 (A)			Rs. 2,000 (B)			Rs. 48,000 (C)		
**03 Works-in-Progress			06 02 Contractors Account			84 Bank		
Dr.		Cr.	Dr.		Cr.	Dr.		Cr.
To			To			To		
Opening Balance (A)	1000		Opening Balance	2000		O.B. XXX		
	* By Closing	51000		*	(B)			
Total	51000	51000	Total	2000	2000			

*See Diagram I.

**The procedure outlined in this diagram shall apply to Land Dev. works also (account)

07	Suppliers 'Accounts	Receives credits on accrual basis per contra (project Supplies) debit to "09 Stock & Stores"
Other works A/c	08	Works advances with officers of the Board
	09	Stock and stores
	10	Project Liability Account

Stores acquired on credit and brought to account on accrual basis shall be debited to this account per contra credit to "07 Suppliers Account" Stores acquired on cash payment shall be debited to 09 per contra credit to "84 Bank" or Cash Account as the case may be.

On completion of the project, liabilities shall be brought to account by debit to the head of account "02 or 03 work in progress" per contra credit to this major head. Subsequent payments shall be debited to it. Any balance Representing loss shall be written off to the account head. 99 13 Micellaneous Revenue Account - Losses due to under assessment of liabilities on project account Gain shall be transferred to "68 19 Other Income - Gain due to overassessment of liabilities on project account.

	11	Construction Machinery & Equipment and Tools & Plant No. 07	Receives debit on accrual basis per contra & Equipment and Tools & Plant Credit to account
	*12	*Reserved for future use.
Transfer Accounts (Projects)	13	Current Assets advised for transfer from Construction Divisions to Estate Management	Records cost of completed buildings and developed plots which are physically handed over to E.M. The contra credit is afforded to 02 Land Development Works-in- Progress or 03 Construction Work-in-Progress.
	14	Current Assets acknowledged by Estate Management	Records contra entries in response to the Accounts (Projects) originating debits under the Major Head 13.
	15	Fixed Assets advised to transfer from construction Division to Estate Management	See Remarks under Major Head 13 and 14
	16	Fixed assets acknowledged ledged by Estate Management	

Diagram-III

Flow of Data (Treatment of Capitalised Supervision Charges)

* **Overhead Account**
Administration Expenses
 Aggregate of transactions under
 Major Heads 41, 42, 43, 44,
 48, 54, 55

48 Administration
 Expenses transferred
 to Project (Calculated
 at prescribed per-
 centage of project
 outlay)

02 Land Development
 Work-in-Progress or
 03 Construction Works-in-
 Progress

Dr.	Cr.		Dr.	Cr.		Dr.	Cr.
To Major Heads 41, 42, 43 44, 54, 55	xxxx					To Opening Balance	xxx (A)
		By Major Head 48.	**				xxx c/d (See Diagram No. V)
							(B)
To Gain on Over heads	xxxx	By Loss on Overheads		xxxx			
	xxxx						
			Total			Total	

* Memorandum Account to be prepared by Head Office at the time of preparing balance sheet. Code number is not allotted because it is a memorandum Account.

** Journal Entry to be prepared by Head Office at the time of preparing balance sheet. (This is a balancing entry). Credit preceds debit.

(A) Direct cost ie. Contractors payments etc.
 (B) Transfer on completion of project-Journal Entry to be passed by Construction Division.

Diagram - IV

Flow of Data (Capitalised Interest) - Books of Construction Division

	80 Interest		
Rs.	Rs.	Dr.	Cr.
To Bank	xxx	To Opening	xxx
To Gain on		balance b/d	(A)
Over heads			(B)
transferred			
to Income			
& Exp. Account.			By Balance
			c/d
			(See Diagram V)

(A) See Diagram III.

(B) Transfer on completion of project
(Calculated at prescribed rates
adopting prescribed procedure of

Diagram -V

Flow of Data (Treatment of balance in Land Development Project Account)

Cost of Projects (Debit Balance)

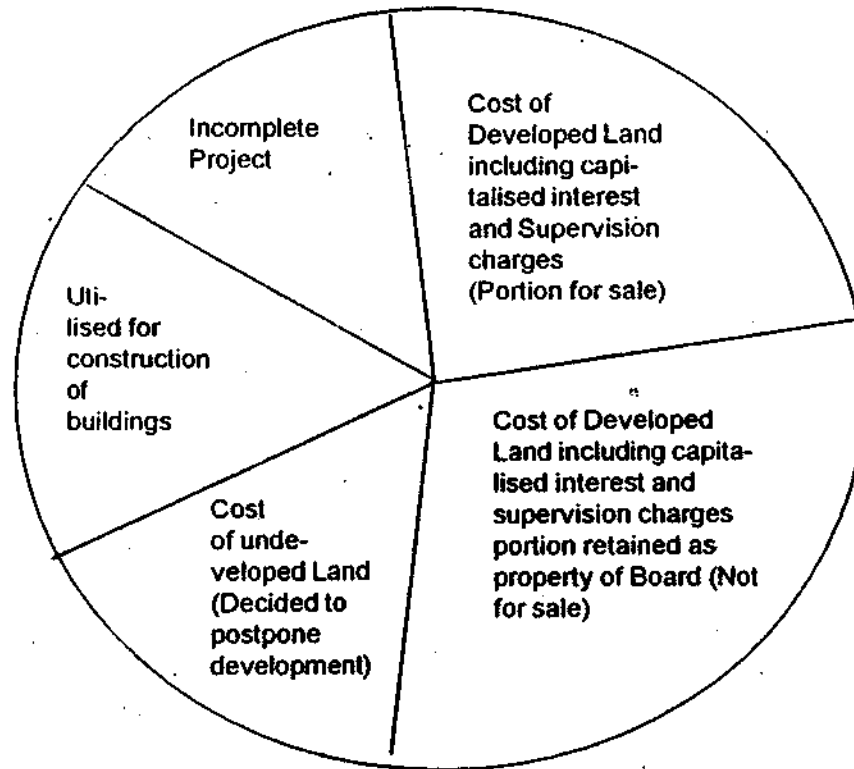
13 Current Assets advised
for Transfer to Estate
Management

Dr. _____ Cr.

Carried over to
Balance Sheet
(Asset)

03 Works-in-
Progress
(Construction
Projects)

Transfer



Transfer

By Balance xxx
c/d
(See Dia-
gram VII)

93 Other Fixed
Assets
(Where the asset
is under the
administrative
charge of Estate
Management, debit
should be first
transferred to
major head 15)

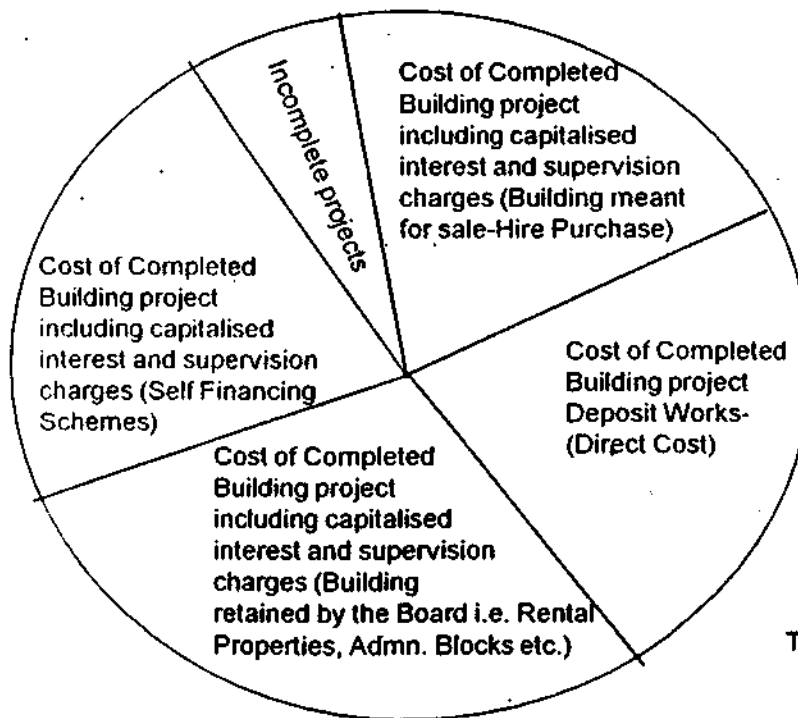
92 Land (Reserve)

Transfer

Diagram - VI

Flow of Data (Treatment of balance in Building project account in the books of Construction Division)

Cost of Project (Debit Balance)



Carried over to
Balance Shee (Asset)

10

Treatment same as
Hire purchase
Buildings

(A) See operaring
instructions (b) Under
the major heads
13, 14, 15 & 16.

Transfer

13 Current Assets
advised for transfer
to Estate Manage-
ment

Dr.	Cr.
Transfer (A)	By Balance c/d (See Dia- gram VII)

