



COAL INDIA LTD.

Asset Accounting in SAP- SOP – Cum End User Manual.

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SECTION 1 Fixed Assets Master Data:

1.1 Assets Master Data Creation: -

Central/Corporate Account Section of Finance Department of CIL/Subsidiaries/Areas will create Asset Master Data on requisition from User Department.

T- Code	AS01
SAP Easy Access	Accounting -> Financial Accounting -> Fixed Assets -> Asset -> Create Asset

Create Asset: Initial screen

Master data Depreciation areas

Asset Class: 14000

Company Code: SECL

Number of similar assets: 1

Reference

Asset: []

Sub-number: []

Company code: []

☐ Post-capitalization

Sr No.	Field	User Action and Values
1	Asset class	Enter or choose the appropriate asset class by clicking on Magnifying glass Icon
2	Company Code	Enter relevant subsidiary company code
3	No of similar assets	This function enables the user to create multiple similar assets in one master transaction. These assets initially only differ in their asset numbers. When user save it, user can also enter a description and inventory number for each individual records.
4	Reference: Asset Sub-number Company code	User can use this field to create an asset by copying the details of an existing asset. In the Reference section, User needs to provide an existing Asset number.

Press <Enter> or click on

General Data Tab:

Create Asset: Master data


Asset values

Asset: INTERN-00001 0

Class: 14000 PLANT & EQUIPMENTS Company Code: SECL

General Time-dependent Allocations Origin India Specific Data Leasing Deprec. Areas

General data

Description ☒ 

Asset main no. text

Acct determination: 14000 PLANT & EQUIPMENTS

Serial number

Inventory number

Quantity ☒

☐ Manage historically

Inventory

Last inventory on ☒ Include asset in inventory list

Inventory note

Posting information

Capitalized on Deactivation on

First acquisition on

Acquisition year 000

Material Number

Sr No.	Field	User Action and Values
1	Description.	This is the main description of the asset. Enter the info that will help you identify the asset.
2	Additional Description.	Use this field to add any additional description to the asset.
3	Asset main no. text.	In this field, you can enter any desired name for an asset main number.
4	Inventory number.	Enter the inventory number that identifies this asset. A lot of times the actual info entered in these fields can be something else depending on whatever the company needs this for.
5	Serial Number.	Enter the manufacturer Number.
6	Quantity.	Will be auto populated from MIRO, or any other acquisition posting transaction as may be the case.
7	UOM.	Maintain appropriate Value.
8	Manage Historically.	<input checked="" type="checkbox"/> (Tick) always.
9	Last inventory date.	You can enter the date of the last inventory in this field. This field is currently for informational purposes only.

10	Inventory indicator.	Set this indicator if you want the asset to be counted in a physical inventory. Use of this indicator ensures that the asset is included in the standard inventory list of Asset Accounting.
11	Inventory Note.	In this field you can specify additional asset information for the physical inventory report.
12	Capitalized on.	The capitalization date is the value date of an asset. The field will be automatically updated upon acquisition posting.
13	Deactivated on.	The system enters the asset value date of the retirement posting for, a full retirement, in this field. Once an asset has been deactivated, the user can no longer post to the asset (with one exception: posting a reversal of the last retirement). In order, for user to be able to make correction postings after an asset has been deactivated, user can also manually change the deactivation date in the asset master record.
14	Planned retirement on.	Enter info over here if you know by when you plan to retire this. This field is optional.
15	Ordered on.	Enter the date on which this asset was ordered. This field is optional.
16	Material Number.	NA

TIME DEPENDENT DATA: -

Create Asset: Master data

Asset values

Asset: INTERN-00001 0 Test Check
Class: 16000 COMPUTER S & W Company Code: SECL

General Time-dependent Allocations Origin Net Worth Tax India Specific Data Leasing Deprec. Areas

Interval from 01.01.1900 to 31.12.9999

Business Area
Cost Center ☒
Activity Type
Plant ☒
Location
Room
Personnel Number
WBS Element (Costs)
Profit Center
Segment

Sr No.	Field	User Action and Values
1	Cost Centre	Use Cost Centre of Relevant Department to which the asset belongs. It is relevant for Depreciation/Impairment Posting. and Cost Sheet preparation.
2	Plant	This is the plant to which this asset belongs to.
3	Location	Use appropriate physical location as per the Dropdown Menu.
4	Room	This can be used to further classify where our assets are located. We can run reports by these fields.
5	Personnel Number	For laptop, user needs to enter EIS/NEIS No. of the employee.
6	WBS Element (Costs)	Mines which are in development stage for which revenue expenditure are to be capitalized, <i>“Revenue expenditures to be Capitalised’s WBS”</i> is to be used.
7	Profit centre	It gets derived from the Cost centre automatically.

Allocations Tab:**Create Asset: Master data****Create Asset: Master data**

Asset values

Asset Test Check
 Class COMPUTER S & W Company Code

General Time-dependent **Allocations** Origin Net Worth Tax India Specific Data Leasing Deprec. Areas

Allocations

Evaluation group 1 ☒
 Evaluation group 2 ☐
 Evaluation group 3 ☐
 Evaluation group 4 ☐
 Evaluation Group 5 ☒

Investment reason
 Asset super number

Investment support measures

Key	Description



Entry 0 from 0

Integration of assets and equipment

Sr No.	Field	User Action and Values
1	Evaluation group 1	Use appropriate value from dropdown box relevant to Asset Class of the Fixed Asset being Created.
2	Evaluation group 2	Use appropriate value from dropdown box relevant to Evaluation Group 1 of the Fixed Asset being Created.
3	Evaluation group 3	Use appropriate value from dropdown box relevant to the Fixed Asset being Created.
4	Evaluation group 4	Use appropriate value from dropdown box relevant to the Fixed Asset being Created.
5	Evaluation group 5	Use appropriate value from dropdown box relevant to the Fixed Asset being Created. It is relevant for Budget Consumption & Capex Reporting.
6	Investment Reason	Select the proper reason for asset.
7	Asset Super Number	Assign here a Unique reference No for a group of assets for which you can generate report in AR01/AR02. All the assets assigned same super number will be shown.

Origin Tab:

Create Asset: Master data

Asset values

Asset: INTERN-00001 0 Test Check
 Class: 14000 PLANT & EQUIPMENTS Company Code: SECL

General Time-dependent Allocations **Origin** India Specific Data Leasing Deprec. Areas

Origin

Vendor: [] []
 Manufacturer: []
☐ Asset purch. new
☐ Purchased used
 Trading partner: []
 Country of origin: []
 Type name: []

Original asset: [] [] Acq. on: []
 Orig. Acquis. Year: []
 Original value: [] INR
 In-house prod.perc.: []

Account assignment for investment

Investment Order: []

Sr No.	Field	User Action and Values
1	Vendor.	Maintain the vendor code from whom asset was purchased.
2	Vendor description.	Vendor description will get auto updated when user maintain vendor code.
3	Manufacturer.	Maintain the details of Manufacturer of the Asset.
4	Asset purchased new/used.	Select whether the asset purchased is new or old. In case of 'Transfer of Asset' it should always be 'Used'.
5	Trading partner.	Enter/select company code. It is relevant in case of Inter Subsidiary Transfers.
6	Country of origin.	Enter/select Country of origin
7	Type name.	You can enter a description of the asset type here. It is for information only.

8	Original Asset.	This field gets auto updated in case of Intra Company Transfers / Survey off. (ABUMN Transactions) In case of Inter Company transfer acquisition, user must maintain original asset number of the Transferor company manually.
9	Orig. Acquis. Year.	This will get auto updated when first time acquisition is made. In case of Intra/Intercompany acquisition transfers user should maintain it manually while creating asset master.
10	Original value.	This will get auto updated when first time acquisition is made. In case of Intra/Intercompany acquisition transfers user should maintain it manually while creating asset master.

India Specific Data: This tab is relevant for calculation of depreciation for Income Tax Act, 1961.

Create Asset: Master data

Asset values

Asset: Test Check

Class: PLANT & EQUIPMENTS Company Code:

General Time-dependent Allocations Origin **India Specific Data** Leasing Deprec. Areas

General Data

Block Key Put to use date

Additional Block Key

Sr No.	Field	User Action and Values
1	Block Key.	Maintain the appropriate block key as per Income Tax ACT, 1961
2	Additional Block Key.	Maintain the appropriate addition block key as per Income Tax ACT, 1961, <u>if Subsidiary (Assessee)</u> & assets is eligible to claim addition depreciation as per section 32(1) (iia) of Income Tax Act, 1961. Currently, most of the subsidiary has opted for New Scheme of Income Tax where additional depreciation is not allowed.
3	Put to use date.	This field is auto populated based on the Asset Value date provided during Asset acquisition transaction. User can also maintain the appropriate value. It is relevant for Depreciation calculation under Income Tax Act.

Assets Block Key for Income Tax depreciation

SI No	Block key	Block Description	Depreciation allowance Percentage
1	BUI_O	Buildings Other	10.0000
2	BUI_R	Buildings Residential	5.0000
3	BUI_T	Buildings Temporary	40.0000
4	COMP	Computer i Comp Software 40%	40.0000
5	F&F	Furniture and fixtures 10%	10.0000
6	INTA	Intangible 25%	25.0000
7	MACH	Plant & Machinery 15%	15.0000
8	PM30	Plant & Machinery 30%	30.0000
9	PM40	Plant & Machinery 40%	40.0000
10	PM45	Plant & Machinery 45%	45.0000
11	SOLAR	Solar Power Gen System 40%	40.0000

Depreciation Area Tab: -

Create Asset: Master data

Asset: Test Check
 Class: PLANT & EQUIPMENTS Company Code:

General Time-dependent Allocations Origin India Specific Data Leasing Deprec. Areas

Valuation

Deact	A..	Depreciation area	DKey	UseLife	Prd	ODep Start	Index
<input type="checkbox"/>	01	Book deprec.	Z095				
<input type="checkbox"/>	32	BkDep(g.cur)	Z095	0	0		

Sr No.		Field	User Action and Values
1	Book Depreciation area (01)	Dep Key	Depreciation key for accounting purposes. Maintain relevant Dep key. Refer Note below)
		Useful Life (Year)	Useful life (in years) over which the asset is to be used and depreciated according to book/accounting rate. Maintain appropriate value as per CIL policy for uniform useful life of Assets.
		Prd.	The time (in month) over & above year, over which the asset is to be used and depreciated. Ex. An asset has useful life 3 year & 6 months on date of acquisition, then put 3 years in Useful life and 6 in Prd column.
		Ordinary Dep. Start date	The start date of depreciation calculation. As a rule, the system determines the depreciation start date from the asset value date of the first acquisition posting. However, User (If required) can also manually enter a calendar date in the asset master record for the start of depreciation. In that case, the system ignores the asset value date of the acquisition posting. This date cannot be before the beginning of the Financial Year in which the Asset is capitalised.

Note: For CIL, there are mainly 3 No of Dep Keys.

SL No	Dep Key	Dep Key- Description	Significance
1	Z000	No depreciation and no interest	No Dep.
2	Z092	CIL: Depreciation based on Intangible Asset	100% Depreciation over the useful life of the asset with NIL Scrap value.
3	Z095	CIL: Depreciation based on useful life at straight	Assets will be depreciated up to 95% of APC value over the useful life of its and Scrap value will be 5%.

Class 16000 COMPUTER S & W Company Code SECL

General Time-dependent Allocations Origin Net Worth Tax India Specific Data Leasing Deprec. Areas

Valuation

Deact	A.	Depreciation area	DKey	UseLife	Prd	ODep Start	Index
<input type="checkbox"/>	01	Book deprec.	Z095	2		001.07.2022	
<input type="checkbox"/>	32	BkDep(g.cur)	Z095	2		001.07.2022	

Double Click on Book Depreciation area to enter Original Cost, Original Useful Life & Scrap value of Assets.

Interval from 01.01.1900 to 31.12.9999

General Specifications

Depreciation Key Z095 CIL: Depreciation based on useful life at strai

Useful life 2 /

Original useful life 3 /

Changeover year /

Start of Calculation

Ord.dep.start date 01.07.2022

Spec.depreciation

Int. Calc.

Operating readiness 01.07.2022

Additional Specifications

Index series

Age-dependent index

Variable dep.portion

Scrap value 3500 INR

Scrap Value % 0.0000000000

☐ Neg. Vals Allowed

Acquis.year 2022 4

More Intervals

1. Maintain Remaining Useful Life at the Time of Transfer of Asset.
2. Maintain Original Useful Life of Assets.
3. Maintain Scrap value of Assets with respect to Original Cost of Assets. (Without Considering GST Amount on Transfer of Asset.)

These are relevant in case of transfer of Fixed assets Such as: -

1. Inter Profit Centre Transfer.
2. Inter Subsidiary Transfer.
3. Transfer to Surveyed Off Class.
4. Correction of Assets Class.

Click on  to save the asset. The system will assign an asset number.

Assets Number is company code specific.

SECTION 1 Fixed Assets Master Data:

1.2 Edit Assets Master Data

T- Code	AS02
SAP Easy Access	Accounting -> Financial Accounting -> Fixed Assets -> Asset -> Change Asset

Change Asset: Initial screen


Master data Depreciation areas Asset values

Asset

Sub-number

Company Code

Sr No.	Field	User Action and Values
1	Asset No.	Enter the Asset number to be Changed
2	Sub – Number.	Enter the Assets Sub number to be Changed.
3	Company Cod.	Enter Company Code.

Press <Enter> or click on 

User will be prompted with the following screen: -

Change Asset: Master data

Asset values

Asset 140000019000 0 LDCC
 Class 14000 PLANT & EQUIPMENTS Company Code SECL

General Time-dependent Allocations Origin India Specific Data Leasing Deprec. Areas

General data

Description LDCC

Asset main no. text LDCC

Acct determination 14000 PLANT & EQUIPMENTS

Serial number SECL/12/038379

Inventory number

Quantity ☒ ☐
☐ Manage historically

Inventory

Last inventory on ☒ Include asset in inventory list

Inventory note

Posting information

Capitalized on 14.03.1999 Deactivation on

First acquisition on 14.03.1999

Acquisition year 1998 012

1. Change the required data by overwriting it or adding to it.
2. All editable fields can be changed except **Profit Centre**, in AS02.
3. Change of "Profit Centre" in Time Dependent data Would lead to mismatch between FAR & GL balance.

The Impact of Change in dep key & Useful life will be as under.

Sr No.		Field	Impact.
1	Book Depreciation area (01)	Dep Key	System will recalculate the dep for Current Fiscal year and future Year as per New Dep Key.
		Useful Life (Year)	System will recalculate the dep for the current fiscal year and future year as per new useful life. The Opening WDV (at Start of the Fiscal Year) will be depreciated in balance use life (New Useful Life Minus Expired Useful Life of Assets) of the Assets.

Press<Enter>

Click on  to save the changes.


SECTION 1 Fixed Assets Master Data.:

1.3 Display Assets Master Data

T- Code	AS03
SAP Easy Access	Accounting -> Financial Accounting -> Fixed Assets -> Asset -> Display Asset


On screen “Display Asset: Initial Screen”, enter information in the fields as specified in the table below:


Sr No.	Field	User Action and Values
1	Asset No.	Enter the Asset number to be Displayed
2	Sub – Number.	Enter the Assets Sub number to be Displayed.
3	Company Code.	Enter Company Code.

Press <Enter> or click on 

To view changes made to the asset master record

On screen “Display Asset: Initial Screen”, go to: Environment>Change Documents >on Asset.
User will be prompted with the following screen:


 **Display Change Documents**



Display Change Documents

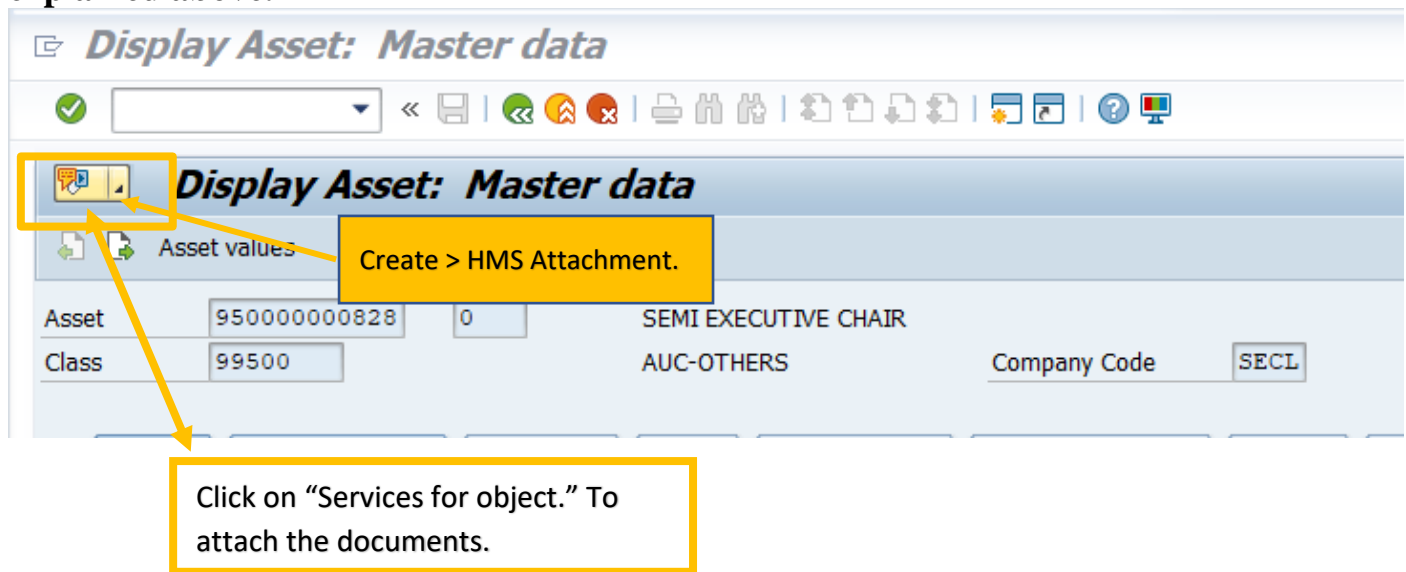
Asset Master Record
Display Change Documents

CoCode SECL
 Asset 9500000000828
 Sub-number 0000
 Date and Time 06.09.2022 16:26:51

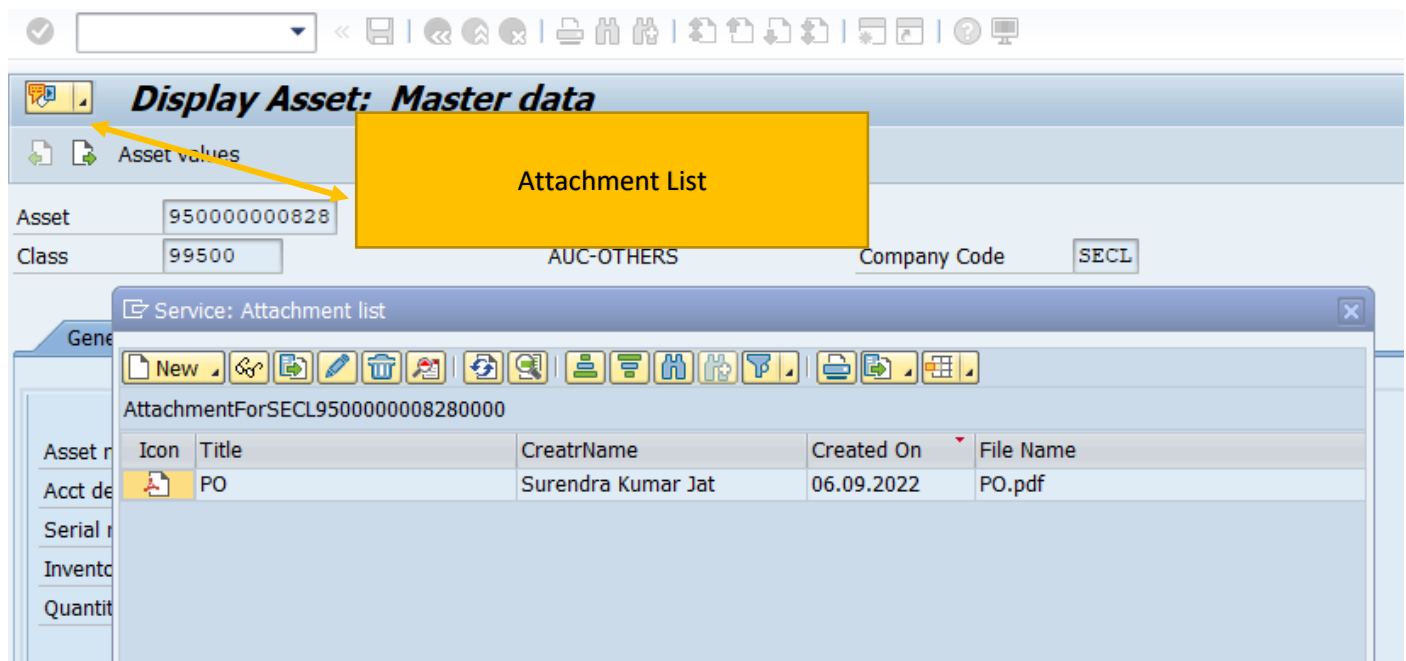


Date //Time / Business Transaction / Changer // Object Value	EnhObjVal	Name	New Value	Old Value
▼ 05.09.2022				
▼ 17:07:53 / Transfer Asset under Const. / CNTACC_8301				
• Asset: 9500000000828-0 SEMI EXECUTIVE CHAIR		Deactivation on	30.05.2022	00.00.0000
▼ 04.08.2022				
▼ 16:44:54 / Change Asset Master Record / CNTACC_8301				
• Asset: 9500000000828-0 SEMI EXECUTIVE CHAIR		Maintain date V1	04.08.2022	30.05.2022
• Asset: 9500000000828-0 SEMI EXECUTIVE CHAIR		Deactivation on	00.00.0000	30.05.2022
▼ 14.07.2022				
▼ 17:20:20 / Transfer Asset under Const. / CNTACC_8301				
• Asset: 9500000000828-0 SEMI EXECUTIVE CHAIR		Deactivation on	30.05.2022	00.00.0000

Create Attachment to the Assets Master Data: - Display asset master data in AS03 as explained above.



