# COAL INDIA LTD.

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

| Version | Issue Date |
|---|---|
| V1.0 | 25th March, 2023 |

**Prepared and compiled by**

**Shri Surendra Kumar Jat, Assistant Manager (F&A), SECL**

**with contribution from Techno-Functional Team-FIICO, CIL**

# Techno-Functional Team-FIICO, CIL.

| NAME | DESIGNATION | DISCIPLINE | SUBSIDIARY |
|---|---|---|---|
| Sh. Amit Kumar Chodhary | Dy. Manager | FINANCE | BCCL |
| Sh. Pratik Ganeriwal | Manager | FINANCE | BCCL |
| Sh. Soumendra Singh | Asst. Manager | FINANCE | BCCL |
| Sh. Rohit Kumar | Dy. Manger | FINANCE | CCL |
| Sh. Rohit Kumar Mahalka | Asst. Manger | FINANCE | CCL |
| Sh. Vikash Kumar | Dy. Manger | FINANCE | CCL |
| Sh. Anindyadeb Ghosh | Dy. Manger | FINANCE | CIL |
| Sh. Tanumoy Bhowmik | Asst. Manager | FINANCE | CIL |
| Sh. Manish Jain | Manager | FINANCE | CMPD |
| Sh. Prem Ranjan | Asst. Manger | FINANCE | CMPD |
| Sh. Ram Niwas Tank | Asst. Manger | FINANCE | CMPD |
| Sh. Ankit Rathi | Manager | FINANCE | ECL |
| Sh. Raushan Kumar | Dy. Manger | FINANCE | ECL |
| Sh. Tanuj Saraf | Dy. Manger | FINANCE | ECL |
| Sh. V Suba Sankar | Manager | FINANCE | ECL |
| Sh. Atanu Kumar Sahu | Asst. Manger | FINANCE | MCL |
| Sh. Kaibalya Kumar Behera | Dy. Manger | FINANCE | MCL |
| Sh. M.V.M Rajeev | Manager | FINANCE | MCL |
| Sh. Atul Gangwar | Manager | FINANCE | NCL |
| Sh. Manoj Kumar | Dy. Manger | FINANCE | NCL |
| Sh. ANURAG KHOKHAR | Dy. Manger | FINANCE | SECL |
| Sh. SURENDRA KUMAR JAT | Asst. Manger | FINANCE | SECL |
| Sh. Alle Bala Sandeep | Asst. Manger | FINANCE | WCL |
| Sh. Ram Avtar Saini | Asst. Manger | FINANCE | WCL |
| Sh. Revanth Sriram | Manager | FINANCE | WCL |

# Table of Contents

Page No.

**SECTION 1 Fixed Assets Master Data**

1.1 Creation of Assets Master data. **(T Code AS01)** ..... **3-10**

1.2 Edit Asset Master Data. **(T Code AS02)** ..... **11-12**

1.3 Display Asset Master Data. **(T Code AS03)** ..... **13-14**

**SECTION 2 Fixed Assets Transactions.**

**2.1 Acquisition of Assets.**

2.1.a Direct Acquisition in FI. ..... **15-23**

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

2.1.b.i Settlement of WBS & Capitalisation of Assets Under construction (AUC)... **24-39**

2.1.b.ii Assets Capitalisation with prior date (Previous Fiscal Year) ..... **40-41**

**2.2 Transfer of Fixed Assets**

2.2.a Intra Company Transfer Within Same State. ..... **44-46**

2.2.b Intra Company Transfer between Different States ..... **47-60**

2.2.c Inter Company Transfer..... **62-71**

2.2.d Surveyed off Fixed Asset. ..... **72-76**

**2.3 Retirement/Disposal of Fixed Assets.**

2.3.a Sale of Laptop/Furniture to Employee. ..... **77-79**

2.3.b Sale of Surveyed off Assets. ..... **80-82**

**2.4 Reversal of Asset Transactions** ..... **83-87**

**2.5 Impairment of Assets (ABAW)** ..... **88-90**

**2.6 Depreciation Run/Posting. (T Code AFAB)** ..... **91-92**

**2.7 Important Transaction Type to be used in Assets Accounting**..... **93**

**SECTION 3 Fixed Assets Reports. (Important Fixed Asset Reports)** ..... **94-102**

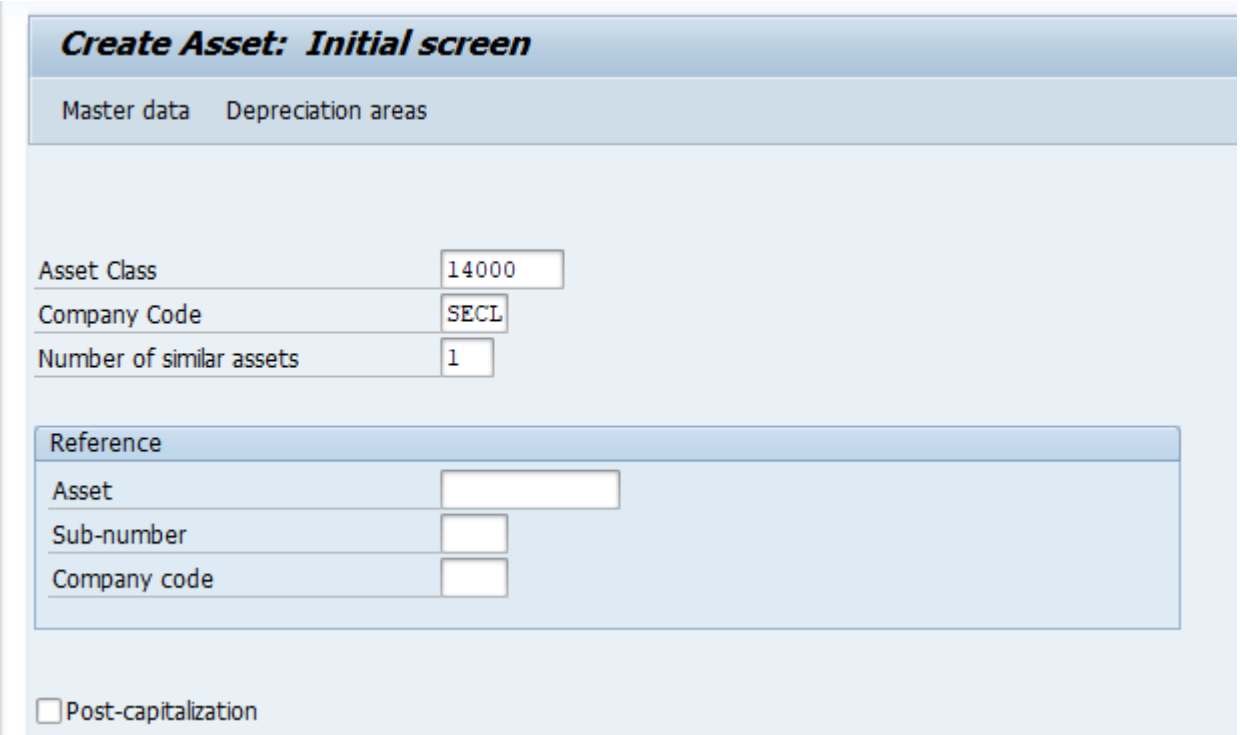
**SECTION 4 Gate Pass Process** ..... **103-113**

# 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.

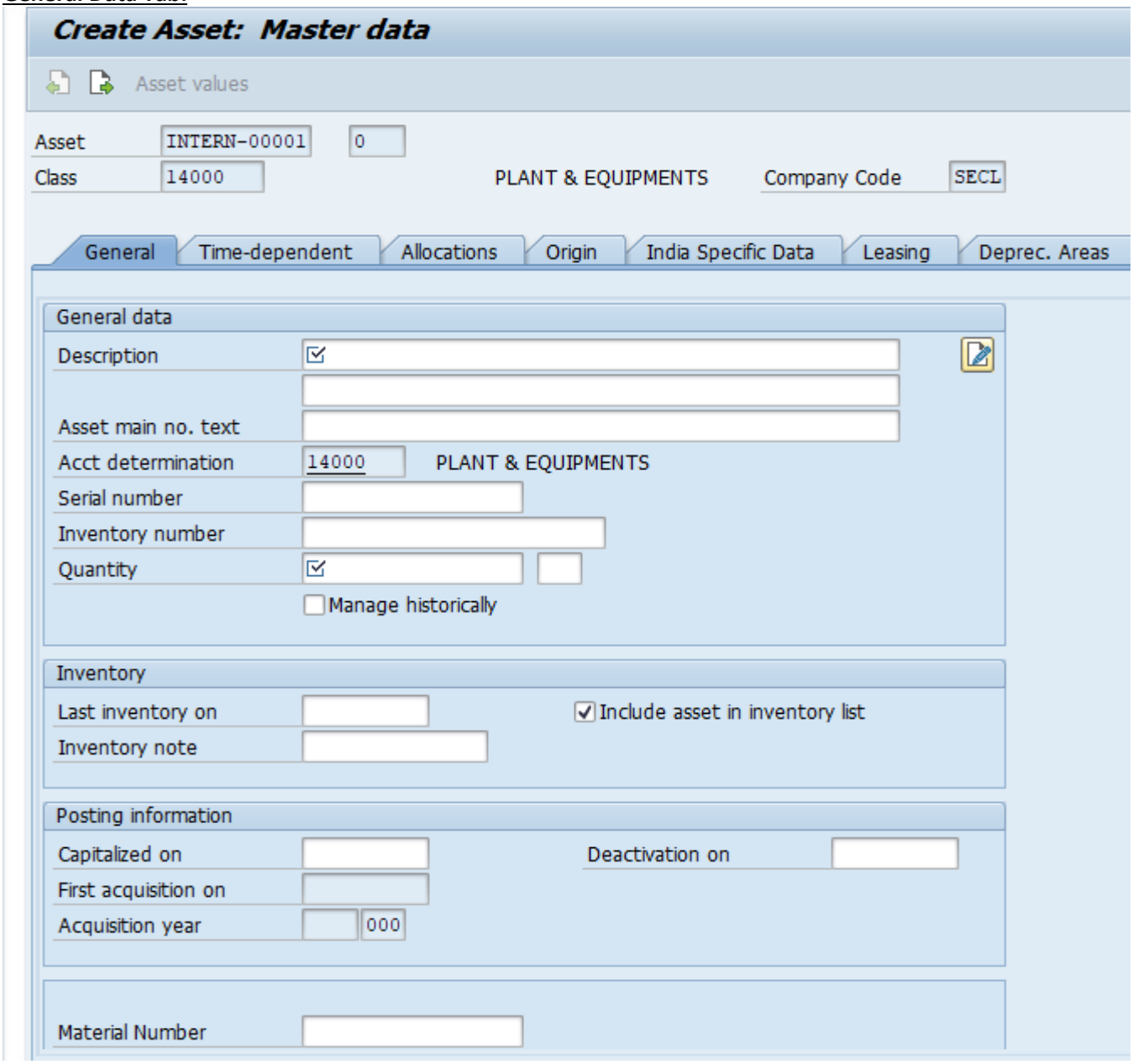
| | |
|---|---|
| T- Code | AS01 |
| SAP Easy Access | Accounting -> Financial Accounting -> Fixed Assets -> Asset -> Create Asset |




| 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:<br>Asset<br>Sub-number<br>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**

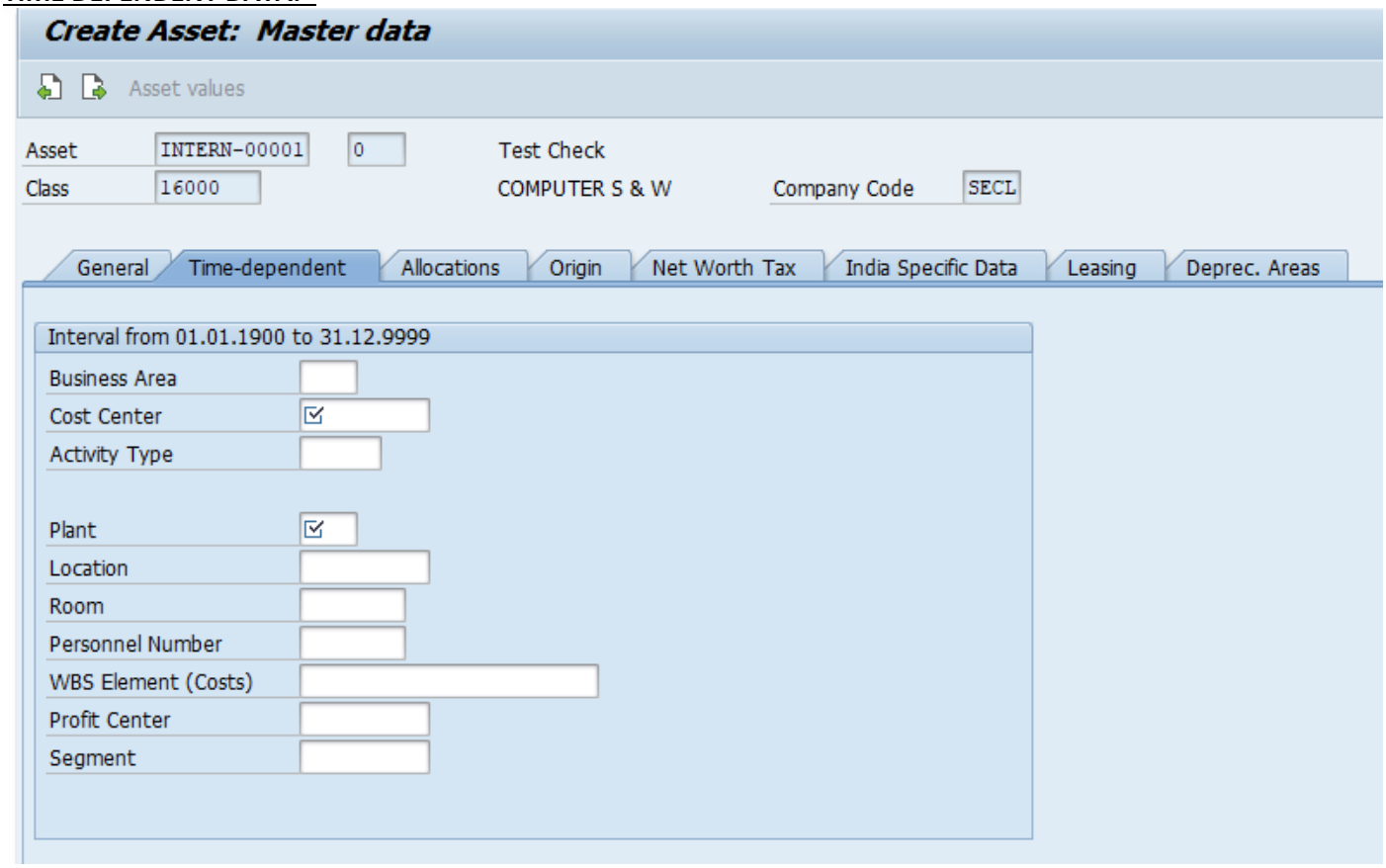
**General Data Tab:**




| 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. | ✓ (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. |

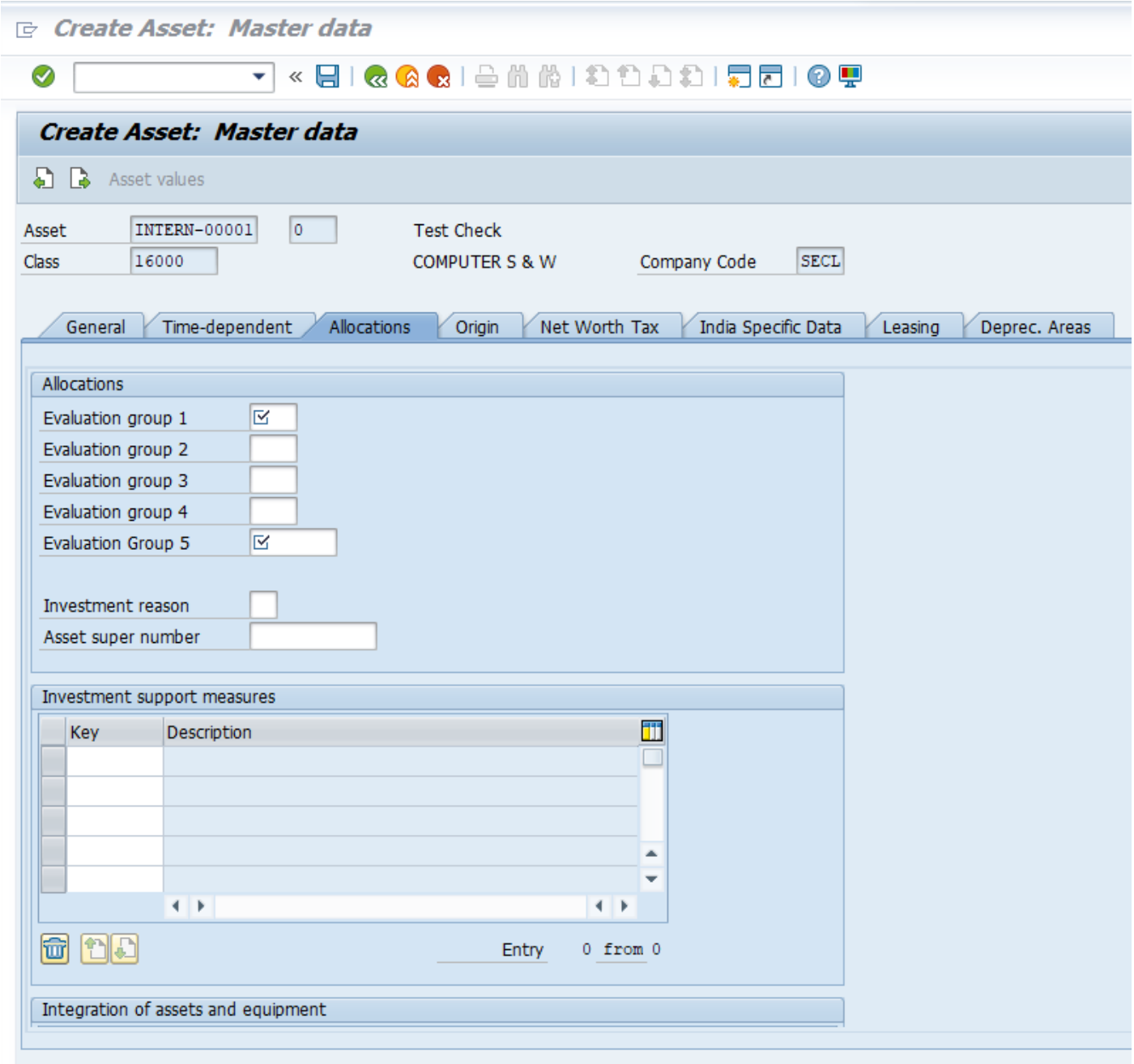
| | | |
|---|---|---|
| 10 | Inventory indicator. | Set this indicator if you want the asset to be counted in a physical inventory. Use of this indicator ensures that the asset is included in the standard inventory list of Asset Accounting. |
| 11 | Inventory Note. | In this field you can specify additional asset information for the physical inventory report. |
| 12 | Capitalized on. | The capitalization date is the value date of an asset.<br>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: -**




| 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, "***Revenue expenditures to be Capitalised's WBS"*** is to be used. |
| 7 | Profit centre | It gets derived from the Cost centre automatically. |

**Allocations Tab:**




| 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

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.