28 Deposits relating
to Deposit Contribu-
tion Works

Dr.	Cr.
	xxx By Bank xxx
To Head of Acc- ount 6807	xxx
Transfer	

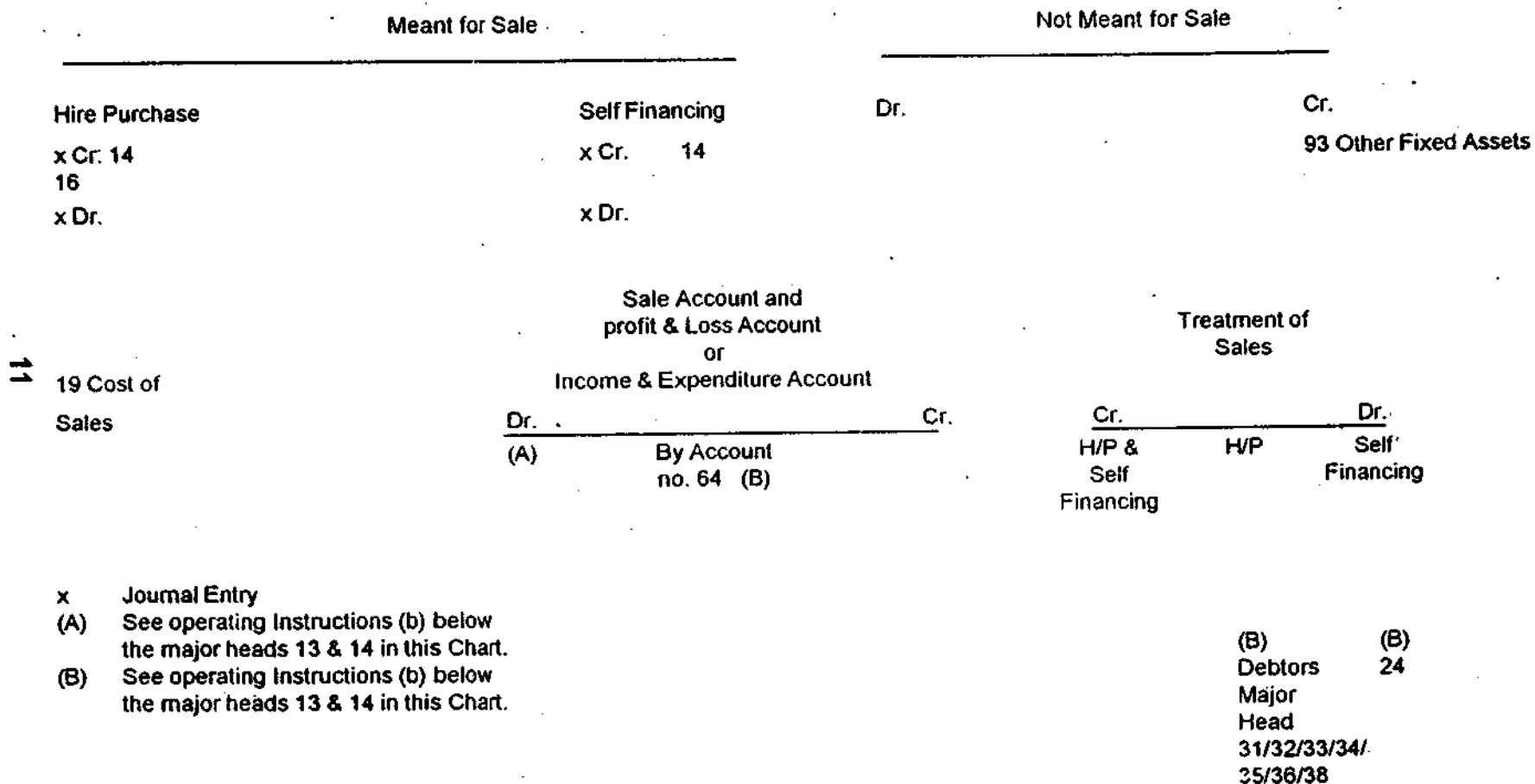
15 Fixed Assets advis
for Transfer to Estate
Management

Dr.	Cr.
	By Balance xxx

Diagram - VII

Flow of Data (Treatment of project cost in the books of Estate Management)

Cost of Completed Project



Operating Instructions relating to Project Accounting

- a) The Circle Officer should ensure that the net effect of accounts 13 and 14 is nil. So should be the case in respect of accounts 15 and 16.
- b) Cost price should be distinguished from Sale price. If land was purchased eg. for Rs. 5000 - 1970 and developed in 1983. If the Board were to add a percentage for application in value (eg. 20%). Journal Entry (see portion marked (A) in Diagram VI & VII) should be passed by Construction Division for transfer to Estate Management for Rs. 5000 only. The Journal Entry for sale should be passed by Estate Management for Rs. 5,000 only. But the Journal Entry for sale should be passed by Estate Management for Rs. 6,000 i.e. Sale Price. (See portion marked (B) in Diagram VII).

The procedure outlined above also applies when the Board prescribes that supervision charges should be recovered at different rates for different income groups. In such circumstances, cost price should be calculated at a uniform rate for all income groups (estimated separately for each year by the Housing Commissioner) whereas sale price should be based on varying rates for different income groups. The former is a matter of arithmetical computation whereas the latter depends on the orders of the Board. Thus, in the revised system, The Circle Officer should communicate to the Construction Division only cost price (it has no concern with sale price) whereas he should communicate both cost price and sale price to the Estate Management. (See Circle Letters (A) and (B) in Diagram VII)

Communication of Cost Price need not be held up till sale price is approved.

- c) In respect of Deposit Works (Buildings), expenditure on the project should be debited initially to "03 Construction Projects (Works-in-Progress)" and only on completion should be transferred to the major heads 28. The difference between receipts and expenditure should be worked out proforma in the Schedules to the Monthly Account till the project is completed.
- d) Till the point of sale is reached, the same treatment shall be given to Hire Purchase and Self Financing Schemes. The cost of both these schemes passes through the transit head of accounts 13 and 14. In respect of sales, credit head of account is the same but debit heads differ. (See the Circular Chart in Diagram VII).

17 Inter Divisional Settlement Account

Inter divisional transaction shall be settled by issue of cheque or demand draft. Accordingly the division which supplies the material shall initially debit this. Major Head on receipt of cheque from the Division to which material has been issued, it shall be credited to the Head of Account.

A subsidiary ledger should be maintained in which each account corresponds to Responding Division. Major head 17 i.e. Main Ledger corresponds to the Control Account.

	18*		*Reserved for future use.
Cost of Sales	19	Cost of sales of plots and buildings.	<p>a) Includes over heads charges also.</p> <p>b) This head of account is operated in the ledger of E.M.</p> <p>c) This head of account receives the debit by transfer from (or in other words per contra credit to) "14 Current Assets acknowledged by Estate Management".</p> <p>d) Each project corresponds to the minor head. The Trial Balance and Monthly Account should incorporate project-wise details.</p> <p>e) At the end of the year, balance under this head of account shall be transferred to "Profit&Loss Account Account (or income & Expenditure Account)" See Diagram VII in this Chart.</p>
Deposit A/c (Pro.)	20	Deposits of contractors and suppliers	
	21	Tenancy deposits	
	22	Registration Deposits for sites and services and Housing schemes	
	23	Initial Deposits (Hire purchase Schemes)	<p>a) Balance in the account of each allottee shall be transferred to "64 Sale of plots and buildings" on completion of process of sale i.e. on signing the Hire Purchase Agreement.</p> <p>b) Before transferring the balance, interest accrued on the deposit (if permissible under the rules of the Board) Shall be credited to head of account 23 per contra debit to 80 05.</p> <p>c) Project-wise Account should be maintained by Estate Management and balances incorporated in the Trial Balance.</p>
	24	Deposits (self financing Schemes)	Records the sums due to the Board brought to account on accrual basis. On completion of work and closure of account, the balance shall be transferred to 64 the sales of plots and buildings".
	25	Demand under self Financing	This is a control account designed to monitor timely raising of the demand and Scheme raised/settled recoveries.

Diagram -VIII
Flow of Data (Self Financing Scheme)

24 Deposits (Self Financing)	
Dr.	Cr.
To 64 Sales XXX (B)	
<hr/>	
Total	
<hr/>	

25 Demand Raised under Self Financing Schemes		
Dr.		Cr.
(Instalment No.....)		
	By Bank	XXX
	(A)	
(Instalment No.....)		
	(B)	
<hr/>		
Total	(C)	(C)
<hr/>		

- (A) Demand brought to account on accrual basis.
 (B) See Gude Letter (B) in Diagram VII
 Adjustment carried out at the time of signing the Sale Deed

Explanatory Notes (Major Heads 24 & 25)

- a) The Credit balance under account No. 24 should accumulate till the sale deed is signed.
 - b) Expenditure on the project shall not be set off against deposits. Expenditure finally passed into account No. "19-Cost of Sales" whereas deposits shall be transferred (at the time of signature on sale deed) to "64 Sales"
- Account No. 19 appears on the debit side of Sale Account whereas Account No. 64 appears on the credit side of Sale Account (See Diagram VII)

Operation of Internal Controls (Self Financing)

- a) Check whether (A) in Diagram VIII appears in the monthly account of Estate Management on the due date specified in the Letter of Allotment. Shortfall in debit indicates failure to issue Demand Notices.
- b) Compare (C) in Diagram VIII with the expenditure on the project when work is in progress. Document net cash flows and analyse the pattern for managerial information.
- c) On completion of project, check whether
 - i) (C) is equal to Sale Price, and
 - ii) Whether the closing balance in account No. 25 is Nil.
 If (C) is less than Sale Price, issue Supplementary Demand

	26	Deposits (Outright Sale basis)	
	27		
	28	Deposits relating to deposit contribution	See Explanatory Note (c) before major heads 13 and 14 and Diagram VI in this Chart.
	29	Deposits with public authorities	
	*30	Gramin Awas Mandal	
Debtors for Sale of Plots and building	31	Hire Purchase Debtors (H.I.G.)	

Diagram - IX
Flow of Data (Hire purchase Debtors Accounts)

15

	<u>64 Sales</u>		<u>31 Hire purchase Debtors Accounts (H.I.G.)</u>
To Balance xxx		<u>31 01 Instalments Note Due</u>	<u>31 02 Instalments Due</u>
c/d to Sale Account		(unmatured portion of Loan)	
		Dr. _____ Cr.	
		(See Diagram VII Guide Letter (B))	
			Dr. _____ Cr.
		<u>When instalment falls due</u>	xxx By Bank xxx
		66 Interest Receipts	
		Dr. _____ Cr.	
		To balance	xx
		c/d to profit & loss Account	
			Total

36 (A) S.I.H.S.

36 (B) Shops

Board's
expenditureEmployees
Remuneration &
Office Management

32	Hire purchase Debtors (M.I.G.)
33	- do - (L.I.G.)
34	- do - (E.W.S.)
35	- do - (R. H. S.)
36	Hire Purchase Debtors
37	Debtors (Outright Sales)
38	Hire purchase Debtors (Site and services-other than World Bank Projects)
39	Loaness instalments suspense
40	Debtors under Area Development Schemes (World Bank Projects)
41	Remuneration to members of the Board
42	Head Office
43	Circle office
44	Construction Divisions
45	Estate Management
46	Horticulture
47	Other offices/Swimming pool
48	Administration expenses (capitalised supervision charges) transferred to other accounts.
	Balance in this account represents loss or gain on overheads, See Diagram X in this Chart.
	Also see Explanatory Notes at 09 02 in Detailed Chart of Accounts.

See Diagram IX in this Chart under major head 31

to be operated only for clearing balances as on 31st March 1984.