Display the attached document: Display asset master data in AS03 as explained above.



SECTION 2 Fixed Assets Transactions.

2.1 Acquisition of Assets.

2.1.a Direct Acquisition in FI. It is only applicable for laptop Acquisition. First user needs to perform F-90, then F-44 to clear one time vendor to employee vendor for adjustment of advance or for Payment to employee.

T- Code	F-90
SAP Easy Access	Accounting -> Financial Accounting -> Fixed Assets -> Posting -> Acquisition -> External Acquisition->F-90 - With Vendor

Acquisition from purchase w. vendor: Header Data

Held Document Account Model G/L item fast entry ☐ Post with Reference Processing Options

Document Date: 01.04.2022 Type: KR Company Code: SECL

Posting Date: 01.04.2022 Period: 1 Currency/Rate: INR

Document Number: Translation dte: Cross-CCode No.:

Reference: Bill No 102

Doc.Header Text: Bill No 102_Laptop_90****

Trading part.BA:

Other line item

PstKy: 31 Account: 60000000001 SGL Ind: TType: New co.code:

Enter One Time Vendor Code relevant to Subsidiary Company.

Press “Enter Key”

Sr No.	Field	User Action and Values
1.	Document Date.	Source document date. Maintain Invoice Date. Since it is value date with respect to Assets.
2.	Posting date.	Date for posting a document to financial accounting. This will determine which fiscal period (also known as posting period) the transaction is recognized.
3.	Reference.	Maintain Invoice No.
4.	Doc. Header text	Maintain Suitable value as user requires.
First line Item.		
5.	Posting Key.	Use posting key 31(Vendor Credit).
6.	Account.	Enter One Vendor Code for Subsidiary.
7.	Amount, Business Place & Section Code	Maintain suitable value.
Next line Item		
8.	Posing Key.	Use Posting Key 70(Assets Debit)
9.	Account.	Maintain relevant assets number (Twelve Digit) created in AS01.
10.	T Type.	Transaction Type for Asset. Use 100- External Acquisition.
11.	Amount.	Enter relevant value.
12.	Tax Code.	Enter relevant tax code for ‘N’ series, as the input tax is to be capitalised as per the extant policy of CIL.

Subsidiary wise one time vendor code was created in SAP.

One Time Vendor Code	Subsidiary
6000000000	ONE TIME VENDOR-MCL
6000000001	ONE TIME VENDOR-CIL
6000000002	ONE TIME VENDOR-WCL
6000000005	ONE TIME VENDOR-ECL
6000000006	ONE TIME VENDOR-NCL
6000000007	ONE TIME VENDOR-SECL
6000000008	ONE TIME VENDOR-BCCL
6000000009	ONE TIME VENDOR-CCL
6000000010	ONE TIME VENDOR-CMPD

First Line Item: When One Time Vendor is used & upon pressing "Enter Key" Following screen will be appeared.

Acquisition from purchase w. veAddress and bank data

Copy Delete Bank data IBAN

Vendor **6000000001** One time Vendor-SECL G/L 10900010

Company Code SECL South Eastern Coalfields

Item 1 / Business partner data

Title M/s Language Key EN

Name Anchal Enterprises

Street CMD Chowk

PO Box PO w/o no. PO Box PCode

City Bilaspur Postal Code 495001

Country IN State 33

E-Mail anchal.hpworld@gmail.com

Bank Key Bank Country IN

Bank Account Control key

Reference Instruction key

PAN No DME indicator

Tax Number 2 Tax type

GSTIN No 22AWNPS1347M124 Tax number type

Old/New Scheme Natural person

Before/After/07 Equalizatr tax

Type of Busines Liab for VAT

Type of Industr Rep's Name

1. Enter all relevant Information of Seller: - Name & Address, Pin Code, Phone No, Email Address, GST No., PAN No. as shown in previous screen.

Vendor	60000000001	One time Vendor-SECL	G/L Acc	10900010
Company Code	SECL	South Eastern Coalfields		
Item 1 / Invoice / 31				
Amount	70,000.00	INR		
Tax Amount				
<input checked="" type="checkbox"/> Calculate tax		Tax Code	**	BusPlace/Secln
				BP23 / 8317
Payt Terms		Days/percent		
Bline Date	01.04.2022	Fixed		
Disc. base		Disc. Amount		
Amount is calculated		Invoice ref.		
Pmnt Block		Pmt Method		
Assignment				
Oth Det	Laptop invoice No. 102 dt 01.04.2022_9012*****			Long Texts

Second Line Item

G/L Account	20000060	Computer Hardware & Software		
Company Code	SECL	South Eastern Coalfields	Trans.type	120
Asset	1600000000508	0	Laptop_TEST_6	
Item 3 Debit asset / 70 External asset acqui / 100				
Amount	70,000.00	INR		
Tax Code	N6			
		Bus.place/secln	BP23 / 8317	
		Order		
Sales Order				
WBS element		Network		
Assignment				
Other Details	Laptop invoice No. 102 dt 01.04.2022_9012*****			Long Texts

If user wants to change Asset value date, click on **“More”** tab enter new value in **“Reference Date field”**.

Click on  to post the document after simulation.
Display document in FB03

Data Entry View

Document Number	1900000121	Company Code	SECL	Fiscal Year	2022
Document Date	01.04.2022	Posting Date	01.04.2022	Period	1
Reference	BILL NO 102	Cross-Comp.No.			
Currency	INR	Texts exist	<input type="checkbox"/>	Ledger Group	

TTY	CoCd	Trs	Item Key	SG Account	Description	Amount	Currency	Tax Code	Profit Center
	SECL		1 31	6000000001	One time Vendor-SECL	70,000.00-	INR	N6	
100			2 70	20000060	160000000508 0000	70,000.00	INR	N6	SECL8301

Display Document: Line Item 002

G/L Account 20000060 Computer Hardware & Software
Company Code SECL South Eastern Coalfields **Doc. no.** 1900000121
Asset 160000000508 0 Laptop_TEST_6

Line Item 2 / Debit asset / 70 External asset acqui / 100

Amount 70,000.00 INR
Tax Code N6 W/o Cash Dscnt
Bus.place/sectn BP23 / 8317

Additional Details

Asset Val. Date 01.04.2022

This is the date, which was entered in F-90 as document Date. This date is relevant for Deprecation calculation.

Above Transaction in ZFI GSTNEW

GST Input Report

Sl.No.	Bus.Area	Mining Area	Mining Area Name	Document Type	Doc.T...	Re S...	GSTIN of Supplier	Supplier Name	SAP Doc.
1	HSD_PC_G	SECL8301	GM OFFICE (HASDEO)	Vendor Invoice	KR		22AWNPS1347M1Z4	Anchal Enterprises	1900000121

GST Input Report

Party Bill No.	Inv. Dt.	Taxability	Sup.Loc	Sup.Plc	Del.Pl	Tran.Nature	Tax Code	Tax Code	TaxableVal	IGST Amt.	IGST Rate	Invoice value
BILL NO 102	01.04.2022	Taxable Forward Charge				Inter State Supply	N6	Imp I-GST-18% - Inv	59,322.03	10,677.97	18	70,000.00

Clear One Time Vendor to Concerned Employee Vendor for adjustment of advance or Payment to employee, as the case may be.

T- Code	F-44
SAP Easy Access	Accounting -> Financial Accounting-> Account Payable -> Account -> F-44 - Clear

FBL1N

Vendor Line Item Display

Vendor 6000000001
Company Code SECL
Name One time Vendor-SECL
City

St	Assignment	DocumentNo	Type	Doc. Date	S	DD	Amount in local cur.	LCurr	Clrng doc.	Other Details
<input type="checkbox"/>	<input checked="" type="radio"/>	1900000121	KR	01.04.2022			70,000.00-	INR		Laptop invoice No. 102 dt 01.04.2022_9012*****
*	<input checked="" type="radio"/>						70,000.00-	INR		
** Account 6000000001							70,000.00-	INR		

Vendor E90195595
Company Code SECL
Name SANTOSH KUMAR PRAMANICK
City

St	Assignment	DocumentNo	Type	Doc. Date	S	DD	Amount in local cur.	LCurr	Clrng doc.	Other Details
<input type="checkbox"/>	<input checked="" type="radio"/>	2000000271	ZP	10.11.2021	3		70,000.00	INR		ADV
*	<input checked="" type="radio"/>						70,000.00	INR		
** Account E90195595							70,000.00	INR		

F-44

Clear Vendor: Header Data

Process Open Items

Account 6000000001 Clearing Date 01.04.2022 Period 1
Company Code SECL Currency INR

Open Item Selection

Special G/L Ind ☒ Normal OI

Additional Selections

☐ None
☐ Amount
☒ Document Number
☐ Assianment

1. Enter one Time Vendor Code, clearing date & Select Document No, then press "Enter-key" to move next screen.

Clear Vendor Enter selection criteria

Other selection **Other account** Process Open Items

Parameters entered

Company Code	SECL
Account	60000000001
Account Type	K
Special G/L ind.	<input type="checkbox"/> Standard OIs

Document Number

From	To	String	Initial value
1900000121		<input type="checkbox"/>	<input type="checkbox"/>

1. Enter "F-90 Document No", Click on "**other account**".

Clear Vendor Select open items

Process Open Items

Open item selection	Additional selections
Company Code	<input type="radio"/> None
Account	<input type="radio"/> Amount
Account Type	<input checked="" type="radio"/> Document Number
Special G/L ind	<input type="radio"/> Assignment
Pmnt advice no.	<input type="radio"/> Posting Date
<input checked="" type="checkbox"/> Other accounts	<input type="radio"/> Dunning Area
<input type="checkbox"/> Distribute by age	<input type="radio"/> Reference
<input type="checkbox"/> Automatic search	<input type="radio"/> Profit Center
	<input type="radio"/> Collective invoice

1. Select Other accounts & document number as shown above, press "Enter key" to move next screen.

Account	AccTy	CoCd	Standard OIs	Special G/L ind
E90195595	k	SECL	<input checked="" type="checkbox"/>	3
			<input type="checkbox"/>	
			<input type="checkbox"/>	
			<input type="checkbox"/>	
			<input type="checkbox"/>	
			<input type="checkbox"/>	
			<input type="checkbox"/>	
			<input type="checkbox"/>	

☐ Other accounts

1. Enter the employee vendor code, account type 'K', Company code, relevant special GL Indicator, then click on "Continue Button" to move next screen.

Parameters entered

Company Code	SECL	Other accounts	1
Account	60000000001		
Account Type	K		
Special G/L ind.		<input checked="" type="checkbox"/> Standard OIs	

Document Number

From	To	String	Initial value
2000000271		<input checked="" type="checkbox"/>	
		<input type="checkbox"/>	

1. Enter Advance Payment Document No and click on **"Process Open Items"**.

Next Screen will open.

Distribute Difference
 Charge Off Difference
 Editing Options
 Cash Disc. Due

Standard Partial Pmt Res.Items WH Tax

Account items 6000000001 One time Vendor-SECL (More)

Assignment	Document ...	D..	P..	Posting Date	Document ...	INR Gross	CashDiscount	CDPer.
	1900000121	KR	31	01.04.2022	01.04.2022	70,000.00-		
	2000000271	ZP	29	10.11.2021	10.11.2021	70,000.00		

Gross<>...
 Currency
 Items
 Items
 Disc.
 Disc.

Processing Status

Number of items	2	Amount entered	0.00
Display from item	1	Assigned	0.00
Reason code		Difference postings	
Display in clearing currency		Not assigned	0.00

- Click on "Charge Off Difference", Enter Reference, Document header detail, Simulate the document.

Clear Vendor Display Overview

Display currency
 Taxes
 Reset

Document Date	01.04.2022	Type	AB	Company Code	SECL
Posting Date	01.04.2022	Period	1	Currency	INR
Document Number	INTERNAL	Fiscal Year	2022	Translation dte	01.04.2022
Reference	BILL NO 102	Cross-CCode No.		Trading part.BA	
Doc.Header Text	Bill No 102_Laptop_90****				

Items in document currency

PK	BusA	Acct	INR	Amount	Tax amnt
001	27	6000000001 One time Vendor-SEC	70,000.00		
002	393	E90195595 SANTOSH KUMAR PRAMA	70,000.00-		V0

- Double click on each line to enter narration to the transaction.

Vendor One time Vendor-SECL G/L Acc

Company Code

South Eastern Coalfields

Item 1 / Clearing / 27

Amount INR

Tax Amount

☐ Calculate tax Tax Code BusPlace/Sectn /

Blinc Date

Invoice ref. / /

Pmnt Block ☐ Pmt Method

Assignment

Oth Det

Simulate the document, verify each line item and Post it.

Clearing Document

Data Entry View

Document Number Company Code Fiscal Year

Document Date Posting Date Period

Reference Cross-Comp.No.

Currency Texts exist ☐ Ledger Group

CoCd	Item	Key	SG	Account	Description	Amount	Currency	Profit Ctr	Other Details	Clrng do
SECL	1	27		6000000001	One time Vendor-SECL	70,000.00	INR		Laptop invoice No. 102 dt 01.04.2022_9012*****	256
	2	39	3	E90195595	SANTOSH KUMAR PRAMANICK	70,000.00-	INR	SECL8001	Laptop invoice No. 102 dt 01.04.2022_9012*****	256

Clearing Document in FBL1N.

St	Assignment	DocumentNo	Type	Doc. Date	S	DD	Amount in local cur.	LCurr	Clrng doc.	Other Details	VendorCode
		256	AB	01.04.2022			70,000.00	INR	256	Laptop invoice No. 102 dt 01.04.2022_9012*****	6000000001
		256	AB	01.04.2022	3		70,000.00-	INR	256	Laptop invoice No. 102 dt 01.04.2022_9012*****	E90195595
		1900000121	KR	01.04.2022			70,000.00-	INR	256	Laptop invoice No. 102 dt 01.04.2022_9012*****	6000000001
		2000000271	ZP	10.11.2021	3		70,000.00	INR	256	ADV	E90195595
*							0.00	INR			

SECTION 2 Fixed Assets Transactions.

2.1 Acquisition of Assets.

2.1.b Acquisition through Purchase Order (Logistics System (MM)).

Following Steps are involved in Assets Acquisition (AUC to Final Capitalisation)

Step	Type of Project	Process Name	T code	Responsibility
1.	If procurement is made against completed project.	Create Asset Master data	AS01	Central Account/Corporate account of Finance department of Subsidiary/Area as the case may be, upon requisition from user department.
	If procurement is made against Ongoing Project.	Creation of WBS Element	CJ11	P&P Department of Subsidiary HQ. (Centralized at Subsidiary Level or CIL level as the case may be)
2.		Creation of purchase Order	ME21N	Concerned User Department which is authorised to issue PO to vendor.
3.		GRN/ Service Entry Sheet	MIGO/ML81N	Depot Officer/Concern User department.
4.		Invoice Parking	MIR7	Depot Officer/Concern User department.
5.		Invoice posting	MIRO	Concerned Bill passing office of Finance department of CIL/Subsidiary/Area.
6.	If Procurement is made against Ongoing Project.	WBS Settlement at the Month End Process	CJ13, (Actual cost line items in project/WBS) CJ88	Central Account/Corporate account of Finance department of Subsidiary/Area as the case may be.
		Final Settlement (Capitalisation of PS-AUC)	CJIC CJ88	Central Account/Corporate account of Finance department of Subsidiary/Area as the case may be.
	If Procurement is made against completed project.	Settlement of AUC	AIAB, AIBU	Central Account/Corporate account of Finance department of Subsidiary/Area as the case may be.

Step -1 Asset Master Data Creation: This part is already covered in section -1. Please refer to the Section -1

Step -2 (Acquisition Through PO)- Action requires by User department.

T- Code	ME21N
SAP Easy Access	Logistics->Materials Management->Purchasing->Purchase Order->Create.

Create Purchase Order

Document Overview On | Hold | Print Preview | Messages | Personal Setting

ZAST PO for Assets Vendor

Delivery/Invoice | Texts | Address | Communication | Partners | Additional Data | Org. Data

S..	Itm	A	I	Material	Short Text	PO Quantity
	10	A			DRESSING TABLE WITH SI...	
	20	A			DOUBLE BED COT WITH MA...	
	30	A			EXECUTIVE CHAIR	

Account Assignment

S..	Itm	A	I	Material	Short Text	PO Quantity
	10	P	D		Hiring of Hired LMV NO Jhir..	

Callouts:

- A-Assets – If Procurement is made against Completed Project.**
- P-Project – If Procurement is made against Ongoing Project.**

Important user Fields In PO

Sr No	Field	User Action and Values
1.	PO Header Details.	Document Type ZAST PO For Assets (As Shown Above)
2.	Item Overview.	Account Assignment Category <u>A-Assets – If Procurement is made against Completed project.</u> <u>P- Project - If Procurement is made against Ongoing project.</u>
3.		Item Category Standard
4.		Material Code, Qnty. Use Relevant Non-Valuated Material Code of Assets. Enter the assets Quantity & UOM. It can be created with "Short Text" also.
5.	Item Details. Item Details.	Delivery Tab GR Non-valuated- <u>to be un-ticked</u> (This will ensure accounting entry to be passed at the time of goods receipt i.e., MIGO).
6.		Invoice Tab A. Invoice Receipt – Tick B. Tax Code: Select "N" Type Tax Code C. Gr-Based IV - Always. - Tick
7.		Account Assignment 1. Maintain Assets No in "Asset" field in case of Assets PO where Account Assignment Cat. is 'A' under Item Overview Tab. 2. Use <u>relevant WBS element and GL code 41110010(Project Expenditure to be Capitalised)</u> , in case of Assets PO, Where Account Assignment Cat. is 'P' under Items Overview Tab.

Invoice Tab: - Item Details in PO

Item: 11 [110] AIO and UPS Hasdeo

Material Data | Quantities/Weights | Delivery Schedule | Delivery | Invoice | Conditions | India | Acc

☒ Inv. Receipt Invoice Receipt Checkbox must be always ticked.

☐ Final Invoice

☒ GR-Bsd IV GR based Invoice always must be ticked as well as SR based invoice must be ticked in case of services.

Tax Code: N6 Taxes

Delivery Tab

'X6.5'

Delivery | Invoice | Conditions | India | Account Assignment

1st Rem./Exped. 0

2nd Rem./Exped. 0

3rd Rem./Exped. 0

No. Exped. 0

Pl. Deliv. Time 0

☒ Goods receipt This must be ticked.

☐ GR non-valuated GR Non-valuated- to be un-ticked (This will ensure accounting entry to be passed at the time of goods receipt i.e., MIGO).

☒ Deliv. Compl.

Account Assignment Tab: Where account assignment category is 'A'

Item Overview

Item: 2 [20] DOUBLE BED COT WITH MATTRESS 6'X6.5'

Material Data | Quantities/Weights | Delivery Schedule | Delivery | Invoice | Conditions | India | Account Assignment

AccAssCat: A Asset | Distribution: Single account assignment | CoCode: SECL South E...

Partial Inv. | Derive from Account Assignment

S.	S.	Quantity	Perce	Cost Ctr	G/L Acct	Order	Asset	SN	WBS element
1		6.000	0.0		20101190		950000000821 0		

Step-3 GRN/Service Entry Sheet y User Department.

Below mentioned accounting entry will be posted in books at the time of GRN/ ML81N, where account assignment Category is 'A' in PO.

Trs	CoCd	Item	Key	SGAccount	Description	Amount	Profit Center
ANL	SECL	1	70	20101190	950000000820 0000	63,559.20	SECL8301
WRX		2	96	11000080	AR/IR clearing acco	63,559.20-	SECL8301
ANL		3	70	20101190	950000000821 0000	193,220.28	SECL8301
WRX		4	96	11000080	AR/IR clearing acco	193,220.28-	SECL8301

Assets No. which was Maintained in PO.

Account Assignment Tab: Where account assignment category is 'P'

1 [10] Hiring of Hired LMV_NO Jhiria West OC

Limits | Material Data | Quantities/Weights | Delivery Schedule | Delivery | Invoice | Conditions | India | Account Assignment

AccAssCat: P Project | Distribution: Single account assignment | CoCode: SECL South E...

Partial Inv. | Derive from Account Assignment

Quantity	Perce	Cost Ctr	G/L Acct	Asset	WBS element	Funded Program	Commitment
1.000	0.0		41100032		MI-SE-018-001-01-01-01		DUMMY

Below mentioned accounting entry will be posted in books at the time of GRN/ ML81N, where account assignment Category is 'P' in PO

Trs	CoCd	WBS element	Item	Key	SG Account	Description	Amount
BS	SECL	MI-SE-018-001-01-01-01	1	81	41100032	Hire Charges Vehicle	32,550.00
VRX			2	96	11000080	AR/IR clearing accou	32,550.00-
BS		MI-SE-018-001-01-01-01	3	81	41100032	Hire Charges Vehicle	31,052.70
VRX			4	96	11000080	AR/IR clearing accou	31,052.70-
BS		MI-SE-018-001-01-01-01	5	81	41100032	Hire Charges Vehicle	1,029.00
VRX			6	96	11000080	AR/IR clearing accou	1,029.00-

This is the WBS Element which was used in PO.