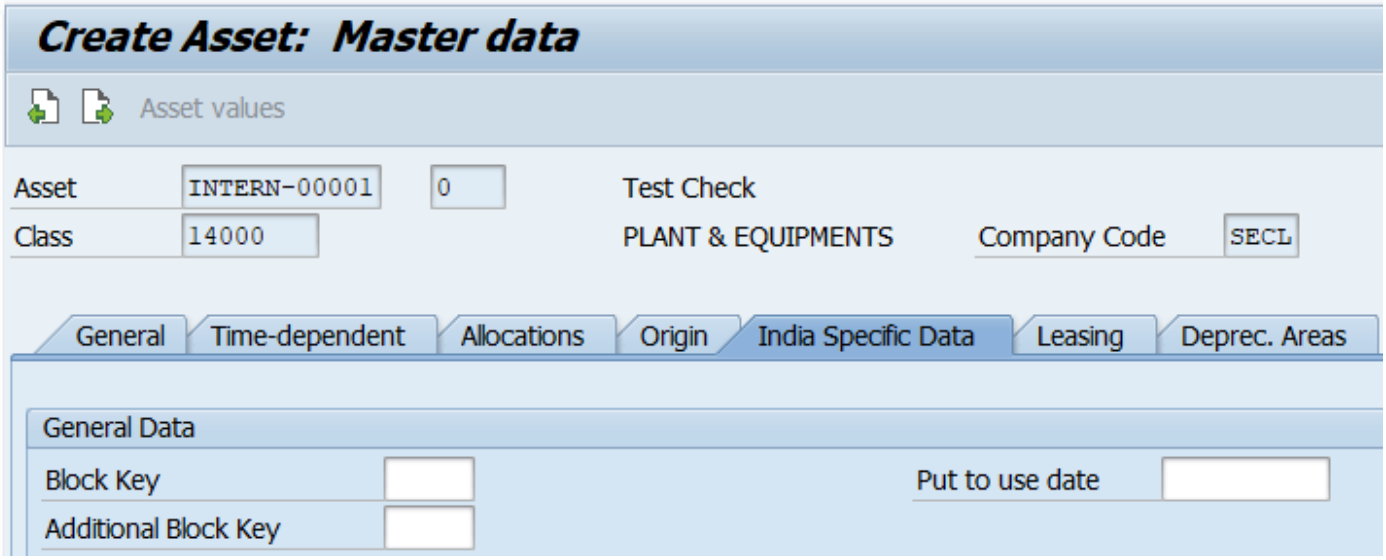
Account assignment for investment

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.**

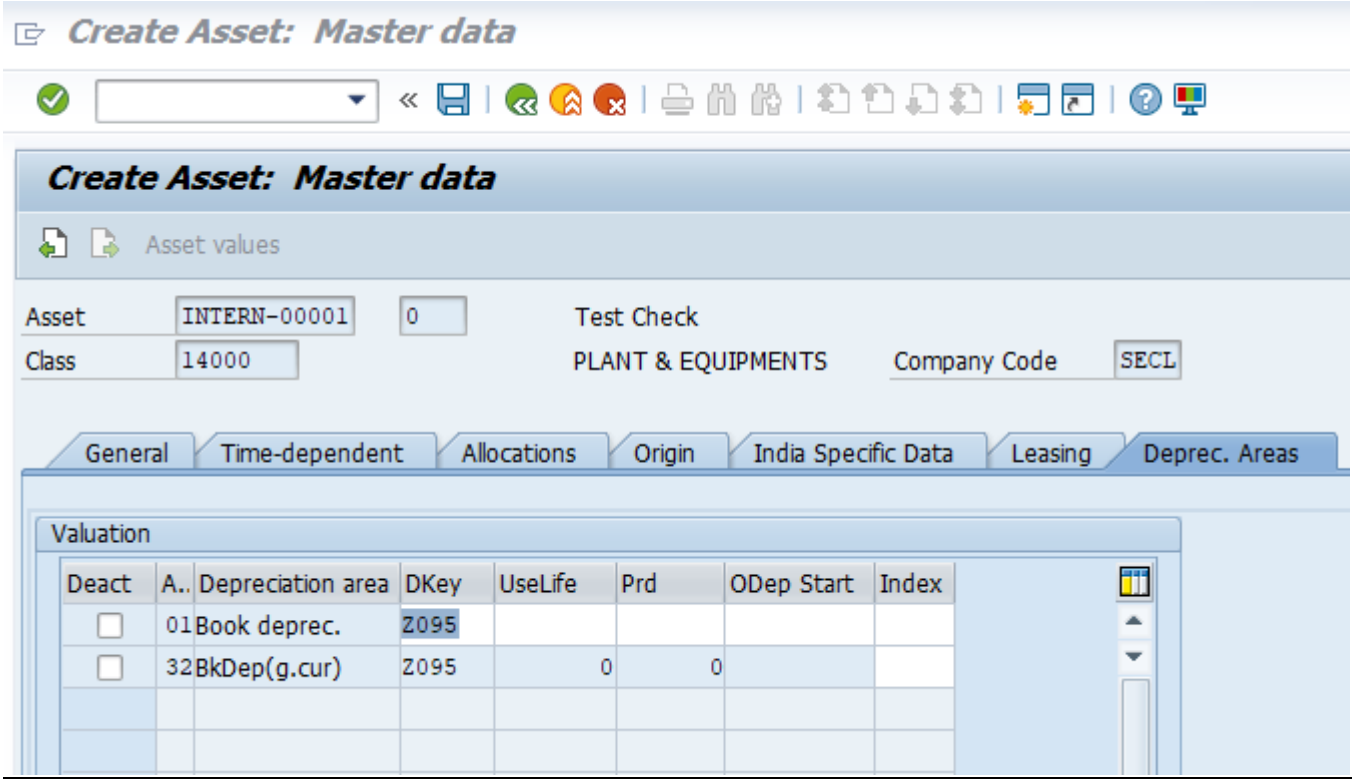



| Sr No. | Field | User Action and Values |
|---|---|---|
| 1 | Block Key. | Maintain the appropriate block key as per Income Tax ACT, 1961 |
| 2 | Additional Block Key. | Maintain the appropriate addition block key as per Income Tax ACT, 1961, if Subsidiary (Assessee) & assets is eligible to claim addition deprecation 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**

| Sl 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: -**




| 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.<br>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 |
|---|---|---|---|---|---|---|---|
| ☐ | 01 | Book deprec. | Z095 | 2 | 0 | 01.07.2022 | |
| ☐ | 32 | BkDep(g.cur) | Z095 | 2 | 0 | 01.07.2022 | |

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

Class

Area

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 /

Start of Calculation

Ord.dep.start date 01.07.2022

Spec.depreciation

Int. Calc.

Operating readiness 01.07.2022

Original useful life 3 /

Changeover year /

Additional Specifications

Index series

Age-dependent index

Variable dep.portion

Scrap value 3500 INR

Scrap Value % 0.00000000000

☐ 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.

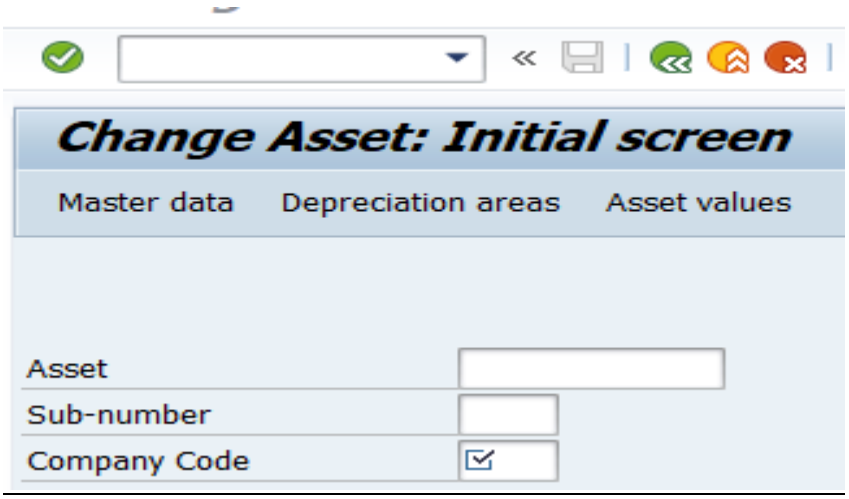
## Click on to save the asset. The system will assign an asset number.

## Assets Number is company code specific.

# SECTION 1 Fixed Assets Master Data.:

## 1.2 Edit Assets Master Data

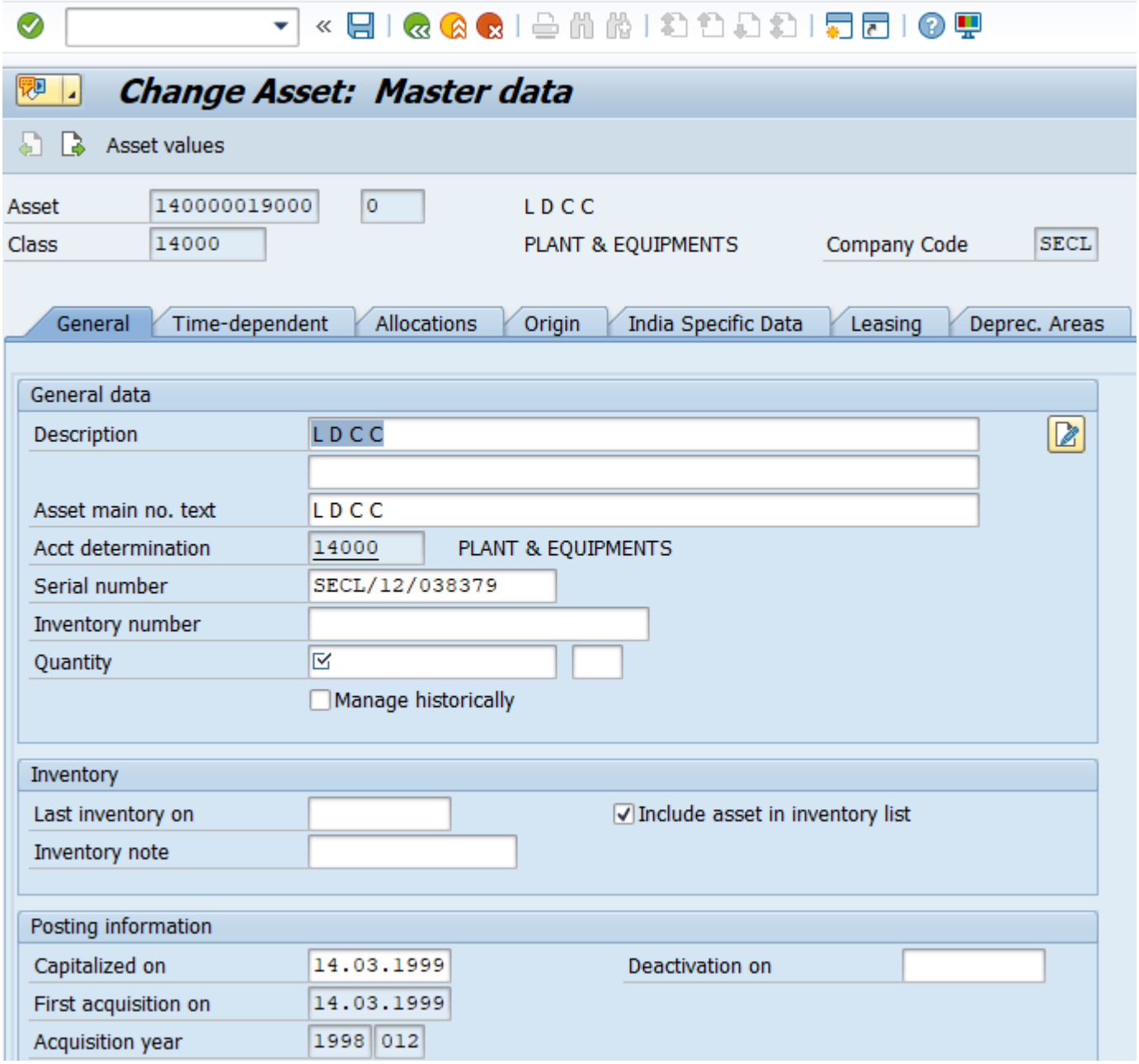
| | |
|---|---|
| T- Code | AS02 |
| SAP Easy Access | Accounting -> Financial Accounting -> Fixed Assets -> Asset -> Change Asset |




| 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: -**




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 |

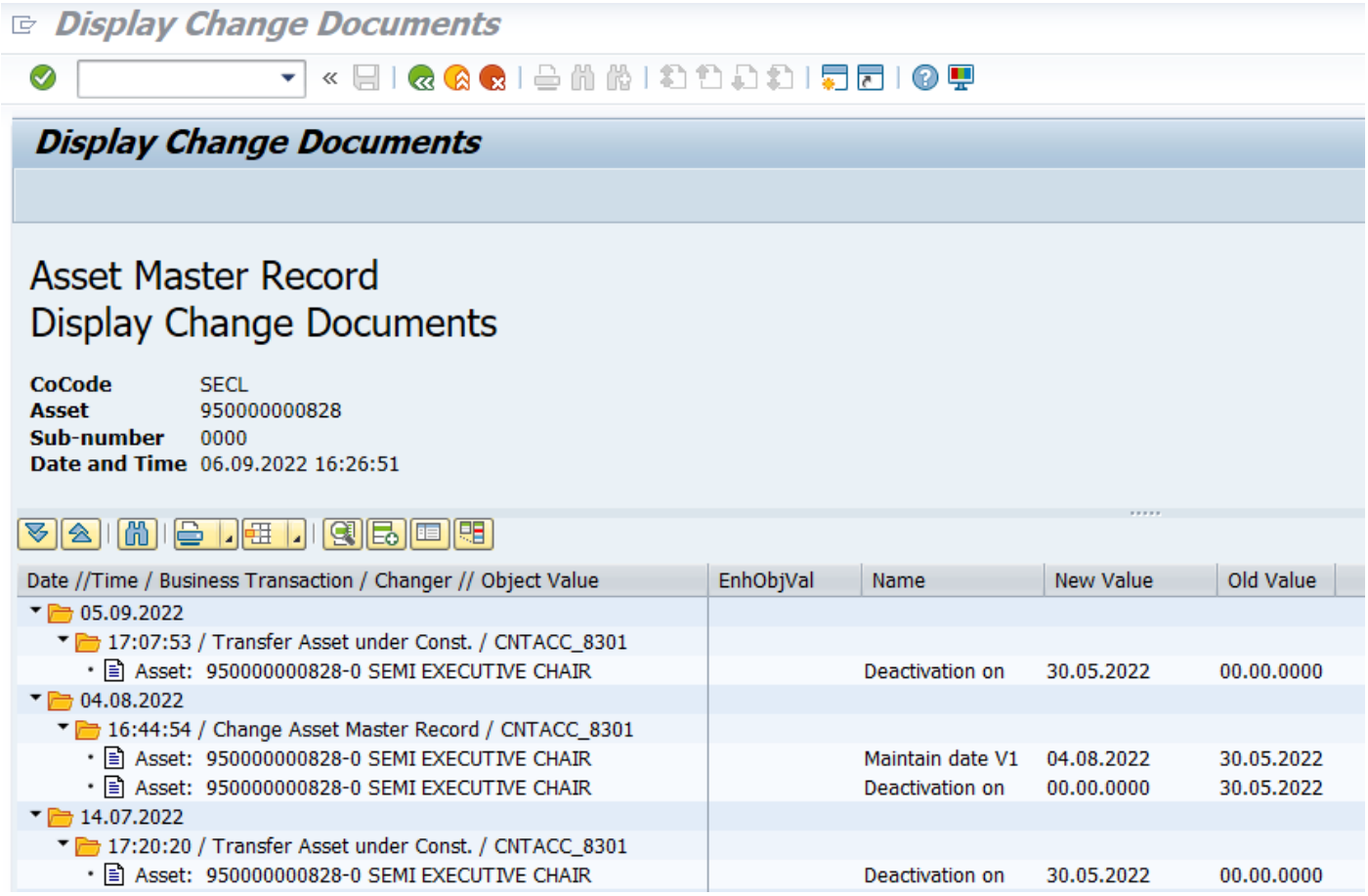
***On screen "Display Asset: Initial Screen", enter information in the fields as specified in the table below:***

| 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. |

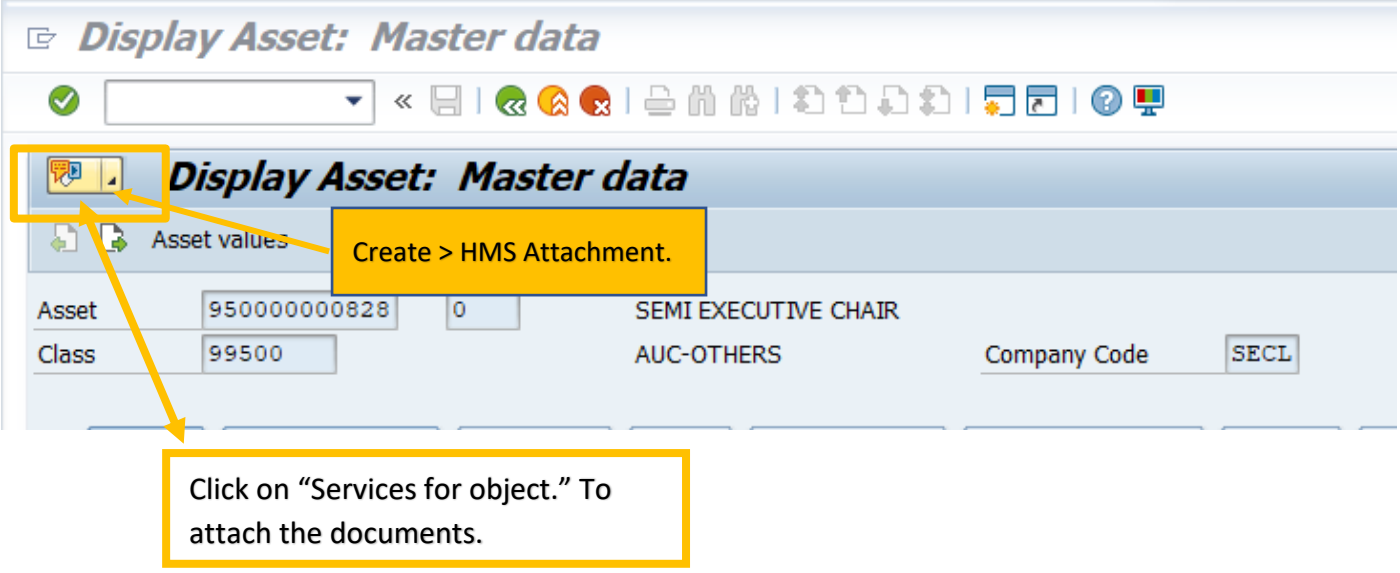
**Press <Enter> or click on**

## 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:***

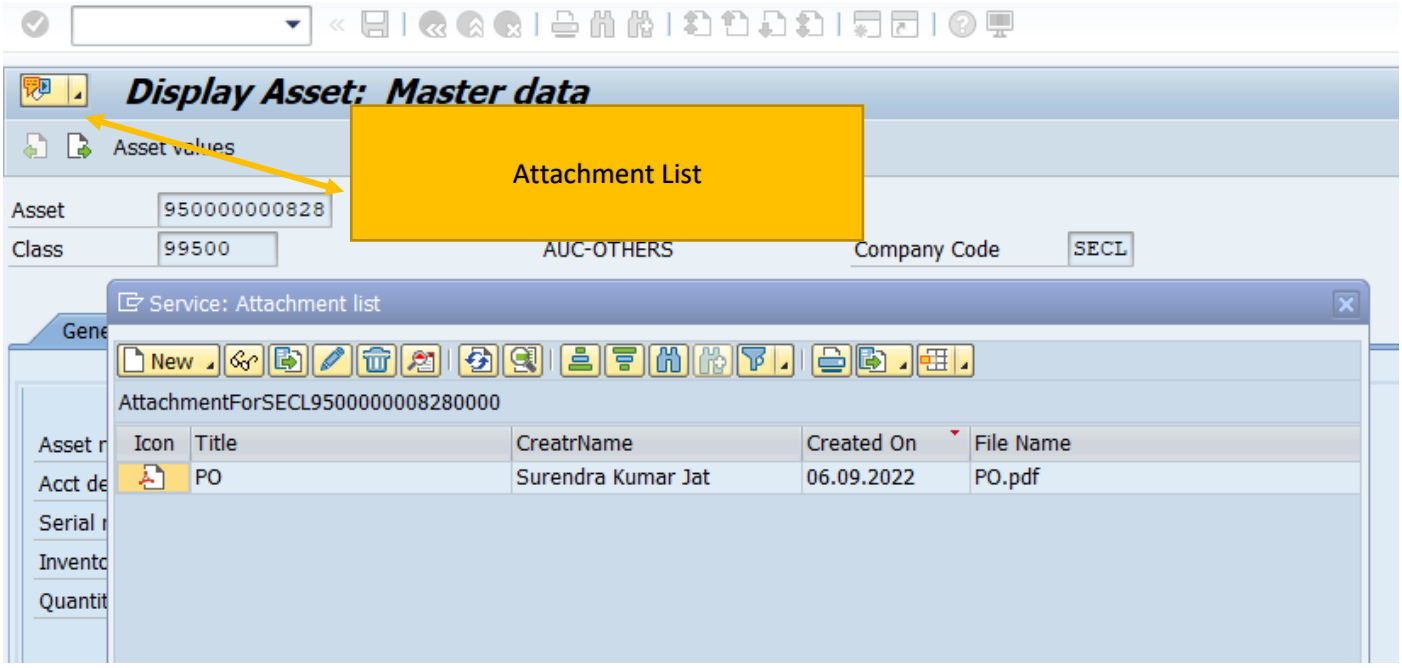


**<u>Create Attachment to the Assets Master Data: -</u> Display asset master data in AS03 as explained above.**




Click on "Services for object." To attach the documents.