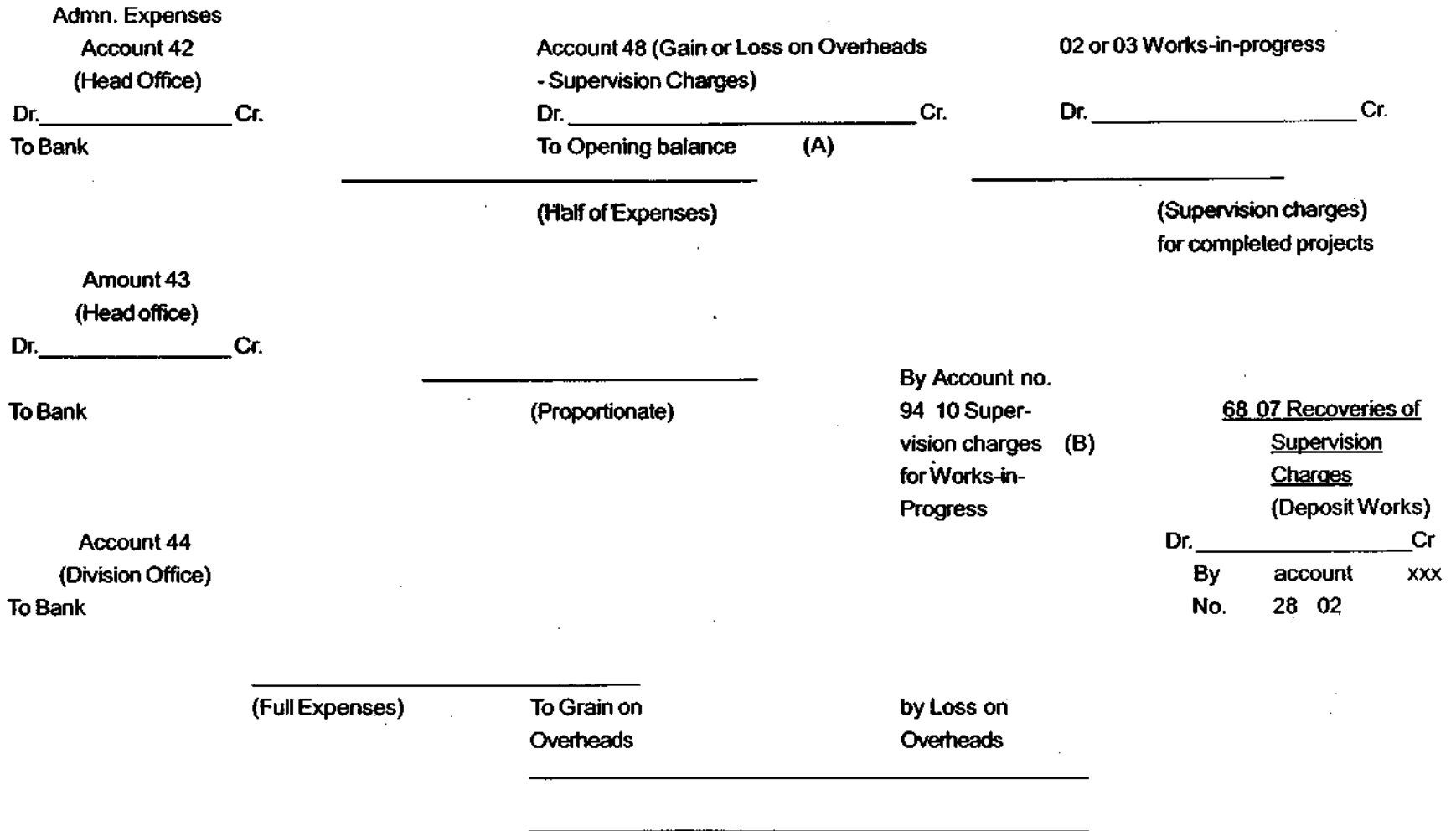
Capitalisation of Supervision charges results in a credit to this head of account per contra debit to "02/03 Work-in-Progress".

Balance in this account represents loss or gain on overheads. See Diagram X in this chart.

Also see Explanatory Notes at 09 02 in Detailed Chart of Accounts.

Diagram - X

Flow of Data (Capitalisation of Supervision Charges)



17

Supervision charges on Works-in Progress as on 31 st March of previous year

(B) Carried over to Balance Sheet - See Explanatory Notes at account head 94 10 in Detailed Chart.

Fixed Asset	49	Administrative Buildings & Guest House)	
	50	Staff Car and Inspection Vehicles)	Records only capital expenditure.
	51	Office Equipment and Furniture)	
Loans & Advance to Employees	52	Loang term loans and advances to employees		
	53	Short term loans and advances to employees		
Retirement Benefits	54	Contribution to Contributory Provident Fund		
	55	Contribution to pension Fund		
Misc. Admn. Charges	56	Maintenance of Guest Houses & Admn. Blocks		
	57	Other Misc. Admn. Expenses		
Resources Generation	58	Loans from Govt.	/assigned	Each category of projects for loans are sanctioned shall be/a code number in accordance with the project code structure
	59	Loans from Bank		
	60	Loans from Financial institutions of L.I.C. HUDCO		
	61	Loans from Public of Debentures		
	62	Subsidies from Govt. for works		
	63	Grant-in-aid from Govt.		
	64	Sale of plots and buildings Sales and Sales under Self Financing Schemes.		Records sale of Hire purchase outright
	65	Rental Income		
	66	Interest Receipts		
	67			*Reserved for future use.
	68	Other Income		
Reserve Funds,	69	Capital Reserve		
Sinking Funds and	70	Depreciation Reserve fund		
Provident funds	71	Sinking Fund for Redemption of loans		
	72	Pariwar Sahayata Kosh		

	73.	General provident Fund	
	74	Contributory provident Fund	
Investments	75	Pension Fund	
	76	Investments in Board's Factories	
	77	Investment of balances of Reserve Funds, Sinking Funds and Provident Funds	
	78	Investment of Cash balances	
Other Application of Resources	79	Housing Loans to Public	
	80	Interest payments	
	81	Other application of resources	
Provisions & Liabilities	82	Provisions	
	83	Other liabilities	
	84	Bank (Current Accounts)	
	85	Cash-in-transit	
19	86	Imprests with Divisions and E.M. Units	
	87	Payments made by Head Office pending reimbursement by subordinate offices	
	88	Receipts collected by Head office on behalf of subordinate offices pending payment to latter.	
	89	Group Insurance Scheme	
Capital Account	90		Reserved for future use.
	91	Capital	
	92	Land (Reserve)	Receipts debit on accrual basis per contra credit to account no: 83
	93	Other Fixed Assets	
	94	Other Assets	
	95	Misc. Expenditure capitalised	
	96	-	
Revenue Account	97	Depreciation	
	98	-	Reserved for future use.
	99	Misc Revenue Account	

ANNEXURE

PROJECT CODE

	Year of Sanction of Project	Source of Financing	Nature of Scheme	Category of project	Number of the Project
Number of digits	00	00	00	0	0000
	83	01 Internal resou. reces of Board	01 Tribal Welfare Schemes	01 Land Development Schemes	Number in the order of sanction of Project in one series for the entire Board
		02 Self Financing Housing Schemes	02 Industrial Housing scheme	02 Sites and services	
		03 Deposit Contri- butions	03 Slum clearance Schemes	03 H. I. G.	
		04 Loans from Govt. Schemes	04 Rural Housing	04 M.I.G.	
		05 Loans from Bank	05 Schems for Relife from Natural calamities	05 L.I.G. 06 E.W.S.	
		06 Public Borrowings	06 Public Health Deptt	07 Rural Housing Scheme	
			07 Education Deptt.	09 Core Housing	
			08 Police Deptt.	10 Shops and offices	
			09 Other Deptt.	11 Shops cum-residence	
			10 CAT Project	08 Staff Quarters & Building	
			11 Coalmines Provident Fund	12 Dispensory/Primary Health Centre	
			12 SADA Chanderi	13 School Buildings	
			13 Special Harijan Complex	14 Hostels	
			14 Commercial Complex	15 Area Development	
		07 Loans from HUDCO		16 Composite Housing Scheme	
		08 Loans from L.I.C. (Direct)	15 General Housing Schems	17	
		09 Loans from L. I. C., through Govt.	16 New Houses Policy	18	
		10 Loans from G. I. C., through Govt.	17 Navodhava Vidhyalaya	19 Misc Works	
		11 H. D. F. C.			
		12 National Housing Bank			
		13 to 19 Reserved for future use			
		20 Loans from World Bank (routed through HUDCO)		20 Common Exp. on Proj. (Pending Allocation)	

CAT (Center For Advance Technology)
SADA (Special Area Development authority)

MADHYA PRADESH HOUSING BOARD

DETAILED CHART OF ACCOUNT

(PROJECT SECTOR)

(MAJOR HEAD NO. 01 TO 40)

Major Head code	Minor Head Code	Nomenclature	Explanatory Notes	Link with Final Account Balance Sheet or Income & Exp. Account or Sale Account
1	2	3	4	5
		Name of Sub-Sector		
01	-	Survey, construction and maintenance Survey operations and Preliminary expenses		I & E - Dr.
02	-	land development Works-in-Progress	see Diagrams III, IV & V in Main Chart of Accounts	Asset
03	-	construction Projects (Works-in Progress)	see Diagrams III, IV, & VI in Main Chart of Accounts	Asset
04	01	Maintenance Rental Buildings		I & E - Dr.
	02	Maintenance of colonies pending transfer to municipal Corporation		- do -
	03	Machinery & Equipment and Tools & Plant	Excludes expenditure on maintenance of staff cars (see account head 42 04)	- do -
	04	Maintenance of water supply installations		- do -
	05	Maintenance of Housing Deptt. (Govt.) Colonies		I & E - Dr.
	06	Horticulture		- do -
	07	Maintenance of swimming pool (Subminor Heads are open)		
	08	Special Maintenance Repairs due to Natural Calamities		- do -
	09	*Reserved for future use		
	10	Other maintenance expenditure in project sector	Excludes maintenance of Guest Houses (See account head 56 in Admn. Secto) - Excludes repairs to Administrative Blocks (See account head 42 03 24 in Admn. Sector)	I & E - Dr.
05*		Work charge contingencies		- do - Dr.
	01	Work charged Establishment		
	02	Work contingencies.		