Step- 4 Parking of Vendor Invoice (MIR7): - Action requires by User Department.

Step- 5 Posting of Vendor Invoice (MIRO): - Action requires by Bill Passing Officer of Finance Department

Reason For Documents

03 CAPITAL GOODS

Basic Data | Payment | Details | Tax | Withholding tax | Contacts | Note

Unpl. Del. Csts: 0.00

Currency: INR | Exch. Rate: 1.00000

Doc. Type: RE Invoice - Gross | Inv. Party: 10001351

Assignment: | G/L: 11100213

Header Text: CAPITAL GOODS

Here GL account will be 11100213 - Vendor for Capital Exp.

Important Fields in MIRO:

Sr No.	Field	User Action and Values
1.	Basic Data – Reason for Document	Use 03 Capital Goods.
2.	GL Account in Details Tab.	Users need to change GL to 11100213. (Vendor for Capital Exp.)
3.	Tax Code	Users to ensure use of 'N' series Tax Code.

Users need to verify all details with respect to PO & other documents, then simulate the document. If all are ok, Save it

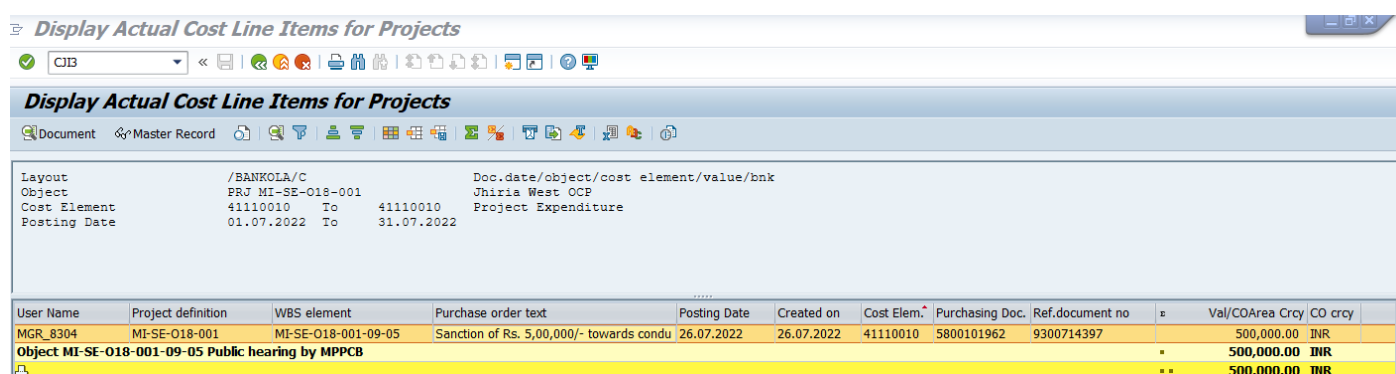
Step- 6 (WBS Settlement to AUC): - Action requires by Central Accounts/Corporate accounts of Finance Department.

T- Code	CJ13(Display Actual Cost Line Items for Project/WBS)
SAP Easy Access	Accounting->Project System->Information System->Financials->Line Items->CJ13 - Actual Costs/Revenues

Sr No.	Field	User Action and Values
1	Project/WBS element	Enter either Project definition or WBS element for which user wants to display Actual cost line Items.
2	Posting date	Enter posting date of period for which user wants to display the data.

Click or Press F8.

User will be prompted with the following screen



The screenshot shows the SAP 'Display Actual Cost Line Items for Projects' screen. The title bar indicates the current selection is 'CJ13'. The main area displays the following details:

- Layout: /BANKOLA/C
- Object: PRJ MI-SE-018-001
- Cost Element: 41110010 To 41110010
- Posting Date: 01.07.2022 To 31.07.2022
- Doc.date/object/cost element/value/bnk: Jhiria West OCP Project Expenditure

Below these details is a table with the following columns: User Name, Project definition, WBS element, Purchase order text, Posting Date, Created on, Cost Elem., Purchasing Doc., Ref.document no., Val/COArea Crcy CO crcy. The table contains one entry for MGR_8304, MI-SE-018-001, MI-SE-018-001-09-05, with a value of 500,000.00 INR.

User Name	Project definition	WBS element	Purchase order text	Posting Date	Created on	Cost Elem.	Purchasing Doc.	Ref.document no.	Val/COArea Crcy CO crcy
MGR_8304	MI-SE-018-001	MI-SE-018-001-09-05	Sanction of Rs. 5,00,000/- towards condu	26.07.2022	26.07.2022	41110010	5800101962	9300714397	500,000.00 INR
Object MI-SE-018-001-09-05 Public hearing by MPPCB									500,000.00 INR
									500,000.00 INR

Important Note: Where there is total balance is Zero, against any WBS element but there is debit & credit entry exists, in such case user needs to perform settlement of WBC for that month even closing balance is ZERO.

T- Code	CJ88
SAP Easy Access	Accounting -> Project System-> Financials -> Actual Posting Period End Closing-> Single Functions-> Settlements->CJ88 - Individual Processing

Actual Settlement: Project/WBS Element/Network

Project

or

WBS Element

or

Network

☐ With hierarchy

☐ With orders

Parameters

Settlement period Posting period

Fiscal Year Asset Value Date

Processing type

Processing Options

☒ Test Run

☒ Detail List


[Layouts](#)

Sr No.	Field	User Action and Values
1.	Controlling Area	Controlling will be "CIL"
2.	Project/WBS element	Enter either Project definition or WBS element which is to be settled to AUC. If user enters Project definition than all WBS Elements of that Project will got settled to AUC in Single go.
3..	Settlement period& Posting Period	Enter the period for which user wants to settle WBS. Posting period will be same as settlement period.
4.	Fiscal year	Enter relevant value.
5.	Processing type	Use 1 Automatic.
6.	Processing options	This Transaction should always run in Test Mode. Tick check box for Test run & Details List

Click or Press F8.

User will be prompted with the following screen.

Actual Settlement: Project/WBS Element/Network Basic list



Selection

Selection Parameters	Value	Name
WBS Element	MI-SE-O18-001-09-05	Public hearing by MPPCB
Period	004	
Posting period	004	
Fiscal Year	2022	
Processing type	1	Automatic
Posting Date	31.07.2022	
Controlling Area	CIL	Coal India Controlling
Currency	INR	Indian Rupee
Value date	31.07.2022	

Processing Options

Selection Parameters	Value
Execution type	Settlement executed
Processing mode	Test run

Statistics

Processing category	Number
Settlement executed	1

Click on Details List

Actual Settlement: Project/WBS Element/Network Detail list

Basic list | Sender | Receiver | Settlement rule | Save | Select

Detail list - Settled values

Senders	Short text: Sender	Receivers	ValCOArCur	Inform.
WBS MI-SE-O18-001-09-05	Public hearing by MPPCB	FXA SECL/8300000000078/0	500,000.00	AUC capitaliz.
			500,000.00	

Go back & Remove test Check & Execute the transaction(F8).

Actual Settlement: Project/WBS Element/Network Detail list

Basic list | Sender | Receiver | **Accounting documents** | Settlement rule | Save | Select

Detail list - Settled values

Senders	Short text: Sender	Receivers	ValCOArCur	Inform.
WBS MI-SE-O18-001-09-05	Public hearing by MPPCB	FXA SECL/830000000078/0	500,000.00	AUC capitaliz.
			500,000.00	

Documents in Accounting

Doc. Numb...	Object type text
0100095547	Accounting document
1000028093	Asset Transaction
1005549882	Controlling Document

Double Click on Accounting document, User will be prompted with the following screen

CoCd	Item	Key	SG Account	Description	Amount	Profit Center	Tx	G/L Account	Assignment
SECL	1	50	41110010	Proj Exp trf to CWIP	500,000.00-	SECL8319		41110010	MI-SE-O18-001-09-0
	2	70	20100100	830000000078 0000	500,000.00	SECL8319		20100100	MI-SE-O18-001-09-0

Final Settlement: Project System AUC to Final Asset.

T Code - CJIC

✓ **CJIC** | << | < | > | >> | Print | Help | ? | Monitor

Display Project Settlement Line Items

DB profile | DB profile | Status | Further selection criteria...

Project Management Selections (DB profile: 000000000001)

WBS element: **MI-SE-O18-001-09-...**

Activity: to

Materials in network: to

1. Enter relevant WBS Element as shown in above screen shot, then execute the transaction.

User will be prompted with the following screen:

Status	PC	FD	Cost Element	Posting Date	RefDocNo	Re	Capitalized to AuC	Purchasing Doc.	DocumentNo	Year	Object
⊗			41110010	26.07.2022	9300714397	50	500,000.00	5800101962	1004937683	2022	MI-SE-018-001-09-05

Select line Items & Click on **Final Settlement** as Shown above.

User will be prompted with the following screen:

WBS element: MI-SE-018-001-09-05

Actual settlement

Distribution rule group 1					
Cat	Settlement Receiver	Receiver Short Text	%	Equivalence no.	Amount
Exa					

Sr No.	Field	User Action and Values
1.	Cat.	Account Assignment category will be "FXA" for Final Settlement.
2.	Settlement Receiver	Enter Final Assets No.
3	Percent/Equivalence no/Amount	This is useful where settlement receiver is more than one. This is basis of allocation of amount of WBS AUC to Final Assets.

After maintaining settlement rule user needs go back(F3).

User will be prompted with the following screen:

CJC

Distribute Line Items for Capital Investment Project

Document
 Master Record
 Final Settlement

WBS element: MI-SE-018-001-09-05 Public hearing by MPPCB
 Deprec. area: 1 Book deprec.

Item	Status	PC	Cost Element	Posting Date	RefDocNo	Re	Capitalized to AuC	Purchasing Doc.	DocumentNo	Year	Object
1	CC	1	1110010	26.07.2022	9300714397	50	500,000.00	5800101962	1004937683	2022	MI-SE-018-001-09-05

Save the distribution rule. Then Go to transaction Code CJ88

Actual Settlement: Project/WBS Element/Network

Project:
 or
 WBS Element:
 or
 Network:

☐ With hierarchy
☐ With orders

Parameters

Settlement period	<input type="text" value="4"/>	Posting period	<input type="text" value="5"/>
Fiscal Year	<input type="text" value="2022"/>	Asset Value Date	<input type="text"/>
Processing type	<input type="text" value="8 Full Settlement"/>		

Processing Options

☒ Test Run
☒ Detail List
☐ Check trans. data

Sr No.	Field	User Action and Values
1.	Controlling Area.	Controlling will be "CIL".
2.	Project/WBS element.	Enter either Project definition or WBS element which is to be settled to Final Assets
3..	Settlement period & Posting Period.	Enter relevant value.
4.	Fiscal year.	Enter relevant value.
5.	Processing type.	Use either partial Capitalisation or Full settlement.
6.	Processing options.	This Transaction should always run in Test Mode. Tick check box for Test run & Details List.

Actual Settlement: Project/WBS Element/Network Basic list

Selection

Selection Parameters	Value	Name
WBS Element	MI-SE-O18-001-09-05	Public hearing by MPPCB
Period	004	
Posting period	005	
Fiscal Year	2022	
Processing type	8	Full Settlement
Posting Date	31.08.2022	
Controlling Area	CIL	Coal India Controlling
Currency	INR	Indian Rupee
Value date	31.07.2022	

Processing Options

Selection Parameters	Value
Execution type	<u>Settlement executed</u>
Processing mode	Test run

Actual Settlement: Project/WBS Element/Network Detail list

Basic list | Sender | Receiver | Settlement rule

Detail list - Settled values

Senders	Short text: Sender	Receivers	ValCOArCur	Inform.
WBS MI-SE-O18-001-09-05	Public hearing by MPPCE	FXA SECL/180000010463/0	500,000.00	
			500,000.00	

Final Asset No which was Maintained in CJIC.

Go back, remove test check, and execute the transaction value will be posted in final asset no.

Step-6 Settlement of AUC (AUC-Other than Project system to Final Assets): - Execute transaction code AIAB

Settlement AuC: Initial screen

Further selection criteria

Company Code: SECL

Asset: 950000000765

Sub-number: 0

Enter AUC No.

Sr No.	Field	User Action and Values
1.	Company Code.	Enter relevant Subsidiary Company Code.
2.	Assets.	Enter AUC Asset no which user wants to settle

Enter F8 to execute the transaction, following screen will appear.

AIAB

Settlement AuC: Line item list

Enter Detach Settlement

Company code SECL
 Asset 950000000765 All-in-One PC(i5) with UPS (configuration -100Qty
 Sub-number 0

First select line items, then click on Enter Tab to maintain distribute rule.

Status	DRG	Assign.	DocumentNo	Doc. Date	TType	AssetValDate	Amount posted
			5000023774	14.07.2022	120	14.07.2022	5,599,205.55
							5,599,205.55

AIAB

Maintain Settlement Rule: Overview

Fixed asset 950000000765 0 All-in-One PC(i5) with UPS (configuratio

Actual settlement

Distribution rule group 1

Cat	Settlement Receiver	Receiver Short Text	%	Equivalence no.	Amount
FXA	160000006221-0	Accesr Make PC_All in One		1	
FXA	160000006221-0	Accesr Make PC_All in One		1	

Sr No.	Field	User Action and Values
1.	Cat.	Account Assignment category will be "FXA" for Final Settlement.
2.	Settlement Receiver	Enter Final Assets No.
3	Percent/Equivalence no/Amount	This is useful where settlement receiver is more than one. This is basis of allocation of amount of WBS AUC to Final Assets.

After maintaining settlement rule user needs to go back(F3).

Settlement AuC: Line item list

Company code: SECL
 Asset: 950000000765
 Sub-number: 0
 All-in-One PC(i5) with UPS (configuration -100Qty)

Status	D...	Assign.	Document...	Doc. Date	TType	AssetValDate	Amount posted
1			5000023774	14.07.2022	120	14.07.2022	5,599,205.55
							5,599,205.55

Save the distribution rule, then click to settlement to proceed further.

Note: - If User wants to change the distribution rule, click on detach the distribution rule & enter new rule in Enter Tab

User will be prompted with the following screen:

AuC Settlement: Initial Screen

 Execute  Line Items

Company code
 Asset
 Sub-number

Date specifications

Document Date
 Asset Val. Date
 Posting Date
 Period

Additional specifications

Other Details
 Document type
 Assignment
 Reference

Processing options

☒ Test Run
☒ Detail List

Sr No.	Field	User Action and Values
1.	Document date	Date of source document such Vendor Invoice date.
2.	Asset. Value date	Put Suitable value. It is relevant for Asset accounting in FI-AA
3.	Posting date	Put Suitable value. It is relevant for accounting entry in FI.
4.	Other details	Enter proper Narration for capitalisation.
5.	Document type	Document Type for Asset accounting will be AA.
6.	Assignment	PO No. can be used.
7.	Reference	Reference to source document such as Vendor invoice No.

Execute the above transaction

User will be prompted with the following screen:

AuC Settlement: Initial Screen

Company code: SECL

Asset: 950000000765 0 All-in-One PC(15) with OPS (configuration -100Qty)

Period: 04 Posting date: 31.07.2022

Fiscal year: 2022 Document date: 31.07.2022

Doc.type: AA Val. date: 14.07.2022

Simulate(F9)

Acct Assignment Cat.	Ledge...	Settlement Receiver	TType	Σ	Amount posted	Currency
Asset		160000006221 0 Accesr Make PC_All in One	346		2,799,602.77	INR
		160000006221 0 Accesr Make PC_All in One			2,799,602.77	INR
		160000006222 0 Accesr Make PC_All in One	346		2,799,602.78	INR
		160000006222 0 Accesr Make PC_All in One			2,799,602.78	INR
Asset					5,599,205.55	INR
					5,599,205.55	INR

Simulation view

Document Header Info

Document Date: 31.07.2022 Document type: AA Company Code: SECL

Posting Date: 31.07.2022 Period: 04 Fiscal Year: 2022

Line items

Item	Key	BusA	G/L Account	Short Text	Σ	Amount	Currency
1	75		20101190	950000000765 0000		5,599,205.55-	INR
2	70		20000060	160000006222 0000		2,799,602.78	INR
3	70		20000060	160000006221 0000		2,799,602.77	INR
						0.00	INR

Verify all details, if all are ok, go back remove test check & execute the transaction.

2.1.b.ii Assets Capitalisation with prior date (Previous Fiscal Year):

Let us understand the concept with an example: -

Purchases Value	70,000.00	
Purchase Date	21-02-2022	
Original total Life	3 years	
Monthly Depreciation	1,847.22	
Year wise Depreciation to be Charged		
2022	25,861.11	For 14 Months
2023	22,166.67	For 12 Months
2024	18,472.22	For 10 Months
Total Depreciation	66,500.00	
WDV as on 31/01/2024	3,500.00	

1. Create Assets Master with AS-01 putting previous Fiscal year's date in Capitalised on in Posting Information Under the General Tab

The screenshot shows the SAP Asset Master creation form. The 'General' tab is selected. The 'Asset main no. text' is '/512GB TO SHRI'. The 'Acct determination' is '16000' and 'COMPUTER HARDWARE & SOFTWARE'. The 'Serial number' is '1S82A2008VINLROEL9'. The 'Inventory number' is empty. The 'Quantity' is '2' and 'NO' is selected. The 'Manage historically' checkbox is unchecked. The 'Inventory' section shows 'Last inventory on' and 'Inventory note' are empty, and 'Include asset in inventory list' is checked. The 'Posting information' section shows 'Capitalized on' as '21.02.2022', 'First acquisition on' as '01.04.2022', and 'Acquisition year' as '2022' and '003'. A yellow box highlights the 'Capitalized on' date, and a callout states 'Manually entered in AS01'. Another yellow box highlights the 'First acquisition on' date, and a callout states 'This is Asset value date used in acquisition transaction.'

2. Go to Depreciation Area Tab double click on book depreciation & Go to More Intervals:

Add Intervals as below

Interval No	From	Dep Key	Useful life in year	Useful life in periods (Months)	Variable Dep Portion	Scrap Value
1	01.04.2022	GWG		1		64,458.34
2	01.05.2022	Z095	3			

Display Asset: Depreciation area Book deprec.

Asset values Data for revaluation ◀ ▶

Asset: [] 0 []

Class: 16000 COMPUTER S & W Company Code: SECL

Area: 01 Book deprec. Book depreciation

Fr	De...	Use	Per	Var.prt	Scrap value	Scrap Val. [%]
01.04.2022	GWG	0	1	0.0000	64,458.34	0.0000000000
01.05.2022	Z095	3	0	0.0000	0.00	0.0000000000

This is WDV as at 30/04/2022

Put 2 months in expired life in periods, in main screen of dep area book depreciation.

Dep Key "GWG" = 100% Depreciation

Note: - Scrap value in interval 1 is 64,458.34 = 70000 – 5,541.67 (3 Months Depreciation)

Explanations:

- In Interval 1 depreciation is calculated for 3 months i. e Feb 2022 to April 2022.
- In Interval 2 depreciation is calculated for 11 months from May onwards. for Fiscal Year 2022.

Transactions				
AssetValDate	Amount	TType	Transaction type name	Crcy
01.04.2022	70,000.00	100	External asset acquisition	INR

AW01N

Planned values Posted values Comparisons Parameters					
<01> 32					
Book depreciation:2022 -2024					
Fiscal year	±APC transactions	Acquisition value	±Ordinary deprec.	Net book value	Crcy
<2022					INR
2022	70,000.00	70,000.00	25,861.11-	44,138.89	INR
2023		70,000.00	22,166.67-	21,972.22	INR
2024		70,000.00	18,472.22-	3,500.00	INR
70,000.00		66,500.00-		INR	

2.2 Transfer of Fixed Assets in at Glance

Type of transfer	T code to be Used			
	Sending Plant/Profit Centre		Receiving Plant/Profit Centre	
<u>A- Intra-Company transfer within same State</u>	Activity	Responsibility	Activity	Responsibility
1. Transfer of Laptop	ABUMN- Asset Transfer within Company Code.	Finance Department.	AS01-Create Asset master Data.	Finance Department.
2. Fixed Assets other than Laptop	ZMM016- Create Gate Pass. ZMM017- Approve Gate pass.	User department.	ZMM016_N – Receive Assets against gate pass.	User department.
	ABUMN- Asset Transfer within Company Code.	Finance Department.	AS01-Create Asset master Data.	Finance Department.
<u>B- Intra-Company transfer with different state</u>	Sending Plant/Profit Centre		Receiving Plant/Profit Centre	
	Activity	Responsibility	Activity	Responsibility
1. Transfer of Laptop	FB70 - Create GST Invoice. ABUMN- Transfer Assets Within Company Code.	Finance Department.	AS01- Create Asset Master Data. FB60- Post Vendor invoice. F-04/FB05- Clear Inter-Company Vendor/Customer/Subsidiary Current Account along with GST capitalisation.	Finance Department.
2. Fixed Assets other than Laptop	ZMM016- Create gate Pass for Assets transfer ZMM017- Approve gate pass	User department.	ZMM016_N – Receive Assets against gate pass.	User department.
	FB70 -Create GST Invoice. ABUMN- Transfer Assets Within Company Code.	Finance Department.	AS01- Create Asset Master. FB60- Post Vendor invoice. F-04/FB05- Clear Inter-Company Vendor/Customer/Subsidiary Current Account along with GST capitalisation.	Finance Department.