**<u>Display the attached document:</u> Display asset master data in AS03 as explained above.**

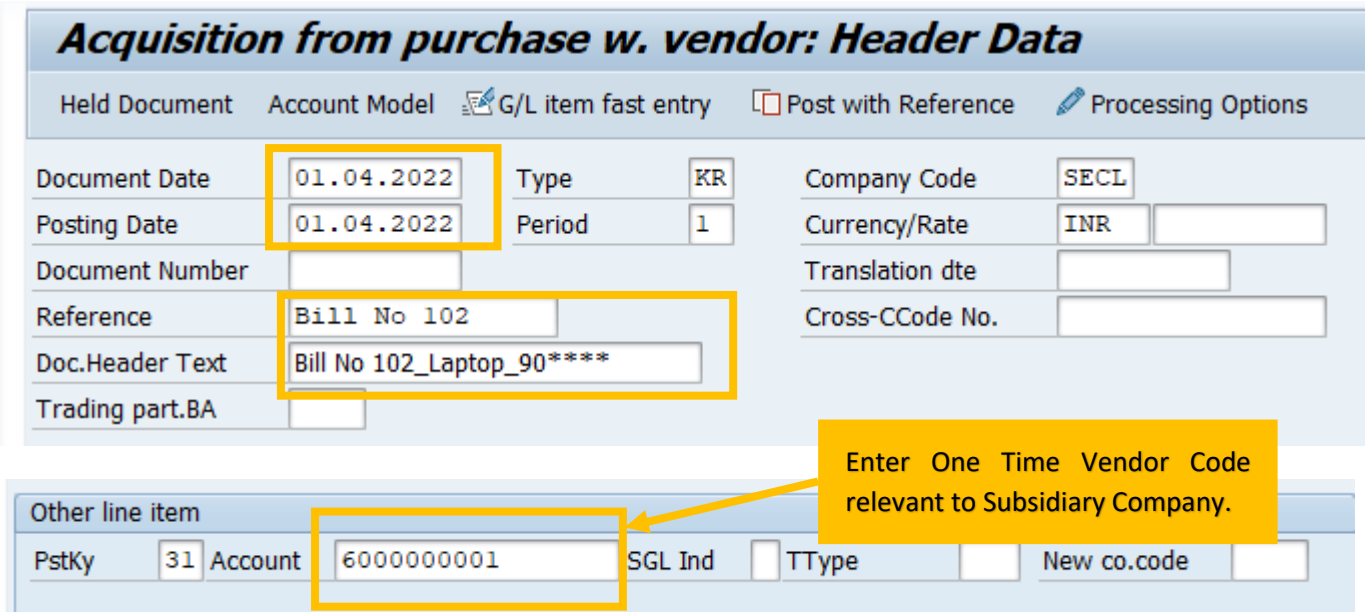


# SECTION 2 Fixed Assets Transactions.

## 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 |



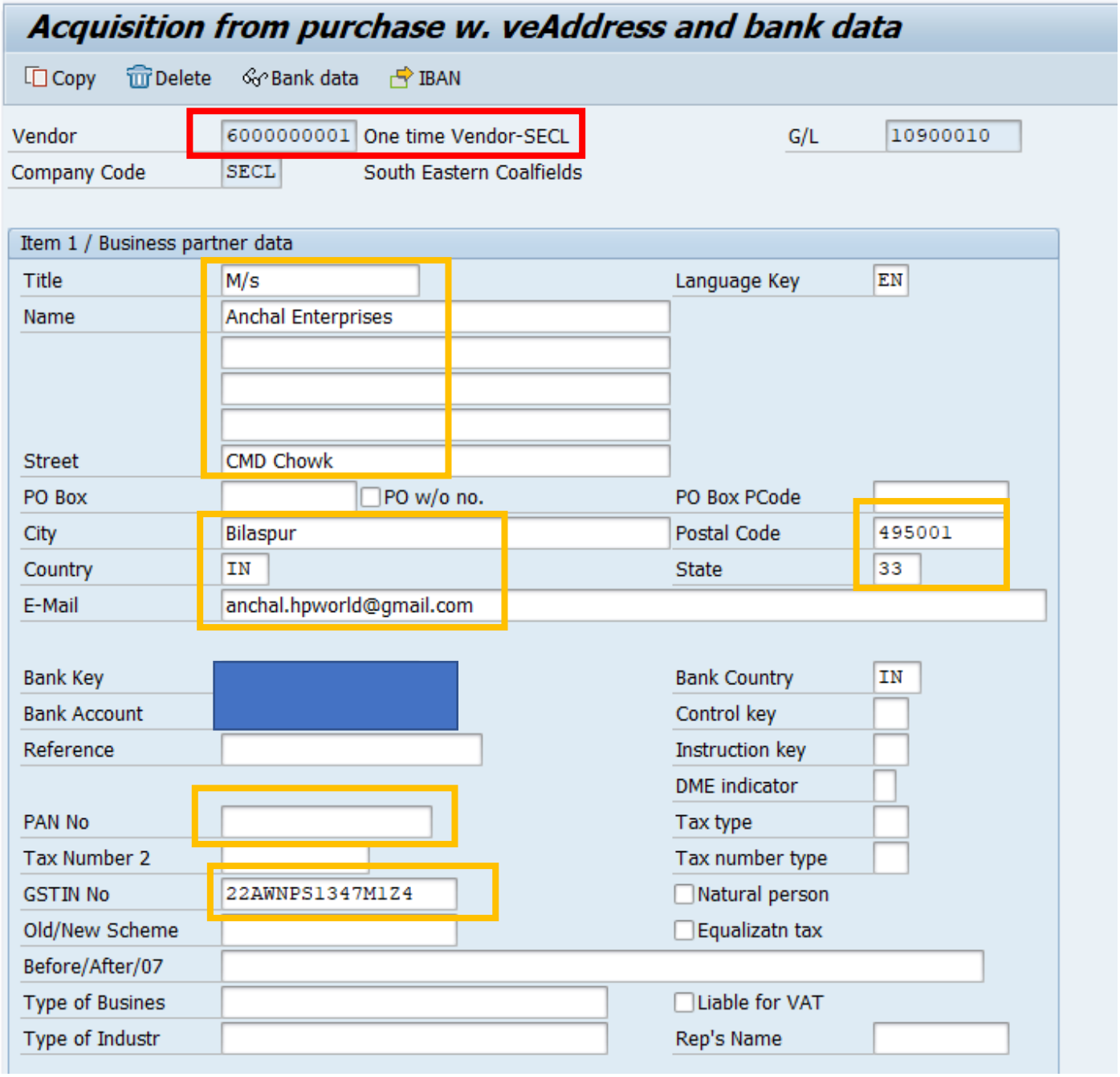

**Press "Enter Key"**

| 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. |

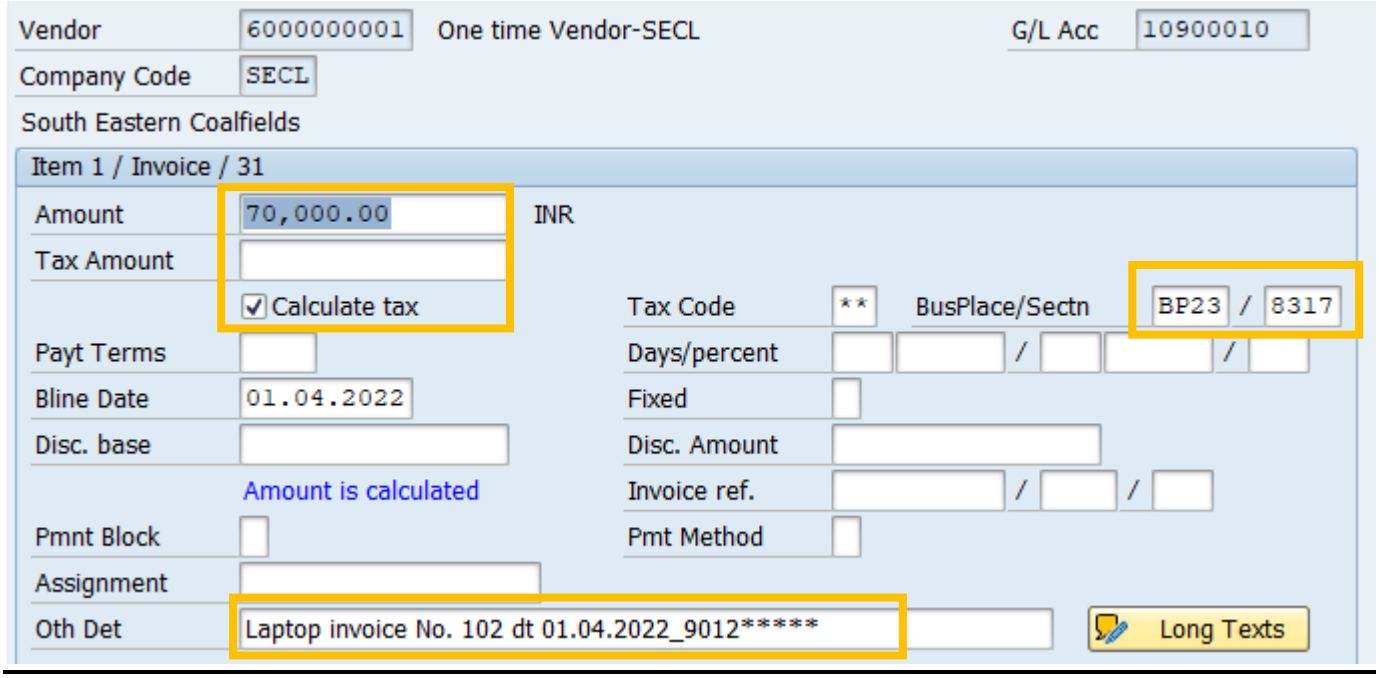
**Subsidiary wise one time vendor code was created in SAP.**

| 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 |

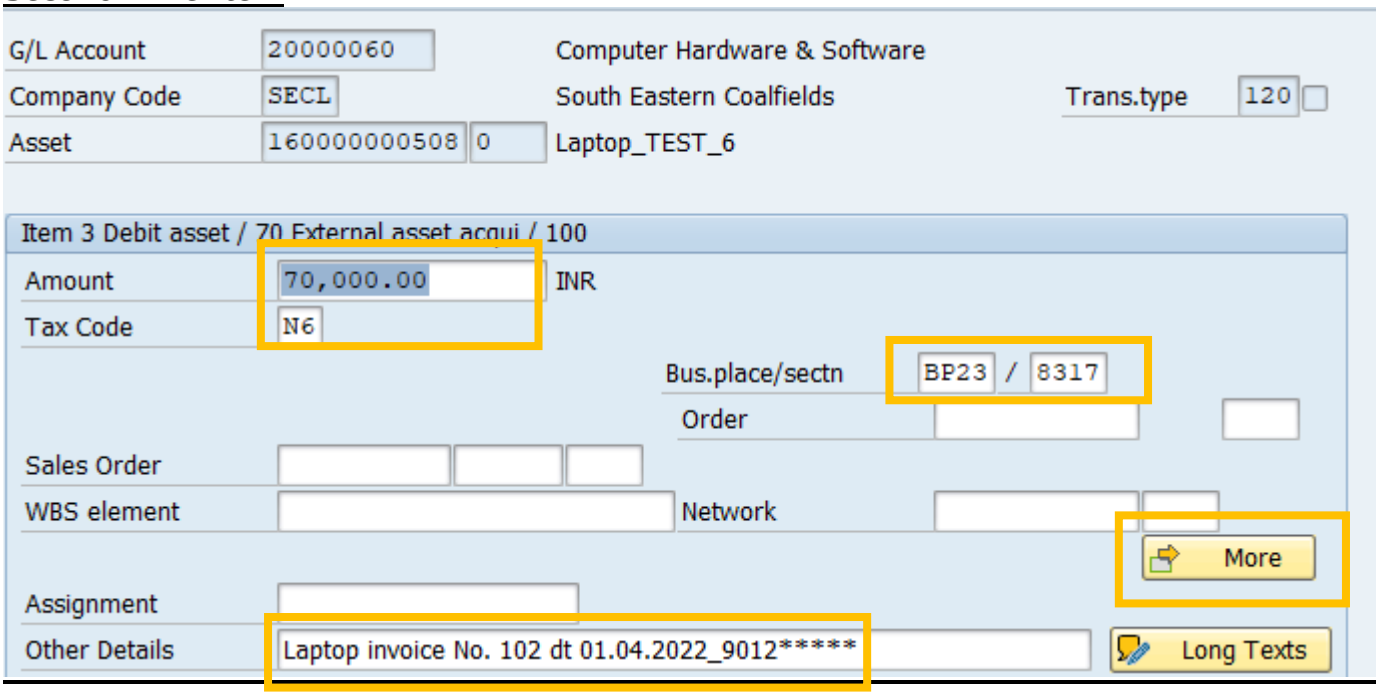
**First Line Item:** When One Time Vendor is used & upon pressing "Enter Key" Following screen will be appeared.



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




## Second Line Item




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 | ☐ | 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**

Additional Data

| | | | | |
|---|---|---|---|---|
| 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 |

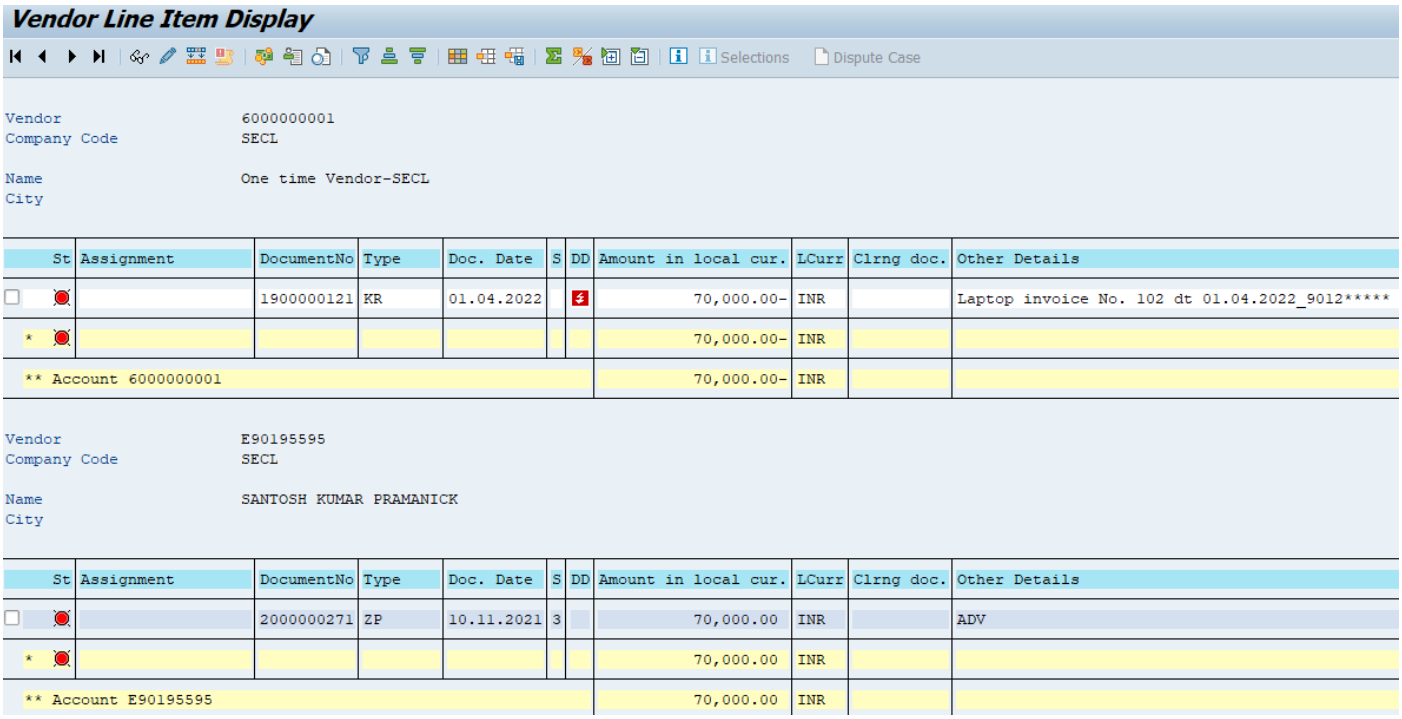
**GST Input Report**

| Party Bill No. | Inv. Dt. | Taxability | Su.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 | Inp 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***

Selections | Dispute Case

Vendor 6000000001
Company Code SECL

Name One time Vendor-SECL
City

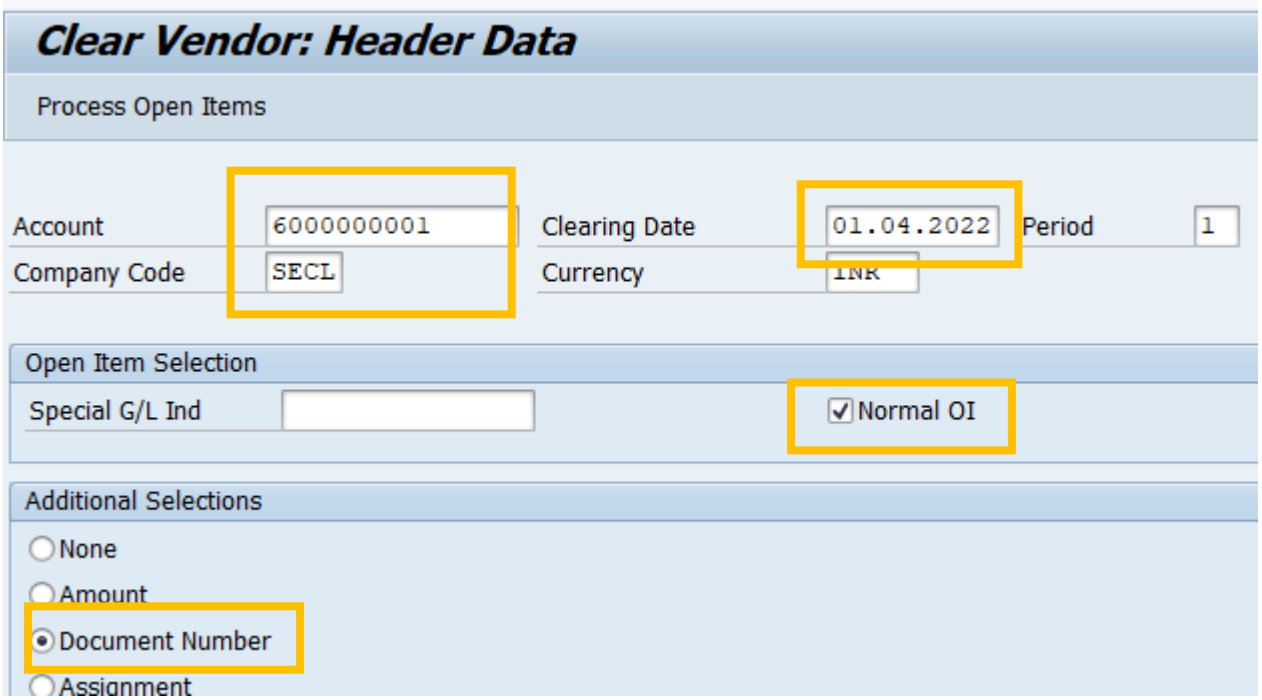
| St | Assignment | DocumentNo | Type | Doc. Date | S | DD | Amount in local cur. | LCurr | Clrng doc. | Other Details |
|---|---|---|---|---|---|---|---|---|---|---|
| | | 1900000121 | KR | 01.04.2022 | | | 70,000.00- | INR | | Laptop invoice No. 102 dt 01.04.2022_9012***** |
| * | | | | | | | 70,000.00-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