1	2	3	4	5
Name of Sub-Sector	Contractors and Suppliers Accounts			
06	01	Contractors Account		
	02	Advances to Contractors		
	02	Materials issued to contractors/Recoveries	See Diagrams I & II in Main chart of Accounts	Balance Sheet (Asset)
	03	Bills payable Account	Payments to contractors shall be brought to account on cash basis during the month. At the end of the financial year they shall be brought to account on accrual basis for the purpose of preparing final accounts (per contra debit to the Project Account). This credit to 06 03 shall be reversed in April of the next financial year.	Balance Sheet (Liability)
	04	Cost of Material received but invoices/bills have not received		(Net effect of assets & liabilities shall be shown as a single item in the Balance sheet)
			Account no. 06 03 May also be operated when the Division has to make part payment of a passed bill for want of funds. Value of work measured and admitted for payment but not paid to the contractor shall be credited to 06 03 per contra debit to project account. When funds are available cheque may be issued by debit to 06 03 Journal Entries passed for the purpose of preparing final accounts shall be numbered in the same series as other JEs and entered in the same books of account but distinguished by the suffix (Final Account). Same procedure shall be adopted in respect of ledger accounts corresponding to minor head or sub heads.	
07		Suppliers Accounts (Project Supplies)	This account receives credit per contra debit to "09 Stock & Stores on receipt of stores. On payment 07 shall be debited.	Balance Sheet (Liability)
			Account No. 07 also receives debit on account of advance payment of cost of materials per contra credit to "84-Bank". On receipt of materials, account no. 07 shall be credited per contra debit to "09 Stock."	

1	2	3	4	5
Sub Sector: 02		Other Works Accounts Works Advances to Officers of the Board	This head of account shall be operated only in the books of the Divisional Officers. A subsidiary account shall be maintained for each sub divisional officer to whom advance shall be made. This account shall be maintained for each sub divisional officer to whom advance shall be made. This account shall be a running A/c	Balance Sheet (Asset)
09	01	Stock and Stores Store articles	On acquisition of stores debit this account per contra credit to 07 01. On issue of materials to the contractor the following entry shall be passed through incorporation of Stock Account in the account of the Divisional Officer. Dr. * 06 02 **02 or 03 (Works-in Progress Project Code) To \$ 09 01 * At the rate specified in the contract ** Difference between stock Issue Rate and the rate specified in the contract. In case Stock Issue Rate is lesser of the two this head of account (02 or 03) will receive credit. \$ Stock Issue Rate The account head 09 01 shall have sub heads corresponding to each important material (Cement, Steel etc.) The Housing Commissioner shall assign the Standard Code Numbers.	Cr
	02	Materials Management Expenses	Records salary of store keeper, rent for stores shed and other incidental expenses (Direct Cost). In addition, a prescribed percentage of overheads (Admn) shall be debited to it per contra credit to 48 03.	I & E Account (Net effect of 09 02 and 09 03 Debit or Credit as the case may be.
	03	Transfer of Material management expenses to Stock account	Credit this head of account per contra debit to 09 01 calculated at prescribed percentage on cost price of materials (cost price plus overheads = Issue Rate). This adjustment may be carried out monthly. Net effect of 09 02 and 09 03 represents unabsorbed or overabsorbed overheads of stock sub division. It shall be transferred to profit & loss account at the end of the financial year.	

1	2	3	4	5
	04	Stock of Factories-in-transit-Debits raised by Factories	Please refer to rule 9.1.2 of Account Rules.	
	05	Stock of Factories-in-transit-Debits accepted by Divisions		
10		Project Liabilities Account	See Explanatory Note in the Main Chart. A separate subsidiary accounts shall be maintained in respect of each project. See Integrated Project Account where the balance written off to P & L Account from account no. 10 appears as a distinct entry	Balance Sheet (Liability) (Only those project in respect of which loss or gain is no written off to Income & Expenditure Account will be carried over to the Balance Sheet)
11		Construction machinery & equipment account and Tools & plant	See Explanatory Notes in Main Chart. At the end of the financial year this account shall be credited per contra debit to "97-Depreciation" (Minor Head 07)	Balance Sheet (Asset)
24	01	Acquired out of world Bank Funds		
	02	Acquired from Boards' Funds		
12*		*Reserved for future use		
13		Current Assets advised for transfer from construction Divisions to Estate Management	In the books of Construction Division debit this account per Contra credit to 02 or 03 Works. in-progress. (Basis is cost price) see illustration at Explanatory Note (b) below the major head 13 in Main Chart of Accounts Current Asset in this context means an asset which is meant for sale. Each Project corresponds to the minor head under this major head.	This should not appear in Balance Sheet. Net effect of accounts 13 and 14 should be nil at the end of the year
14		Current Assets acknowledged by Estate Management	In the books of Estate Manager credit this account per contra debit to "19 Cost of Sales". (See Diagram VII in Main chart). Basis of Journal Entry in cost price only. The above Journal Entry shall not be carried out until the Estate manager is personally satisfied that entries are made in the numerical account of assets i.e. FA 79 (A) of FA 79 (B) as the case may be.	- do -

1	2	3	4	5
15	-	Fixed Assets advised for transfer from construction Divisions to Estate Management.	The procedure outlined in respect of major heads 13 & 14 shall apply mutatis mutandis to major heads 15 & 16 except that debit shall be afforded to "93 Other Fixed Assets" instead of "19 Cost of Sale" Where the Construction Division is responsible for administrative control of the Fixed Asset it shall not be necessary to operate on the transit heads of account 15 & 16 Debit shall be transferred directly from "Works-In-Progress" to the account head 11 or 92 or 93 as the case may be. This transfer is subject to personal verification by the Executive Engineer of the fact of recording the entries in the numerical account.	Same as per major heads 13 & 14
16		Fixed Assets acknowledged by Estate Management		
17	-	Inter Divisional Settlement		This should not appear in the Balance Sheet. It should be nil at the end of the year.
	01	(Debits raised/settled) -original items		
	02	(Receipts transferred/settled) Respending Items		
18*			* Reserved for future use	(Liabilities)
Sub Sector : Cost of Sales				
19		Cost of Sales of plots and buildings ,	Debit 19 per contra credit to 14 Each project corresponds to a minor head. World Bank projects shall be distinguished through project code.)	sale Account (Debit)
20		Deposits of Contractors		Balance Sheet
	01	Earned Money Deposits		
	02	Security Deposits for works in progress	Subsidiary ledger need not be Maintained. The balance in the account in the account of each contractor shall be recorded in the Memorandum of payments in Contractors Bill and also Measurement to "20 03 Security Deposits-Fulfilled Contracts" shall be made by verification with the above mentioned record. An endorsement of refund shall be made thereon over the signature of the Divisional Officer as a safeguard against double payment	
	03	Security Deposits fulfilled Contracts	See Explanatory Notes at 20 02. Subsidiary Ledger shall be maintained to record contractorwise balances Transfer form 20 02 to 20 03 shall be made on payment of final bill if it precedes the due date for refund of the deposit	Balance Sheet (Liability)
	04	Misc Deposits		

1	2	3	4	5
21		Tenancy Deposits		Balance Sheet (Liability)
22		Registration Deposits for sites and services and Housing Schemés	Wherever Registration Deposits are not inter-changeable between two schemes, separate subsidiary ledgers shall be maintained. In these ledgers, each schemes shall be allotted a code number corres- ponding to a sub head and scheme- wise balances worked out in Trial Balance for the purpose of proving the detailed individual accounts.	
	01	Sites and services		
	02	Buildings (Hire purchase)		
	03	Buildings (Self Financing)		
	04	Building (Outright Sale Basis)		
	05	Area Development Schemes (World Bank Projects)		
23		Initial Deposits (Hire Purchase Scheme)	See Explanatory Notes Main Chart	Balance Sheet (Liability)
26	01	Other than World Bank Projects		
	02	World Bank Projects		
24		Deposits (Self Finance Scheme)	Each Project Corresponds to a minor head. Projectwise subsidiary ledgers Should be maintained and balances, incorporated in the Trial Balance For Account adjustments leading to flow of data into Final Accounts see Diagram VIII in Main Chart.	Balance Sheet (Liability)
25		Demands under Self Finance Scheme raised/settled	On signing the sale deed the balances in this account shall be transferred to "64-Sales"	Balance Sheet (Asset)
26		Deposits (Outright Sale Basis)		Balance Sheet (Liability)
	01	Sites and Services (Outright Sale Basis)		
	02	Buildings (Outright Sale Basis)		
	03	Area Development Schemes (World Bank Projects)		
27*			*Reserved for future use.	Balance Sheet (Liability)
28		Deposits relating to Deposit contribution works		

1	2	3	4	5
	01	Direct expenditure on works	Credit balance in this account shall be adjusted on completion of the work by transfer of debit from "02 or 03 Works-in Progress"	
	02	Supervision charges	Deposits received from the beneficiaries shall be reatably divided into direct cost and supervisory charges. On completion of work account no. On completion of work account no. 28 02 shall be debited per contra credit to 68 07	
29		Deposits with public Authorities		Balance Sheet (Liability)
	01	Deposits with Electricity Board		
	02	Deposits for acquisition of land		
	03	Central Excise Deptt.		
	04	Sale Tax Deptt.	* Reserved for future use	
	05*			
	06	Other deposits with public authorities		
	Sub Sector :	Debtors for sale of plots and buildings		Balance Sheet (Asset)
27	30*	01 Gramin Awas Mandal	Payment of Loan	
		02 Instalment due		
	31	Hire purchase Debtors (HIG)	Brought to account on accrual basis. Each project shall appear as a distinct entry in the Trial Balance. World Bank aided projects shall be distinguished through project Code.	Balance Sheet (Asset)
	01	Instalment not due (Unmatured portion of Loan)		
	02	Instalment due	The following are the inputs for the Demands for Instalment Due.	
			Nature of Input	Per contra credit to
			Loan (Principal)	31 01
			Interest	66 01
			Penal Interest	66 01
			Maintenance Charges of land	68 01 01
			Common service Charges	68 02
			Lease Rent (Building)	68 03 01
			Other Misc. charges	68 06