C- Inter Company transfer	Sending Plant/Profit Centre		Receiving Plant/Profit Centre	
	Activity	Responsibility	Activity	Responsibility
1. Transfer of Laptop	FB70-Create Customer Invoice (With Retirement Flag) IRN Generation & Print, F-32 – Clear Customer to Current account of Receiving Subsidiary Company.	Finance Department.	AS01 – Create Asset Master. F-90 – Post Asset Transfer Acquisition. (Transaction Type “CIL Inter- Subsidiary Transfer Acquisition”). F-44 – Clear Vendor Account to Current Account of Sending Subsidiary Company.	Finance Department.
2. Fixed Assets other than Laptop	ZMM016- Create gate Pass for Assets transfer ZMM017- Approve gate pass	User department.	ZMM016_N – Receive Assets against gate pass.	User department.
	FB70- Create Customer Invoice. (With Retirement Flag). IRN-generation, F-32 – Clear Customer to Current account of Receiving Subsidiary Company.	Finance Department.	AS01 - Create Asset Master. F-90 – Post Vendor Invoice to Asset. (Transaction Type “CIL Inter- Subsidiary Transfer Acquisition”). F-44 – Clear Vendor Account to Current Account of Sending Subsidiary Company.	Finance Department

Important Note:

1. All Steps (By Finance Department) are same for all fixed assets transfer in similar Type of Transfer.
2. All Steps (By User Departments) are same for all type of transfer of fixed assets.
3. For Fixed Assets Transfer other than laptop, first User department will perform necessary action as stated above (ZMM016, ZMM016_N, ZMM017) after collecting necessary information from **Finance Department such as Assets No., Assets Value (WDV as on Transfer),** Then Finance department will perform necessary action pertaining to them.
4. **Finance department needs to review gate pass report (T code – ZMM019) to transfer the Fixed Asset (other than Laptop) in SAP to other Unit/Area/subsidiary.**

2.2.a. Intra-Company transfer within same State: - (Step No 1)

AT Receiving Plant-

1. Create Assets Master in **AS01** with reference to Sending Assets No. (By receiving Plant) as explain in **Section 1.1**

Important point: User needs to maintain remaining useful life & Original useful life in new assets master at receiving profit centre.

2.2.a. Intra-Company transfer within same State: - (Step No 2)

By Sending Plant: -

T- Code	ABUMN
SAP Easy Access	Accounting -> Financial Accounting-> Fixed Assets -> Posting->Transfer ->ABUMN - Transfer within Company Code

Enter Asset Transaction: Transfer within Company Code

Company Code: SECL South Eastern Coalfields

Asset: 160000000002 0 LAPTOP

Transaction data | Additional Details | Partial Transfer | Note

Document Date: 30.06.2022

Posting Date: 30.06.2022

Asset Value Date: 30.06.2022

Other Details: Tranfer_ 1600000000502 from HSD_Emp No_ 90*****

Transfer to

☒ Existing asset 1600000000503 0 Laptop_TEST_

☐ New asset

Description:

Asset Class:

Cost Center:

Important Fields in ABUMN transaction: -

Sr No.	Field		User Action and Values
1.	Header Data	Asset.	Sending Asset No.
2.	Transaction Data Tab	Document Date.	Source document date.
		Posting Date.	Put relevant Posting date for posting document in FI
		Asset value Date.	Put the date when an asset is to be transferred in Assets Accounting.
		Other Details.	Enter proper Narration.
		Transfer to Existing Asset.	Put Receiving Asset No, provided by receiving area.
3.	Additional Details	Transfer variant.	Transfer Variant will always be 4- Transfer within Company code
		Reference.	Use Suitable value.
4.	Partial Transfer	Amount posted, Percentage, Quantity	One of these options is used when user wants to transfer Partial transfer of assets. Ignore this option when full value transfer is happened.
		Prior Year Acquisition or Current Year Acquisition	User needs to select suitable option whether sending asset when was acquired in books.
5.	Note		It may be used to maintain long text.

Simulation view (F9), Then Save It.

Document Header Info

Document Date: 30.06.2022 Document type: AA Company Code: SECL
Posting Date: 30.06.2022 Period: 03 Fiscal Year: 2022

Line items

It...	PK	BusA	G/L Acc	Short Text	Amount	Currency
1	75		20000060	160000000002 0000	70,000.00-	INR
3	70			160000000503 0000	70,000.00	INR
			20000060		0.00	INR
2	70		20200060	160000000002 0000	3,694.44	INR
4	75			160000000503 0000	3,694.44-	INR
			20200060		0.00	INR
					0.00	INR

Document No 219 was posted in company code SECL

Display Document: General Ledger View

Taxes
 Display Currency
 Entry View

Data Entry View

Document Number	219	Company Code	SECL	Fiscal Year	2022
Document Date	30.06.2022	Posting Date	30.06.2022	Period	3
Reference		Cross-Comp.No.			
Currency	INR	Texts exist	<input type="checkbox"/>	Ledger Group	

Ledger OL

Doc.	219	FiscalYear	2022	Period	3
------	-----	------------	------	--------	---

TTy	CoCd	L.item	Trs	Itm	PK	S(Account	Description	Amount	Curr.	Tax Code	Profit Center	Ref.
300	SECL	000001		1	75		20000060	1600000000002 0000	70,000.00-	INR	V0	SECL8307	
390	SECL	000002		2	70		20200060	1600000000002 0000	3,694.44	INR			
	SECL	000005		40			11000032	Zero Bal. Clrg A/c	66,305.56	INR			
									0.00	INR		SECL8307	
310	SECL	000003		3	70		20000060	1600000000503 0000	70,000.00	INR	V0	SECL8310	
395	SECL	000004		4	75		20200060	1600000000503 0000	3,694.44-	INR			
	SECL	000006			50		11000032	Zero Bal. Clrg A/c	66,305.56-	INR			
									0.00	INR		SECL8310	

Assets Reporting AR02

Asset History Sheet - 01 Book deprec.

In compl. w/EC directive 4 (13 col.,wide version) (complete)

Report date: 30.06.2022 - Created on: 07.08.2022

Co...	Class	Asset	Asset description	APC FY start	Dep. FY start	Dep. for year	Transfer	Dep.transfer
SECL	16000	1600000000002	LAPTOP	70,000.00	3,694.44-	0.00	70,000.00-	3,694.44
		1600000000503	Laptop_TEST_	0.00	0.00	1,847.22-	70,000.00	3,694.44-
				70.000.00	3.694.44-	1.847.22-	0.00	0.00

2.2.b - Intra-Company transfer with different state: - (Step No- 1)

AT Receiving Plant

1. Create Assets Master in **AS01** with reference to Sending Assets No. (By receiving Plant) as explain in **Section 1.1**

Important point: User needs to maintain remaining **useful life, Original useful & Scrap Value** with respect to original value (without considering GST amount on transfer of asset) of assets in new assets master at receiving profit centre.

2.2.b - Intra-Company transfer with different state: - (Step No- 2): FB70

At Sending Plant/Profit Centre

Enter Customer Invoice: Company Code SECL

Tree on Company Code Hold **Simulate** Park Processing Options

Transactn R Invoice

Basic data Payment Details Tax Withholding tax Notes

Customer 8101 SGL Ind Invoice date 01.07.2022 Reference LAPTOP TRANSFER Posting Date 01.07.2022 Period 4 Document type DR Customer Invoice Cross-CCode No. Amount 76,060.84 INR ☒ Calculate tax Bus.place/sectn BP22 / 8301 A6 A6 (Output I-GST-18... Other Details Tr_160000000506 to Chirimiri Paymt terms Due immediately

Bal. 0.00

Customer Address Company CHIRIMIRI OC 12 12 761890 Dhanbad

Bank account Bank Key sbi, Dhanbad

WDV of Assets as at Transfer Date.

1 Items (No entry variant selected)

St...	G/L acct	Short Text	D/C	Amount in doc.curr.	Loc.curr.amount	T.. Tax jurisdictn cc
✓	21200052	CurrentA/c-S...H Cr...		64,458.34	64,458.34 A6	
					0.00 A6	

Important Field in FB70 for Assets Transfer where GST is Applicable: -

Sr No.	Field	User Action and Values
1.	Customer.	Put Receiving Plant code as customer.
2.	Amount.	Provide Amount with GST.
3.	Bus. Place/ Section Code.	Put relevant Values.
4.	Calculate tax.	Tick to this check box.
5.	GL Account.	Current of Subsidiary Itself.
6.	Debit/Credit.	Select Credit Entry.
7.	Amount.	Put WDV (on Transfer) of Asset.
8.	Tax Code.	Use applicable tax code for GST Payable.
9.	Other details.	Enter proper Narration.
10.	Quantity.	Provide relevant value.
11.	HSN code.	Put applicable HSN code

Simulate the Document, Check all Line Items. If its Ok, then Post it.

Posted Document can be viewed in FB03 as followed

Display Document: Data Entry View

Taxes Display Currency General Ledger View

Data Entry View

Document Number 1800000020 Company Code SECL Fiscal Year 2022

Document Date 01.07.2022 Posting Date 01.07.2022 Period 4

Reference LAPTOP TRANSFER Cross-Comp.No.

Currency INR Texts exist ☐ Ledger Group

TTy CoCd Trs Itm Key SG Account Description Amount Currency Tax Code Profit Center

	SECL	AGD	1	01	8101	CHIRIMIRI OC	76,060.84	INR	A6	SECL8003
			2	50	21200052	CurrentA/c-SECL	64,458.34-	INR	A6	SECL8301
		JOI	3	50	11110053	IGST Payable	11,602.50-	INR	A6	

Note: 1. Users need to generate the “IRN & QR Code” as per prevailing Practice, Upload back to SAP.

2.2.b - Intra-Company transfer with different state: - (Step No- 3):

At Sending Plant/Profit Centre

T- Code	ABUMN
SAP Easy Access	Accounting -> Financial Accounting-> Fixed Assets -> Posting->Transfer ->ABUMN - Transfer within Company Code

Enter Asset Transaction: Transfer within Company Code

ABUMN

Enter Asset Transaction: Transfer within Company Code

Line items Change company code Multiple assets

Company Code SECL South Eastern Coalfields

Asset 160000000506 0 Laptop_TEST_ Put Sending Assets No.

Transaction data Additional Details Partial Transfer Note

Document Date 01.07.2022

Posting Date 01.07.2022

Asset Value Date 01.07.2022

Other Details Assets Transferred to Chirimiri Area

Transfer to

☒ Existing asset 160000000507 0 Laptop_TEST_ Put receiving Assets No.

☐ New asset

Enter Asset Transaction: Transfer within Company Code

Line items
 Change company code
 Multiple assets

Company Code South Eastern Coalfields
 Asset Laptop_TEST_

Transaction data Additional Details Partial Transfer Note

Special specif. for document

Posting period
 Document type

Special specif. for transaction

Transfer variant Transfer within a company code

Additional info on document

Reference FB70 document no.
 Allocation

Important Fields in ABUMN transaction: -

Sr No.	Field		User Action and Values
1.	Header Data	Asset.	Sending Asset No.
2.	Transaction Data Tab.	Document Date.	Source document date.
		Posting Date.	Put relevant Posting date for posting document in FI
		Asset value Date.	Put the date when an asset is to be transferred in Assets Accounting.
		Other Details.	Enter proper Narration.
		Transfer to Existing Asset.	Put Receiving Asset No, provided by receiving area.
3.	Additional Details.	Transfer variant.	Transfer Variant will always be 4- Transfer within Company code.
		Reference.	Use document no generated in FB70.
4.	Partial Transfer.	Amount posted, Percentage, Quantity	One of these options is used when user wants to transfer Partial transfer of assets. Ignore this option when full value transfer is happened.
		Prior Year Acquisition or Current Year Acquisition	User needs to select suitable option whether sending asset when was acquired in books.
5.	Note		It may be used to maintain long text.

Simulation View(F9)

Document Header Info

Document Date: 01.07.2022 Document type: AA Company Code: SECL
 Posting Date: 01.07.2022 Period: 04 Fiscal Year: 2022

Line items

Item	Key	BusA	G/L Account	Short Text	Σ	Amount	Currency
1	75		20000060	160000000506 0000		70,000.00-	INR
2	70		20200060	160000000506 0000		5,541.67	INR
3	70		20000060	160000000507 0000		70,000.00	INR
4	75		20200060	160000000507 0000		5,541.67-	INR
						0.00	INR

IF its ok, then Save/ Post it.

Posted document in FB03.

Display Document: Data Entry View

Taxes Display Currency General Ledger View

Data Entry View

Document Number 244 Company Code SECL Fiscal Year 2022
 Document Date 01.07.2022 Posting Date 01.07.2022 Period 4
 Reference Cross-Comp.No.
 Currency INR Texts exist ☐ Ledger Group

TTy CoCd Trs Item Key SG Account Description Amount Currency Tax Code Profit Center

320	SECL		1	75	20000060	160000000506 0000	70,000.00-	INR	V0	SECL8310
390			2	70	20200060	160000000506 0000	5,541.67	INR		SECL8310
330			3	70	20000060	160000000507 0000	70,000.00	INR	V0	SECL8100
395			4	75	20200060	160000000507 0000	5,541.67-	INR		SECL8100

2.2.b - Intra-Company transfer with different state: - (Step No- 4):

a) At Receiving Plant/Profit Centre: - FB60. (If ITC not claimed by Subsidiary)

Enter Vendor Invoice: Company Code SECL

Tree on Company Code Hold Simulate Park Processing Options

Transactn: R Invoice Bal: 0.00

Basic data Payment Details Tax Withholding tax Notes

Vendor: 8310 SGL Ind: Reference: LAPTOP TRANSFER

Invoice date: 01.07.2022 Posting Date: 01.07.2022

Document type: KR Vendor Invoice Cross-CCode No.:

Amount: 76,060.84 INR ☒ Calculate tax

Bus.place/sectn: BP22 / 8100 Other Details: laptop Received from HSD

Vendor Address: Company Kurja Plant Bank data: not available

1 Items (No entry variant selected)

St...	G/L acct	Short Text	D/C	Amount in doc.curr.	Loc.curr.amount	Tax jurisdictn code	V Assignment
✓	21200052	CurrentA/c-S.	S De...	64,458.34	64,458.34	N6	

WDV of Assets on the date of transfer.

Important Field in FB60 for Assets Transfer where GST is Applicable: -

Sr No.	Field	User Action and Values
1.	Vendor	Put Sending Plant code as customer
2.	GL Account.	Current of Subsidiary Itself.
3.	Debit/Credit	Select debit entry.
3.	Amount.	Put WDV (as on assets value date) of Asset.
4.	Tax Code.	Use applicable 'N' series tax code for GST.
5.	Other details.	Enter proper Narration.
6.	Quantity.	Provide relevant value.
7.	HSN code.	Put applicable HSN code

Save the document. Posted Document is shown as below in FB03.

Display Document: Data Entry View

Taxes Display Currency General Ledger View

Data Entry View

Document Number: 1900000109 Company Code: SECL Fiscal Year: 2022

Document Date: 01.07.2022 Posting Date: 01.07.2022 Period: 4

Reference: LAPTOP TRANSFER Cross-Comp.No.:

Currency: INR Texts exist: ☐ Ledger Group:

TTY	CoCd	Trs	Item Key	SGAccount	Description	Amount	Currency	Tax Code	Profit Center
	SECL	EGK	1 31	8310	Kurja Plant	76,060.84	INR	N6	
			2 40	21200052	CurrentA/c-SECL	76,060.84	INR	N6	SECL8100

2.2.b - Intra-Company transfer with different state: - (Step No- 5):

At Receiving Plant/Profit Centre: - FB05/F-04. (For Clearing of inter Company vendor /Customer / Current account along with Capitalisation of GST Amount)

The screenshot displays the SAP FB05/F-04 transaction interface. At the top, there is a toolbar with various icons for navigation and actions. Below the toolbar, the title bar reads "Post with Clearing: Header Data". The main form is divided into several sections. The first section, "Choose open items", is highlighted with a yellow box. Below it, the "Account Model" section contains fields for Document Date (01.07.2022), Posting Date (01.07.2022), Document Number, Reference (Clearing), Doc.Header Text (Clearing_GST Capitalisati), and Clearing text (Clearing with GST Amount Capitlaisation). The "Type" field is set to SA, and the "Period" field is set to 4. The "Company Code" field is set to SECL, and the "Currency/Rate" field is set to INR. The "Translation dte" and "Cross-CCode No." fields are empty. Below the main form, there is a section titled "Transaction to be processed" with four radio button options: Outgoing payment, Incoming payment, Credit memo, and Transfer posting with clearing. The "Transfer posting with clearing" option is selected and highlighted with a yellow box.

Document Date	01.07.2022	Type	SA	Company Code	SECL
Posting Date	01.07.2022	Period	4	Currency/Rate	INR
Document Number				Translation dte	
Reference	Clearing			Cross-CCode No.	
Doc.Header Text	Clearing_GST Capitalisati				
Clearing text	Clearing with GST Amount Capitlaisation				

Transaction to be processed

☐ Outgoing payment
☐ Incoming payment
☐ Credit memo
☒ Transfer posting with clearing

1. Enter Document date, posting date, reference, document header text, Clearing text.
2. Select "Transfer posting with Clearing", Then Choose Open Items.

Post with Clearing Select open items

Process Open Items

Open item selection		Additional selections
Company Code	SECL	<input type="radio"/> None
Account	21200052	<input type="radio"/> Amount
Account Type	S	<input checked="" type="radio"/> Document Number
Special G/L ind	<input type="checkbox"/> Normal OI	<input type="radio"/> Assignment
Pmnt advice no.		<input type="radio"/> Posting Date
		<input type="radio"/> Dunning Area
		<input type="radio"/> Reference
		<input type="radio"/> Payment Order
		<input type="radio"/> Profit Center
		<input type="radio"/> Collective invoice

☒ Other accounts

☐ Distribute by age

☐ Automatic search

1. Enter Subsidiary' Current A/c in Account, Account type 'S' for GL account, Select Document number and Tick on other accounts.
2. Press "Enter Key" following Screen will be shown.

Additional Accounts

Account	AccTy	CoCd	Standard OIs	Special G/L ind
8310	K	SECL	<input checked="" type="checkbox"/>	
8101	D	SECL	<input checked="" type="checkbox"/>	
			<input type="checkbox"/>	
			<input type="checkbox"/>	
			<input type="checkbox"/>	
			<input type="checkbox"/>	
			<input type="checkbox"/>	
			<input type="checkbox"/>	

☐ Other accounts

Continue

1. Account type 'K' stands for Vendors.
2. Account type 'D' stands for Customers

1. Enter the details of Inter-Company Vendor & Customer as shown above, then click on **"Continue"**.

Post with Clearing Enter selection criteria

Other selection Other account **Process Open Items**

Parameters entered

Company Code SECL

Account 0021200052 Other accounts 2

Account Type S

Special G/L ind. ☐ Standard OIs

Document Number

From	To	String	Initial
1800000022		<input type="checkbox"/>	<input type="checkbox"/>
1900000109		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>

FB60 Document & FB70 Document.

1. Enter both documents no (FB60 & FB70), Then click on "**Process Open Items**"

Post with Clearing Process open items

 [Distribute Difference](#) [Charge Off Difference](#) [Editing Options](#) [Cash Disc. Due](#)

Standard Partial Pmt Res.Items WH Tax

[illegible]

Processing Status	
Number of items	4
Display from item	1
Reason code	
Display in clearing currency	

Amount entered	0.00
Assigned	11,602.50
Difference postings	
Not assigned	11,602.50-

This amount is GST amount which is to be capitalized to asset at (with GST Capitalization Assets Transaction Type) received profit center, since GST ITC not claimed by the subsidiary Company.

Note: - If Subsidiary Company is Claimed GST ITC on Transfer of Fixed Assets, Then in FB60 user needs to select relevant tax code for GST Input. At time of clearing (F-04/FB05) Inter-Company Vendor, Inter-Company Customer and Subsidiary 's Current Account, there will be no balance unlike where GST ITC not Claimed as shown above.

Held Document Account Model G/L item fast entry Post with Reference Processing Options

Document Date: 01.07.2022 Type: SA Company Code: CIL

Posting Date: 01.07.2022 Period: 6 Currency/Rate: INR

Document Number: Translation dte: Cross-CCode No.:

Reference: Clearing

Doc.Header Text: Clearing_GST Capitalisati

Trading part.BA:

Asset Transaction Type (1) 181 Entries found

Restrictions

Transaction type name

TType	Transaction type name
Z02	CIL Inter Subsidiary Transfer IN
Z04	Capitalisation of GST on Asset tranfer Com Code
Z50	Retirement of current-yr acquis., Physical Verific

181 Entries found

First line item

PstKy: 70 Account: 160000000507 TType: Z04

Select "Capitalization of GST- Asset transfer Com Code."





Important Field in F-04/FB05 – Clearing Cum-GST Capitalisation.

Sr No.	Field	User Action and Values
	First Line Item	
1.	Posting Key.	Use Posting key "70" to Debit the Asset.
2.	Account.	12 Digit Asset No in which GST amount is to be debited.
3.	T Type.	Select "Capitalization of GST- Asset transfer Com Code."