## F-44



***Clear Vendor: Header Data***

Process Open Items

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

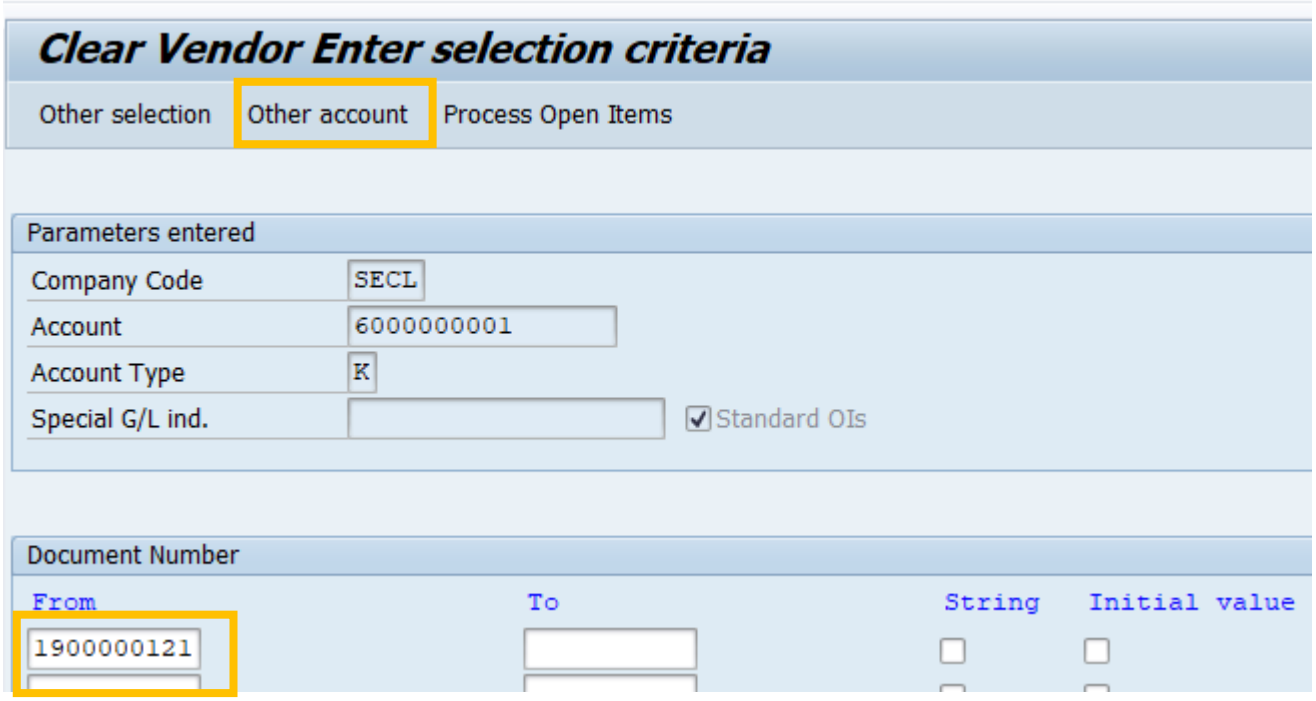
Open Item Selection

Special G/L Ind
☑ Normal OI

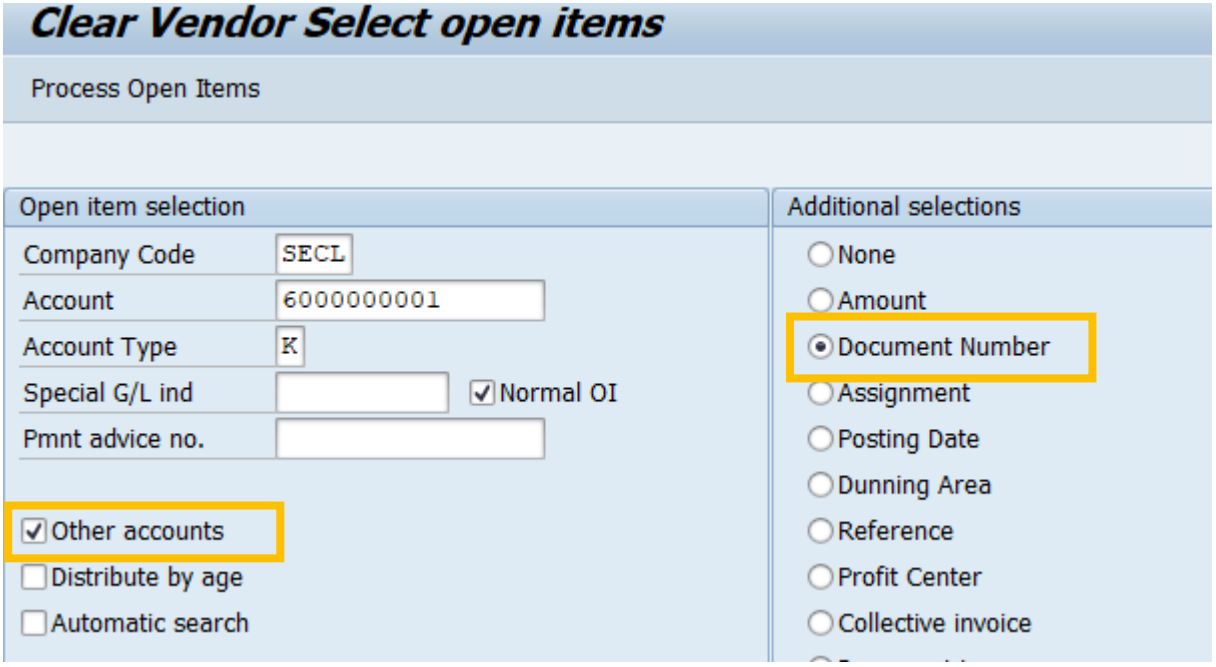
Additional Selections

○ None
○ Amount
◉ Document Number
○ Assignment

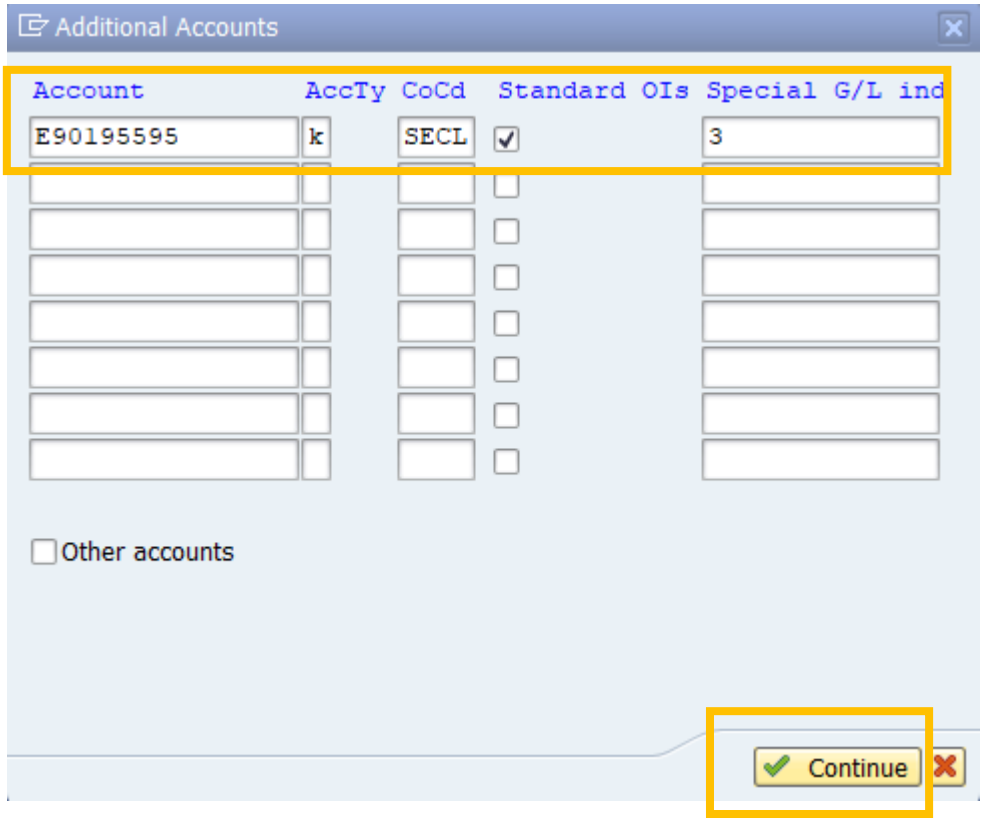
1. Enter one Time Vendor Code, clearing date & Select Document No, then press “Enter-key” to move next screen.



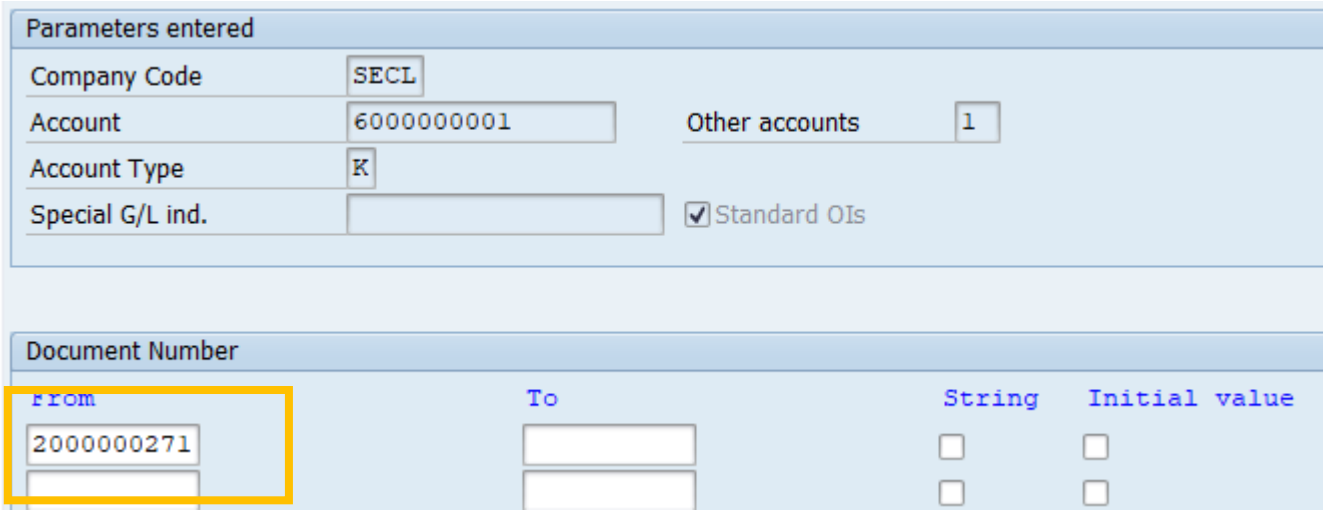

1. Enter "F-90 Document No", Click on "**other account".**




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




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




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 | | |

Amo... | 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 |

1. 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. | |
| Doc.Header Text | Bill No 102_Laptop_90**** | | | Trading part.BA | |

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 |

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

| | | | | | |
|---|---|---|---|---|---|
| Vendor | 6000000001 | One time Vendor-SECL | | G/L Acc | 10900010 |
| Company Code | SECL | | | | |
| South Eastern Coalfields | | | | | |

Item 1 / Clearing / 27

| | | | | | |
|---|---|---|---|---|---|
| Amount | 70,000.00 | INR | | | |
| Tax Amount | 0.00 | | | | |
| | Calculate tax | Tax Code | | BusPlace/Sectn | BP23 / |
| Bline Date | 01.04.2022 | | | | |
| | | Invoice ref. | / | / | 0 |
| Pmnt Block | | Pmt Method | | | |
| Assignment | | | | | |
| Oth Det | Laptop invoice No. 102 dt 01.04.2022_9012***** | | | | |

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

## Clearing Document

Data Entry View

| | | | | | |
|---|---|---|---|---|---|
| Document Number | 256 | 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 | | 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).

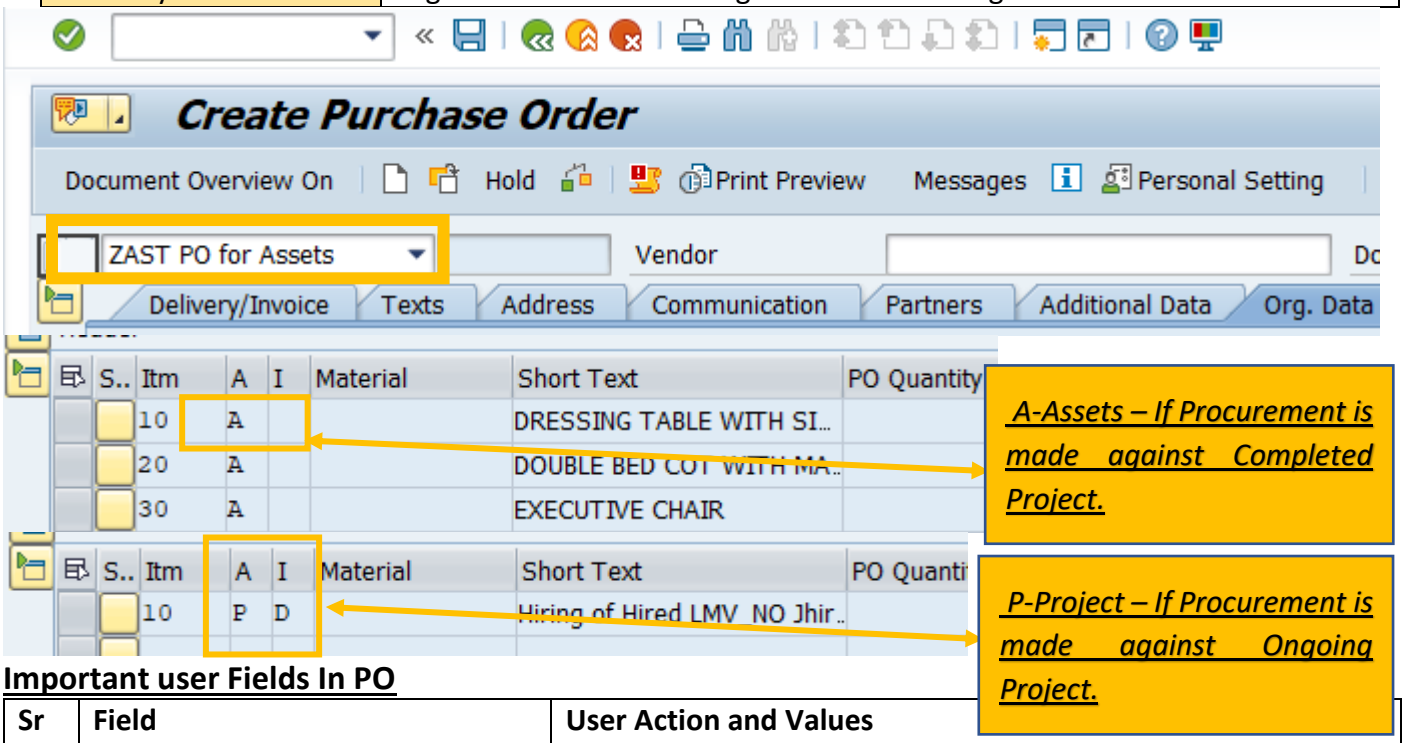
**Following Step are involved in Assets Acquisition (AUC to Final Capitalisation)**

| 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 | CJI3, (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.

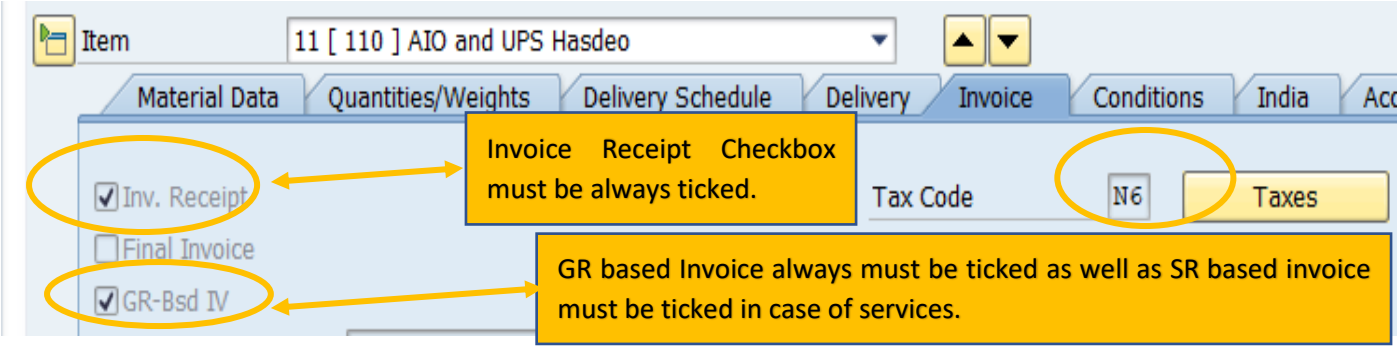
| T- Code | ME21N |
|---|---|
| SAP Easy Access | Logistics->Materials Management->Purchasing->Purchase Order->Create. |



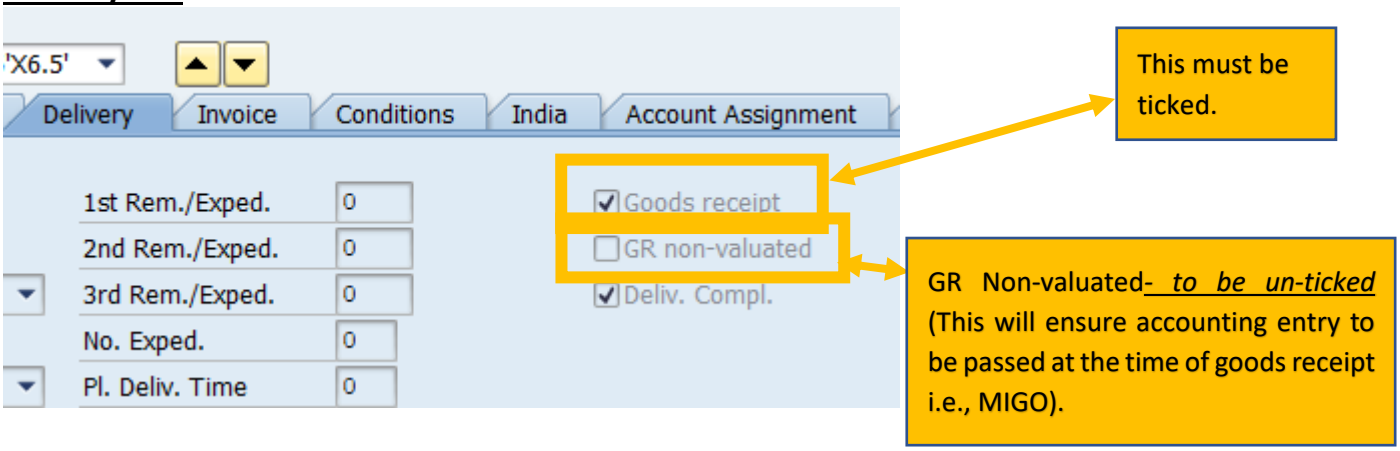

## Important user Fields In PO

| Sr No. | Field | | User Action and Values |
|---|---|---|---|
| 1. | **PO Header Details.** | Document Type (PO type) | *ZAST PO For Assets (As Shown Above)* |
| 2. | **Item Overview.** | Account Assignment Category | ***A-Assets – If Procurement is made against Completed project.***<br>***P- Project - If Procurement is made against Ongoing project***. |
| 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***- to be un-ticked*** (This will ensure accounting entry to be passed at the time of goods receipt i.e., MIGO). |
| 6. | | Invoice Tab | A. Invoice Receipt – Tick<br>B. Tax Code: Select "N" Type Tax Code<br>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.<br>2. Use **relevant WBS element and GL code 41110010(Project Expenditure to be Capitalised**), in case of Assets PO, Where Account Assignment Cat. is 'P' under Items Overview Tab. |

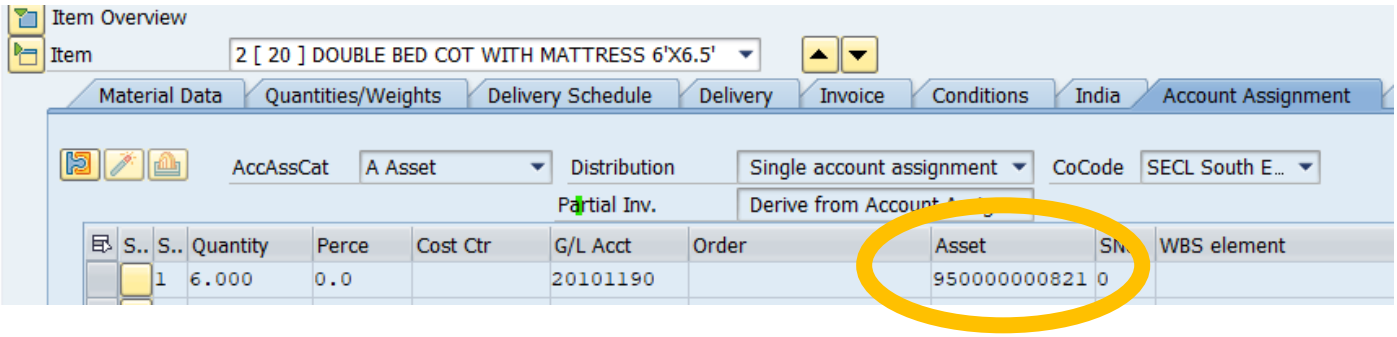
## Invoice Tab: - Item Details in PO




## Delivery Tab

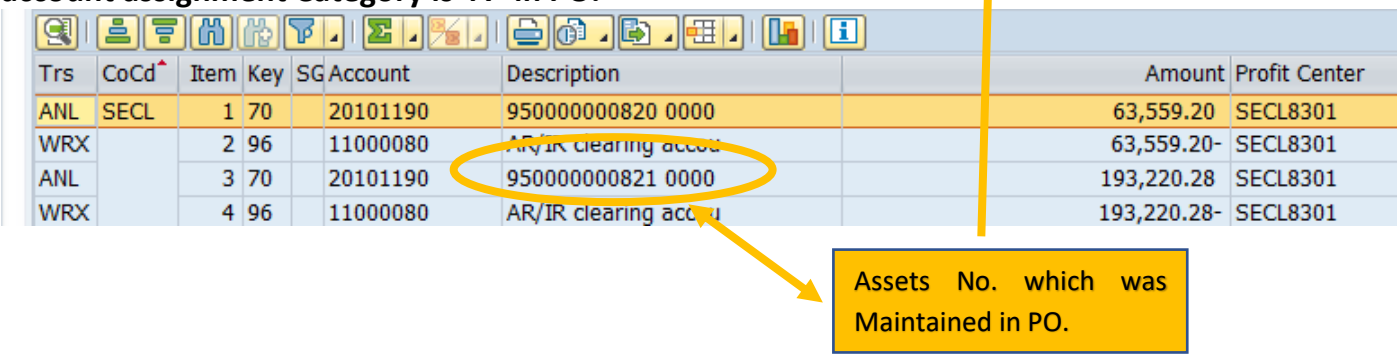



## Account Assignment Tab: Where account assignment category is 'A'




## 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 | SG | Account | Description | Amount | Profit Center |
|---|---|---|---|---|---|---|---|---|
| ANL | SECL | 1 | 70 | | 20101190 | 950000000820 0000 | 63,559.20 | SECL8301 |
| WRX | | 2 | 96 | | 11000080 | AR/IR clearing account | 63,559.20- | SECL8301 |
| ANL | | 3 | 70 | | 20101190 | 950000000821 0000 | 193,220.28 | SECL8301 |
| WRX | | 4 | 96 | | 11000080 | AR/IR clearing account | 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 Assig...