1	2	3	4	5
32		Hire purchase Debtors (MIG)		
	01	Instalment not due (Unmatured portion of loan)	See Explanatory Notes at major head 31.	Balance Sheet (Asset)
	02	Instalment due		
33	01	Hire Purchase Debtors (L. I. G.) (Unmatured portion of loan)	- do -	Balance Sheet (Asset)
	02	Instalment due		
34		Hire Purchase Debtors (EWS)	- do -	Balance Sheet (Asset)
	01	Instalment not due (Unmatured portion of loan)		
	02	Instalment due		
35		Hire purchase Debtors (Rural Housing)		Balance Sheet (Asset)
	01	Instalment not due (Unmatured portion of loan)		Balance Sheet (Asset)
	02	Instalment due		
36 A	01	Hire purchase Debtors		
	02	(S.I.H.S.)		
36 B	01	Hire purchase Debtors		
	02	(Shops)		
37		Debtors for Annual charges (Outright Sale Basis-Buildings)	See Explanatory Note under account No. 68 01 02. Records sum due on account of lease rent. Monthly accounting shall be on cash basis but at the end of the year sum due to the Board shall be debited to this head of account per contra credit to 68 03 respect of buildings and 68 04 in respect of House sites. The Scope of this account extends also to other charges recourable if any under the rules of the Board. In April next, the Journal entry be reversed as it was passed only for the purpose of final accounts.	Balance Sheet (Assets)
38	01	Instalment not due (Unmatured portion of loan)		Balance Sheet (Asset)
	02	Debtors for Sale of plots and sites and services Programmes (Other than World Bank Projects) Instalment Due	See Explanatory Notes at major head 31. the inputs into Demands are the same except that per contra credit in respect of Lease Rent Shall be afforded to 68 04 01.	Balance Sheet (Asset)

1	2	3	4	5
39	01	Outstanding loan of normal loans	To be operated only for clearance of outstanding balance.	Balance Sheet (It is a liability but should be shown as a deduction from Debtors under Assets
	02	Loanees instalment suspense (Unallotted balances prior to 31.3.1984 Instalment due		
	02	Less loaness Instalment Sespense.		
40		Debtors under Area Deve-ment Schemes (World Projects)	This maor head shall be subdivided into 40-01 House Improvement Loans and 40-02 Building Loans under Area Dev. Schemes"	Balance Sheet (Assets)
	01	Instalment Not Due		
	02	Instalment Due		

MADHYA PRADESH HOUSING BOARD
DETAILED CHART OF ACCOUNT
(ADMINISTRTION SECTOR)
(Major Head No 41 to 57)

Major Head Code	Minor Head Code	Nomenclature	Explanatory Notes	Link with Final Accounts
1	2	3	4	5
Sub-Sector:		Employees remuneration and office management		
41		Remuneration to Members of the Board		
42/43/44/45		Head Office/Circle Office/Construction Division/Estate Management		(I&E)
	01	Salaries and Allowances		Dr. (I&E) Dr.
42/43/44/45	0101	Salaries		
	0102	Wages		
	0103	Dearness Allowances		
	0104	House Rent Allowance		
	0105	City compensatory Allowance		
	0106	Medical Reimbursement		
	0107	Conveyance Allowance		
	0108	Travelling Allowance		
	0109	Overtime Allowance		
	0110	Other Allowances		
42/43/44/45	02	Housing Deptt. Staff (Reimbursable salary and allowances) (Sub-heads same as under minor head 01)		
	03	Other Expenses		
	0211	Rent for office building		
	0312	Taxes on Buildings		
	0313	Stationery		
	0314	Telephone Expenses		
	0315	Postage		
	0316	Telegram		
	0317	Electricity		
	0318	Water		
	0319	Books, News papers and periodicals		
	0320	Hospitality expenses		
	0321	Advertisement		

0322	Repairs to furniture			
0323	Liveries			
0324	Repairs and Maintenance of Administrative Blocks			
0325	Printing charges.			
0326	Insurance of safe custody.			
0327*	_____ " _____		Reserved for future use	
0328*	_____ " _____		----- do -----	
0329*	_____ " _____		----- do -----	
0330	Other Misc. Office expenses			
04	Staff Cars (Running and maintenance expenditure)			
0401	Salaries			
0402	Wages			
0403	Petrol, Oil and lubricant			
0404	Spare parts			
0405	Repairs (Labor charges)			
0406	Motor Vehicles taxes			
0407	Other Misc. maintenance expenses			
05	Staff welfare expenses			
0501	Sports and games			
0502	Canteen			
06	Legal Expenses			
07	Staff of Nodal Agency. (World Bank Funds)			
0701	Expenditure		Records expenditure on salaries of staff employed to perform functions of Nodal Agency.	
0702	Recovery of service charges from Nodal Agency (World Bank Funds)		This account receives credit on accrual basis per contra debit to 94.11	
42/43 44/45	08	Expenditure under World Bank technical Assistance programme.		
	0801	Institutional Strengthening and resources Mobilisation Study		
	0902	Technical Reinforcement		
	0803	Other studies		
	0804	Training		
	0905	Assistance for management (Finance and Accounts)		
	0806	Conversion to computer		
	09	Special Staff of Board (in the capacity of Implementing Agency for execution of world Bank Projects)		

31

1	2	3	4	5
	10	Advances to Disbursing Officers (SDOs etc) for disbursement of salaries, office expenses etc.		
46/47		Horticulture Establishment other offices		Swimming pool.
46/47		Smimming pool		(Minor Head 47 01 to 05)
	01	Salaries and Allowances		
	0101	Salaries		
	0102	Wages		
	0103	Dearness Allowances		
	0104	House Rent Allowance		
	0105	City Compensatory Allowance		
	0106	Medical Rembursement		
	0107	Conveyance Allowance		
	0108	Travelling Allowance		
	0109	Overtime Allowance		
	0110	Other Allowances		
	02*		*Reserved for furue use	
	03	Other expenses		
	0311	Rent for office buildig		
	0312	Taxes on buildings		
	0113	Stationery		
	0314	Telephone expenses		
	0315	Postage		
	0316	Telegram		
	0317	Electricity		
	0318	Water		
	0319	Books, News papers, and periodicals		
	0320	Hospitality Expenses.		
	0321	Advertisements.		
	0322	Repairs to furniture		
	0323	Liveries		
	0324	Other Misc. Office expenses		
	04	Inspectin vehicles (Running & maintenance)		
	0401	Salaries		
	0402	Wages		
	0403	Petrol Oil and lubricant		
	0404	Spare parts		
	0405	Repairs (Labour charges)		
	0406	Motor vehicle taxes		
	0407	Other Misc. maintenance expenses		
	05	Staff Welfare Expenses		
	0501	Sports and games		
	0502	Canteen		

1	2	3	4	5
48		Administrative Expenses capitalised (supervision charges) transferred to other accounts	This head of account receives credit. See Explanatory Note at 94 10 and also Diagram III in Main Chart of Accounts. Each project shall be distinguished in this account through the project code	(I&E) To be shown as a deduction from overheads on debit side)
	01	Transfer of capitalised supervision charges to Land Development Works		
	02	Transfer of capitalised supervision charges to Building projects (Housing Schemes-Buildings meant for sale)		
0	03	Transfer of capitalised supervision charges (Deposit Contribution Works)		
	04	Transfer of capitalised supervision charges (Fixed Assets)		
	05*		*Reserved for future use	
33	Sub-Sector : 49	Fixed Assets (Administratin) Administrative Building and Guest Houses	Records only capital expenditure	Balance Sheet (Asset)
	01	Administrative Building		
	02	Guest House (Building)		
	03	Guest House (Furniture)		
	04	Guest House Air Conditioners & Coolers		
50	-	Staff Cars and Inspection Vehicles	Records only capital expenditure	— " —
51	-	Office Equipment and furnitures	Records only capital Expenditure	— " —
	01	Typewriters		
	02	Air Conditioner & Coolers		
	03	Other office equipment/Ealasafet		
	04	Office Furniture		
	05	Computers (Expenditure met from World Bank Funds)		
	06	Computers (Board's Funds)		
52		Loang term Loans & Advances to employees	Interest due on these advances shall be brought to account on accrual basis per contra credit to 66 03. A separate account shall be maintained for each loanee in the	Balance Sheet (Asset)
	01	House Building Loans		
	02	Advances for Motor Car		

1	2	3	4	5
	03	Advances for Motor Cycle/Sector	subsidiary ledger.	
	04	Advances for computer		
	05	Transfer of balances to other Circles	Not to be operated at present in view of the fact that this account is to be maintained centrally in Head Office.	
53		Short Term Loans and Advances	Interest, if levied under in financial rules of the Board, shall be accounted for on cash basis	Balance sheet (Asset)
	01	Festival Advances		
	02	Cycle Advances		
	03	LTC Advances		
	04	Advances for pay & Allowances		
	05	Advances for Travel on Tour and Transfer		
	06	Grain advance		
	07	Solar Cooker advance		
	08	Medical advance.		
	09	Other short term loans and adv.		
	10	Other Mise advance		
	11	Transfer on proforma basis within the same Circle	Records transfer of balances in respect of personnel transferred from one accounting unit to another within the same circle. When a Member of the staff is transferred outside the Circle, debit balances in the Transfer Division shall be cleared by raising a bill and obtaining cheque from the transferee Divisions. See the minor beads under major HEAD 17.	
		Sub-Sector Retirement Benefits		
54		Board's contribution to Contributory Provident Fund	Records Board's share of matching contribution in respect of subscribers to Contributory Provident Fund per contra credit to the following heads of account	(I & E) Dr.
			Category	Per contra credit to
			Board's Staff	74 01
			Deputationists	83 08
55		Contribution to pension Fund and other pension contributions		
	01	Project work charged staff		
	02	Other staff (Board)	per contra credit to	(I & E)
	03	Other staff (Housing Deptt.)	account NO. 75	Dr.