Press "Enter" key



User will be prompted with the following screen

Post with Clearing Correct Asset item




 Choose open items Process Open Items  More data Account Model

G/L Account Computer Hardware & Software
 Company Code South Eastern Coalfields Trans.type ☐
 Asset Laptop_TEST_

Item 1 Debit asset / 70 Capitalisation of GS / Z04




Amount INR
 Tax Code ☐ Calculate tax
 Bus.place/sectn /
 Order
 Sales Order
 WBS element Network
 Assignment
 Other Details  More  Long Texts


1. Enter Amount, Bus. Place/Section code and Other Details.
2. Click on **"More Tab"** to check Asset value date.

Coding Block

Order Reference date
 Profit Center
 WBS element Network
 Commitment item
 Sales Order Transactn type
 Material Plant

This field gets auto updated with reference to document date. This is the asset value date particular to this transaction. Use can manually change it, if required.

Click on  "Continue", then go back(F3) & Simulate the Document.


Check "General Ledger Simulation", If all is OK, then Post the Document.





Following Entry will be Posted.

Document Date	01.07.2022	Posting Date	01.07.2022	Fiscal Year	2022
Reference	CLEARING	Cross-Comp.Code No.		Posting period	4
Currency	INR	Ledger Group		Ledger	OL

CoCd*	Item	L.item	Key	SG G/L Account	G/L account name	ε	Amount	Currency	Profit Center	S
SECL	1	000001	70	20000060	Computer H & S		11,602.50	INR	SECL8100	
	2	000002	17	20900000	Domestic Customer		76,060.84-	INR	SECL8003	
	3	000003	27	10900040	Intercompany Vendor		76,060.84	INR	SECL8100	
	4	000004	50	21200052	CurrentA/c-SECL		76,060.84-	INR	SECL8100	
	5	000005	40	21200052	CurrentA/c-SECL		64,458.34	INR	SECL8301	
		000006	40	11000032	Zero Bal. Clrg A/c		64,458.34	INR	SECL8003	
		000007	50	11000032	Zero Bal. Clrg A/c		64,458.34-	INR	SECL8301	
		000008	40	11000032	Zero Bal. Clrg A/c		11,602.50	INR	SECL8003	
		000009	50	11000032	Zero Bal. Clrg A/c		11,602.50-	INR	SECL8100	
							0.00	INR		


Posted Document can be displayed in FB03

 **Display Document: Data Entry View**


 Taxes
  Display Currency
  General Ledger View

Data Entry View

Document Number	246	Company Code	SECL	Fiscal Year	2022
Document Date	01.07.2022	Posting Date	01.07.2022	Period	4
Reference	180000*****	Cross-Comp.No.			
Currency	INR	Texts exist	<input type="checkbox"/>	Ledger Group	



TTY	CoCd*	Trs	Item	Key	SG Account	Description	Amount	Currency	Tax Code	Profit Center
Z04	SECL		1	70	20000060	160000000507 0000	11,602.50	INR	AX	SECL8100
			2	17	8101	CHIRIMIRI OC	76,060.84-	INR		SECL8003
			3	27	8310	Kurja Plant	76,060.84	INR		
			4	50	21200052	CurrentA/c-SECL	76,060.84-	INR		SECL8100
			5	40	21200052	CurrentA/c-SECL	64,458.34	INR		SECL8301

Asset Explorer: AW01N

Asset Explorer

Asset SECL-160000000507/0000

Company Code: SECL South Eastern Coalfields

Asset: 160000000507 0 Laptop_TEST_

Fiscal year: 2022

Planned values Book depreciation

Value	Fiscal year start	Change	Year-end	Crcy
APC transactions		81,602.50	81,602.50	INR
Investment support				INR
Impairment				INR
Acquisition value		81,602.50	81,602.50	INR
Ordinary deprec.		19,789.32-	19,789.32-	INR
Special depreciation				INR
Unplanned dep.				INR

Objects related to asset

- Vendor
 - XYZ LTD Hasdeo
- Cost Center
 - CHRM_Electr & Telcom
- Employee
 - KAPILDEO GOPE
- G/L Account
 - Computer Hardware & Softwar
- Profit Center
 - GM OFFICE CHIRIMIRI

Transactions

AssetValDate	Amount	TType	Transaction type name	Ord. dep.	Crcy
01.07.2022	70,000.00	320	Acquiring transfer of cur...	5,541.67-	INR
01.07.2022	11,602.50	Z04	Capitalisation of GST-Asset transfer Com Code.	0.00	INR
				5,541.67-	INR

Transaction Type "Z04" was selected at the time of capitalisation of GST amount in T code "F-04".

List of Customer & Vendor Code for Inter-Subsidiary Transaction.

SL No	Vendor Code	Customer Code	Name	Postal Code	PAN No	GSTIN No
1	40007519	5000000019	NORTHERN COALFIELDS LIMITED (UTTAR PRADESH)	231222	AABCN4884H	09AABCN4884H 1Z4
2	40002724	5000000020	NORTHERN COALFIELDS LIMITED (MADHYA PRADESH)	486889	AABCN4884H	23AABCN4884H 1ZE
3	40007520	5000000021	NORTHERN COALFIELDS LIMITED (WEST BENGAL)	700019	AABCN4884H	19AABCN4884H 1Z3
4	40007524	5000000022	WESTERN COALFIELDS LIMITED(MAHARASHTRA)	440001	AAACW1578L	27AAACW1578L1ZW
5	40007523	5000000023	WESTERN COALFIELDS LIMITED (MADHYA PRADESH)	480441	AAACW1578 L	23AAACW 1578L1Z4
6	40000136	5000000024	EASTERN COALFIELDS LIMITED (WEST BENGAL)	713333	AAACE7590E	19AAACE 7590E1ZI
7	40007506	5000000025	EASTERN COALFIELDS LIMITED (JHARKHAND)	828204	AAACE7590E	20AAACE7590E3ZX
8	40003417	5000000026	SOUTH EASTERN COALFIELDS LIMITED(CHHATTISGARH)	495006	AADCS2066E	22AADCS2066E9ZL
9	40007517	5000000027	SOUTH EASTERN COALFIELDS LIMITED (MADHYA PRADESH)	484444	AADCS2066E	23AADCS2066E1ZR
10	40007518	5000000028	SOUTH EASTERN COALFIELDS LIMITED (WEST BENGAL)	712310	AADCS2066E	19AADCS 2066E 1ZG
11	40007508	5000000029	CENTRAL MINE PLANNING AND DESIGNINSTITUTE LIMITED (JHARKHAND)	834031	AAACC7475N	20AAACC7475N1ZI
12	40001223	5000000030	CENTRAL MINE PLANNING AND DESIGNINSTITUTE LIMITED (WEST BENGAL)	713304	AAACC7475 N	19AAACC7475 N1Z1
13	40007510	5000000031	CENTRAL MINE PLANNING AND DESIGNINSTITUTE LIMITED (MAHARASHTRA)	440014	AAACC7475 N	27AAACC7475\ 1Z4
14	40007507	5000000032	CENTRAL MINE PLANNING AND DESIGNINSTITUTE LIMITED (CHHATTISGARH)	495006	AAACC7475N	22AAACC7475N1ZE
15	40007509	5000000033	CENTRAL MINE PLANNING AND DESIGNINSTITUTE LIMITED (MADHYA PRADESH)	486890	AAACC7475N	23AAACC7475N1ZC
16	40002399	5000000034	CENTRAL MINE PLANNING AND DESIGNINSTITUTE LIMITED (ODISHA)	751013	AAACC7475 N	21AAACC747 5N 1ZG
17	40002513	5000000035	CENTRAL COALFIELDS LIMITED(JHARKHAND)	834001	AAACC7476R	20AAACC7476RHZT
18	40007522	5000000036	CENTRAL COALFIELDS LIMITED (WEST BENGAL)	700001	AAACC7476R	19AAACC7476R1ZS
19	40007521	5000000037	BHARAT COOKING COAL LIMITED (WEST BENGAL)	700001	AAACB7934M	19AAACB7934M 2Z7
20	40002510	5000000038	BHARAT COOKING COAL LIMITED(JHARKHAND)	826005	AAACB7934M	20AAACB7934MFZB
21	40007516	5000000039	MAHANADI COALFIELDS LIMITED(ODISHA)	768020	AABCM 5188P	21AABCM5188P 1Z3
22	40001729	5000000040	MAHANADI COALFIELDS LIMITED (WEST BENGAL)	700001	AABCM 5188P	19AABCM51 8pizo
23	40001585	5000000041	COAL INDIA LIMITED (WEST BENGAL)	700156	AABCC3929J	19AABCC3929J 1ZH
24	40007513	5000000042	COAL INDIA LIMITED (JHARKHAND)	834006	AABCC3929J	20AABCC3929J 1ZY
25	40007511	5000000043	COAL INDIA LIMITED(ASSAM)	786181	AABCC3929J	18AABCC3929J 1ZJ
26	40007512	5000000044	COAL INDIA LIMITED(DELHI)	110092	AABCC3929J	07AABCC3929J 1ZM
27	40007514	5000000045	COAL INDIA LIMITED(MAHARASHTRA)	400005	AABCC3929J	27AABCC3929J 1ZK
28	40007515	5000000046	COAL INDIA LIMITED (TAMIL NADU)	600006	AABCC3929J	33AABCC3929J 1ZR
29	40001312	5000000047	INDIAN INSTITUTE OF COALMANAGEMENT (JHARKHAND)	834006	AAATI4669P	20AAATI4669P1ZB

2.2.c - Inter-Company Transfer: - (Step No- 1):

At Sending Plant/Profit Centre: - FB70- Create Customer Invoice – Action requires by Central Account section by Area/HQ.

T- Code	FB70
SAP Easy Access	Accounting->Financial Accounting->Accounts Receivable->Document Entry->FB70-Invoice

Enter Customer Invoice: Company Code SECL

Transactn: R Invoice

Customer: 9611

Invoice date: 01.08.2022

Posting Date: 01.08.2022

Amount: 4,130.00

Bus.place/sectn: BP22 / 8301

Other Details: LAPTOP TRANFR_160000000425 TO WCL

Paymt terms: Due immediately

Baseline Date: 01.08.2022

Customer Address: Nagpur Area, Area HQ, Jaripatka, Jaripatka, Nagpur, 440014 Jaripatka, Nagpur

Use Customer code of asset receiving subsidiary company.

Double Click on First Line Item to enter Asset No, Asset value Date, Asset Transaction Type

S.	G/L acct	Short Text	D/C	Amount in doc.curr.	HSN/SAC
1	30201000		H Cr...		3500847160
2			H Cr...		
3			H Cr...		
4			H Cr...		
5			H Cr...		

Important Field in FB70 for Assets Transfer where GST is Applicable: -

Sr No.	Field	User Action and Values
1.	Customer	Put Receiving Subsidiary's customer code
2.	GL Account.	Use "30201000" - Asset Sale- Retirement
3.	Bus. Place/ Section Code	Use relevant values.
4.	Doc header Detail.	Provide Relevant Value.
5.	Debit/Credit.	Select Credit Entry.
6.	Amount.	Put WDV (on Transfer) of Asset. WDV as on asset value date.
7.	Tax Code.	Use applicable tax code for GST Payable.
8.	Other details.	Enter proper Narration.
9.	Quantity.	Provide relevant value.
10.	HSN code.	Put applicable HSN code

Comp Create Asset Retirement

Asset 160000000425 ↔ Sending Asset Number.

Sub-number

Posting entries

Transaction Type 202 ↔ Use transaction Type "202- "CIL Inter Subsidiary Transfer-Retirement".

Asset Value Date 01.07.2022 ↔ Date of Asset Transfer.

☒ Complete retirement

Amount posted INR

Percentage rate

Quantity

Line Items

Transaction Type (1) 1 Entry found

Restrictions

Cl.	TType	Transaction type name
202		CIL Inter Subsidiary Transfer-Retirement

Click on  "Continue", then go back(F3) & simulate the document(F9)

Check "General Ledger Simulation", If all is OK, then Post the Document.

General Ledger Simulation

Document Date 01.08.2022 Posting Date 01.08.2022 Fiscal Year 2022

Reference LAPTOP TRAN Cross-Comp.Code No. Posting period 5

Currency INR Ledger Group Ledger 0L

Co.	Item	Litem	PK	S	G/L Account	G/L account name	Amount	Curr.	Profit Center	Tx
SECL	1	000001	01		20900030	Inter Company Custmr	4,130.00	INR	SECL8301	A6
	2	000002	50		30201000	Asset Sale-Retire.	3,500.00-	INR	SECL8301	A6
	3	000003	50		11110053	IGST Payable	630.00-	INR	SECL8301	A6
	4	000004	75		20000060	Computer H & S	70,000.00-	INR	SECL8301	
	5	000005	70		20200060	Acc. Dep. Comp H&S	66,500.00	INR	SECL8301	
	6	000006	40		30201000	Asset Sale-Retire.	3,500.00	INR	SECL8301	

Note: 1. Users need to generate the "IRN & QR Code" as per prevailing Practice, Upload back to SAP.

2.2.c - Inter-Company Transfer: - (Step No- 2): Clear Inter Company Customer to Respective Subsidiary's Current Account Via F-32: - Action requires by Central Account section by Area/HQ.

Clear Customer Correct G/L account item

Choose open items Process Open Items More data Account Model

G/L Account Current A/c - WCL
Company Code South Eastern Coalfields

Item 1 / Debit entry / 40

Amount INR
☐ Calculate tax
Business place
Business Area
Cost Center Order
Sales Order Asset
WBS element Network
Cost Object More
Purchasing Doc.
Quantity
Assignment Asst retirement ☐
Other Details Long Texts

Long Text for Document Line Item

Description

1st line

EN Notes

General Ledger Simulation

Ledger Expert Mode Currency Reset

Document Date

Reference

Currency

Posting Date

Cross-Comp.Code No.

Ledger Group

Fiscal Year

Posting period

Ledger

2022

5

0L

Co...	Itm	L.item	PK	S	G/L Account	G/L account name	Amount	Curr.	Profit Center	Tx
SECL	1	000001	40		21200046	CurrentA/c-WCL	4,130.00	INR	SECL8301	
	2	000002	17		20900030	Inter Company Custmr	4,130.00-	INR	SECL8301	

2.2.c - Inter-Company Transfer: - (Step No- 3): Receiving Subsidiary to Create Asset Master as explain in Section 1.1: - Action requires by central account section of Finance Department.

Important point: Users need to maintain remaining useful life, Original useful & Scrap Value with respect to original value (without considering GST amount on transfer of asset) of assets in new assets master at receiving profit centre.

2.2.c - Inter-Company Transfer: - (Step No- 4): Receiving Subsidiary to Post Value to the Assets Created in Step No 3 By F-90.: - Action requires by central account section of Finance Department.

T- Code	F-90
SAP Easy Access	Accounting -> Financial Accounting-> Fixed Assets -> Posting-> Acquisition -> External Acquisition-> F-90 - With Vendor.

Acquisition from purchase w. vendor: Header Data

Held Document Account Model G/L item fast entry ☐ Post with Reference Processing Options

Document Date	01.07.2022	Type	KR	Company Code	BCCL
Posting Date	01.07.2022	Period		Currency/Rate	inr
Document Number				Translation dte	
Reference	180000*****			Cross-CCode No.	
Doc.Header Text	Laptop SK Mishra 9*****				
Trading part.BA					

Important Field in F-90

Sr No.	Field	User Action and Values
1.	Header Data.	Document date.
2.		Source Document Date.
3.		Posting Date.
4.		Date to Post entry in books.
5.	First Line Item.	Reference.
6.		Put Subsidiary's FB70 GST Invoice No.
7.		Doc. Header Text.
8.		Put relevant values.
9.	Second line Item.	Posting key for Vendor.
10.		Use Posting 31 to Credit Vendor.
11.		Account.
12.		Vendor code of Sending subsidiary company.
13.		Amount.
14.		Total amount of Memo.
15.		Calculate tax
		Tick to this tab.
		Bus. Place/Section Code
		Use Relevant Values.
		Posting key for Asset.
		Enter Posting Key 70 to debit Asset.
		Account.
		Enter Assets No.
		Amount.
		Assets is to be recorded at Net Value.
		T Type.
		Use "CIL Inter-Subsidiary Transfer -Acquisition" T Type of Asset received from another Subsidiary.
		Tax Code
		Use relevant Tax Code.
		Other Details.
		Provide proper narration to transaction.

First Line Item.

Vendor HSD - GM Office Plant G/L Acc
 Company Code
 Bharat Coking Coal Ltd

Item 1 / Invoice / 31

Amount INR
 Tax Amount
☒ Calculate tax Tax Code BusPlace/Sectn
 Bus. Area
 Bline Date
 Pmnt Block Pmt Method Pmt meth.supl.
 Assignment
 Oth Det

Second Line Item.

Next line item

PstKy Account SGL Ind TType New co.code

Asset Transaction Type (3) 181 Entries found

Restrictions

☒ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐

TType	Transaction type name
Z01	CIL Inter-Subsidiary Transfer Acquisition
Z02	CIL Inter-Subsidiary Prior Year Traf- Retirement.
Z03	CIL Inter-Subsidiary Current-Yr Trf-Retirement.

G/L Account	20000060	Computer Hardware & Software
Company Code	BCCL	Bharat Coking Coal Ltd
Asset	160000101845 0	Laptop_TEST_6

Item 2 Debit asset	70 CIL Inter-Subsidiary / Z01
Amount	4130 INR
Tax Code	N6
Bus.place/sectn	BP20 / 2001
Quantity	
Business Area	
Cost Center	
Order	
Sales Order	
Asset	160000101845 0
WBS element	
Network	
Cost Object	
Assignment	
Other Details	Laptop Memo From HSD, SECL_SK Mishra

Simulation View(F9).

General Ledger Simulation											
<div> </div>											
Document Date		01.07.2022		Posting Date		01.07.2022		Fiscal Year		2022	
Reference		180000*****		Cross-Comp.Code No.				Posting period		4	
Currency		INR		Ledger Group				Ledger		0L	

CoCd	Item	L.item	Key	SG	G/L Acc	G/L account name	Amount	Currency	Profit Center	Segment
BCCL	1	000001	31		10900040	Intercompany Vendor	4,130.00-	INR	BCCL2016	
	2	000002	70		20000060	Computer H & S	4,130.00	INR	BCCL2016	

Posted document can be displayed in FB03.

Display Document: Data Entry View											
<div> </div>											
Document Number		1900000011		Company Code		BCCL		Fiscal Year		2022	
Document Date		01.07.2022		Posting Date		01.07.2022		Period		4	
Reference		180000*****		Cross-Comp.No.							
Currency		INR		Texts exist		<input type="checkbox"/>		Ledger Group			

TTY	CoCd	Trs	Item	Key	SG Account	Description	Amount	Currency	Tax Code	Profit Center
	BCCL		1	31	8301	HSD - GM Office Plant	4,130.00-	INR	N6	
Z01			2	70	20000060	160000101845 0000	4,130.00	INR	N6	BCCL2016

2.2.c - Inter-Company Transfer: - (Step No- 5): Receiving Subsidiary to Clear Vendor to Subsidiary's Current Account by F-44: - Action requires by central account section of Finance Department.

T- Code	F-44
SAP Easy Access	Accounting -> Financial Accounting-> Account Payable -> Account -> F-44 - Clear

Clear Vendor: Header Data

Process Open Items

Account Clearing Date Period
 Company Code Currency

Open Item Selection

Special G/L Ind ☒ Normal OI

Additional Selections

☐ None
☐ Amount
☒ Document Number

Enter details as highted above, then press "Enter" key.

From	To	String	Initial value
1900000011	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>

Enter relevant document no and click on "Process Open Items".

User will be prompted with the following screen

Clear Vendor Process open items

[illegible]

1. Click on “Charge off Difference”, enter Sending Subsidiary Current Account with Posting Key 50.
2. Enter other relevant Information to transaction.

Clear Vendor Correct G/L account item

Choose open items Process Open Items More data Account Model

G/L Account: Current A/c - SECL

Company Code: Bharat Coking Coal Ltd

Item 1 / Credit entry / 50

Amount: INR

Tax Code: ☐ Calculate tax

Business place:

Business Area:

Cost Center: Order:

Sales Order: Asset:

WBS element: Network:

Cost Object: More

Purchasing Doc.:

Quantity:

Assignment: Asst retirement: ☐

Other Details: Long Texts

Next Line Item

PstKy: ☐ Account: SGL Ind: ☐ TType: New co.code:

Simulate the document(F9).

General Ledger Simulation

Ledger Expert Mode Currency Reset

Document Date: 01.07.2022 Posting Date: 01.07.2022 Fiscal Year: 2022

Reference: 180000***** Cross-Comp.Code No. Posting period: 4

Currency: INR Ledger Group Ledger: 0L

CoCd	Item	L.item	Key	SG G/L Account	G/L account name	Amount	Currency	Profit Center
BCCL	1	000001	50	21200052	CurrentA/c-SECL	4,130.00-	INR	BCCL2016
	2	000002	27	10900040	Intercompany Vendor	4,130.00	INR	BCCL2016

Verify all details and Post the Document.

Posted document can be displayed in FB03 as shown below.

TTy	CoCd	Trs	Item	Key	SG Account	Description	Amount	Currency	Tax Code	Profit Center
	BCCL		1	31	8301	HSD - GM Office Plant	4,130.00-	INR	N6	
Z01			2	70	20000060	160000101845 0000	4,130.00	INR	N6	BCCL2016

2.2.d – Surveyed off Fixed Assets: - (Step No- 1): Create new Asset with AS01

T- Code	AS01
SAP Easy Access	Accounting -> Financial Accounting -> Fixed Assets -> Asset -> Create Asset

Asset Class 23000

Company Code SECL

Number of similar assets 1

Reference


Asset 140000000952

Sub-number

Company code SECL

Important Field in Asset Master Creation for Surveyed off Asset.

