

HIMACHAL ROAD TRANSPORT CORPORATION SHIMLA-171003
No:HO:2-Bank/Drawing limit-2013-2014(Misc)

To

All the Unit Officers in
Himachal Road Transport Corporation,

Reminder
Time Bound

.....
Dated, Shimla-171003, the 20th November 2014.


Sub: Payment of OTA/NOA/ on monthly basis.

Memo,

Reference to this office letter of even number dated 16-10-2014 vide which it was decided to release the payment of NOA/OTA every month and it was also ordered to prepare the bill immediately after the close of month and requirement of funds be sent by the 7th of following month.

2. The requirement of funds for releasing OTA/NOA for the month of October 2014 has not been received from you as yet and the higher authority has taken a serious view in this regard.


3. Therefore, you are again directed to supply the above information by 21st November positively so that funds be released on 22nd November 2014.


Financial Advisor & CAO,
Himachal Road Tpt. Corporation,
Shimla-171003.

Copy to:

1. The Divisional Manager, HRTC, Mandi / Hamirpur / Dharamshala / Shimla for information and necessary action.

2. The Divisional Manager (IT) HRTC HO for uploading the order on HRTC website.


Financial Advisor & CAO
Himachal Road Transport Corporation,
Shimla-171003.