1	2	3	4	5
	04	Pension Contribution in respect of deputationists	Sums payable to other organisations on this account shall be brought to account on accrual basis per contra credit to 83 08.	
	05	Exgratia payment		
Sub-Sector :		Misc. Administrative charges		
56		Maintenance of Guest House & Admn. Buildings.		(I & E) Dr.
	01	Guest Houses		
	0101	Salaries Wages & Allowances		
	0102	Rent, Rates and Taxes		
	0103	Telephone Expenses		
	0104	Electricity		
	0105	Water		
	0106	News Paper and periodicals		
	0107	Hospitality expenses		
	0108	Repairs to Furniture.		
	0109*		* Reserved for future use	
	0110*			
	0111	Misc. Guest House Expenses		
35	57-01	Administrative Buildings Other Misc. Administrative Expenses	Accommodates also expenditure on Housing Exhibition Seminars and public relations.	(I & E) Dr.
	57-02	Donation		

MADHYA PRADESH HOUSING BOARD
DETAILED CHART OF ACCOUNT (FINANCIAL MANAGEMENT ACCOUNTS)
(Major Head No. 58 to 99)

Major Head code	Minor Head Code	Nomenclature	Explanatory Notes	Link with Final Account
1	2	3	4	5
Subs Sector : Resources Generation				
58		Loan from Government		Balance Sheet (Liability)
	01	Loans for special Welfare Schemes		
	01 01	Loans for Tribal Welfare Schemes		
	01-02	Loan for Industrialising Schemes.		
	01 03	Loans for Slum Clearance Schemes		
	01 04	Loans for Rural Housing Schemes		
	01 05	Loans for schemes for Relief from Natural Calamities		
	02	Loans for General housing of Schemes.		
	02 01	Loans for economically weaker sections other than those covered under special Welfare Schemes.		
	02 02	Loans for HIG, MIG, LIG etc.		
	03	Loans for commercial projects		
	04	Loans for meeting Implementing Agency's contribution to World Bank projects	These funds shall be placed in a separate Bank account in accordance with the agreement with the Nodal Agency for World Bank Funds.	

1	2	3	4	5
59	-	Loans from Bank		
	01	Secured Loans	Name of each bank	Balance Sheet (Liability)
	02	Unsecured Loans	corresponds to a sub	
60		Loans from Financial Institutions	Head	Balance Sheet (Liability)
	01*			
	02*			
	03*			
	04*	Loans from M. P. H. B.		
	05-01	For world Bank project		
	05-02	Navodaya Vidhyalaya		
	06*			
	07	Loans from HUDCO		
	08	Loans from LIC (Direct)		
	09	Loans from LIC (Through Government)		
	10	Loans from G. I. C.		
	11	Debenture (Guaranted)		
	12	-----"----- (Un Guaranted)		
	60-13	H. D. F. C. Loans		
	60-14	National Housing Bank Loans		
	15 to 18	*Reserved fro future use		
	19	other Institutions.		
	20	Loans from World Bank (Through HUDCO)		
61	-	Loans from public		Balance Sheet (Liability)
62	-	Subsidies from Govt. (for works)	These receipts shall not be adjusted against expenditure incurred by the Board on the relevant schemes. The receipts shall be treated as income and transferred at the end of the year to Income & Expenditure Account. Income and Expenditure shall be brought together in the relevant subsidiary ledger and closing balances worked out in a memorandum account.	(I & E) Credit
63	-	Grant-in-aid from Government.	At the end of the year (i. e. in March Supplemental Accounts sub- sidies and Grants-in-aid due from	(I & E) Credit

1.	2	3	4	5
			the Government but not received shall be brought to account on accrual basis per contra debit to the following accounts.	
			Nature of	Per contra debit to
			Dues	Account Head
			Subsidies	94 12
			Grants-in-aid	94 13
	01	Grant-in-aid for purposes other than World Bank projects	The Journal Entry referred to above shall be reversed in the accounts of April next.	
	02	Grants-in-aid for World Bank Projects		
64		Sale of plots and buildings	Accounting on accrual basis. Each project corresponds to the subhead and projectwise balances shall be brought out in the Trial Balance. World Bank aided projects shall be distinguished through project code.	Sale Account (Credit)
	01	Sales of plots under special welfare schemes		
	02	Sales of building under special welfare schemes		
	03*		*reserved for future use	
	04	Sale of plots (Residential General Housing Scheme).		
	05	Sale of Buildings General Housing Schemes for Public (Self Financing-residential)		
	06	Sale of Buildings-General Housing Schemes for public (other than self financing-residential).		
	07	Sale of plots (Commercial)		
	09	Sale of Building (Self Financing-Commercial)		
	10	Sale of Buildings (Other the self financing-Commercial)		

1	2	3	4	5
	11	Sales of Shop-cum-residential complex (Self Financing).		
	12	Sales of Shop-cum-Residential complex (Other than self financing)		
65		Rental Income	In monthly accounts rental income shall be brought to account on cash basis. At the end of the year income due shall be brought to account on accrual basis per contra debit to account no 94 02. this Journal Entry Shall be reversed in next year's accounts.	(I & E) Credit
66	-	Interest Receipts		
	01	Interest from Hire purchase Debtors (Plots & Buildings)	Shall be brought to account on accrual basis per contra debit to "Hire purchase Debtors Accounts - "Instalment Due" Major Head shall be one of the following. 31, 32, 33, 34, 35, 38, 36 A, 36B	(I & E) Credit
	02	Interest on loans to public	Credit this account on accrual basis per contra debit to account no. 79	
	03	Interest on loans and advances to employees of the Board		
	0301	Interest on Long Term Loans & Advances to employees of the Board	Credit this account on accrual basis per Contra debit to account no. 5201 or 52 02 or 52 03 as the case may be	
	0302	Interest on Short Term Loans & Advances to employees of the Board	These receipts shall be brought to account on cash basis.	
	04	Interest on loans under Area Development Schemes (World Bank projects)	This account receives credit per contra debit to account no. 40-02	
	05	Interest on investments in Board's Factories		
	06 01	Interest on cash Investment		
	06 02	Long term Deposits		
	07	short term Deposits		
	08	Other interest receipts	*Reserved for future use.	

1	2	3	4	5
67			*Reserved for future use	
68	-	Other Income		
	01	Recoveries of maintenance charges of land		(I & E) Credit
	01 01	Hire purchase Schemes	Receives Credit on accrual basis per Contra debit to account no. 31, 02 or 32, 02 or 33-02 or 34-02 or 35-02 and outright sales have a common feature namely that on signing the Sale Deed, they become debtors ony for incidental charges such as lease rent etc. Therefore their personal accounts are collected under a single account head 36, Accordingly, account no. 68 01 02 shall be credited per contra debit to 36	
	01 02	Self Financing schemes	Allotees under self financing scheme	
	01 03	Sites & Services (Other than World Bank projects)	Receives credit per contra debit to account no. 38 02	
	01 04	Area Development Schemes (world Bank projects)	Receives credit per contra debit to account no. 40 02 on accrual basis	
	02	Recoveries of common Service charges		
	02 01	Other than world Bank Projects	Receives credit per contra debit to 31 02 or 32 02 or 33 02 or 34 02 or 35 02 or 38 02 or accrual basis,	
	02 02	Area Development Schemes (World Bank projects)	Receives credit per contra debit to account no. 40 02 on accrual basis	
	03	Recoveries of lease rent charges (Buildings)		
	03 01	Hire purchase	Question of distinguishing World Bank projects does not arise here. All these accounts receive credits per contra debit to the relevant major head in the sub section Debtor Accounts.	
	03 02	Self Financing		
	03 03	Outright sales		
	04	Income from Lease rent on plots (Other than World Bank projects).		
	04 01	Income on Lease rent on plots sold on Hire purchase	Not to be operated at present. Reserved for future use.	
	04 02	Income from Lease Rent on plots sold on outright basis.	Receives credit per contra debit to 38 02 on accrual basis	

1	2	3	4	5
	05	Income from Lease Rent on plots sold under Area Development Schemes (World Bank projects)		Receives credit per contra debit to 40-02 on accrual basis
	05 01	Incoe from Lease rent on plots sold on Hire Purchase	-do-	
	05 02	Income from lease Rent on outright sale basis	-do-	
	06	Other charges recovered from Hire Purchase loanees and other debbtors (Projects)		
	06 01	Other than World Bank projects		Receives credit per contra debit to the relevant head of account in the sub sector "Debtors Account" on accrual basis.
	06 02	World Bank Projects		Receives credit per contra debit to account no. 40-02 on accrual basis
	07	Recoveries of supervision charges (Deposit Contribution works)		Receives credit per contra debit to account no. 28 02. This adjustment shall be carried only on completion of the project. Credit to 68 07 appears in the books of the Construction Division. In March Supplemental Accounts the FA & CAO shall transfer it to account no. 48 03 for the purpose of focussing attention throught Final Accounts on unabsorbed overheads.
	08	Fees for transfer of plots		
	09	Permission fee for extersion of time limit for construction on lease plots		
	10	Fees for transfer of Hire purchase buildings.		Records income on cash basis
	11	Fees for additional construction on hire purchase buildings		
	12	Fees for professional services rendered by the Board.		
	13	Recovery of document-ation charges		

1	2	3	4	5
	16	Other Misc. Fees recovered.	Records income on cash basis.	
	17	finances and forfeitures		
	18	Profit on stock	Not to be operated at present. Reserved for future use. (The revised system does not provide for revaluation of Stock)	
	19	Gain due to over assessment of liabilities on project account	See Explanatory Notes at major head 10 in the Main Chart of Account.	
	20	Recoveries towards Hire charges for machinery and staff cars	Receipts on account of hire charges debitable to project Accounts and recoveries due from other organisations shall be brought to account on accrual basis. Receipts on account of hire of staff cars to staff of the Board for private use in an emergency under the rules of the Board shall be brought to account on cash basis.	
	21	Sale of forms		
	22	Sale of publications	Records receipts on cash basis	
	23	Lapsed deposits Credited to revenue	Receives credit per contra debit to the relevant major head in the sub sector "Deposit Account (Projects)".	
	24	Recovery of leave salary contributions	Records receipts relating to officers of the Board, on deputation to other organisation. These receipts shall be brought to account on accrual basis per contra debit to account no. 94 03 (Recoveries on account of pension contribution shall be credited to pension Fund)	
	25	Storage charges		
	26	Supervision charges on H. P. Works		
	27	Building permission Fee		
	28	Supervision on charges on World Bank Project A/c (D.S. charges paid by W.B. Project)		
	29	Recoveries towards Water supplied from Board's Sources		
	30	Other Income		
	30-01	Recoveries from Swimming pool		

