



**Inter Office Memorandum**  
(Accounts Department)  
SBP Banking Services Corporation  
Head Office, Karachi

To	i) The Director, General Services Department (GSD), SPB BSC, HOK. ii) The Director, Internal Bank Security Department (IBSD), SPB BSC, HOK. iii) All Chief Managers, BSC Field Offices.		
Copy To	i) The Director, Personal Management Department, SPB BSC, HOK. ii) The Director, Internal Audit Department, SPB BSC, HOK		
From	Accounts Department (Budgeting and Monitoring Unit), SPB BSC (Bank), HOK.		
Reference No.	AD (BMU )/ 839 / 2012	Date	27 -01-2012

EXPENDITURES INCURRED ON OUTSOURCED SECURITY GUARDS-ACCOUNTING OF.

It has been observed that payments on account of Security Guard hired through Security Agency i.e. Askari, Brinks, Phoenix etc as also Salaries in respect of our own contractual Security Guards is being made from the head of Security Guard Contractual Salaries under BSC Expenditure Regulation No.12. The current practice of paying such expense from Security Guard Contractual Salaries to the outsourced security companies & our own employees creates hindrance while monitoring of budget & bifurcating the nature of expenditures.

Accordingly, a new child code 761060 with the name of "Security Guards- Outsourced" has been created for accounting expenditures/payments made to Security Companies on account of payment against such outsourced SGs.

All Field Offices are advised to please record expenses as mentioned at Para 2 above in the new head 761060-"Security Guards - Outsourced" under BSC Expenditure Regulation.16 with immediate effect. Meanwhile, please reverse all such expenses, earlier debited to 761039-Security Guard Contractual Salaries during the current financial year by debiting them to 761060-"Security Guards-Outsourced under intimation to "Accounts Department-Budget & Monitoring Unit".

Please acknowledge receipt.

Regards,

(Sajid Ali Shah)  
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