

ANDHRA PRADESH STATE ROAD TRANSPORT CORPORATION (APPTD)
Accounts Department, RTC House, Vijayawada

Lr.No.MA1/ROI(1)/2025-26-AD

O/o The Commissioner PTD,
Dt.30.10.2025.

U.O.NOTE

Sub:-**Retail Oil Outlets:** Constitution of committee to study the accounting system in Retail Oil Outlets- Reg.,

Ref:- Accounts Circular No. 07/2020-21, dated 10.02.2021

This letter serves to formally confirm the constitution of the committee to study the accounting system in Retail Oil.

The primary objective of this committee is to deliver a comprehensive report on the following things

1. To Identify loopholes or procedure lapses that led to the recent cash fraud.
2. To examine the adequacy of internal checks, supervision and documentation.
3. To recommend a robust accounting and monitoring mechanism to ensure transparency and accountability.
4. To suggest measures for digitization and automation of transactions wherever feasible.
5. To propose preventive and disciplinary measures to avoid recurrence of such events.

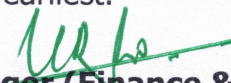
The committee has been duly constituted with **five (5) members**, all of whom have been informed of their roles and responsibilities. The composition of the committee is as follows, in accordance with the details provided:

S.No	Role	Name and Designation
1	Chairman	Sri P.V.Ramana Reddy, Dy.CAO(KDP Zone)
2	Convener	Smt. Reena D, AO(GST)
3	Member	Smt. G Venkata Lakshmi, Dy.CAO(VJA Zone)
4	Member	Sri. Kumar, AM(Finance), Test Audit, Head Office
5	Member	Sri. S Mamillu, AM(Finance), AI, RJY

The committee shall submit its report with findings and recommendation with in 15 days from date of this letter.

We are confident that this team possess the necessary expertise to successfully complete the assigned task. The committee is expected to commence its work immediately and will give its report to the undersigned with necessary suggestions to appraise FA&CAO to take a decision.

The above Committee shall submit detailed report at the earliest.


Chief Manager (Finance & Audit)

To
The above officers/members