

RAJASTHAN FINANCIAL CORPORATION
H.O.: Udyog Bhawan, Tilak Marg, C-Scheme, JAIPUR-302005
(ACCOUNTS SECTION - FMD)

Ref.No.RFC/f.11(252)/165

Dated : 26.08.2014

C I R C U L A R

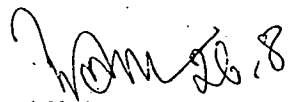
Reg: Maintenance of Books in physical form.

The Corporation has switched-over the accounting system from COBOL to Web Based Accounting System w.e.f. 01.04.2013 and the accounts upto 31.03.2014 have been finalized. Now all Branch Offices are advised to get the following books printed so that record from 01.04.2013 to 31.03.2014 is available in physical form also.

- (1) Cash Book
- (2) Day Book
- (3) Bank Books
- (4) All Loanee Ledger
- (5) All Subsidiary Ledger
- (6) Health Code Classification of Loanee
- (7) Trial Balance

All concerned are advised to ensure getting the above books downloaded from our Accounting Application Software and thereafter signed by the concerned Branch Manager to maintain it as permanent office record.

The Books may also be got binded so that record could be well preserved.



(Alka Sharma)

Executive Director (Finance)

Copy to :

1. All BOs/SOs/A&I
2. All DGM(Operations) at HO.