Sr No.	Field	User Action and Values
1	Asset class	Asset Class will be "23000 -SURVEYED OFF ASSETS".
2	Company Code	Enter relevant subsidiary company code
3	No of similar assets	This function enables the user to create multiple similar assets in one master transaction. These assets initially only differ in their asset numbers. When you save, you can also enter a description and inventory number for each individual records.
4	Reference: Asset Sub-number Company code	The reference asset that users are copying from. Enter Asset no Which is to be Transferred to Surveyed off Assets Class.

Press <Enter> or click on 

General Time-dependent Allocations Origin India Specific Data Leasing Deprec. Areas

Allocations

Evaluation group 1	23PE	SA-PLANT & EQUIPMENTS
Evaluation group 2		
Evaluation group 3		
Evaluation group 4		
Evaluation Group 5	4220	Plant & Equipment-Other P&M-Underground Equipment

Change Evaluation Group 1 to 4 in Allocation Tab. Do not change Evaluation Group 5.

Depreciation Area

General Time-dependent Allocations Origin India Specific Data Leasing Deprec. Areas						
Valuation						
A..	Depreciation area	DKey	UseLife	Prd	ODep Start	Index
01	Book deprec.	Z000				
32	BkDep(g.cur)	Z095		6	01.07.2022	





Change Depreciation Key to Z000 and Useful life & Period leave blank in Depreciation Area.

Click on  to save the asset.


2.2.d – Surveyed off Fixed Assets: - (Step No- 2):

T- Code	ABUMN
SAP Easy Access	Accounting -> Financial Accounting-> Fixed Assets -> Posting->Transfer ->ABUMN - Transfer within Company Code

Enter Asset Transaction: Transfer within Company Code

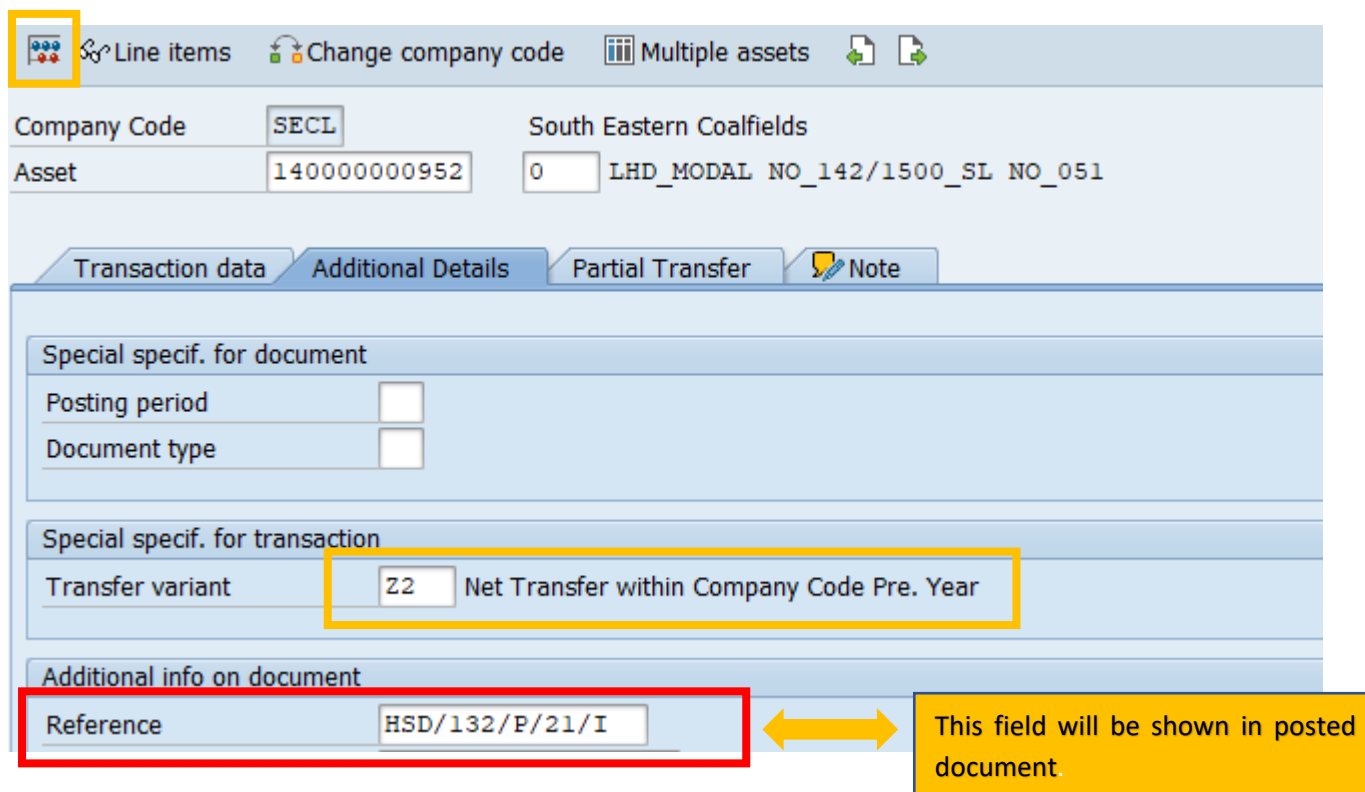
 Line items
  Change company code
  Multiple assets
 

Company Code: South Eastern Coalfields
 Asset: LHD_MODAL NO_142/1500_SL NO_051

Transaction data Additional Details Partial Transfer  Note

Document Date:
 Posting Date:
 Asset Value Date:
 Other Details:

Transfer to
☒ Existing asset: LHD_MODAL NO_142/1500_SL NO_051
☐ New asset



Line items Change company code Multiple assets

Company Code SECL South Eastern Coalfields

Asset 140000000952 0 LHD_MODAL NO_142/1500_SL NO_051

Transaction data Additional Details Partial Transfer Note

Special specif. for document

Posting period

Document type

Special specif. for transaction

Transfer variant Z2 Net Transfer within Company Code Pre. Year

Additional info on document

Reference HSD/132/P/21/I

This field will be shown in posted document.

Important Fields in ABUMN transaction for Surveyed Off Assets: -

Sr No.	Field		User Action and Values
1.	Header Data	Asset.	Sending Asset No.
2.	Transaction Data Tab.	Document Date.	Source document date.
		Posting Date.	Put relevant Posting date for posting document in FI
		Asset value Date.	Put the date when an asset is to be transferred in Assets Accounting.
		Other Details.	Enter proper Narration.
		Transfer to Existing Asset.	Put Receiving Asset No, provided by receiving area.
3.	Additional Details.	Transfer variant.	Use transfer variant "Z2-Net transfer Within Company Code Pre year."
		Reference.	Approval Note sheet Number.
4.	Partial Transfer.	Amount posted, Percentage, Quantity	One of these options is used when user wants to transfer Partial transfer of assets. Ignore this option when full value transfer is happened.
		Prior Year Acquisition or Current Year Acquisition	User needs to select suitable option whether sending asset when was acquired in books.
5.	Note		It may be used to maintain long text.

Asset Explorer-AW01N

Asset Explorer

Asset SECL-230000001818/0000

Depreciation Areas

- OL Leading Ledger
 - 01 Book depreciation
- Without ledger group
 - 32 Book depreciation

Company Code SECL South Eastern Coalfields

Asset 230000001818 0 LHD_MODAL NO_142/1500_SL NO_051

Fiscal year 2022

Planned values Posted values Comparisons Parameters

Planned values Book depreciation

Value	Fiscal year start	Change	Year-end	Crcy
APC transactions		189,451.55	189,451.55	INR
Investment support				INR
Impairment				INR
Acquisition value		189,451.55	189,451.55	INR
Ordinary deprec.				INR
Special depreciation				INR
Unplanned dep.				INR
Write-ups				INR

Transactions

AssetValDate	Amount	TType	Transaction type name	Crcy
01.07.2022	189,451.55	Z53	Acquistion Prior years for Transfer	INR

Objects related to asset

- Cost Center
 - HSD_Mining Produton
- G/L Account
 - Surveyed Off Asset
- Profit Center
 - HALDIBARI UG

2.3 Retirement/Disposal of Fixed Assets.

The Sale of Fixed Assets is Summarize in below Table:

Type of Assets	T code to be Used	
	Activity	Responsibility
1. Sale of Laptop/Furniture	1. FB65- Create GST Invoice with Asset Retirement.	Finance Department.
2. Fixed Assets other than Laptop/furnitures	1. Create Sales Order & Release of Sales order. 2. Advance Receipt from Customer 3. MIGO_GR -Scrap Receipt at Store.	MM department, Subsidiary HQ
	4. VL01N Create out Bound Delivery. 5. VL02N- Post Goods Issue.	Depot Office, MM Department.
	6. VF01- Create Customer invoice and IRN & QR code generation.	Finance Department.
	7. FB50- Asset Retirement with Revenue	

2.3. a. Sale of laptop to Employee.FB65: Action requires by Central Account Section of Finance Department

T- Code	FB65
SAP Easy Access	Accounting -> Financial Accounting-> Accounts payable -> Document Entry->FB65 - Credit Memo.

Enter Vendor Credit Memo: Company Code SECL

Tree on Company Code Hold **Simulate** Park Processing Options

Transactn G Credit memo Bal. 0.00

Basic data Payment Details Tax Withholding tax Notes

Vendor [] SGL Ind []

Document date 01.07.2022 Reference LAPTOP SALE

Posting Date 20.09.2022

Cross-CCode No. []

Amount 4,130.00 INR ☒ Calculate tax

Bus.place/sectn BP22 / 8301

Other Details 160000000459_ Sale to Emp.

Paymt terms Due immediately

1 Items (No entry variant selected)

St.	G/L acct	Short Text	D/C	Amount in doc.curr.	Value date	Other Details	Co...	Tradi...	Bus...	Par...	Cost
✓	30201000	Asset Sale-R...	H Cr...	3,500.00		Laptop Sale_...	SECL				

User Needs to double click on First line to enter Asset No, Transaction type, Asset value date.

Header Details

Transactn G Credit memo

Basic data | Payment | **Details** | Tax | Withholding tax | Notes

G/L 10900020 Employee Vendor

Assign.

HeaderText 160000000459_Laptop Sale

Important Field in FB65 for Laptop sale to employee, where GST is Applicable: -

Sr No.	Field	User Action and Values
1.	Vendor	Put Employee Vendor Code.
2.	GL Account.	Use" 30201000- Asset Sale-Retire.
3.	Debit /Credit	Select Credit Entry.
4.	Amount.	Put WDV (at the date of Sale) of Asset.
5.	Tax Code.	Use applicable tax code for GST Payable.
6.	Other details.	Enter proper Narration.
7.	Quantity.	Provide relevant value.
8.	HSN code.	Put applicable HSN code

Correct G/L account item

More data

G/L Account 30201000 Asset Sale - Retirement

Company Code SECL South Eastern Coalfields

Item 2 / Credit entry / 50

Amount 3,500.00 INR

Tax Code A6 ☒ Calculate tax ☐ W/o Cash Dscnt

Business place

Cost Center Order

WBS element Profit. segment

Real estate obj

Sales Order More

Asset

Assignment Quantity

Other Details Laptop Sale_160000000459 Long Texts

Asst retirement ☒

Tick Asset Retirement check box & hit the "Enter" key.

Create Asset Retirement

Asset: 160000000459

Sub-number:

Posting entries

Transaction Type: 210

Asset Value Date: 01.07.2022

☒ Complete retirement

Amount posted: INR

Percentage rate:

Quantity:

☒ Line Items

Click on  "Continue", then "go back" & Simulate(F9) the Document.
Check Document Date, Posting Date Accounting Entry, amount etc.

Click on Post Button



Posted Document can be displayed in FB03 as shown below.

Data Entry View

Document Number1700005635Company CodeSECLFiscal Year2022

Document Date01.07.2022Posting Date01.07.2022Period4

ReferenceLAPTOP SALECross-Comp.No.

CurrencyINRTexts existLedger Group

<

Note: In the case of laptop sale to employee either on completion of useful life of asset or on retirement, The Profit/Loss GL Account should not get Posted.

2.3.b. Sale of Fixed Asset Other Than laptop/Furniture: In this part only Asset Retirement of **Sold Assets (Which are Sold through SD Module)** is explained. This action is required by Central Accounts section of Finance Department.

For Collection of necessary information user needs to coordinate with the persons who looks store account.

T- Code	FB50
SAP Easy Access	Accounting->Financial Accounting->General Ledger->Document Entry->FB50 - Enter G/L Account Document.

ter G/L Account Document: Company Code SECL

Tree off Company Code Hold Simulate Park Processing Options

Basic Data Details

Document Date 14.07.2022 Currency INR

Posting Date 14.07.2022

Reference F29020111556

Doc.Header Text 4330000168

Cross-CCode No.

Company Code SECL South Eastern Coalfields Bilaspur

Amount Information

Total Dr. 282,000.00 INR

Total Cr. 282,000.00 INR

2 Items (No entry variant selected)

St...	G/L acct	Short Text	D/C	Amount in doc.curr.	ax jurisdictn code	Assignment	Value date	Other Details
✓	30200035	Sale Of Scra...	S De...	282,000.00		4330000168		ROYAL ISPAT
✓	30201000	Asset Sale-R...	H Cr...	282,000.00		4330000168		ROYAL ISPAT

Sales order Item in sales order S.. P... Purc... Profit center

4330000168	10				SECL8301
4330000168	10				SECL8314

Double Click to "30201000-Asset Sale Retirement" to enter Asset No, Asset Value date.

Important Field in FB50 for Asset Retirement: -

Sr No.	Field	User Action and Values
1.	Header Data	Document Date.
2.		Date of sale of Asset. i. e. date of GST Invoice Created in VF01.
3.		Posting Date.
4.		Enter posting date of VF01 billing document.
5.	First line Item.	Reference.
6.		Enter the GST invoice No of VF01 billing document.
7.		Doc Header Text
8.		Scrap Sale Order No. (SRO No)
9.		GL Account.
10.		Use "30200035" Sale of Scrap.
11.		Debit /Credit indicator.
12.		Select Debit indicator.
13.		Amount.
14.		Sale Value of Assets without GST.
15.		Assignment No.
16.		Scrap Sale Order No. (SRO No).
17.		Other Details
18.		Provide proper narration to transaction.
19.		Sales order & Item in Sale order.
20.		Provide Sale Order No & Its line Item.

11.		Profit Centre.	Use relevant Profit centre. Normally it is regional store's Profit Centre.
12.	Second Line Items	GL Account.	Use "30201000- Asset Sale Retirement".
13.		Debit /Credit indicator.	Select Credit indicator.
14.		Amount.	Sale Value of Assets without GST.
15.		Assignment No.	Scrap Sale Order No. (SRO No).
16.		Other Details	Provide proper narration to transaction.
17.		Sales order & Item in Sale order.	Provide Sale Order No & Its line Item.
18.		Profit Centre.	Use relevant Profit centre. Normally it is regional store's Profit Centre.

Following screen will be prompted when user double clicks on "Assets Sale Retirement" GL

The screenshot shows the SAP Asset Retirement screen. Key fields and annotations include:

- G/L Account:** 30201000 Asset Sale - Retirement
- Company Code:** SECL South Eastern Coalfields
- Item 2 / Credit entry / 50**
- Amount:** 282,000.00 INR
- Tax Code:** (empty)
- Calculate tax:** ☐
- W/o Cash Dscnt:** ☐
- Business place:** (empty)
- Cost Center:** (empty)
- Order:** (empty)
- WBS element:** (empty)
- Profit. segment:** (empty)
- Real estate obj:** (empty)
- Sales Order:** 4330000168 10 (highlighted with a yellow box)
- Asset:** (empty)
- Quantity:** (empty)
- Assignment:** 4330000168 (highlighted with a yellow box)
- Asst retirement:** ☒ (highlighted with a yellow box)
- Other Details:** SOLD to 2000000587 _ROYAL ISPAT
- Long Texts:** (button)

A yellow arrow points from the "Asst retirement" checkbox to a text box below the screen.

Tick Asset Retirement check box & hit the "Enter" key.

Following Screen will be prompted to user.

Create Asset Retirement

Asset: 230000001818

Sub-number:

Posting entries

Transaction Type: 210

Asset Value Date: 14.07.2022

☒ Complete retirement

Amount posted: INR

Percentage rate:

Quantity:

☒ Line Items

Click on  "Continue", then "go back (F3)" & Simulate(F9) the Document.

Simulation View(F9)

Doc.Type : SA (G/L Account Document) Normal document

Doc. Number

Company Code

SECL

Fiscal Year

2022

Doc. Date

14.07.2022

Posting Date

14.07.2022

Period

04

Calculate Tax

☐

Ref.Doc.

F29020111556

Doc. Currency

INR

Doc. Hdr Text

4330000168

Item	PK	Account	Account short text	Tx	Amount	Tax Amount	WT	Cost Ctr	Profit Ctr	Other Details
3	75	20000130	230000001818 0000		189,451.55-	0.00			SECL8314	SOLD to 2000000587 _ROYAL ISPAT
2	50	30201000	Asset Sale-Retire.		282,000.00-	0.00			SECL8314	SOLD to 2000000587 _ROYAL ISPAT
4	40	30201000	Asset Sale-Retire.		282,000.00	0.00			SECL8314	SOLD to 2000000587 _ROYAL ISPAT
5	50	30200330	Gain-S.Asst		92,548.45-	0.00			SECL8314	SOLD to 2000000587 _ROYAL ISPAT
1	40	30200035	Sale Of Scraps		282,000.00	0.00			SECL8301	SOLD to 2000000587 _ROYAL ISPAT
*					0.00					

Posted document can be displayed in FB03

Data Entry View

Document Number

100119626

Company Code

SECL

Fiscal Year

2022

Document Date

14.07.2022

Posting Date

14.07.2022

Period

4

Reference

F29020111556

Cross-Comp.No.

Currency

INR

Texts exist

☐

Ledger Group

</

2.4. Reversal of Asset Transaction:

SL No	Original Asset Transaction		Reversal Transaction
	Type of Transaction	T Code Used	T code to be Used.
1.	Acquisition.	F-90	FB08
2.		MIGO_GR	MIGO_GR- Cancel
3.		ML81N	ML81N- Revoke Service Entry Sheet.
4.	WBS to AUC Settlement.	CJ88	CJ88
5.	PS-AUC to Final Asset Settlement.	CJ88	AB08
6.	AUC Settlement.	AIAB/AIBU	AIST- Capitalize Asset under Construction.
7.	Transfer of Assets	ABUMN	AB08 - Other Asset Document.
8.	Retirement of Assets.	FB70, FB65, FB50	AB08

Reversal of Document via FB08:

T- Code	FB08
SAP Easy Access	Accounting->Financial Accounting->General Ledger->Document->Reverse->FB08 - Individual Reversal.

Reverse Document: Header Data

☒ Display Before Reversal
 ☐ Document List
 ☐ Mass Reversal

Document Details

Document Number: 1900000117
 Company Code: SECL
 Fiscal Year: 2022

Specifications for Reverse Posting

Reversal Reason: 01
 Posting Date:
 Posting period:
 Tax Reporting Date:

Check management specifications

Void reason code:

Important Note: Before Posting of reversal document, Users need to verify the original document.

Important Field in FB08 for Reversal of Assets Document.

Sr No.	Field	User Action and Values
1.	Document No.	Enter the document no which is to be reversed.
2.	Company Code.	Enter Subsidiary company code.
3.	Fiscal Year.	Enter Fiscal year of the document which is to be reversed. Users need to be careful. Since Document No is year specific.
4.	Reversal Reason.	Put "01" in this field.
5.	Posting Date.	Enter suitable posting date for reversal document. If User does not enter the posting date for reversal document, new document will get posted on original document's posting date.

Reversal of Document via AB08:

T- Code	AB08
SAP Easy Access	Accounting->Financial Accounting->Fixed Assets->Posting->Reverse Document->AB08 - Other Asset Document.

Documents for Asset

Company Code: SECL

Asset: 160000000510

Sub-number: 0

Fiscal Year: 2022

Press "Enter Key" to move next screen.

Important Field in AB08 for Reversal of Assets Document.

Sr No.	Field	User Action and Values
1.	Company Code.	Enter Subsidiary company code.
2.	Asset.	Enter Either Sending Asset No or Receiving Asset No (Within Company Code).
3.	Fiscal Year.	Enter the Fiscal year for which asset documents need to reverse.

Overview of Asset Accounting Documents

Reverse Acct Doc.

Asset 160000000510 0 Laptop_TEST_6
Company code SECL South Eastern Coalfields

01 Book deprec. / INR

AstValDt	Amount Posted	TTy	Trans. Type Text	Text	Ord. Dep.	Spec. Dep.
01.07.2022	140,000.00	330	Acquiring transfer of curr-yr acquis.		0.00	

1. Select the document for reversal, click on “Acct Doc.” To verify the details.
2. Go back, Select the document, which is to be reversed, click on **Reverse** Tab.

Next Screen will appear.

Overview of Asset Accounting Documents

Reverse Acct Doc.

Asset 160000000510 0 Laptop_TEST_6
Company code SECL South Eastern Coalfields

01 Book deprec. / INR

AstValDt	Amount Posted	TTy	Trans. Type Text	Text
01.07.2022	140,000.00	330	Acquiring transfer of curr-yr acquis.	

