

तार : 'फूडकोर्प'
Gram : 'FOODCORP'
फैक्स नं. : एचएफसीआई एनडी
०६९९९२३४९३२४९
००६९९९२३४९३९०३
Fax No. : HFCI ND
00911123413241
00911123413103

भारतीय
खाद्य
निगम



FOOD
CORPORATION
OF INDIA

मुख्यालय
नई दिल्ली
Head Quarters
New Delhi

आISOओO 9001 2000 प्रमाणित
ISO 9001: 2000 CERTIFIED

१६-२०, बाराखम्बा लेन, नई दिल्ली-११०००९, दूरभाष-२३४९३८७९-२३४९४८७२-२३४९४८८०
16-20, BARAKHAMBA LANE, NEW DELHI-110001, PHONE : 23413871-23414872-23414880

No.I.12/ FAP/implementation/2013

Dated 28.01.2013

Circular No. FAP/03/2013

Sub: Closing of Accounts for the year 2012-13 through FAP by selected sites

The development in respect of Oracle Apps except for Fixed Assets module as already intimated vide Circular No. FAP/02/2013 dated 24.01.2013 and the procedure for closing of Accounts through FAP has also been mentioned through ibid circular.

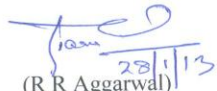
2. It is necessary that the Closing of Accounts for the year 2012-13 is made for selected sites through FAP so as to ensure that the all the sites are ready for preparation of complete Accounts through FAP for the year 2013-14 and are able to replicate the process adopted by the selected units.

3. In view of the above, the following unit offices have been selected for closing of Accounts through FAP for the year 2012-13. One officer on behalf of the HQrs as mentioned against each unit has been nominated as the single point contact cum co-ordinator for closing of Accounts through FAP for the year 2012-13.

Name of the Zone	Unit offices selected	Co-ordinator of HQrs
West Zone	ZO West	Sh. Rohit, Manager (A/Cs)
	DO Bhopal	Headquarters
East Zone	DO Dhanbad	Sh. Devkant, AGM (FAP)
South Zone	DO Thanjavur	Sh. Amit Aggarwal, AGM (FAP)
	DO Kakinada	Headquarters
NE Zone	DO Imphal	Sh. Rajat Soi, AGM (A/Cs)
		Headquarters
North Zone	ZO North	Sh. R R Aggarwal, GM (FAP), Headquarters
	RO Delhi	
	DO Alwar	
Headquarters	Headquarters	Sh. Akshay Vishal, GM (Fin.), Headquarters

4. It would be the responsibility of the Co-ordinator of HQrs, CGM/GM (F&A) of the zone, DGM (F&A)/AGM (Compilation) of the region and the Area Manager of the District office to ensure that the reconciliation and closing of Accounts through FAP for the year 2012-13 is completed in a time bound manner and the reconciliation upto December 2012 should be completed by 28 Feb 2013 and for the F.Y 2012-13 by 15 April 2013. In case of any issue/difficulty related to FAP observed during reconciliation, the same should be intimated to GM (FAP).

5. The progress of the reconciliation be reviewed at Zonal level on weekly basis and submit report on Monday of next week to GM(FAP).


(R R Aggarwal)
General Manager (FAP)

Distribution:

1. CGM (Cost/Fin./A/Cs/IA/Funds/CPF) in Headquarters
2. All CGM/GM (F&A) in Zonal offices
3. The Director, IFS, FCI, Gurgaon, Haryana.
4. All Dy. GM (F&A)/ Asstt. GM (A/cs) FCI, Regional Offices.
5. All Area Managers.

Copy to :

- Sh. Rohit, Manager (A/Cs) Headquarters
- Sh. Devkant, AGM (FAP), Headquarters
- Sh. Amit Aggarwal, AGM (FAP), Headquarters
- Sh. Rajat Soi, AGM (A/Cs), Headquarters
- Sh. R R Aggarwal, GM (FAP), Headquarters
- Sh. Akshay Vishal, GM (Fin.), Headquarters.

(With a request to liaise with the concerned units for which they are coordinating and ensure completion of accounts upto Dec 2012, by 28th Feb 2013.)