1	2	3	4	5
		Reserve fund sinking Fund and provident Fund		
69	-	Capital Reserve		
	01	surcharge on cost Fixation Surcharge (Cost S.)		Balance Sheet (Liability)
	02.	C P F Reserved		Balance Sheet (Liability)
70		Depreciation Reserve fund		
71		Sinking Funds for redemption of loan	A separate minor heed shall be opened for each Sinking fund. On maturity of the loan, the balance in this account shall be transferred to "69 Capital Reserve" As regards investment of balances of Sinking Funds see account no. 77 in the sub sector "Investments"	
72*		Pariwar sahayta Kosh		
73-A		General Provident Fund		Balance Sheet (Liability)
	01	Subscribers Account		
	02	Unposted transactins		
	03	Unallocated return on investment and subsi- dies for General Provident Fund for payment of interest to subs- criber.	in the event of investment of balances in provident Fund (e.g. Fixed Deposits in Bank), Interest earned shall be initially credited to this minor head. On completion of subscribers, account for each Year, interest shall be credited to 73 03. Balance remaining shall be carried over to next year. Any defecit shall be made good by debit to account no. 81 01.	
73-B		arrear of Empolyees reg.Fifth pay commission (Matured portion-2004)	Scope of major head 73 excludes transactions relating to deputationists of other organisations which are directly taken to account no. 83 17.when cheque is issued in favour of parent organisation account no. 83 17 receives debit.(Only recoveries made from deputatinists will enter the account of the Board.Advances should be paid directly by the parent organisation). Separate GPF Schedules should be prepared in respect of deputationists.	
74		Contributory provident Fund		Balance Sheet (Liability)

1	2	3	4	5
	01	Subscribers Account	In respect of the Board's share of contribution, this account receives credit per contra debit to account no. 54	
	02	Unposted transactions		
	03	Unallocated return on investment and subsidies for contributory provident fund for payment of interest to subscribers Pension fund	See Explanatory Notes at account no. 73 03	
75	01	Contribution from the Board and Return on Investments or 55 02 as the case may be.	In respect of contribution of the board, this account receives credit per contra debit to account no. 55 01	Balance Sheet (Liability)
	02	Payments made towards Retirement Benefits	Payments shall accounted for on Cash basis.	
	02 01	Pensions		
	02 02	Gratuity		
	02 03	Family pension		
	sub sector:	INVESTMENT		
44	76	Investment in Board's Factories	Each factory shall be assigned a code Number below this major head.	Balance sheet (Asset)
	77	Investment of balances of Reserve Funds and Sinking Funds and Provident Funds	When investments are made these accounts receive debit per contra credit to "84 Bank" interest	Balance sheet (Asset)
	01	Reserve Fund Investment Account	Realised shall not be credited to directly to the concerned Fund see account no. 73 03)	
	02	Sinking Fund Investment Account	When investments are sold, the sale Proceeds shall be credited to this account per contra debit to "84 Bank"	
	03	G.P.F. Investment Account	Any loss or gain shall be transferred to account no. 99 16 or 68 30.	
	04	C.P.F. Investment Account		
	05	Investment of C.P.F. Reserve.		
	06	Investment of Pension fund A/c		
	07	Group Insurance Scheme fund A/c (G.I.S.)		
78		Investment of Cash Balance		(Asset)

1	2	3	4	5
79		Other application of Resources Loans Accounts of Housing Loans to public	Interest due to the Board shall be brought to account on accrual no. 66 02.	Balance Sheet (Asset)
80	01	Over due principal of Housing loan to public		
	02	Over due Interest of Housing Loan to public		
		Interest payments	At the beginning of the introduction of the revised system interest payments shall be accounted for on cash basis. After the system settles down. Board may issue orders for adoption of accrual accounting.	(I&E) Debit
	01	Interest of loan from Government		
	02	Interest on loan from Bank		
	03	Interest on loan from other financial Institutions	Wherever necessary, a subhead may be opened for each institution, 80 03 01 Loans.	
	04	Interest on Loan from public		
	05	Interest on Housing Deposits	Housing Deposits refer to Registration Deposits and Initial Deposits	
	06	Interest on guaranteed debentures		
	07	-do-ungaranted debentures		
	08	interest on Hudco Loans		
	09		*Reserved for future use	
	10	Other interest payments		
	11	Transfer of capitalised interest to World Bank projects accounts	This account receives credit per contra debit to account no.02 or 03 as the case may be	
	12	Transfer of capitalised interest to projects (other than World Bank Projects)		
81	01	Other application of resources		(I&E) Debit
	02	Interest on General provident fund	This account receives debit per contra credit to account no. 73 03 in case the balances of provident Fund are not merged with the general Funds of the Board but invested. if, however, they are merged with the general balances account no 73 03 remains inoperative and credit shall be afforded direct to account no. *74 01-G.P.F. Subscribers Accounts	

1	2	3	4	5
	02	Interest on Contributory provident Fund	Remarks at 81 01 apply to 81 02 also.	
Sub Sector :		Provisions and Other Liabilities		
82		Provisions		Balance Sheet (Liability)
	01	Provision for Bad Debts	To be operated only for the purpose of Final Accounts. This account receives credit per contra debit to account no. 99 01	
	02	Provisin for Audit Fees	To be operated for the purpose of final accounts per contra debit to 99 04	
	03	Provision for guarantee fees	-do-	99 05
	05	Provision for other fees	-do-	99 07
	06	Provision for insurance	-do-	99 08
	07 [^]	Provision for consultancy fees	-do-	99 06
	08 [*]		* Reserved for future use	
	09 [*]			
	10	Other provisions	Residuary account head	
83		Other liabilities		Balance Sheet (Liability)
	01	Interest accrued on creditors account	To be operated only for the purpose of final Accounts. This account receives per contra debit to account no. 80. See the Explanatory Notes at major head 80 regarding the transition time to be allowed for adoption of fully accrual based accounting.	
	02	Creditors for work done and cost of land	To be operated only for purposes of final Accounts excludes claims of contractors which are brought to account under 06 03 As regards cost of land, this account receives credit on accrual basis per contra debit to the following accounts. Nature of Transaction	per Contra debit to
			Cost of land acquired as reserve	92
			Cost of land acquired for specific projects	Individual project Account under the major head 02
	03	Expenses payable	To be operated for the purpose of Final Accounts only. This account receives credit per contra debit to the relevant major head in the sub sector *Employees remuneration & Office	

1	2	3	4	5
	04	Liabilities for refund of unsepent grant-in-aid	Management" in the Administration Sector. To be operated for the purpose of Final Accounts. This account receives credit per contra debit to account no. 63 in case the Government adopts the system of making advance payments to the Board subject to rendering of accounts.	
	05	Liabilities for rent collected on behalf of Govt.	Recoveries made from tenants of Government colonies shall be directly credited to this account (Accounting on cash basis). Payments made to Government shall be debited to this account	
	06	Liability for refund of subsidy	Account Head created for future use. At present there is no system of advance payment of subsidy to the Board by government. In case it is operated infuture this account receives credit per contra debit to account no. 62.	
	07	Income tax deducted at source	Accounting on <u>cash basis</u>	
	08	Liability for contributions in respect of deputationists (Leave, pension, contributory provident fund)	This account receives credit on accrual basis per contra debit to the following accounts.	
			Nature of Liability	per contra debit to
			Leave Salary contribution	Major head 42 or 43 or 44, or 45 as the case may be.
			pension contribution	55 04
			Board's Contribution to Contributory provident Fund	54
	09	Contribution due to pension fund and provident Fund	Payments to other organisations shall be made by debit to account no. 83 08 .This is not a liability in the strict sense of the term as long as pension Fund and Provident Fund are controlled by the Board and are merged with the general balances of the Board. In the event of these Funds acquiring the status of Statutory Funds declared as independent accounting units. This account has to be operated on accrusat basis.	

1	2	3	4	5
	10	Water Charges recovered on behalf of Municipalities/ public Health Department.	Recoveries shall be credited and payments made to Municipalities shall be debited to this account	
	11	Receipts not susceptible of credit to debtors accounts due to incomplete particulars in challan		
	12	Professional tax deducted at source		
	13	L.I.C premium deducted at source		
	14	Contribution to Family benefit Fund payable to Government		
	15	Liability for payment of Hire purchase installment recovered on behalf of Govt.		
	16	Contribution to Benevolent Fund		
	17	Recoveries from deputationists adjustable in the books of their parent departments		
	18	Security Deposits of staff of the Board		
	19	Sale tax/Entry tax		
	20	Mise		
	21	G.P.F. & C.P.E. withdrawal		
	22	Contribution from employees payable to sakh samithi		
	23	Recovery for Khadi & Bank Loan		
		Cash Management		
		Bank (Current Accounts)		
	01	Current Account (General Funds)		Balance Sheet (Asset) (Overdraft will appear as a liability)
	01 01	Current Account of F.A. & C.A.O. (General Funds).		
	01 02	Current Account of Circle Office (General Funds), Bhopal		
	01 03	-do-	Gwalior	
	01 04	-do-	Indore	
	01 05	-do-	Jabalpur	
	01 06	-do-	Raipur	
	01 07	-do-	Rewa	
	01 08			
	to			
	01 10*		*Reserved for future use	

1	2	3	4	5
	01 11	Current Account of Division (General Funds)		
	01 12	Current Account of Estate Manager (General Funds)		
	02	Currents Account of Implementing Agency (World Bank Project Funds)		
	02 01	Current Account of FA & CAO (World Bank Project funds)		
	02 02	Current Account - Indore Circle (World Bank Project Funds)		
	02 03	Current Account - Raipur Circle (World Bank Project Funds)		
	02 04*			
	02 05*			
	02 06*		* Reserved for future use	
	02 07*			
	02 08	Current Account of Divisions (World Bank Project Funds)		
85		Cash in Transits		Balance Sheet (Asset)
	01	Remittances from Head Office to Circle		
	01 01	Remittances advised		
	01 02	-do-acknowledged		
	02	Remittances from circle to Divisions & Estate Management	Accommodates transactions other Than disbursement of Imprest i.e. When it is opened. However, When Imprest is recouped account no. 85 02 01 shall be debited in the books of Circle Officer per contra Credit to "84- Bank" (See Explanatory Notes at Major head 86)	
	02 01	Remittances advised		
	02 02	-do-acknowledged		
	03	Remittances from Estate Management to Head Office		
	03 01	Remittances advised		
	03 02	-do-acknowledged		
	04	Remittances from Dn. to Head Office		
	04 01	Remittances advised		
	04 02	-do-acknowledged		
	05	Remittances from Circle to Head Office		
	05 01	Remittances advised		
	02 02	-do-acknowledged		
	06	Remittances from Head Office to Division / Estate Management		