| Quantity | Perce | Cost Ctr | G/L Acct | Asset | WBS element | Funded Program | Commitment |
|---|---|---|---|---|---|---|---|
| 1.000 | 0.0 | | 41100032 | | MI-SE-O18-001-01-01-01 | | 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 |
|---|---|---|---|---|---|---|---|---|
| KBS | SECL | MI-SE-O18-001-01-01-01 | 1 | 81 | | 41100032 | Hire Charges Vehicle | 32,550.00 |
| WRX | | | 2 | 96 | | 11000080 | AR/IR clearing accou | 32,550.00- |
| KBS | | MI-SE-O18-001-01-01-01 | 3 | 81 | | 41100032 | Hire Charges Vehicle | 31,052.70 |
| WRX | | | 4 | 96 | | 11000080 | AR/IR clearing accou | 31,052.70- |
| KBS | | MI-SE-O18-001-01-01-01 | 5 | 81 | | 41100032 | Hire Charges Vehicle | 1,029.00 |
| WRX | | | 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

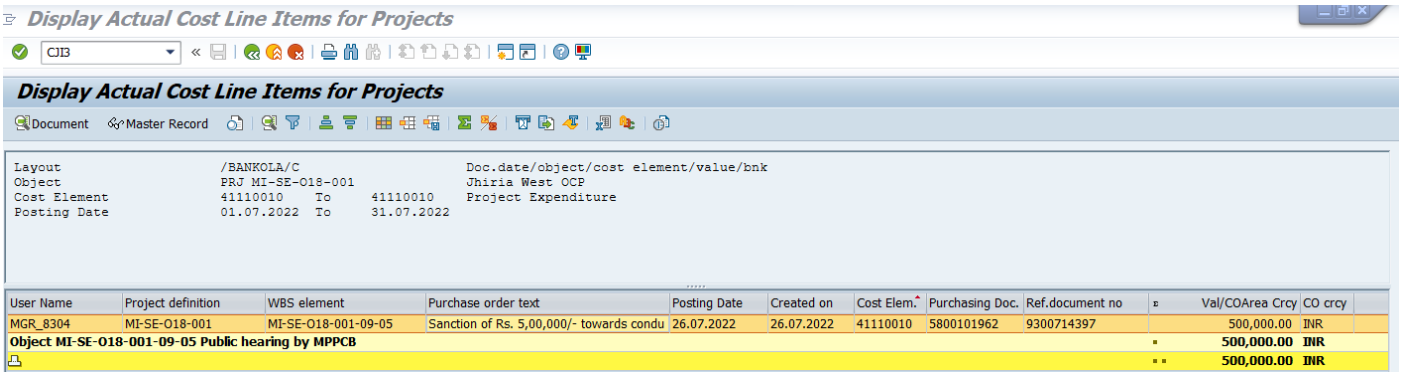
## Step- 6 (WBS Settlement to AUC): - Action requires by Central Accounts/Corporate accounts of Finance Department.

| | |
|---|---|
| T- Code | CJI3(Display Actual Cost Line Items for Project/WBS) |
| SAP Easy Access | Accounting->Project System->Information System->Financials->Line Items->CJI3 - 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. |

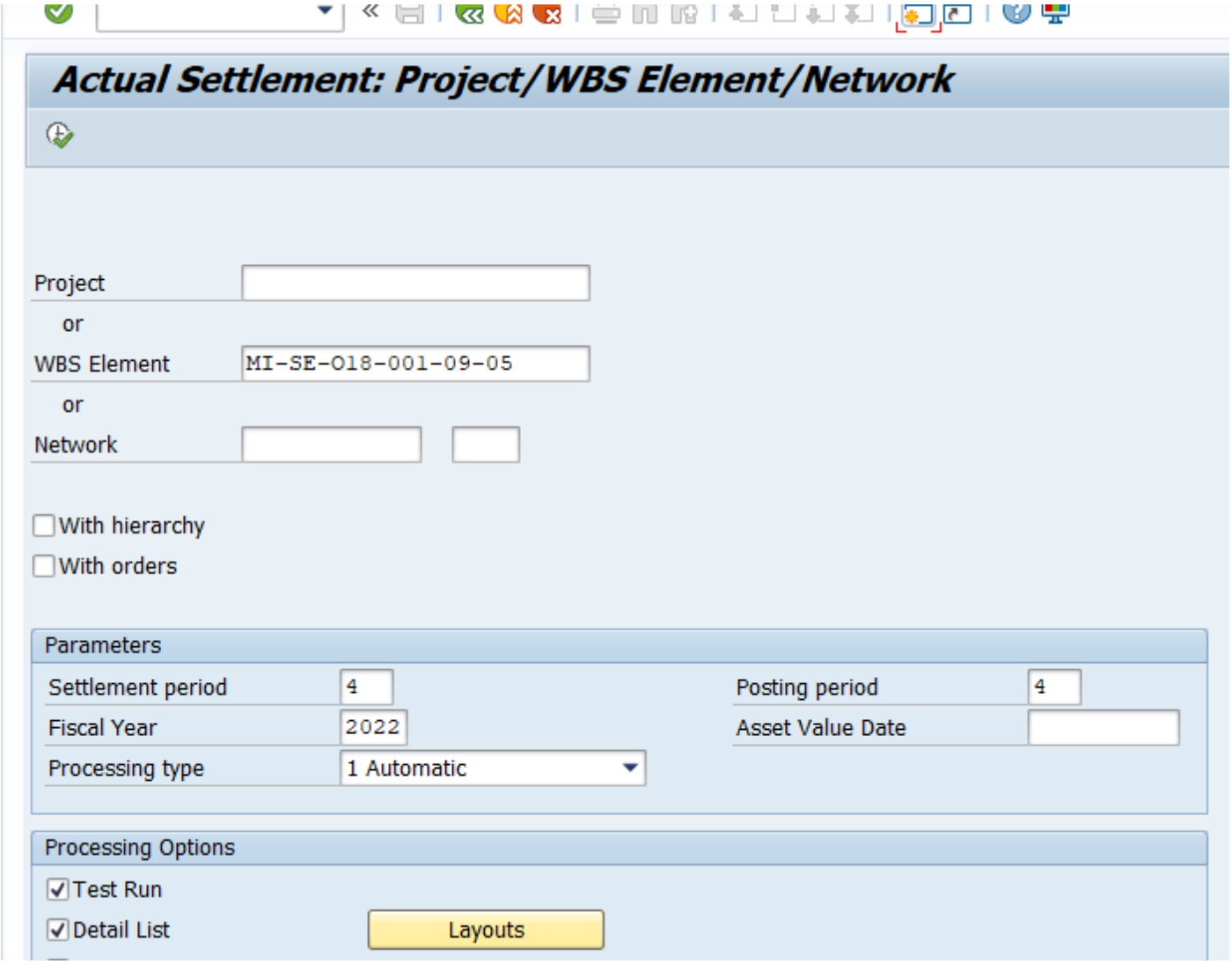
**Click or Press F8.**

***User will be prompted with the following screen***




**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.

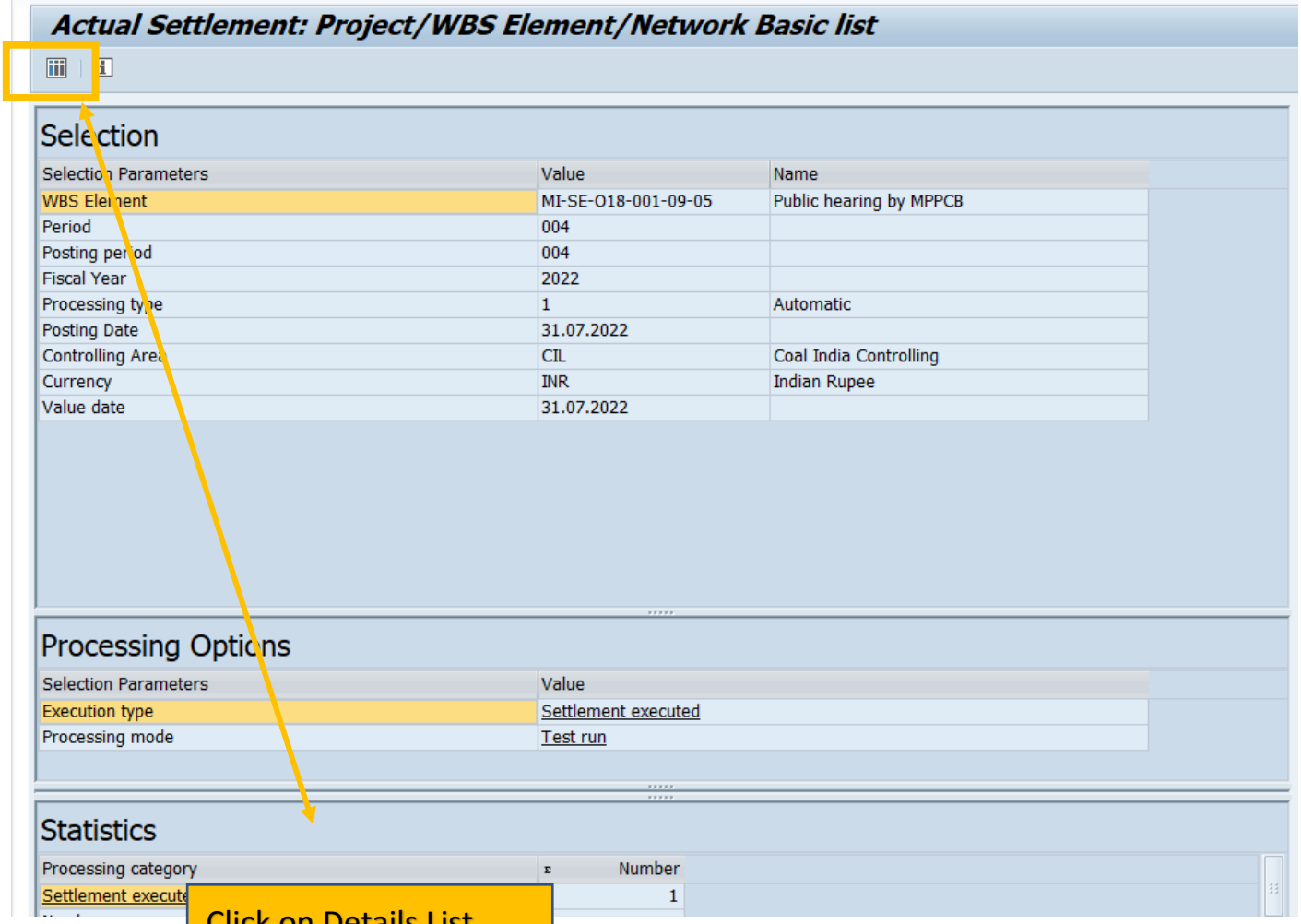
| T- Code | CJ88 |
|---|---|
| SAP Easy Access | Accounting -> Project System-> Financials -> Actual Posting Period End Closing-> Single Functions-> Settlements->CJ88 - Individual Processing |

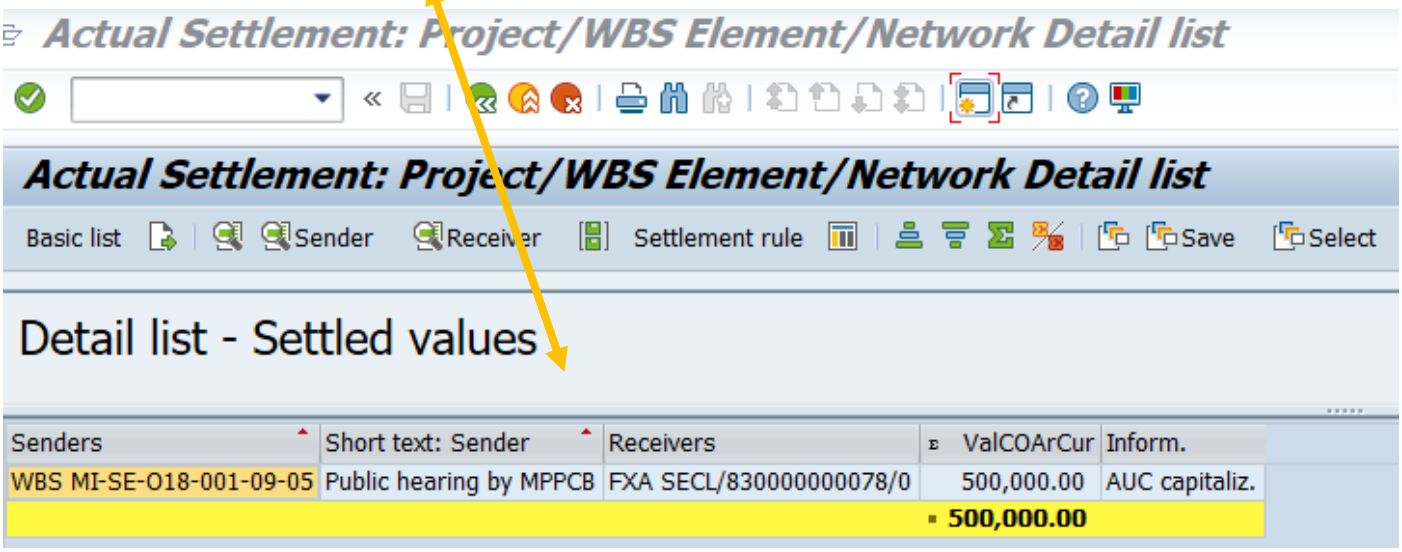



| Sr No. | Field | User Action and Values |
|---|---|---|
| 1. | Controlling Area | Controlling will be "CIL" |
| 2. | Project/WBS element | Enter either Project definition or WBS element which is to be settled to AUC. If user enters Project definition than all WBS Elements of that Project will got settled 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 |

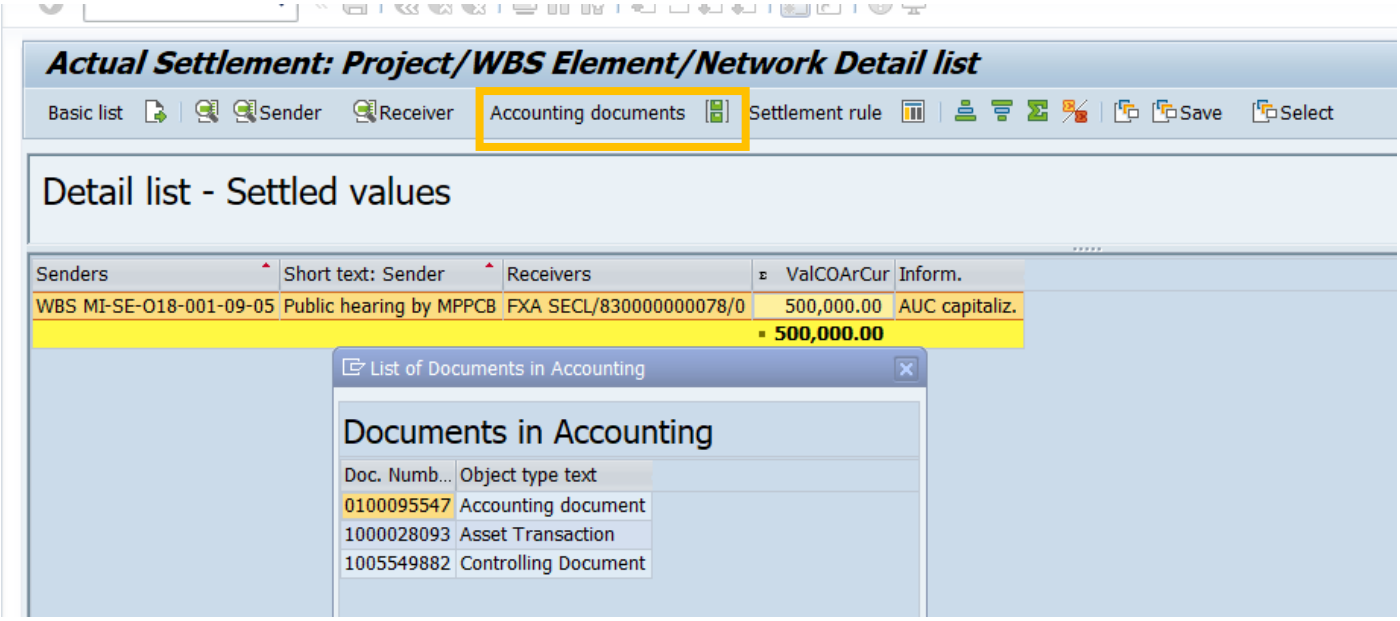
**Click or Press F8.**

***User will be prompted with the following screen.***

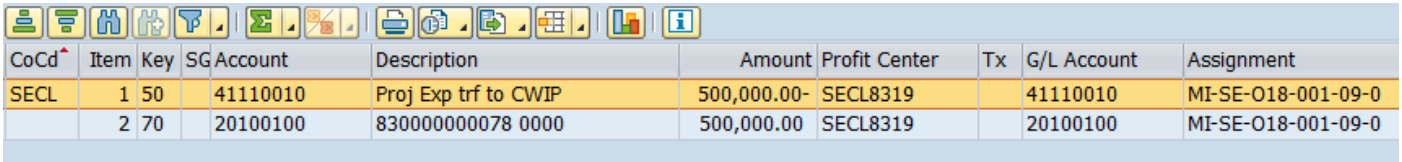



**Go back & Remove test Check & Execute the transaction(F8).**



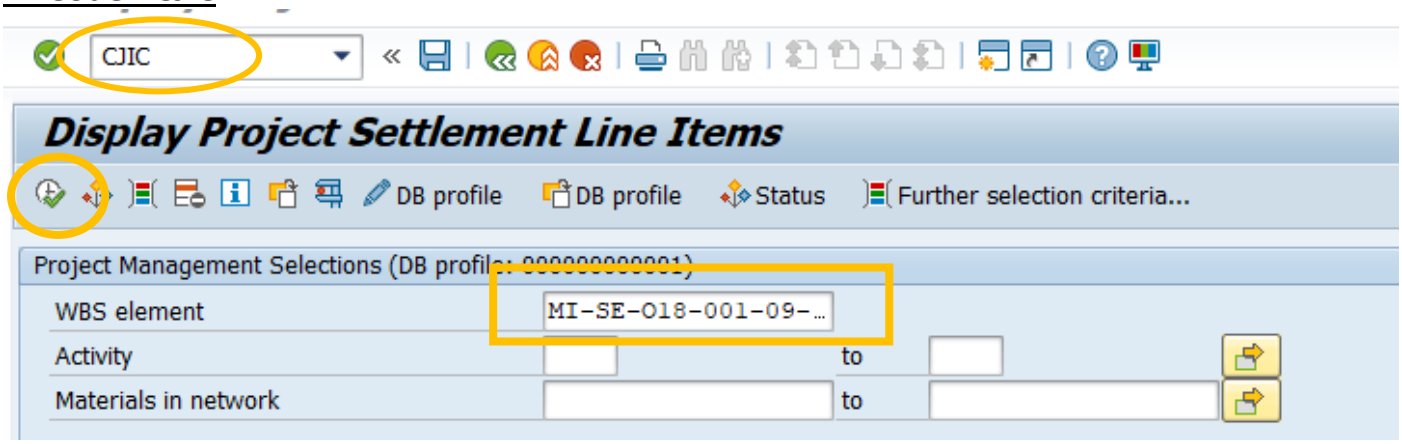

***Double Click on Accounting document, User will be prompted with the following screen***



| 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 |

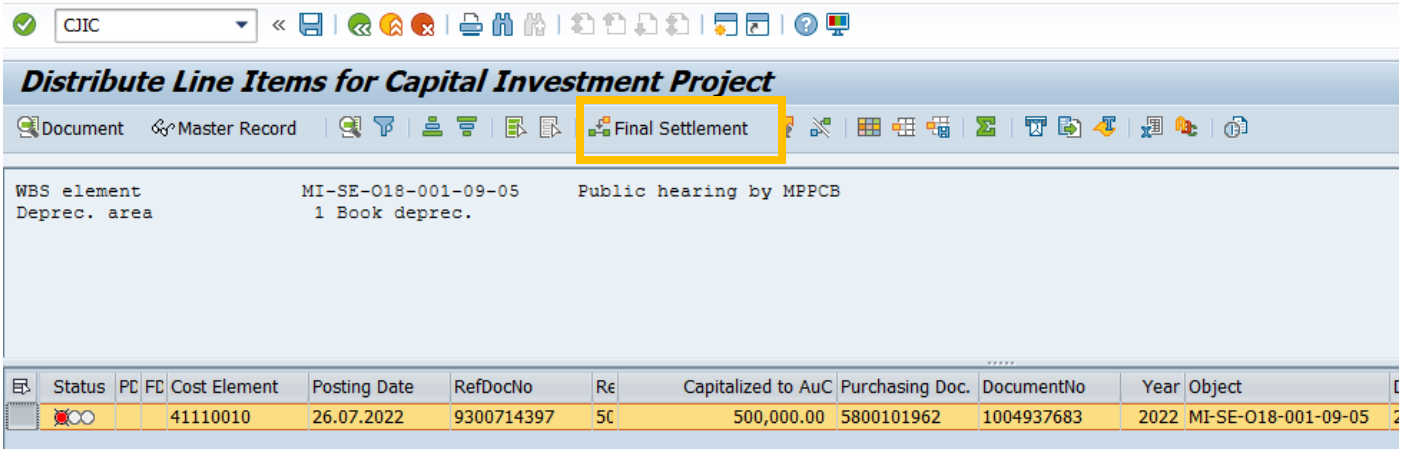
## Final Settlement: Project System AUC to Final Asset.

