



**GOVERNMENT OF ANDHRA PRADESH
FINANCE AND PLANNING (FW:APEWF) DEPARTMENT**

Memo. No. 19/APEWF/2/96

Dated: 02-01-1996

Sub : Maintenance of individual - wise loan Account Ledger, A.P.E.W.F. -
Proforma communicated

A P U S

In his Audit reports on the Accounts of A.P. Employees Welfare Fund, State Level Committee, the Director of Local Fund Audit has pointed out that the District Level Committees/Twin Cities Committees have not prepared and furnished to audit the Demand, Collection and Balance Statements under each category of loan. In order to arrive at the "Demand, Collection and Balance position", the individual loan accounts have to be maintained indicating the D.C.B. position. In most of the District Level Committees, the loan Ledger are stated to be not being maintained indicating the D.C.B. position for every month. In each and every meeting of the State Level Committee, it is necessary to furnish the District wise D.C.B. to review the loan recovery position from the loanees.

2. In view of the above position all the Member Secretary-cum-Treasurers and District Treasury Officers of District Level Committees and the Member Secretary-cum-Treasurer and Deputy Pay & Accounts Officer, Hyderabad are requested to maintain the loan ledgers indicating the D.C.B. of each and every loanee as per the proforma enclosed.

3. They are also requested to include the D.C.B. position as one of the Agenda item in every meeting of the District Level Committee.

D. DEVARAJULU NAIDU

Member Secretary-cum-Treasurer & Joint Secretary to Government

**INDIVIDUAL WISE LOAN ACCOUNT LEDGER, A.P. EMPLOYEES
WELFARE FUND**

1. Name & Designation of the loanee :
2. Designation of the Drawing and Disbursing Officer :
- 3 Proceedings No. & Date of sanctioning of loan. :
4. Purpose of the loan :
5. Date of Retirement :
6. Loan Account No. :
7. Amount of loan sanctioned :
8. Number of Installments including interest :
9. Amount of installment. :
10. Rate of Interest :
- 11 Rate of Penal Interest. :
12. OTHERS :

DEMAND

Month	Principal	Interest	Penal Interest	Total	Date

COLLECTION

Principal	Interest	Penal Interest	Progressive Total	Balance outstanding	Accountant