1	2	3	4	5
	06 01	Remittances advised		
	06 02	- do - acknowledged		
	07	Remittances from E.M/ Division to Circle Office		
	0701	Remittances advised		
	08	One accounting unit to another units (in between circle)		
86	09	Remittance from swimming pool to H O. Imprests with Divisions and E.M Unit	This head of account shall be operated only when the Imprest is placed with the Division for the first time When Imprest is recouped, Circle Officer shall debit amount recouped to account no.85 02 01 per contra credit to 84-Bank	Balance sheet (Asset)
	01	Imprests for project expenditure (World Bank Project funds)	This account receives debit in the books to the Circle Officer per contra credit to "84-Bank"	
50	02	(General Funds i.e. other than World Bank Project Funds)	-do-	-do-
	03	Imprests for Administrative expenditure (special staff World Bank Project)	-do-	
	04	Other Staff	-do-	
	05	Imprest acknowledged by Divisions (World Bank Project Funds)	This account receives credit in the books of the Divisional Officer per contra debit fo "84-Bank"	
	06	Imprest acknowledged by Divisions & Estate Manage ment (General Funds)	-do-	
87		Payment made by Head Office pending reimburse ment by subordinate office	The debit balances in this account shall be cleared by the FA & CAO by obtaining a cheque from the subordinate Offices in favour of Accounts Officer (Head Office)	
	01	World Bank projects		
	01 01	Payments made		
	01 02	Reimbursements made by subordinate offices		
	02	Other projects		
	02 01	Payment made		
	02 02	Reimbursement made by subordinate offices		

1	2	3	4	5
88		Receipt collected by Head Office on behalf of subordinate offices pending payment to the latter.	The credit balances in this account shall be cleared by issue of cheque by Accounts Officer (Head Office) in favour the subordinate office	Balance sheet (Liability)
	01	World Bank projects		
	01 01	Receipts collected		
	01 02	Paid to subordinate offices		
	02	Other projects		
	02 01	Receipts Collected		
	02 02	Paid to Subordinate Offices		
89		Group Insurance		
90		*Reserve for future use		
sub Sector:		capital Account		
91		Capital		Balance sheet (Liability)
92	Land (Reserve)		receives debit on accrual basis -per centre credit to account no. 83 02. (Cost of land utilised for projects should be transferred from account no.92 to the individual project account.	Balance sheet (Asset)
51				
93		Other fixed Assets		Balance Sheet (Asset)
	01	Rental Buildings		
	02	Functional Buildings other than administrative Block	Wherever necessary subheads may be opened to record separately the assets created out of World Bank finds	
	03	Community Halls		
	04	Play grounds and parks		
	*05			
	*06		*Reserved for future use	
	*07			
	*08			
	*09			
	10	Other Fixed Assets 02 to 04	See remarks at minor heads	
94		Other Assets		Balance Sheet
	01	Interest accrued on investments.	This account receives debit on accrual basis for contra credit to account no 66 05 or 70 or 71 or 73 03 or 74 03 or 75 01 as the case may be	

1	2	3	4	5
	02	Rental-income accrued	To be operated for the purpose of Final Accounts. This account receives debit per-contra credit to account no. 65.	
	03	Leave salary and pension contribution due from other organisation	This account receives debit on accrual basis percontra credit to be the following accounts	
			Nature of Transaction	Per contra credit
			Leave Salary contribution	68 24
			Pension Contribution	75 01
	04	Leave salary paid to deputationists Board by parent organisation	Debits to this account shall be record on cash basis. Recoveries made shall be credited to this account	
	05	Annual charges recoverable (For Buildings and plots on outright sale basis)	In case the Board opts for accounting for these recoveries during the month on cash operated fro the purpose of Final be operated for the purpose of Final Accounts. If these recoveries are accounted for on accrual basis this account head remains in-operative. These changes in such circumstances would be debited to account no. 37.	
	06	Interest receivable of House Building loans to Staff	Should not be operated at the time of introduction of the new system in view of the explanatory remarks made at account no-66 03 01 (This account is conceived as an	
	07	Interest receivable Motor car loans to staff	alternative available to the Board in future)	
	08	Motor cycle loans to Staff)		
	09	Margin Money with Bank	Records debits on cash basis	
	10	Supervision charges in respect of work-in-progress as the end Of the current year pending absorption in project account	To be operated only for purposes of Final Accounts. these changes shall be brought to account through a journal Entry at the end of the financial year per contra credit to account no. 48. At the beginning of the next financial year the transaction shall be reversed by debit to account no. 48 per contra credit to 9410. See Guide Letters (A) and (B) in Diagram X in Main chart of Accounts.	
	11	Service charge receivable from Nodal Agency (World Bank Loan Funds)	This account shall be debited on accrual basis per contra credit to 42 07 02.	
	12	Subsidies receivable from Government	To be operated only for the purpose of Finanacial Accounts. Receives debit per contra credit to account no. 62. The Journal Entry passed in March	

Supplemental Accounts shall be reversed in April next.

13	Grants-in-aid receivable from Government	To be operated only for purpose of Final Accounts. Receives debit at the end of the year per contra credit to account no. 63. Journal Entry passed in March Supplemental Accounts shall be reversed in April next.
14	Over payments pending recovery	
15	Trunk Call charges (Private calls-Recoveries Due)	
16	Hire charges for private use of staff cars-Recoveries Due.	
17	Civil deposits with Govt.	
18 to 23	Reserved for future use.	
24	Interest on funds invested in respect of works-in-progress project Account	To be operated only for purpose of Final Accounts. Procedure is the same as in respect of account no. 9410
25	Other misc. Assets	
	Miscellaneous Expenditure capitalised	
01	Discount on issue of debentures	
01 01	Discount on debenture	
01 02	Other expenditure on issue of debentures	
02	Subsidies on sale to weaker sections	
03	Compensation to displaced persons Area Development Schemes pending write off to revenue account	This is meant for future use. (Where compensation is paid for specific project expenditure is automatically capitalised in project Account. There is no need to operate on this head of account at all)
97	Depreciation	
01	Rental-Buildings	
02	Administrative Buildings	
03	Guest Houses	
04	Other Functional buildings	
05	Community Halls	
07	Construction Machinery and Equipment (Including)	

1	2	3	4	5
	08	(Lorries)and Tools and plants Staff Cars and Inspection Vehicles		
	09	Furnitures		
	10	Office Equipment, Air Conditioners and coolers		
	*11 to 14		*Reserved for future use	
	15	Other Fixed Assets		*Reserved for future use
98		Miscellaneous Revenue		
99		Account		
	01	Bad Debts		
	02	Incidental charge for Procuring loans	Accounting on cash basis during the month and on accural basis in the Final Accounts	
	03	Discount and brokerage	Accounting on cash basis during the month and on accural basis in the Final Accounts	
	04	Audit Fees		
	05	Guarantee Fees		
	06	Consultants fees		
	07	Others fees		
	08	Insurance		
	09	Bank charges		
54	10	Commission colle- tion of Rent	Accounting on cash basis during the month and on accural basis in the Final Accounts	
	11	Taxes on board's Buildings (other than Administrative Block and Guest Houses)		
	12	Housing subsidy to weakers sections		
	13	Losses due to under assessment of liabile- lities on project account	See Explanatory notes at major head in Main Chart of Accounts	
	14	Losses on stock	This account receives debit (on issue sanction for write off of shortages) per contra credit to account no. 09 01	
	15	Payment of building permission fee.		
	16	Other losses		
	17	Parivar sahytakosh	This account receives debit per contra credit to 72 (Provision made every year on Interest receipt basis)	
	19	Compenstaion on to displaced persons written of to revenue	(FDR against parivar sahyta kosh)	
	20	Miscellaneous Expenditure		

MADHYA PRADESH HOUSING BOARD
FACTORY CHART OF ACCOUNT
FACTORY CHARTS OF ACCOUNTS

Major	Minor	Nomenclature	Explanatory Notes
1	2	3	4
01		Stock (Raw Material)	There shall be a separate minor head for each important raw material.
02		Stock (Ancilliary articles)	
03		manufacturing process Account No.....(Raw Materials & Wages)	
	01	Raw Materials consumed	
	02	Materials (Ancilliary Items) consumed	
	03	Wages (Direct)	
04		Manufacturing process Account No..... (Factory Expense-Direct)	Minor Heads may be prescribed by FA & CAO.
05		Manufacturing Process Account No..... (Factory Expenses Allocated)	Minor Heads may be prescribed by FA & CAO.
06		Manufacturing Overheads	
	01	Expenditure	Subheads may be prescribed by FA & CAO.
	02	Allocated to various process	
		Central Excise Duty	
07			
08*			
09*			
10*			
11*			
12*			
13*			
14*			
15		Selling Expenses	* Reserve for future use.
16		Administrative Expenses	
	01	Personal Costs (Salaries & Alloances)	
	02	Personal Costs (Retirement Benefits)	
	03	Contribution under Labour Laws	
	04	Offices Expenses (Factory)	
	05	Overheads Head Office & Circle Office allocated to the Factory	
17		Maintenance of Factory Vehicles	
18		Financial Chartges	
19		Abnormal Losses in manufacture	

1	2	3	4
20		Loss of Stock	
21		Incentives to Workers	
22		Bad Debts	
23		Depreciation	
24*			*Reserved for future use
25*			
26*			
27*			
28*			
29*			
30		Misc. Expenses	
31 to 39*			
40		Sales (Main Products) to public	
41		Transfers of Stock to Divisional Stores	
42		Sales (Byproducts)	
43		Interest Receipts	
44		Recoveries of Hire Charges of Vehicles	
45*			
46*			
47*			
48*			* Reserved for future use
49*			
50*			
51		Capital	
52		Reserves & Surplus	For Minor Heads Please see Balance Sheet
53		Secured Loans	-do-
54		Unsecured Loans	-do-
55		Current Liabilities	-do-
56		Provisions	-do-
57		Inter Divisional Settlement Account*	
58*			
59*			*Reserved for future use
60*			
61		Fixed Assets	For minor heads please see Balance Sheet.
62		Investments	
63		Current Assets (other than cash and bank)	For minor heads please see Balance Sheet
64		Bank	
65		Cash	
66		Deposits by Factory	
67*			
68*			
69*			
70		Misc. Expenditure capitalised	