## T Code - CJIC



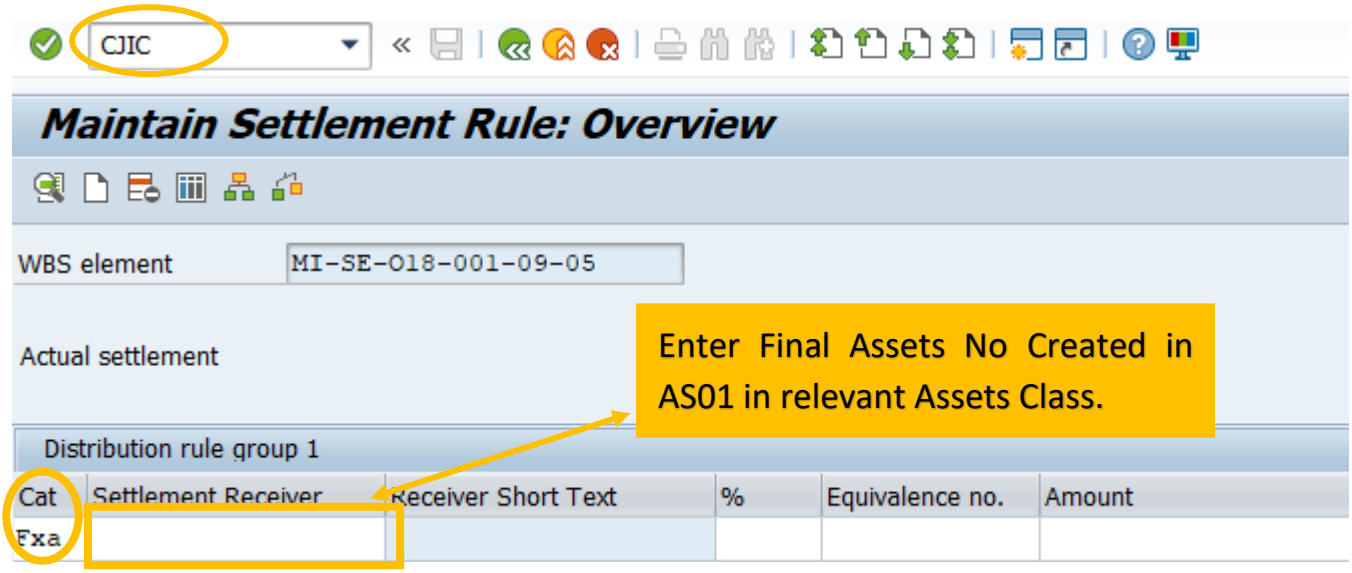

1. Enter relevant WBS Element as shown in above screen shot, then execute the transaction.

***User will be prompted with the following screen:***




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

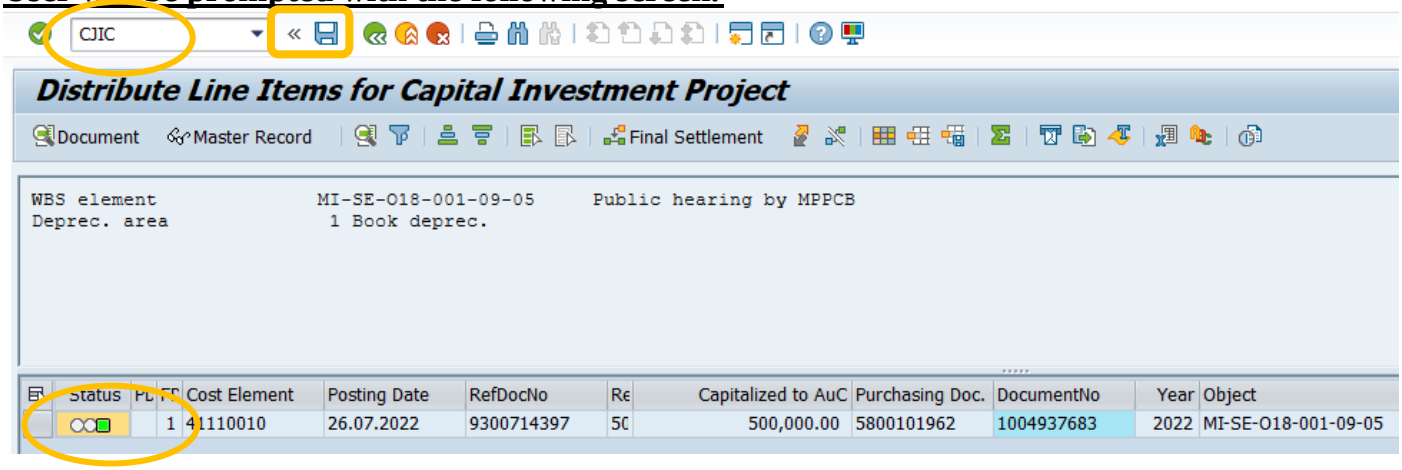
## User will be prompted with the following screen:



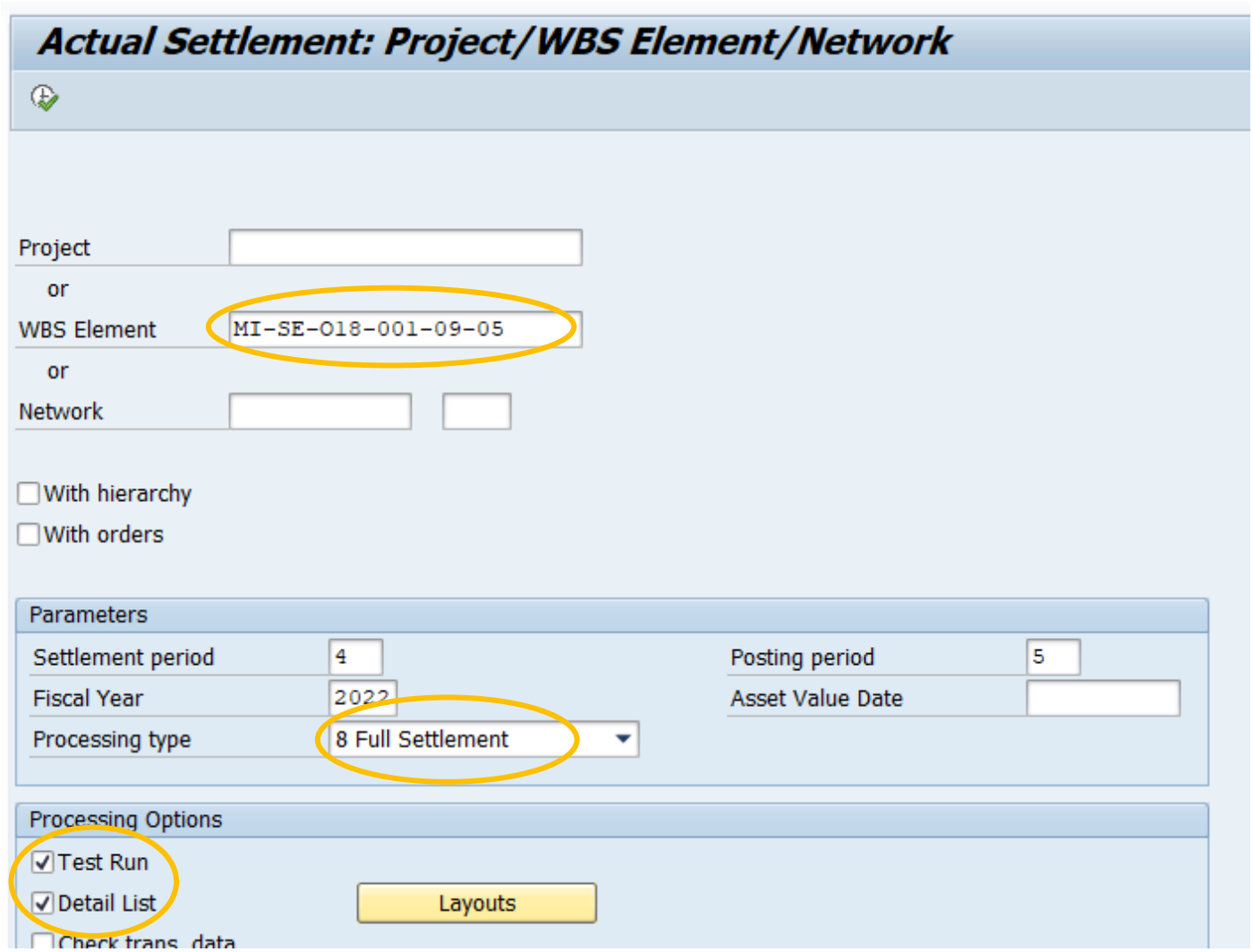

| Sr No. | Field | User Action and Values |
|---|---|---|
| 1. | Cat. | Account Assignment category will be “FXA” for Final Settlement. |
| 2. | Settlement Receiver | Enter Final Assets No. |
| 3 | Percent/Equivalence no/Amount | This is useful where settlement receiver is more than one. This is basis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

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

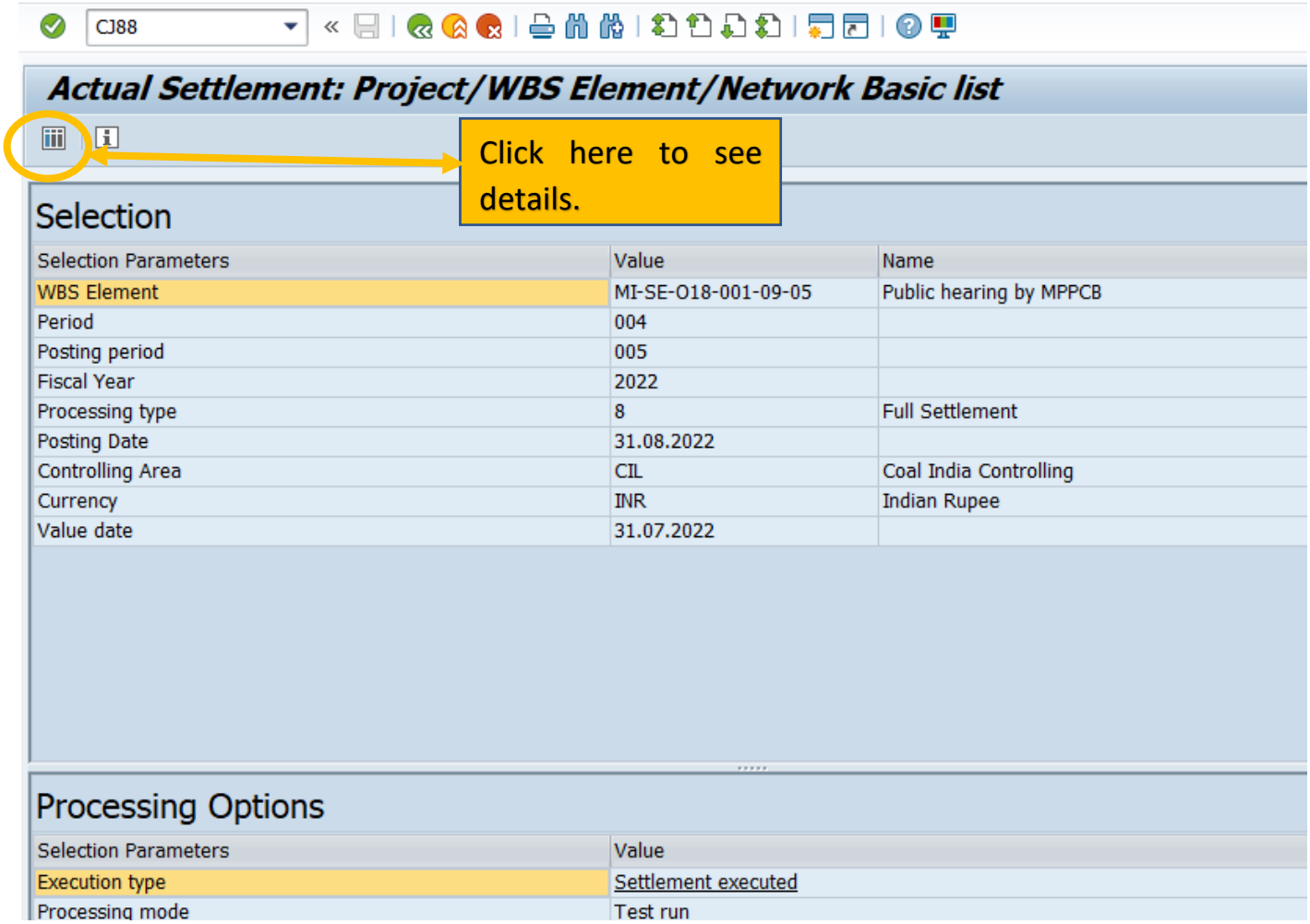
**User will be prompted with the following screen:**

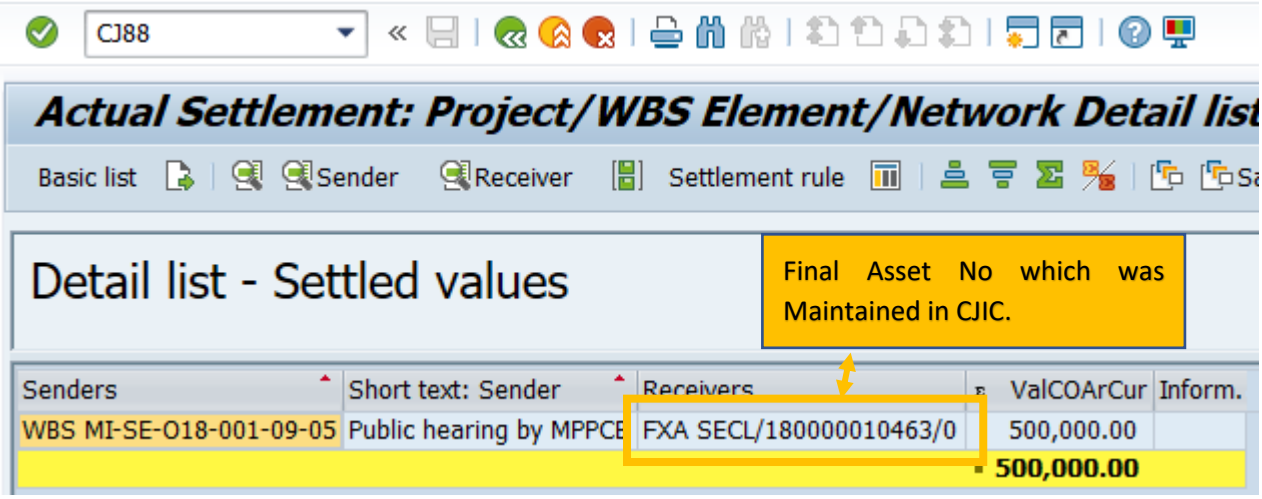



Save the distribution rule. Then Go to transaction Code CJ88



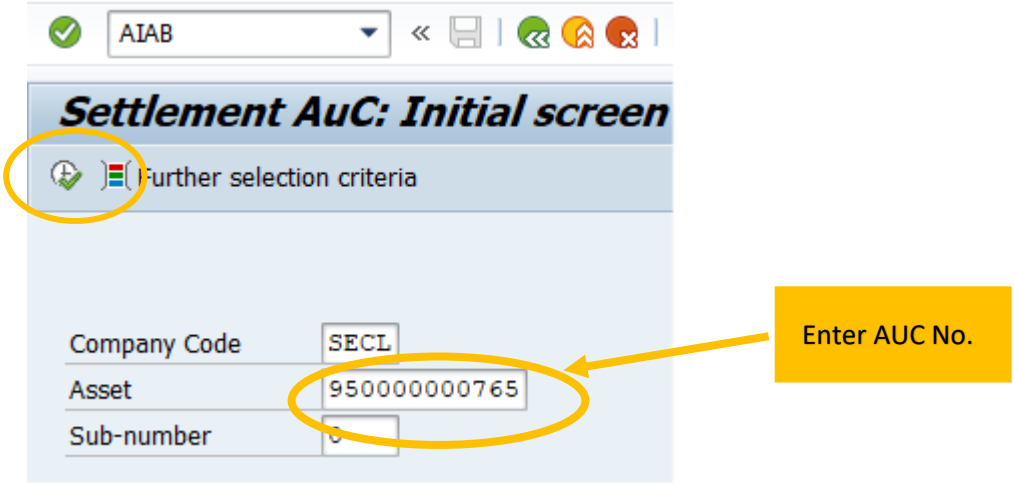
| Sr No. | Field | User Action and Values |
|---|---|---|
| 1. | Controlling Area. | Controlling will be “CIL”. |
| 2. | Project/WBS element. | Enter either Project definition or WBS element which is to be settled to Final Assets |
| 3.. | Settlement period& Posting Period. | Enter relevant value. |
| 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. |





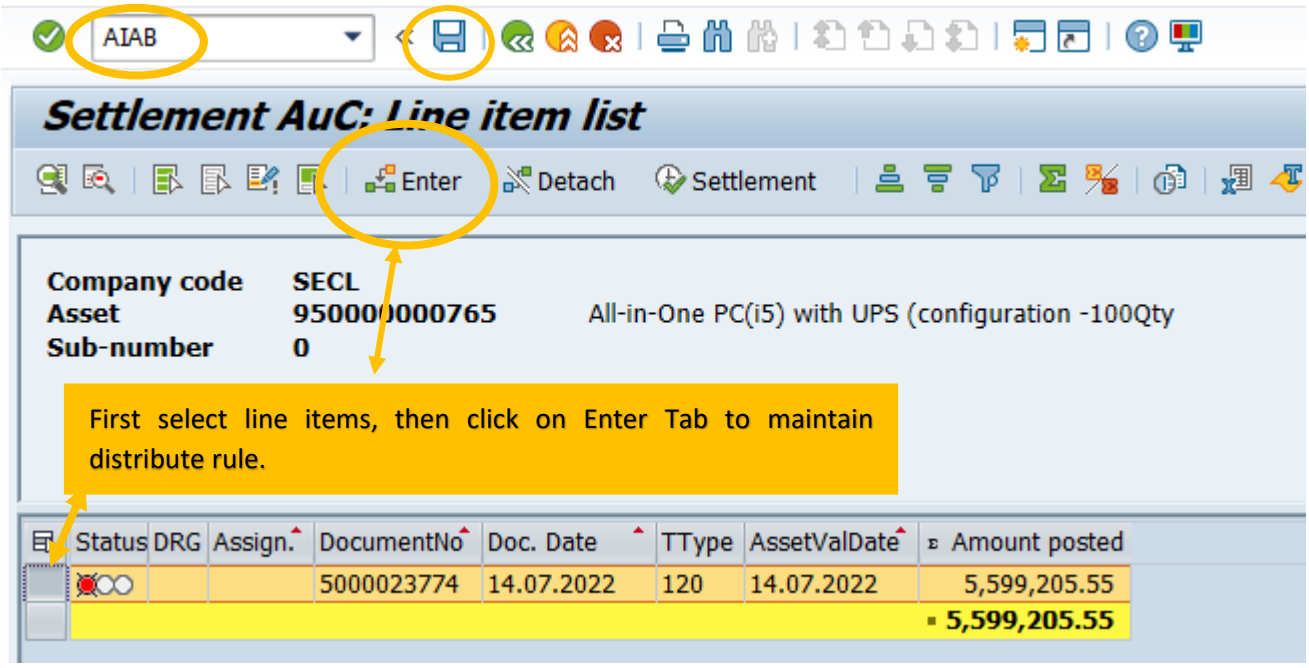

Go back, remove test check, and execute the transaction value will be posted in final asset no.