Specifications for Reverse Posting

Fiscal Year 2022

Posting Date 01.07.2022

Period 4

Reversal Reason 01

☒ ☐

1. Enter Posting date, Reversal reason, click on **Continue** button.

Overview of Asset Accounting Documents

Document Date: 01.07.2022 Document type: AA Company Code: SECL
 Posting Date: 01.07.2022 Period: 04 Fiscal Year: 2022

Line items

Item	Key	BusA	G/L Account	Short Text	Σ	Amount	Currency
1	70		20000060	160000000508 0000		140,000.00	INR
2	75		20200060	160000000508 0000		11,083.33-	INR
3	75		20000060	160000000510 0000		140,000.00-	INR
4	70		20200060	160000000510 0000		11,083.33	INR
						0.00	INR

1. Verify all the details & click to **"SAVE"** to Post the document.

Reversal of WBS Settlement: - It is same process as settlement of WBS. Only difference is that value in WBS is negative (Credit amount in WBS). User needs to follow the Same Process as stated in Settlement of WBS to AUC.



Reversal of Settlement of AUC: - AIST

T- Code	AIST
SAP Easy Access	Accounting->Financial Accounting->Fixed Assets->Posting->Reverse Document-> AIST- Capitalize Asset under Construction.

Important Field in AIST Transaction.

Sr No.	Field	User Action and Values
1.	Company Code.	Enter Subsidiary company code.
2.	Asset.	Enter AUC No which is to be reversed.
3.	Document Date.	Enter Relevant Document date.
4.	Posting Date.	Enter Posting date for reversal.

Reversal of Settlement of AuC: Initial Screen

 Execute  Line Items

Company code: SECL
 Asset: 910000000003
 Sub-number: 0

Date specifications

Document Date: 01.04.2022
 Posting Date: 01.04.2022
 Period: 1

























Additional specifications

Document type: ☐

Processing options

☒ Test Run

1. Execute the transaction in Test Mode, verify all details, Go Back(F3), remove Test Mode, Then Execute & Save the Document. It will get posted.

2.5 Impairment of Assets:

T- Code	ABAW
SAP Easy Access	Accounting -> Financial Accounting -> Fixed Assets -> Posting -> ABAW - Bal. Sheet Revaluation

Sr No.	Field	User Action and Values
1.	Company Code.	Put Suitable Value.
2.	Assets No.	Put Asset No which is to be Impaired.
3.	Document Date.	Date of source document.
4.	Posting Date.	Put relevant value. Relevant to accounting entry.
5.	Transaction Type.	Put applicable Transaction type (Z80 to Z83).

Relevant Transaction Type of Coal India & Its Subsidiary: -

1. Z80 Impairment Loss (Prior-Yr acq.): - for Charging Impairment on Assets acquired in Prior years.
2. Z81 Impairment Loss (Curr-Yr acq.): - for Charging Impairment on Assets acquired in current year.
3. Z82 Reversing an impairment loss (prior-yr acq.): - for reversal of Impairment Loss (Prior-Yr acq.).
4. Z83 Reversing an impairment loss (Curr-yr acq.): - For reversal of Impairment Loss (Curr-Yr acq.).

Balance sheet revaluation: Initial Screen

Company Code: SECL

Asset: 160000000500

Sub-number:

Date specif.

Document Date: 30.06.2022

Posting Date: 30.06.2022

Posting period:

Transact.

Transaction Type: Z80 Post revaluation gross

Transaction Type (1) 13 Entries found

Restrictions

Cl.	TType	Transaction type name
102	Z80	Impairment Loss (Prior-Yr acq.)
102	Z81	Impairment Loss (Curr-Yr acq.)
102	Z82	Reversing an Impairment Loss (Prior-Yr acq.)
102	Z83	Reversing an Impairment Loss (Curr-Yr acq.)

Press Enter key

User will be prompted with the following screen: -

Create Asset Transaction: Impairment Loss (Prior-Yr acq.)

Line Items

Asset Laptop
 Company Code
 Trans. Type Impairment Loss (Prior-Yr acq.)

Posting data

Asset Val. Date
 Amount posted INR
 Rev.O.dep. PrYr
 Reval.O.Dep CY

Additional details

Text
 Reference

Sr No.	Field	User Action and Values
1.	Assets Value date.	Date of Impairment.
2.	Amount posted.	Amount of Impairment.
3.	Text.	Short Narration.
4.	Reference.	Reference Number.

Click on Post Button

Asset transaction was posted with AA document number ***.**

Note: Accounting of Impairment will be posted with Monthly Depreciation Run Posting.

Asset Explorer after Impairment using T-code AW01N

Company Code: SECL South Eastern Coalfields
 Asset: 160000000500 0 Laptop
 Fiscal year: 2022

Planned values Posted values Comparisons Parameters

Planned values Book depreciation

Value	Fiscal year start	Change	Year-end	Crcy
APC transactions		70,000.00	70,000.00	INR
Investment support				INR
Impairment		10,000.00-	10,000.00-	INR
Acquisition value		60,000.00	60,000.00	INR
Ordinary deprec.		19,180.95-	19,180.95-	INR
Special depreciation				INR
Unplanned dep.				INR

Transactions

AssetValDate	Amount	TType	Transaction type name	Crcy
01.04.2022	70,000.00	100	External asset acquisition	INR
01.04.2022	10,000.00-	Z81	Impairment Loss (Curr-Yr acq.)	INR

Note: Accounting of Impairment will be posted with Monthly Depreciation Run.

Reversal of Impairment:

Users need to perform same process as shown above, for reversal of impairment charged on assets., However user needs to use different transaction type relevant for reversal as define below: -

1. Z82 Reversing an impairment loss (prior-yr acq.): - for reversal of Impairment Loss (Prior-Yr acq.).
2. Z83 Reversing an impairment loss (Curr-yr acq.): - For reversal of Impairment Loss (Curr-Yr acq.).

2.6 Depreciation Posting/Run. (T Code AFAB): Use this procedure to execute depreciation run.
Depreciation run is a centralized activity. It is to be done by Corporate Accounts of CIL/subsidiaries.

T- Code	AFAB
SAP Easy Access	Accounting -> Financial Accounting -> Fixed Assets -> Periodic processing -> Depreciation Run->AFAB Execute.

The screenshot displays the SAP AFAB transaction interface. Key elements include:

- Posting Parameters:**
 - Company Code: SECL
 - Target Ledger Group: (empty)
 - Fiscal year: 2022
 - Posting Period: 5
- Reason for posting run:**
 - ☒ Planned posting run
 - ☐ Repeat
 - ☐ Restart
 - ☐ Unplanned posting run
- Further options:**
 - ☐ List assets
 - ☐ List of manual depreciation
 - Layout: (input field)
 - Server Group: (input field)
- Parameters for Test Run:**
 - ☒ Test Run

Sr No.		Field	User Action and Values
1.	Posting Parameters	Company Code.	Enter Relevant Company Code for Subsidiary Company
		Fiscal Year.	Provide relevant Fiscal Year
		Posting period.	Provide relevant period for which depreciation is to be run.
2.	Reason for posting run	Planned posting run	The Planned Posting Run is the standard periodic run to post planned depreciation. This should be used when the last depreciation run was successful, and it's time to carry out the depreciation run as part of the new period-closing process.
		Repeat run	The Repeat run is used to repeat the posting run within the period last posted. Repeat would be used if changes have been made after the period depreciation run has been posted.
		restart	The Restart run would only be used if the depreciation Posting Run terminated during processing due to either a system outage or error may have caused it to end abnormally. If posting run terminated for technical reasons, and changes made already made to the database, the depreciation run report must be begin in restart mode.

		Unplanned posting run	The Unplanned Posting run allows posting outside of the normal processing cycle (for example monthly). This option is not same as unplanned depreciation. Several periods can be posted in a single run with this option. By setting this indicator, the system does not check for the connection to the previous period and allows skipping over periods. This can be a useful option for test purposes for estimation or validating some depreciation calculation, but generally this option is not recommended.
3	Parameters for Test Run	Test Run	First execute this transaction in Test Mode, if test mode is successful, then remove test run & execute again
		Main Assets No	Put Assets Nos if it is repeat run for some No of assets.

1. Provide Necessary Input parameters as state above and execute the program in background with TEST mode.
2. Go to SM37 to see detail of Job executed in background. If the Job is successfully completed in Test Mode, Again, run the depreciation by removing Test check, in background.

2.7 Important Transaction Type to be used in Assets Accounting: All user needs to be used Transaction type while performing asset transaction, as mentioned below. Varying from its, user may not be able to get proper report from SAP. User needs to carefully select appropriate T type.

SL No	T type	T Type-Descriptions	AR-02 report column	When to use	
				T Code	Remarks
1	100	External asset acquisition	Addition	F-90	Capitalisation of Laptop.
2	210	Retirement with revenue	Retirement	FB65 and FB50	It must be used in sale of laptop and as well as disposal of surveyed off assets.
3	Z01	CIL Inter-Subsidiary Transfer Acquisition	Addition	F-90	Assets received from other subsidiary.
4	Z02	CIL Inter-Subsidiary Prior Year Traf-Retirement.	Retirement	FB70	Asset transfer to other subsidiary from earlier year's acquisition.
5	Z03	CIL Inter-Subsidiary Current-Yr Trf-Retirement.	Retirement	FB70	Asset transfer to other subsidiary from current year's acquisition.
6	Z04	Capitalisation of GST-Asset transfer Com Code.	Addition	F-04	Capitalisation of GST on assets transfer to other areas within same subsidiary.
7	Z80	Impairment Loss (Prior-Yr acq.)	Imp. For the year	ABAW	For impairment of assets.
8	Z81	Impairment Loss (Curr-Yr acq.)	Imp. For the year	ABAW	For impairment of assets.
9	Z82	Reversing an impairment loss (prior-yr acq.)	Imp. For the year	ABAW	Reversal of Impairment-(Z80).
10	Z83	Reversing an impairment loss (Curr-yr acq.)	Imp. For the year	ABAW	Reversal of Impairment-(Z81).

SECTION 3 Fixed Assets Reports. (Important Fixed Asset Reports): List of important reports for fixed assets are given below: -

Sl No	T Code	Report Name	Remarks
1	AR01	Asset Balances	
2	AR02	Assets History Sheet	It is main report for accounting values. Users need to use <u>"ZCIL" History Sheet version</u> in this report to prepare Note 3 to note 6 to the Financial Statements.
3	AB03	Documents for Asset	
4	AW01N	Asset Explorer	
5	ZFI_FA_TRANS	Fixed Asset Transaction	
6	ZFI_FALIFE	Fixed Asset with Life	
7	S_ALR_87012056	Unposted Assets List	
8	S_ALR_87012054	Intra Company Assets Transfer	
9	S_ALR_87012936	Depreciation Simulation	This report may be used to view future depreciation on assets.
10	S_P99_41000192	Posted Dep month wise	This report may be used to view to month wise posted depreciation.
11	S_ALR_87010175	Depreciation posted to Cost Centre	This report may be used to view to month wise posted depreciation to Cost Centres.

1. AR01 – Asset Balances.

T- Code	AR01
SAP Easy Access	Information Systems -> Accounting->Financial Accounting->Fixed Assets-> AR01-Asset Values

Asset Balances

Click on dynamic selections to enter Profit Centre.

Company code: SECL to: []
 Asset number: [] to: []
 Subnumber: [] to: []

Selections

Asset class: [] to: []
 Business area: [] to: []
 Cost center: [] to: []
 Plant: [] to: []
 Location: [] to: []
 Asset super number: [] to: []
 Worklist: []

Settings

Report date: 31.03.2022
 Depreciation area: 01 Book deprec.
 Sort Variant: 0001 Co. code/bus. area/bal. item/B/S acc
 Translation method: []

☒ List assets
☐ ... or main numbers only
☐ ... or group totals only

Display options

Display variant: []
☒ Use ALV grid

Various selection criteria options are available, the user can specify the selection criteria based on business requirement then the system will display in the report accordingly.

Tick on ALV grid to make the report excel compatible.

Provide the values as shown above and click on “**Execute**” then the system will display the report.

AR01

Asset Balances							
Assets WL Add to wishlist							
Asset Balances - 01 Book deprec.							
Report date: 31.03.2022 - Created on: 22.09.2022							
CoCode	Class	Asset	Asset description	Capitalized on	Acquis.val.	Accum.dep.	Book val.
SECL	10000	100000000000	FREEHOLD LAND	01.04.1987	447,610.00	0.00	447,610.00
		100000000001	FREEHOLD LAND	01.04.1986	39,274.50	0.00	39,274.50
		100000000002	PURCHES OF L	01.06.1998	43,800.00	0.00	43,800.00
		100000000003	FREEHOLD LAND	01.04.1989	47,404.00	0.00	47,404.00
		100000000004	FREEHOLD LAND	01.04.1984	93,452.00	0.00	93,452.00
		100000000005	FREEHOLD LAND	01.04.1988	95,476.50	0.00	95,476.50

2. AR02 – Asset History Sheet.

T- Code	AR02
SAP Easy Access	Information Systems -> Accounting->Financial Accounting->Fixed Assets-> AR02 - Asset History Sheet.

The Selection Criteria/ Input parameter is similar to AR01 report. This report provides an additional feature of “History Sheet Version”. Users need to select “ZCIL” History sheet version to view the complete report on accounting values, including Impairment loss etc....

“ZCIL” History Sheet Version will be helpful in preparing manual Note 3-6 to the Financial Statements.

Important Accounting Values in "ZCIL" History Sheet Version

SL No	AR02 Colom	Remarks
1	APC FY start	Gross Block of Asset
2	Addition	
3	Down-Payment	
4	Capitalisation	
5	Transfer	
6	Retirement	
7	Current APC	
8	Dep. FY start	Depreciation & Impairment
9	Dep. for year	
10	Dep.transfer	
11	Dep.retir.	
12	Accumul. dep.	
13	Imp. FY start	
14	Accumul. Imp.	
15	Imp. for year	
16	Bk.val.FY strt	Net Block
17	Curr.bk.val.	

Asset History Sheet

Settings

Report date	31.03.2023	
Depreciation area	01	Book deprec.
Sort Variant	0001	Co. code/bus. area/bal. item/B/S acc
Translation method		

☒ List assets
☐ ... or main numbers only
☐ ... or group totals only

Display options

☒ Use ALV grid

Further selections

Balance sheet account		to		
Capitalization date		to		
Depreciation key		to		

Further settings

History sheet version	ZCIL	CIL Assests History Sheet
-----------------------	------	---------------------------

☒ Depreciation posted

Provide the values as shown above and click on **“Execute”** then the system will display the report.

Depreciation Simulation-

T- Code	S_ALR_87012936
SAP Easy Access	

Execute the above T Code as mentioned below: -

Depreciation Simulation

1 active

Company code: **SECL** to

Asset number: to

Enter Company and Assets No

Selections

Asset class: to

Business area: to

Cost center: to

Settings

Report date: **31.03.2030**

Depreciation area: **01** Book deprec.

Enter the future date, for up to user wants to view depreciation.

Select layout

Display variant: **/PERIODWISE**

Summary report: ☐

Select the "/PERIODWISE" in Display variant to display year wise depreciation.

Further settings

Simulation version: ☐

Upon execution of above T code following report will be displayed.

Depreciation Simulation

Report date: 31.03.2030 Depreciation Simulation - 01 Book deprec.
Date created: 29.03.2023

Obj. t	CoCd	Plant	Cost Ctr	Class	Object	Description	Cap. date	Dep.Start	Life	BSAcct:APC	DepRy	Dep.FYs	Accumulated depr	Depr. 2022	Depr. 2023	Depr. 2024	Depr. 2025
Asset	SECL	8301	SEC8301630	11000	110000000712	LEASEHOLD LAND	23.09.1996	23.09.1996	043/000	20000010	2092	109,868.00-	109,868.00-	0.00	0.00	0.00	0.00
Asset	SECL	8301	SEC8301630	11000	110000000713	LEASEHOLD LAND	03.11.1997	03.11.1997	041/000	20000010	2092	18,400.00-	18,400.00-	0.00	0.00	0.00	0.00
Asset	SECL	8301	SEC8301630	11000	110000000773	LEASEHOLD LAN	01.04.1991	01.04.1991	048/000	20000010	2092	10,501.00-	10,501.00-	0.00	0.00	0.00	0.00
Asset	SECL	8301	SEC8301630	11000	110000000774	LEASEHOLD LAN	01.04.1987	01.04.1987	052/000	20000010	2092	700.00-	700.00-	0.00	0.00	0.00	0.00
Asset	SECL	8301	SEC8301630	11000	110000000775	LEASEHOLD LAN	01.04.1991	01.04.1991	048/000	20000010	2092	224,909.25-	224,909.25-	0.00	0.00	0.00	0.00
Asset	SECL	8301	SEC8301630	13000	130000000321	CONSTRUCTION C.	25.02.2015	25.02.2015	030/000	20000030	2095	659,937.00-	659,937.00-	91,979.34-	91,979.34-	91,979.34-	91,979.34-
Asset	SECL	8301	SEC8301630	13000	130000000332	*GARRUGO IN ***	05.03.1995	05.03.1995	030/000	20000030	2095	18,655.40-	18,655.40-	2,053.15-	2,053.15-	1,892.05-	1,892.05-
Asset	SECL	8301	SEC8301130	13000	130000000337	OFF. & OTH ADM.	08.08.1995	08.08.1995	030/000	20000030	2095	31,214.91-	31,214.91-	3,317.61-	3,317.61-	3,317.61-	3,317.61-
Asset	SECL	8301	SEC8301700	13000	130000000347	OFF. & OTH ADM.	01.04.1995	01.04.1995	030/000	20000030	2095	2,641,215.16-	2,641,215.16-	288,434.72-	288,434.72-	288,434.72-	288,434.72-
Asset	SECL	8301	SEC8301700	13000	130000000348	FACTORY MINES	01.04.1995	01.04.1995	030/000	20000030	2095	1,988,236.55-	1,988,236.55-	60,597.24-	60,597.24-	60,597.23-	60,597.23-
Asset	SECL	8301	SEC8301700	13000	130000000394	RESID.BUILDING	01.05.1995	01.05.1995	030/000	20000030	2095	21,935.75-	21,935.75-	2,379.89-	2,379.89-	2,379.89-	2,379.89-
Asset	SECL	8301	SEC8301630	13000	130000000432	CONSTRUCTION C.	30.06.2003	30.06.2003	030/000	20000030	2095	1,331,825.45-	1,331,825.45-	119,010.26-	119,010.26-	119,010.26-	119,010.25-
Asset	SECL	8301	SEC8301630	13000	130000000433	ONE STORE ROOM	02.01.1996	02.01.1996	030/000	20000030	2095	34,191.01-	34,191.01-	3,524.79-	3,524.80-	3,524.79-	2,643.60-
Asset	SECL	8301	SEC8301405	13000	130000000434	CONST.OF Q.CON	04.10.1994	04.10.1994	030/000	20000030	2095	81,245.55-	81,245.55-	2,372.86-	2,372.86-	1,186.43-	0.00

Depr. 2026	Depr. 2027	Depr. 2028	Depr. 2029	Cuml. APC/repl.v	APC/RV 2022	APC/RV 2023	APC/RV 2024	APC/RV 2025	APC/RV 2026	APC/RV 2027	APC/RV 2028	APC/RV 2029
0.00	0.00	0.00	0.00	109,868.00	109,868.00	109,868.00	109,868.00	109,868.00	109,868.00	109,868.00	109,868.00	109,868.00
0.00	0.00	0.00	0.00	18,400.00	18,400.00	18,400.00	18,400.00	18,400.00	18,400.00	18,400.00	18,400.00	18,400.00
0.00	0.00	0.00	0.00	10,501.00	10,501.00	10,501.00	10,501.00	10,501.00	10,501.00	10,501.00	10,501.00	10,501.00
0.00	0.00	0.00	0.00	700.00	700.00	700.00	700.00	700.00	700.00	700.00	700.00	700.00
0.00	0.00	0.00	0.00	224,909.25	224,909.25	224,909.25	224,909.25	224,909.25	224,909.25	224,909.25	224,909.25	224,909.25
91,979.34-	91,979.34-	91,979.34-	91,979.34-	2,905,402.00	2,905,402.00	2,905,402.00	2,905,402.00	2,905,402.00	2,905,402.00	2,905,402.00	2,905,402.00	2,905,402.00
0.00	0.00	0.00	0.00	25,940.79	25,940.79	25,940.79	25,940.79	25,940.79	25,940.79	25,940.79	25,940.79	25,940.79
0.00	0.00	0.00	0.00	44,498.54	44,498.54	44,498.54	44,498.54	44,498.54	44,498.54	44,498.54	44,498.54	44,498.54
0.00	0.00	0.00	0.00	3,691,072.97	3,691,072.97	3,691,072.97	3,691,072.97	3,691,072.97	3,691,072.97	3,691,072.97	3,691,072.97	3,691,072.97
0.00	0.00	0.00	0.00	2,284,240.27	2,284,240.27	2,284,240.27	2,284,240.27	2,284,240.27	2,284,240.27	2,284,240.27	2,284,240.27	2,284,240.27
0.00	0.00	0.00	0.00	30,814.45	30,814.45	30,814.45	30,814.45	30,814.45	30,814.45	30,814.45	30,814.45	30,814.45
119,010.26-	119,010.26-	119,010.26-	119,010.26-	2,800,814.00	2,800,814.00	2,800,814.00	2,800,814.00	2,800,814.00	2,800,814.00	2,800,814.00	2,800,814.00	2,800,814.00
0.00	0.00	0.00	0.00	49,904.20	49,904.20	49,904.20	49,904.20	49,904.20	49,904.20	49,904.20	49,904.20	49,904.20
0.00	0.00	0.00	0.00	91,766.00	91,766.00	91,766.00	91,766.00	91,766.00	91,766.00	91,766.00	91,766.00	91,766.00
0.00	0.00	0.00	0.00	188,075.72	188,075.72	188,075.72	188,075.72	188,075.72	188,075.72	188,075.72	188,075.72	188,075.72
0.00	0.00	0.00	0.00	47,328.60	47,328.60	47,328.60	47,328.60	47,328.60	47,328.60	47,328.60	47,328.60	47,328.60
0.00	0.00	0.00	0.00	103,005.00	103,005.00	103,005.00	103,005.00	103,005.00	103,005.00	103,005.00	103,005.00	103,005.00
0.00	0.00	0.00	0.00	31,465.41	31,465.41	31,465.41	31,465.41	31,465.41	31,465.41	31,465.41	31,465.41	31,465.41
21,707.00-	21,706.99-	21,707.00-	21,706.99-	528,986.00	528,986.00	528,986.00	528,986.00	528,986.00	528,986.00	528,986.00	528,986.00	528,986.00
0.00	0.00	0.00	0.00	593,096.00	593,096.00	593,096.00	593,096.00	593,096.00	593,096.00	593,096.00	593,096.00	593,096.00
0.00	0.00	0.00	0.00	6,497.56	6,497.56	6,497.56	6,497.56	6,497.56	6,497.56	6,497.56	6,497.56	6,497.56
52,206.48-	52,206.49-	52,206.48-	52,206.49-	1,293,131.00	1,293,131.00	1,293,131.00	1,293,131.00	1,293,131.00	1,293,131.00	1,293,131.00	1,293,131.00	1,293,131.00
12,989.64-	12,989.65-	12,989.64-	12,989.65-	322,705.00	322,705.00	322,705.00	322,705.00	322,705.00	322,705.00	322,705.00	322,705.00	322,705.00

Posted Depreciation by Assets & Posting Period:

T- Code	S_P99_41000192
SAP Easy Access	

Execute the above T Code as mentioned below: -

Posted Depreciation by Asset and Posting Period



General data selections

Company Code	SECL	to		
Asset Number	110000000000	to		
Cost Center		to		
Area	1			
Fiscal Year	2022			
Posting Period				

Output specification

Layout	
--------	--

Sr No.	Field	User Action and Values
1.	Company Code.	Enter Relevant Company Code for Subsidiary Company.
2.	Assets No	Enter the relevant assets no.
3.	Area	Enter "1". This is depreciation area.
4.	Fiscal Year	User per user discretion.