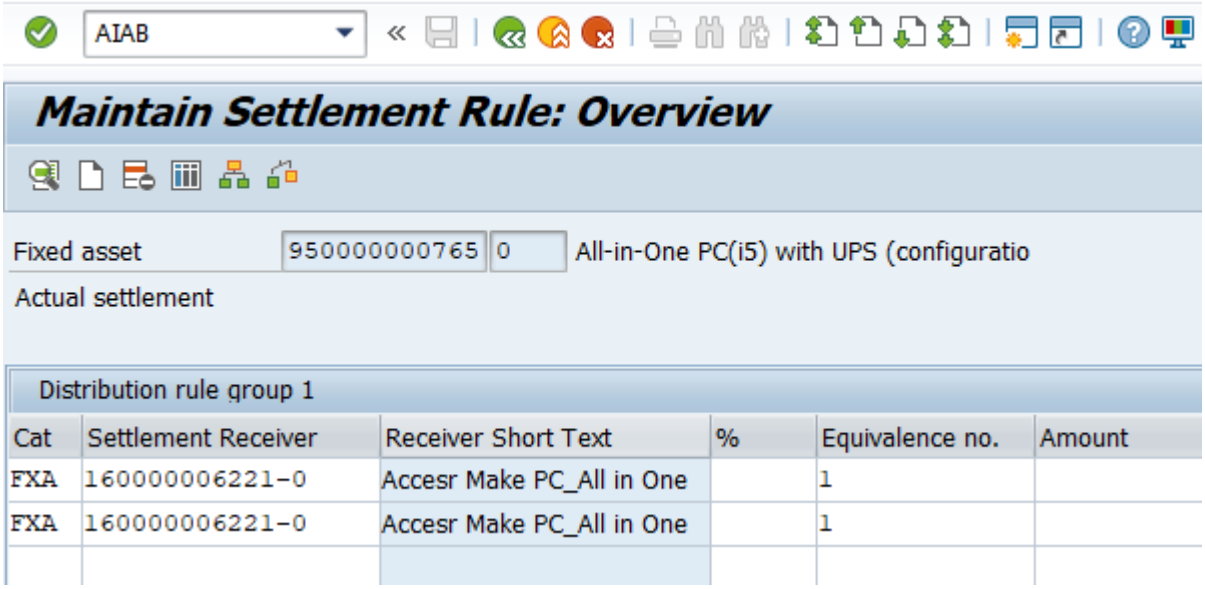
**Step-6 Settlement of AUC (AUC-Other than Project system to Final Assets): -** Execute transaction code **<u>AIAB</u>**




| 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 |

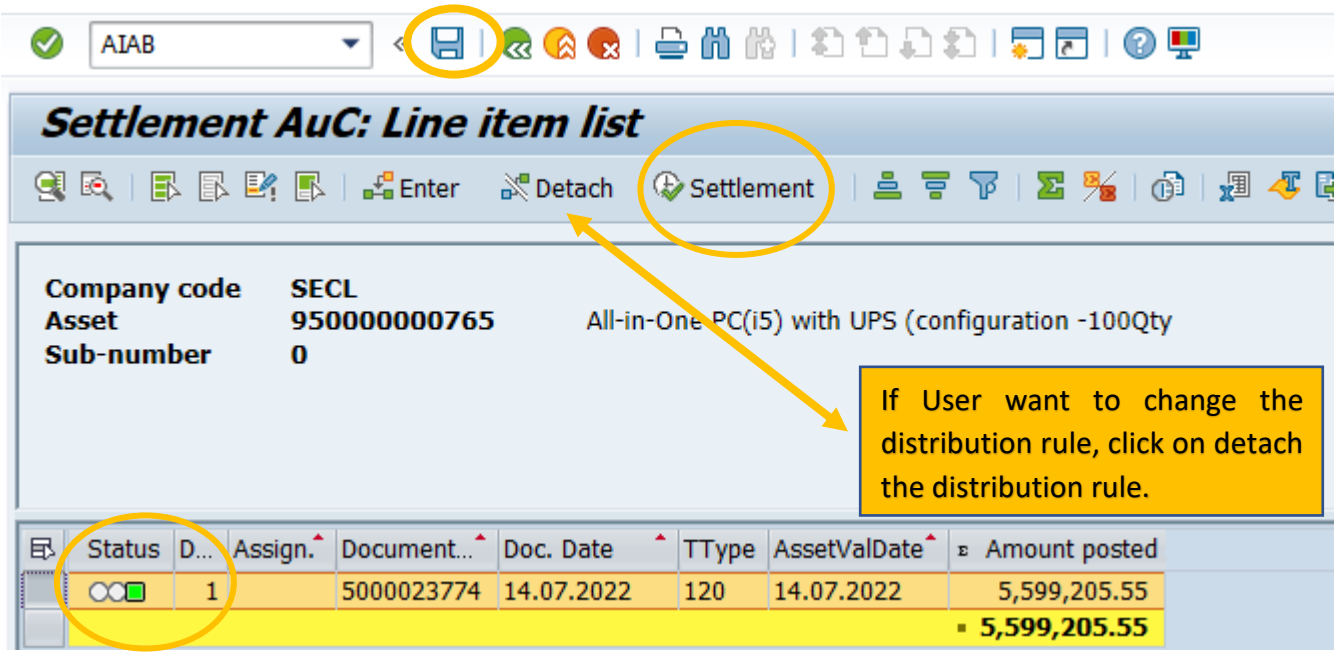
**Enter F8 to execute the transaction, following screen will appear.**




| 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. |

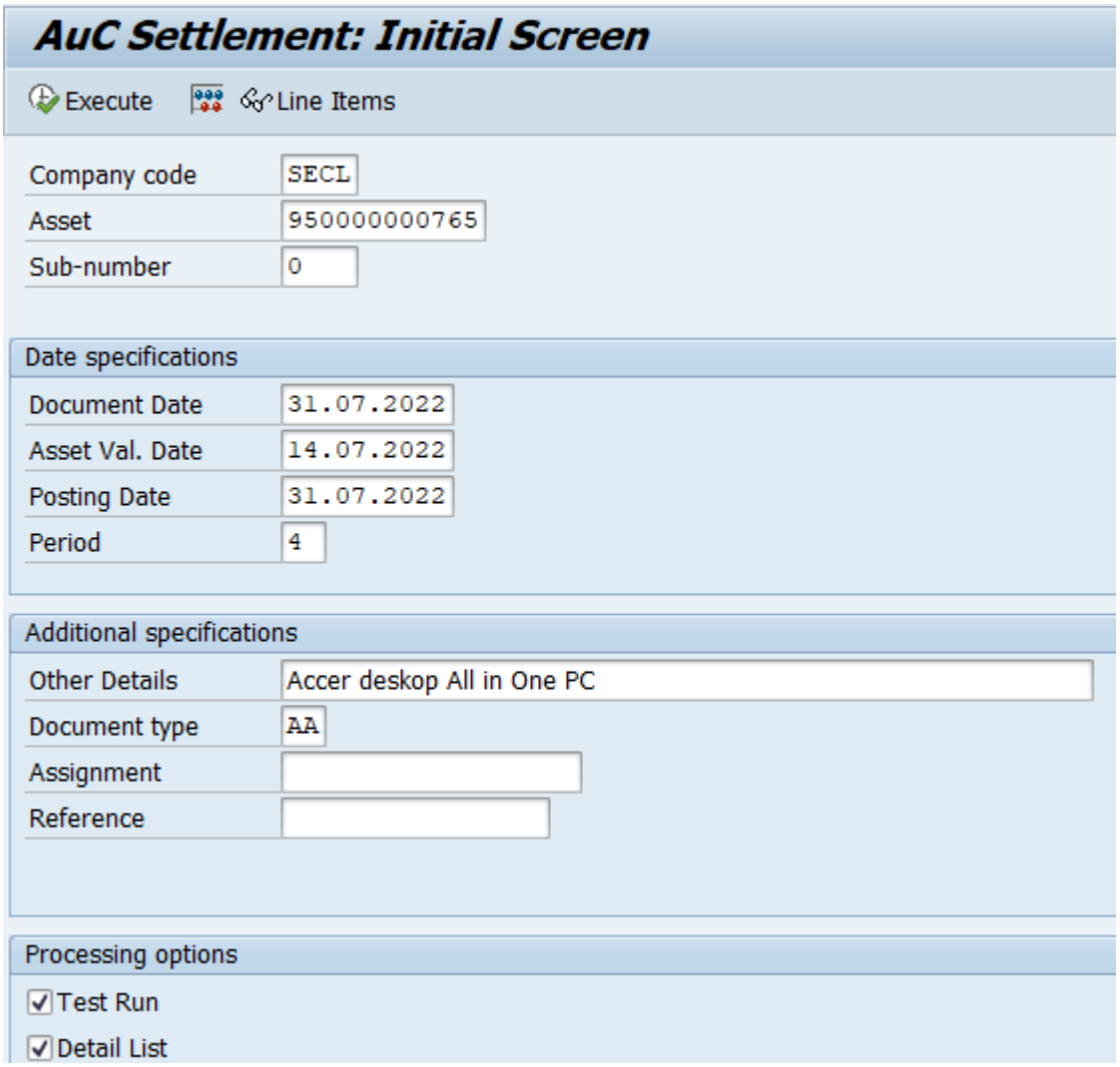
After maintaining settlement rule user needs to go back(F3).




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

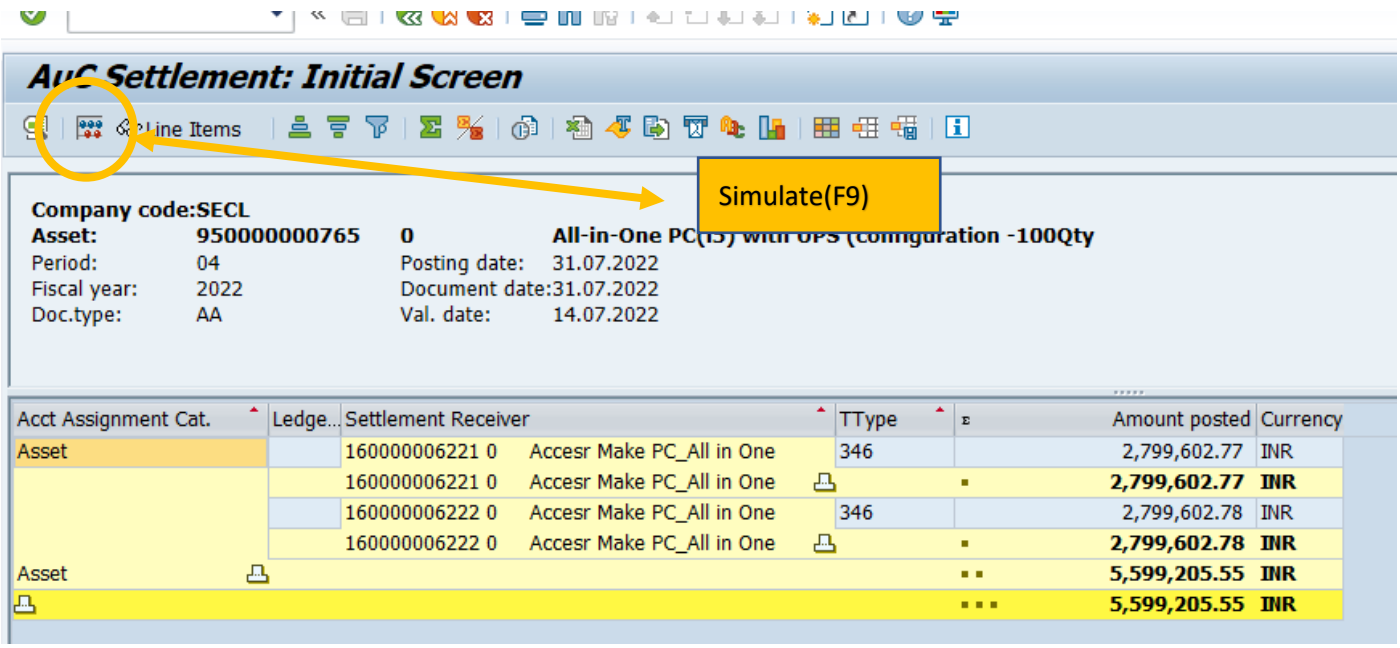
**User will be prompted with the following screen:**



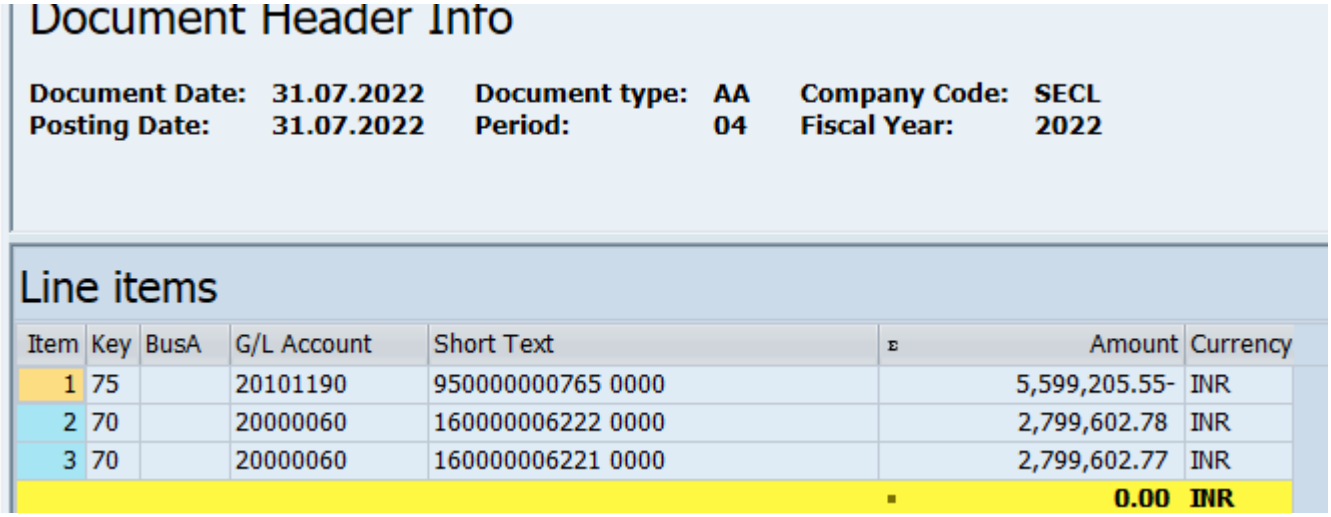

| Sr No. | Field | User Action and Values |
|---|---|---|
| 1. | Document date | Date of source document such Vendor Invoice date. |
| 2. | Asset. Value date | Put Suitable value. It is relevant for Asset accounting in FI-AA |
| 3. | Posting date | Put Suitable value. It is relevant for accounting entry 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**

**<u>User will be prompted with the following screen*:*</u>**




## Simulation view



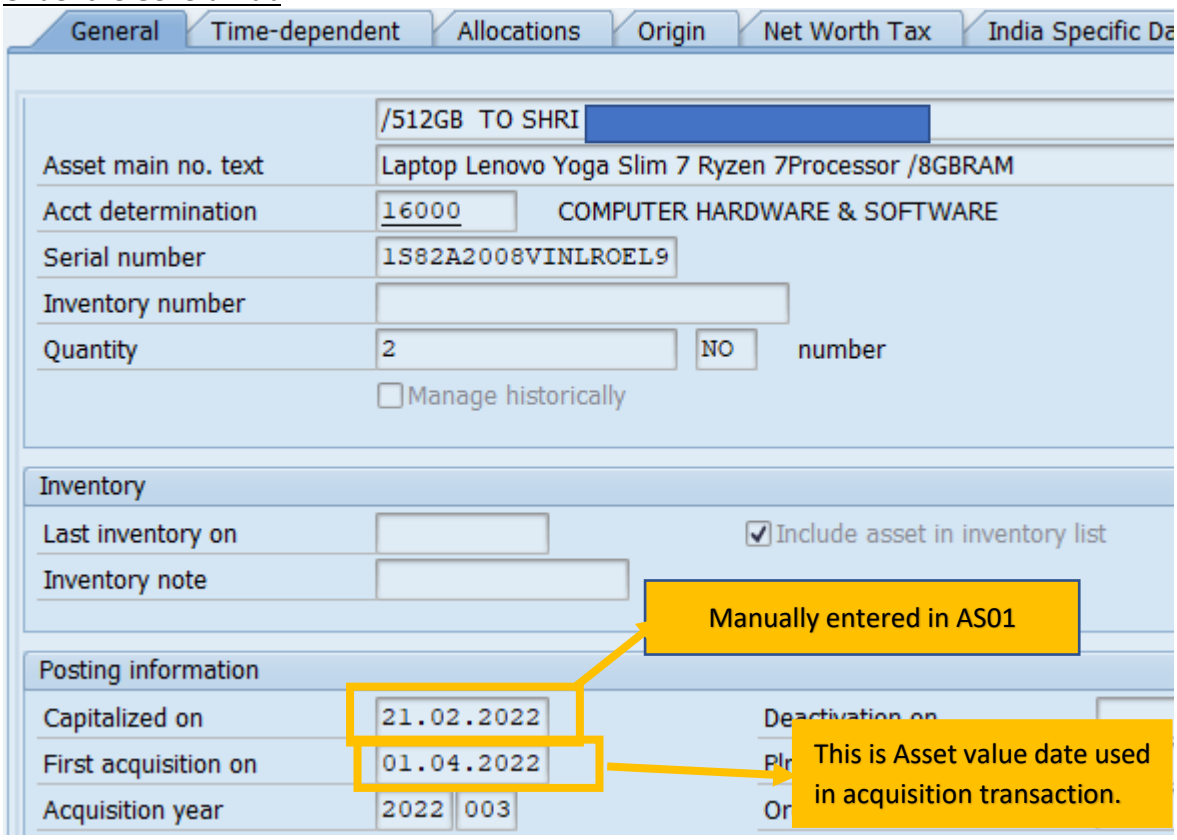

**Verify all details, if all are ok, go back remove test check & execute the transaction.**

## 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 | |

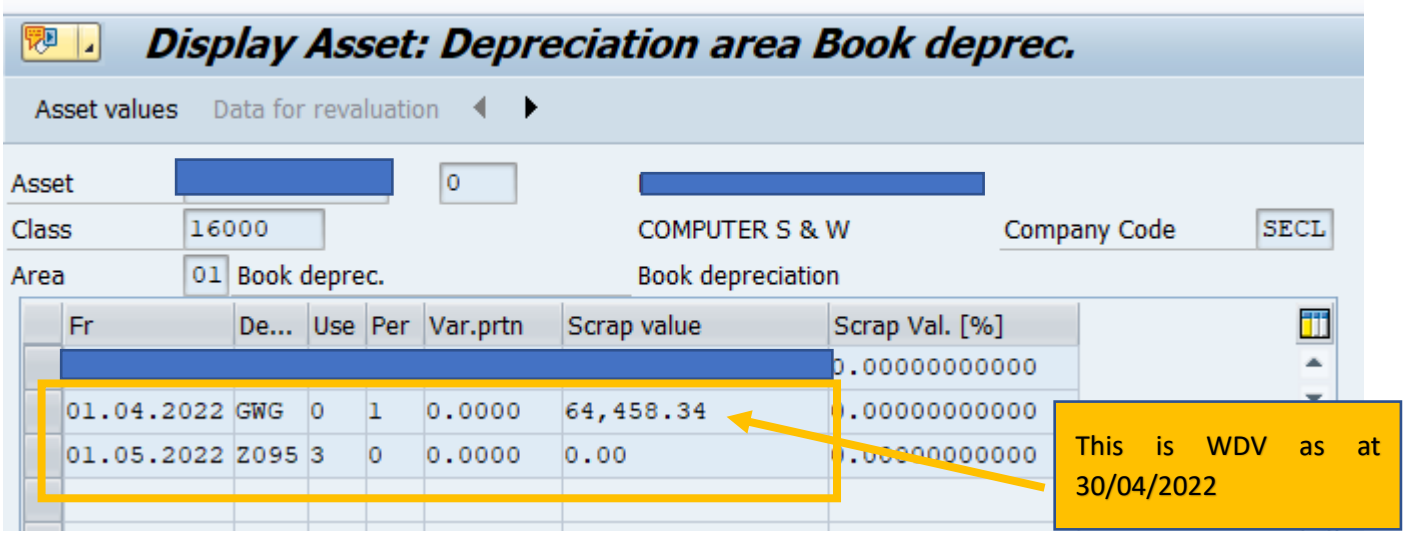
**1. Create Assets Master with AS-01 putting previous Fiscal year's date in Capitalised on in Posting Information Under the General Tab**