Upon execution of above T code following report will be displayed.

Posted Depreciation by Asset and Posting Period												
Posted Depreciation by Asset and Posting Period												
Asset	Subnumber	Per.	Ordinary depreciat.	Currency	Unplanned depr.	Currency	Special depr.	Currency	Interest	Currency	Reserves transf.	Currency
110000000000	0	001	428.79-	INR	0.00	INR	0.00	INR	0.00	INR	0.00	INR
		002	428.78-	INR	0.00	INR	0.00	INR	0.00	INR	0.00	INR
		003	428.79-	INR	0.00	INR	0.00	INR	0.00	INR	0.00	INR
		004	428.79-	INR	0.00	INR	0.00	INR	0.00	INR	0.00	INR
		005	428.79-	INR	0.00	INR	0.00	INR	0.00	INR	0.00	INR
		006	428.78-	INR	0.00	INR	0.00	INR	0.00	INR	0.00	INR
		007	428.79-	INR	0.00	INR	0.00	INR	0.00	INR	0.00	INR
		008	428.79-	INR	0.00	INR	0.00	INR	0.00	INR	0.00	INR
		009	428.78-	INR	0.00	INR	0.00	INR	0.00	INR	0.00	INR
Company code SECL			3,859.08-	INR	0.00	INR	0.00	INR	0.00	INR	0.00	INR
			3,859.08-	INR	0.00	INR	0.00	INR	0.00	INR	0.00	INR

Posted Depreciation Related to Cost Centres: - This report may be used to view posted depreciation to cost centres along with period.

T- Code	S_ALR_87010175
SAP Easy Access	

Posted depreciation, related to cost centers			
General data selections			
Company Code	SECL	to	
Cost Center	SEC8301500	to	
Area	1		
Fiscal Year	2022		
Posting Period			

Sr No.	Field	User Action and Values
1.	Company Code.	Enter Relevant Company Code for Subsidiary Company.
2.	Cost Center	Either User can enter the relevant Cost Centers or may leave it blank.
3.	Area	Enter "1". This is depreciation area.
4.	Fiscal Year	User per user discretion.

Upon execution of above T code following report will be displayed.

Posted depreciation, related to cost centers



Posted depreciation, related to cost centers

Asset	Subnumber	Ordinary depreciat.	Currency	Special depr.	Currency	Unplanned depr.	Currency	Reserves transf.	Currency	Interest rates	Currency	Per.	Cost center	CoCd
160000005403	0	1,847.22	INR	0.00	INR	0.00	INR	0.00	INR	0.00	INR	001	SEC8301500	SECL
160000004396	0	1,847.22	INR	0.00	INR	0.00	INR	0.00	INR	0.00	INR			
160000005374	0	1,847.22	INR	0.00	INR	0.00	INR	0.00	INR	0.00	INR			
160000005776	0	2,129.73	INR	0.00	INR	0.00	INR	0.00	INR	0.00	INR			
160000005882	0	221.51	INR	0.00	INR	0.00	INR	0.00	INR	0.00	INR			
180000010382	0	198.26	INR	0.00	INR	0.00	INR	0.00	INR	0.00	INR			
180000010346	0	85.87	INR	0.00	INR	0.00	INR	0.00	INR	0.00	INR			
180000010347	0	85.87	INR	0.00	INR	0.00	INR	0.00	INR	0.00	INR			
180000010348	0	85.87	INR	0.00	INR	0.00	INR	0.00	INR	0.00	INR			
		8,348.77	INR	0.00	INR	0.00	INR	0.00	INR	0.00	INR	001		
160000005403	0	1,847.22	INR	0.00	INR	0.00	INR	0.00	INR	0.00	INR	002		
160000004396	0	1,847.22	INR	0.00	INR	0.00	INR	0.00	INR	0.00	INR			
160000005374	0	1,847.22	INR	0.00	INR	0.00	INR	0.00	INR	0.00	INR			
160000005776	0	2,129.73	INR	0.00	INR	0.00	INR	0.00	INR	0.00	INR			
160000005882	0	221.51	INR	0.00	INR	0.00	INR	0.00	INR	0.00	INR			
180000010382	0	198.27	INR	0.00	INR	0.00	INR	0.00	INR	0.00	INR			
180000010346	0	116.79	INR	0.00	INR	0.00	INR	0.00	INR	0.00	INR			
180000010347	0	116.79	INR	0.00	INR	0.00	INR	0.00	INR	0.00	INR			
180000010348	0	116.79	INR	0.00	INR	0.00	INR	0.00	INR	0.00	INR			
		8,441.54	INR	0.00	INR	0.00	INR	0.00	INR	0.00	INR	002		
160000004396	0	1,847.22	INR	0.00	INR	0.00	INR	0.00	INR	0.00	INR	003		

Business process to be Followed by User Department for Transfer of Fixed Assets in SAP

Gate Pass Overview

Gate pass can be used for the visitor management in the organization. Gate pass is simply a document which is required for the inward movement of vehicles in the premises of the organization. It can be created for various purposes. There are generally two type of gate passes.

- Non-returnable material gate pass (NRGP)

Based on the requirement different type of gate passes can be created. **Gate pass** helps in keeping the track of materials moving in and out of the facility.

Non returnable gatepass

Step 1:

Transaction code: **ZMM016**.



Initial screen after running the Transaction code will be as follows.

Creation, change, display, delete of gate pass all these tasks can be performed by running the same transaction code.

- **Create:** This button helps in the creation of Gate pass.
- **Change:** This button enables to change the created gate pass, by entering the Gate pass number and Year of creation present above.
- **Display:** This button enables to display the created gate pass, by entering the Gate pass number and Year of creation fields present above.
- **Delete:** This button enables to delete the gate pass.

Step 2:

Gate pass can be created by clicking on the button **create** present below.

Gate Pass
Year of Creation

CREATE **CHANGE** **DISPLAY** **DELETE**

Then the initial screen will be directed to creation screen. Gate pass creation screen will be as follows.

Create Gate Pass

Print Display Doc Attach Document

Header Information

Company Code Plant Material Document Purchase Order Department

Gate Pass Request Year of Creation Reason 02 INTERNAL REFURBISHMENT Creator Contact No.

☒ Gate Pass Req

☐ Returnable ☐ Non-Returnable Status

Transport Vendor Other Details Customer Details

Transp. Vendor Transporter PO Box Street/House City District Region Country Postal Code Telephone Extn Fax Extn GST No.

click on the gate pass req check box

Create Gate Pass

Print Display Doc Attach Document

Header Information

Company Code SECL Plant 8451 Material Document Year 2022 Reason 10 ASSET MOVEMENT Purchase Order Department 011

☒ Gate Pass Req

☒ Returnable ☐ Non-Returnable

Transport Vendor Other Details Customer Details

Transp. Vendor Transporter PO Box Street/House City District Region Country Postal Code Telephone Extn Fax Extn GST No.

Reason dropdown menu:

- 01 RETURN TO VENDOR
- 02 INTERNAL REFURBISHMENT
- 03 EXTERNAL REFURBISHMENT
- 04 REJECTED MATERIALS
- 05 UN-CLASSIFIED MATERIALS
- 06 LOAN MATERIALS
- 07 SAMPLE MATERIAL
- 08 PLANT TO PLANT TRANSFER
- 09 SCRAP MATERIAL
- 10 ASSET MOVEMENT
- 11 S.LOC to S.LOC

now fill all the fields such as company code, plant(here plant is sending plant), department, year, and reason and select Non-returnable in case of asset transfer.

Step 3:

Other details such Freight payer, Statutory clearance, Waybill number, Mode of transport etc can be maintained in the other details tab. Transporter details can be maintained in Transport vendor tab.

Transport Vendor			Other Details			Ship to Vendor		
FreightPayer	<input type="text"/>		Ins. Payer	<input type="text"/>		Statutory Clearance	<input type="text"/>	
Material Received By	<input type="text"/>		Mode of Transport	<input type="text"/>		Discrepancy No	<input type="text"/>	
Way Bill Number	<input type="text"/>		Truck Number	<input type="text"/>		Indemnity Bond No	<input type="text"/>	
R Number	<input type="text"/>		Lorry Receipt Date	<input type="text"/>		Insurance Company	<input type="text"/>	
Depart.city	<input type="text"/>		Arrival city	<input type="text"/>		Original PO No.	<input type="text"/>	
Insurance Policy No.	<input type="text"/>		Insurance Policy Dt.	<input type="text"/>		Notification Number	<input type="text"/>	
Remark 1	<input type="text"/>		Contact Person	<input type="text"/>				

Item Details

Step 4:

Enter the transport vendor details.

Transport Vendor			Other Details			Customer Details		
Transp. Vendor	<input type="text"/>		Region	<input type="text"/>				
Transporter	<input type="text"/>		Country	<input type="text"/>				
PO Box	<input type="text"/>		Postal Code	<input type="text"/>				
Street/House	<input type="text"/>		Telephone	<input type="text"/>		Extn	<input type="text"/>	
City	<input type="text"/>		Fax	<input type="text"/>		Extn	<input type="text"/>	
District	<input type="text"/>		GST No.	<input type="text"/>				

Inputs fields are described below.

Fields	Description	R/O/C	User action and values	Comments
Header information				
Company code	Company code	R		
Plant	Plant	R		
Gate pass request	Gate pass request	O		
Year of creation	Year of creation	R		
Material document, year	Material document and its year if it is created with reference document.	O	Enter the material document no	
Purchase order	Purchase order no If created with reference document.	O		
Department	Department code	R		
Reason	Reason	R		
Creator contact no.	Creator contact no.	O	Enter the contact no.	
Returnable	Returnable material	R		
Nonreturnable	Nonreturnable materials	R		
Transporter vendor	Transporter vendor	R		Transport vendor details.
Other details	Other details	R		Other details.
Ship to vendor	Ship to vendor details	R		
Item details				
Item	Item no.	R		

Fields	Description	R/O/C	User action and values	Comments
Material and description.	Material code and description.	R		Material or description
Equipment and description.	Equipment and description.	O		
HSN code	HSN code	O		
S. Loc and S.Loc description.	Storage location and description.	C		

Step5;Enter the customer details where ship to place will be receiving plant code and click enter all the fields will fill automatically.

Step6: Now click on the add line icon as shown below and fill out all the required entries.

Then save the document and the gatepass number will be generated.

Approval of Gate pass

Gate pass created requires approval. A customized transaction code has been developed to perform the operation.

Step 1:

Transaction code

The Gate pass created can be approved by running the appropriate transaction code. Only the authorized person can perform this operation.

Transaction code: ZMM017.



Initial screen after running the transaction code will be as follows.

Step 2:

 A screenshot of the 'Gate Pass Request' screen. The title 'Gate Pass Request' is at the top. Below it, there are two input fields: 'Gate Pass Approva' and 'Year of Creation'. The 'Gate Pass Approva' field is empty, and the 'Year of Creation' field is also empty. Below these fields is a yellow button with a blue question mark icon and the text 'Decision'.

Enter the Gate pass no. and year of creation for which the decision is needed.

Step 3:

 A screenshot of the 'Gate Pass Request' screen. The title 'Gate Pass Request' is at the top. Below it, there are two input fields: 'Gate Pass Approva' and 'Year of Creation'. The 'Gate Pass Approva' field contains the value '2000000008' and has a red border. The 'Year of Creation' field contains the value '2021'. Below these fields is a yellow button with a blue question mark icon and the text 'Decision'. The button is highlighted with a blue border.

Step 4:

Then click on the decision button present below the fields.

Step 5:

Approval

After entering the required entries in initial screen, the screen will be directed to the below screen. All the details regarding the Gate pass will be populated here.

The **Approve**, **reject** buttons present at the top will be utilized to approve or reject the request.

The status field present at header level helps in tracking the vehicle. The status here is **GP i.e gate pass created**.

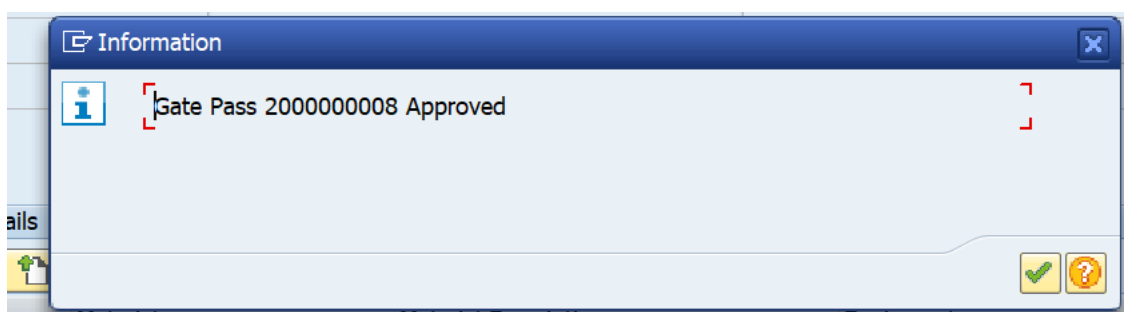
Once the gate pass is approved the status changes again.

To approve the request, Click on **Approve** and save it.

Gate Pass 2000000008

Year of Creation 2021

CREATE CHANGE DISPLAY DELETE



Print

To view the print of the Gate pass, run the transaction code **ZMM016**.

Enter the Gate pass no and Year of creation, then click on display.

Then the Gate pass is opened. Click on Print.



Display Gate Pass - 2000000008/2021

Print Display Doc Attach Document

Company Code CCL Gate Pass Request 1000000019
 Plant 3005 Year of Creation 2021
 Material Document Year 0 Reason 02 I. INTERNAL REFURBISHMENT
 Purchase Order Creator Contact No. 1234567890
 Department 011

☒ Returnable
☐ Non-Returnable
 Status GP Gate Pass Created

Transport Vendor Other Details Ship to Vendor

Transp. Vendor 1005329 ☐ New Vendor Region 34
 Transporter BEMI, LTD Country IN
 PO Box Postal Code 834001
 Street/House Telephone Extn
 City RANCHI Fax Extn
 District GST No. 20AAACB8433D1ZA

Item Details

Item	Material	Material Description	Equipment	Equipment Description	Batch	Sending Type	HSN Code
10	4400000320	SAFETY VALVE					

Then the below screen pops up. Enter the output device and click Print preview/print based on requirement.

Print:

Output Device LP01

Spool Request

Name PBFORM ACCNKS8881
 Cover Page Text
 Authorization

Spool Control

☐ Print Immediately
☐ Delete After Output
☐ New Spool Request
☐ Close Spool Request
 Spool Retention 8 Day(s)
 Storage Mode 1 Print only

Number of Copies

Number of Copies 1

Cover Page Settings

SAP Cover Page Do Not Print
 Recipient
 Department

Print Print Preview

Then the print is viewed.

Shipping Details		Gate Pass Details		Other Details	
Shipping To	: 3148	Gate Pass No	: 2000000008	Company GSTN	: 20AAACC7476RHZT
GSTN No	:	Gate Pass Date	: Sep 2, 2021	Shipping GSTN	:
Contact Person	:	Department Name	: MM	Date of Departure	: Sep 2, 2021
Contact No	: 000000000000	PO No.	:	Maintenance Orde No	: 2000003155
Challan Type	: Returnable	PO Date	:	Material Received By	: KRISHNA
Vehicle No.	: UP628987	Transporter Name	: BEML LTD	Insurance Payer	: COMP
Transport Mode	: TRUCK	Reason of Gate Pass	: INTERNAL REFURBISHMENT	SGST	8
Arrival City	: RAMGARH	Departure City	: RANCHI	CGST	8
W.B.Ref No	: 12123	Status	: Exit Allowed		

Sl No.	Material Code	Material Description	Material Serial No	HSN Code	Quantity	UCM	Material Condition	Unit Rate	Total Value	Expected Return Date
1	4400000320	SAFETY VALVE			1	PC		100	100	Nov 11, 2021

Prepared By	Receiver Signature	Authorized Signature
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Note: To save/view the print in pdf format, enter pdf! In command tab and use save/save a copy icon to save it.

Receive non returnable gatepass

Enter the transaction code ZMM016_N to receive the material at the receiving plant.

Receive NRGP

Receive NRGP

3000000159

Year of Creation

2022

RECEIVE

DISPLAY

enter the gate pass number and year of creation and click on receive button.

Change Gate Pass - 3000000159/2022

Print Display Doc Attach Document

ation

SECL 8451

Returnable Non-Returnable

ment Year 2022 Reason 10 ASSET MOVEMENT

Creator Contact No. 0

Received Partial Received Rejected

Received Remarks

ndor Other Details Customer Details

now select the radio button and enter the remarks and save.

GATEPASS REPORT

--Gate pass report for reconciliation can be viewed by running transaction code ZMM019.

✓ ZMM019

Initial screen

Gate Pass Report for Reconciliation

Select Radio Button

Gate Pass Request Details Gate Pass Details Rejection Material Tracking

Input

GP Number		to	
GP Year		to	
GP Created By		to	
GP Created On	02.09.2021	to	
Plant	3005	to	
Department		to	
Material No.		to	
Equipment No.		to	
GP Type(RGP/NRGP)			
Status			
Reason			

The Radio buttons Gate pass Request details, Gate pass details, Rejection material tracking has to be selected based on the Requirement.

Gate pass details can be viewed selecting radio button Gate pass details and Vice versa for Gate pass request details.

Rejected materials can be tracked by selecting Rejection materials tracking.

Now provide the inputs.

Creation date and Plant are mandatory entries.

Once the inputs are provided, execute it.

Report can be viewed.

Gate pass request status is CL-closed, also we can see the gate pass quantity and gate pass received quantity.

Gate Pass Report for Reconciliation																								
Gate Pass	GPR Year	GPR Create	RGP / NRGP	GPR Create	Department	Department	Reason	Cod	CoCd	Plant	GPR/GP Sta	GPR	Approv	Col	head	Purch.Doc.	Mat. Doc.	MatYr	Ship To	Ve Name 1	ST	CGST	SGST	IGST
1000000015	2021	02.09.2021	RGP	ACCNK58881	011				CCL	3005	CR	A						2021	3148	CENTRQL WORKSHOP	34	0.00	0.00	0.00
1000000019	2021	02.09.2021	RGP	ACCNK58881	011				CCL	3005	CL	A							3148	CENTRQL WORKSHOP	34	8.00	8.00	0.00

Material	Descr.	Equipment	Equipment Ctr	code	SLoc	Descr.	BU	GPR Quant	MvAvgPrice	Amount	LC	GP Quant	Receive Qu	Expected R	Remarks	GPR Gate	E GPR Gate	E GPR Gate	I GPR Gate	I GPR Gate	GPR Gross	GPR Tare	W GPR N
4400000320						PC		1.000	222.00	222.00		0.000	0.000	11.11.2021						00:00:00	0.000	0.000	
4400000320						PC		1.000	100.00	100.00		1.000	1.000	11.11.2021	REQUEST					00:00:00	0.000	0.000	

End of document.