**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 | | | |



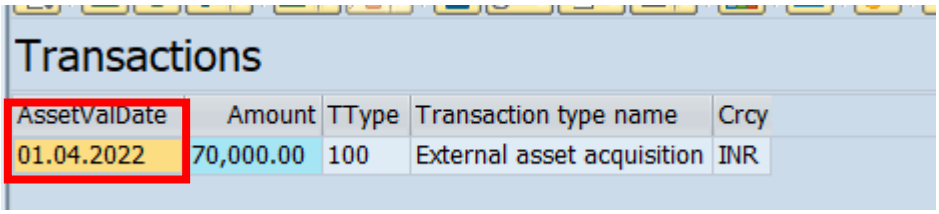

**<u>Put 2 months in expired life in periods, in main screen of dep area book depreciation.</u>**

Dep Key "**GWG**" = 100% Depreciation

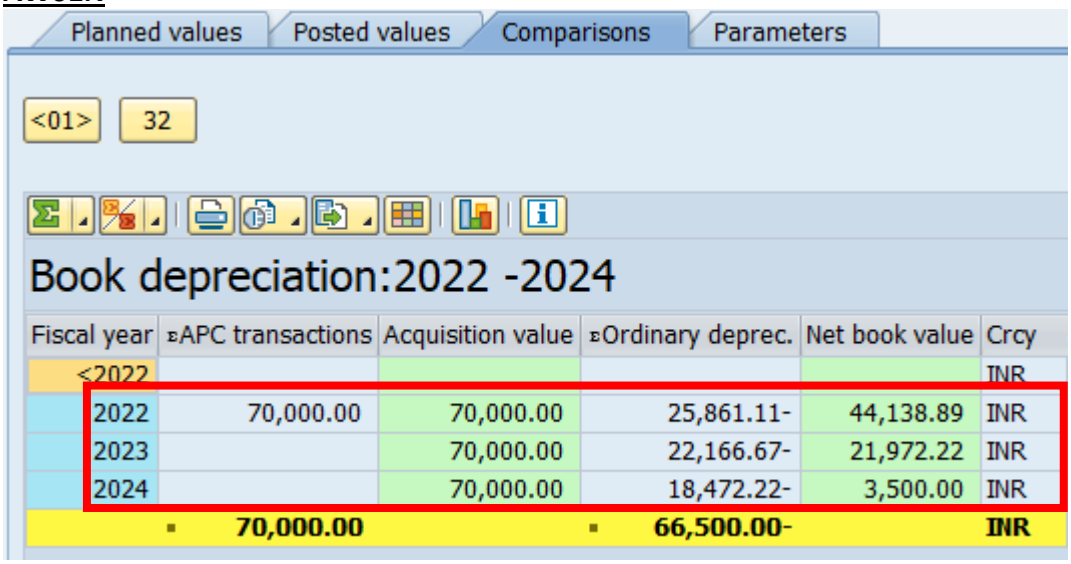
**Note: - Scrap value in interval 1 is 64,458.34 = 70000 – 5,541.67 (3 Months Depreciation)**

**<u>Explanations:</u>**

1. **<u>In Interval 1 depreciation is calculated for 3 months i. e Feb 2022 to April 2022</u>**.
2. **<u>In Interval 2 depreciation is calculated for 11 months from May onwards. for Fiscal Year 2022.</u>**




**<u>AW01N</u>**



## 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 | |
| **A- Intra-Company transfer within same State** | **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.<br>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. |
| B- Intra—-Company transfer with different state | **Sending Plant/Profit Centre** | | **Receiving Plant/Profit Centre** | |
| | **Activity** | **Responsibility** | **Activity** | **Responsibility** |
| **1. Transfer of Laptop** | FB70 - Create GST Invoice.<br>ABUMN- Transfer Assets Within Company Code. | Finance Department. | AS01- Create Asset Master Data.<br>FB60- Post Vendor invoice.<br>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<br>ZMM017- Approve gate pass | User department. | ZMM016_N – Receive Assets against gate pass. | User department. |
| | FB70 -Create GST Invoice.<br><br>ABUMN- Transfer Assets Within Company Code. | Finance Department. | AS01- Create Asset Master.<br>FB60- Post Vendor invoice.<br>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.**

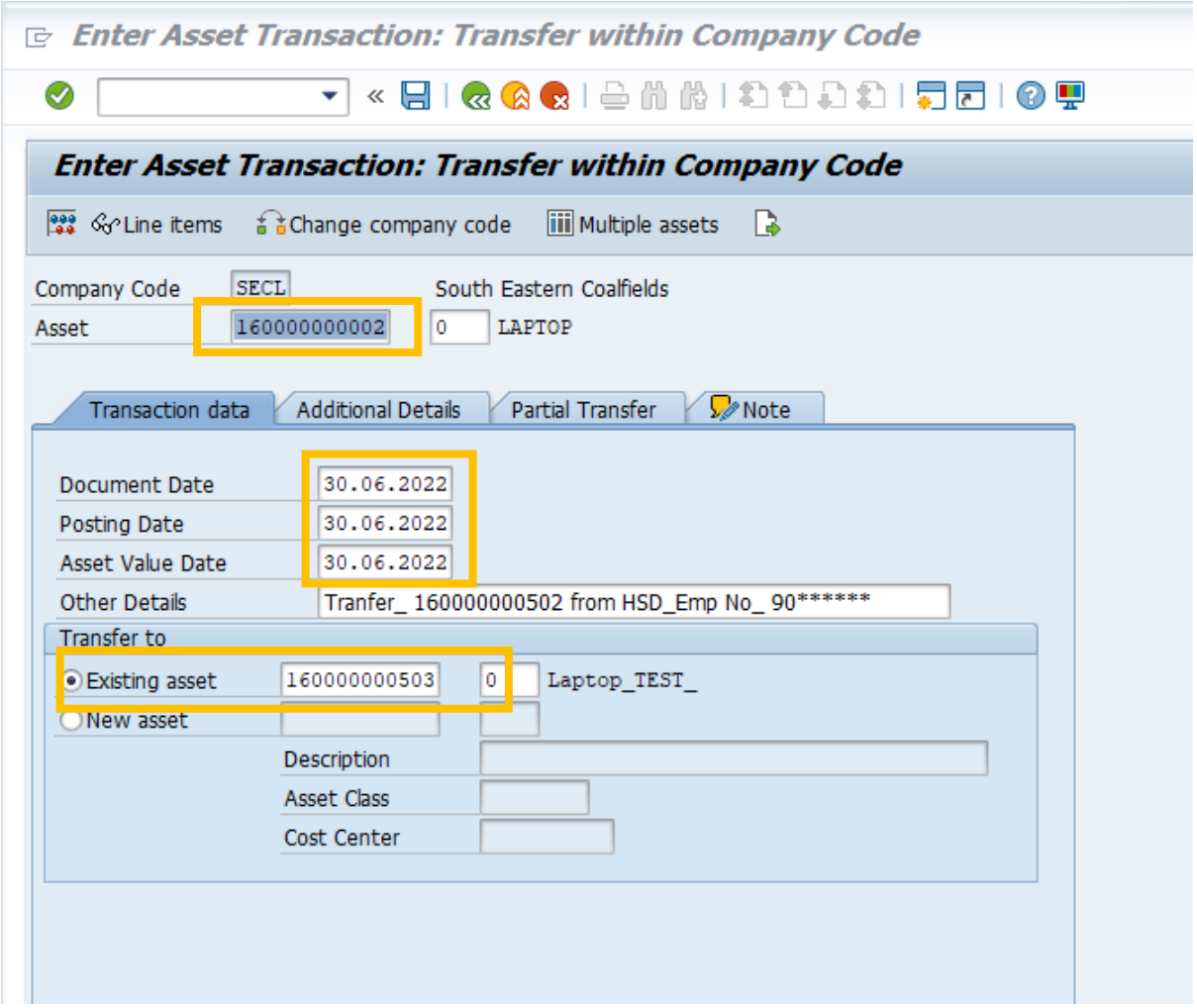
## 2.2.a. Intra-Company transfer within same State: - (Step No 1)
### AT Receiving Plant-

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: -

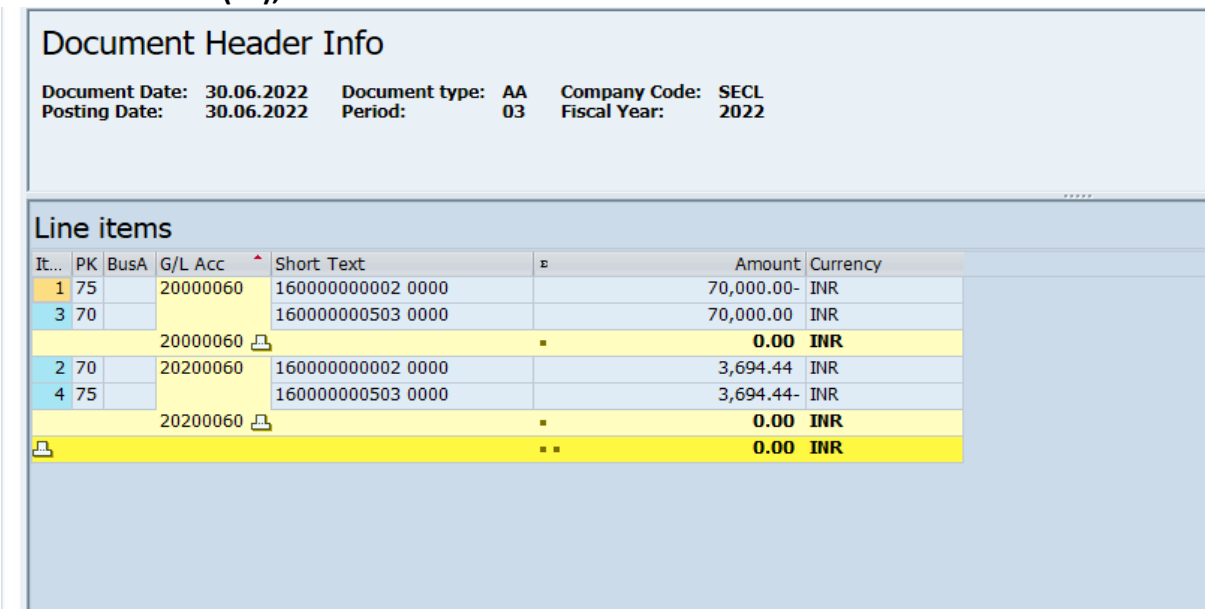
| | |
|---|---|
| T- Code | ABUMN |
| SAP Easy Access | Accounting -> Financial Accounting-> Fixed Assets -> Posting->Transfer ->ABUMN - Transfer within Company Code |



## 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 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 | ☐ | Ledger Group | |

Ledger 0L

| | | | | | |
|---|---|---|---|---|---|
| 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 | 160000000002 0000 | 70,000.00- | INR | V0 | SECL8307 | |
| 390 | SECL | 000002 | | 2 | 70 | | 20200060 | 160000000002 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 | 160000000503 0000 | 70,000.00 | INR | V0 | SECL8310 | |
| 395 | SECL | 000004 | | 4 | 75 | | 20200060 | 160000000503 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 | 160000000002 | LAPTOP | 70,000.00 | 3,694.44- | 0.00 | 70,000.00- | 3,694.44 |
| | | 160000000503 | Laptop_TEST_ | 0.00 | 0.00 | 1,847.22- | 70,000.00 | 3,694.44- |
| | 16000 | | | **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)

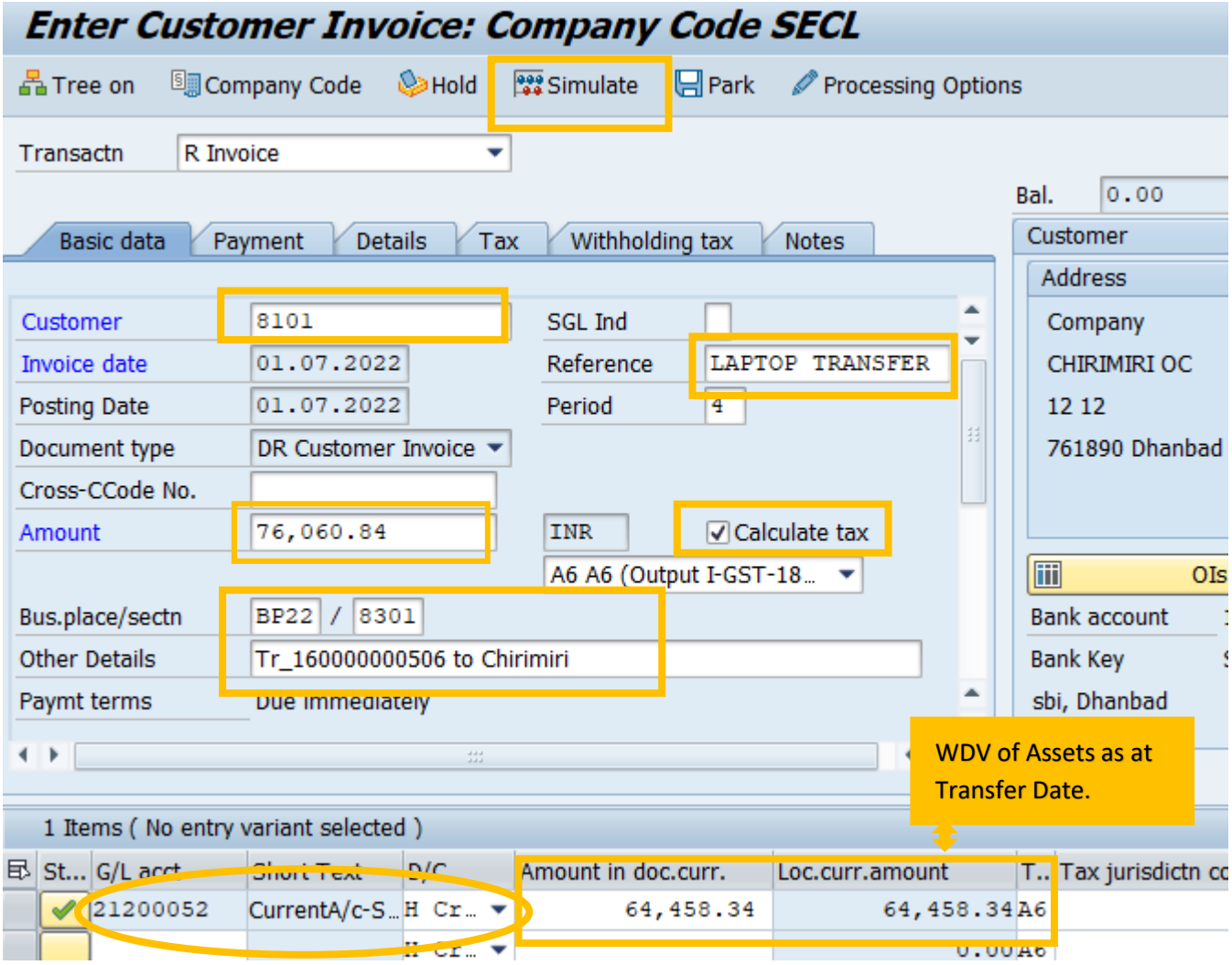
**AT Receiving Plant**

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

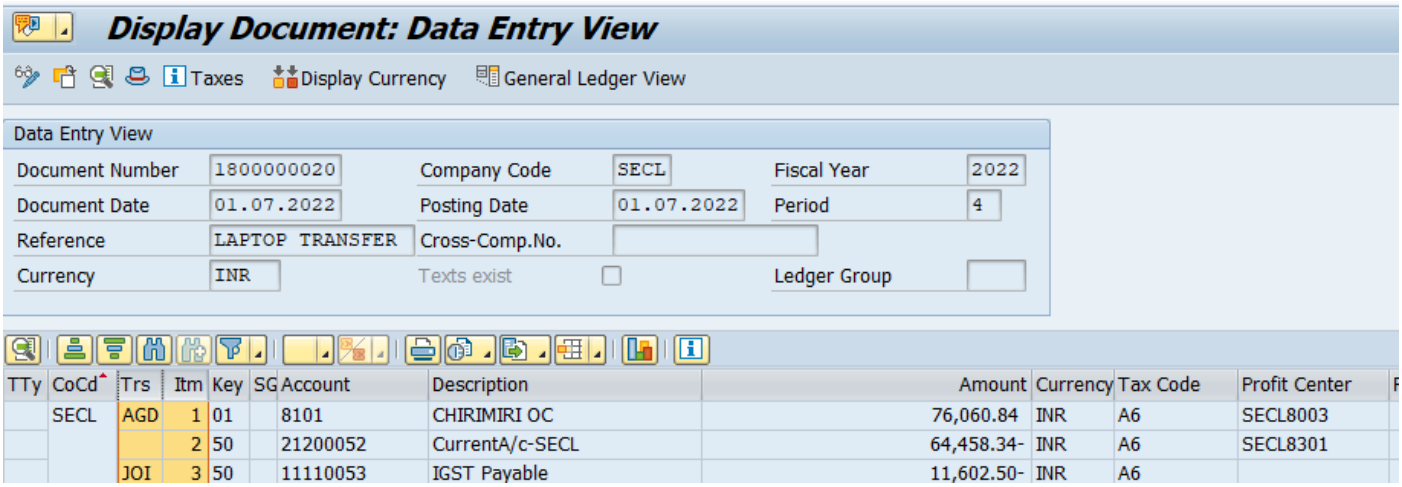
**At Sending Plant/Profit Centre**



**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**

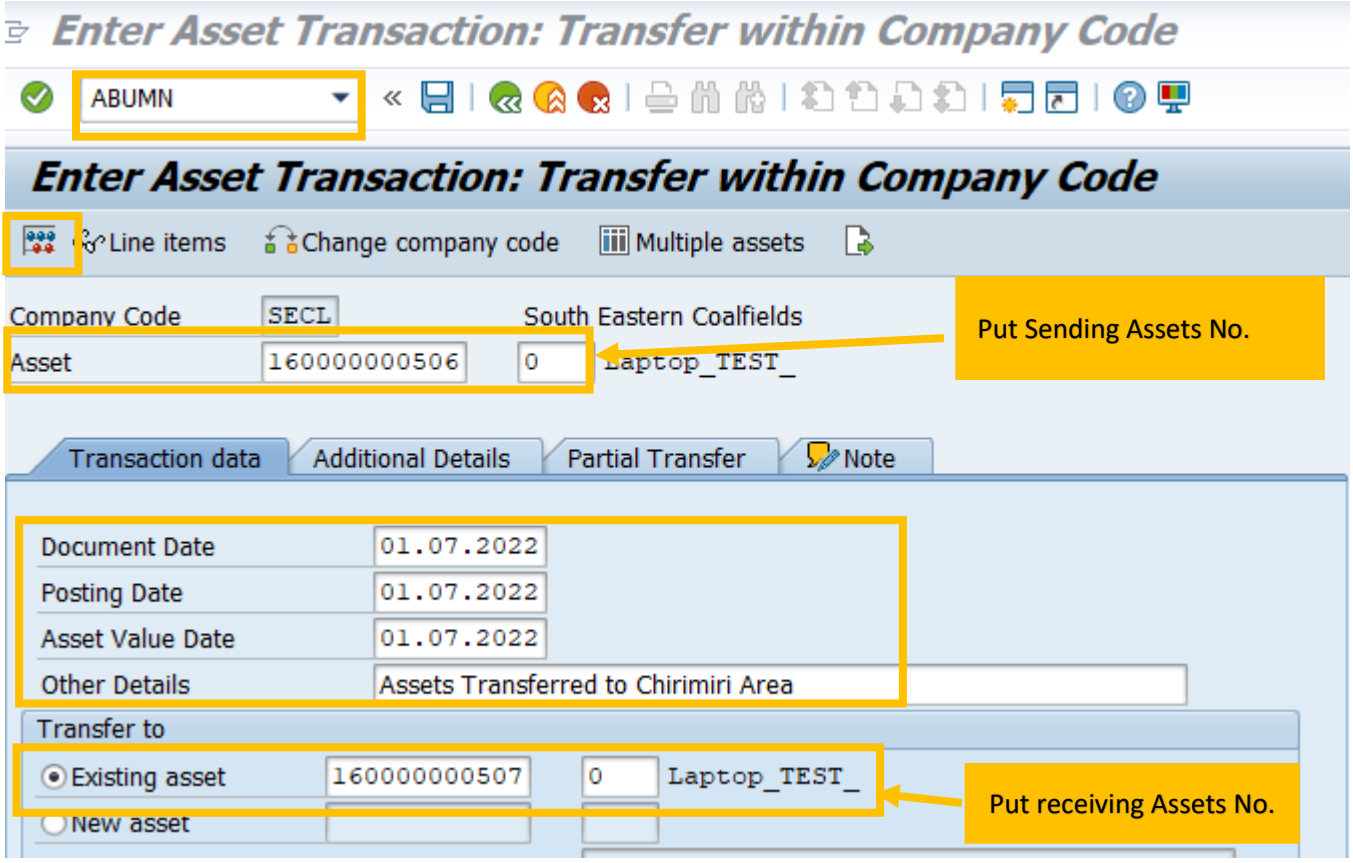


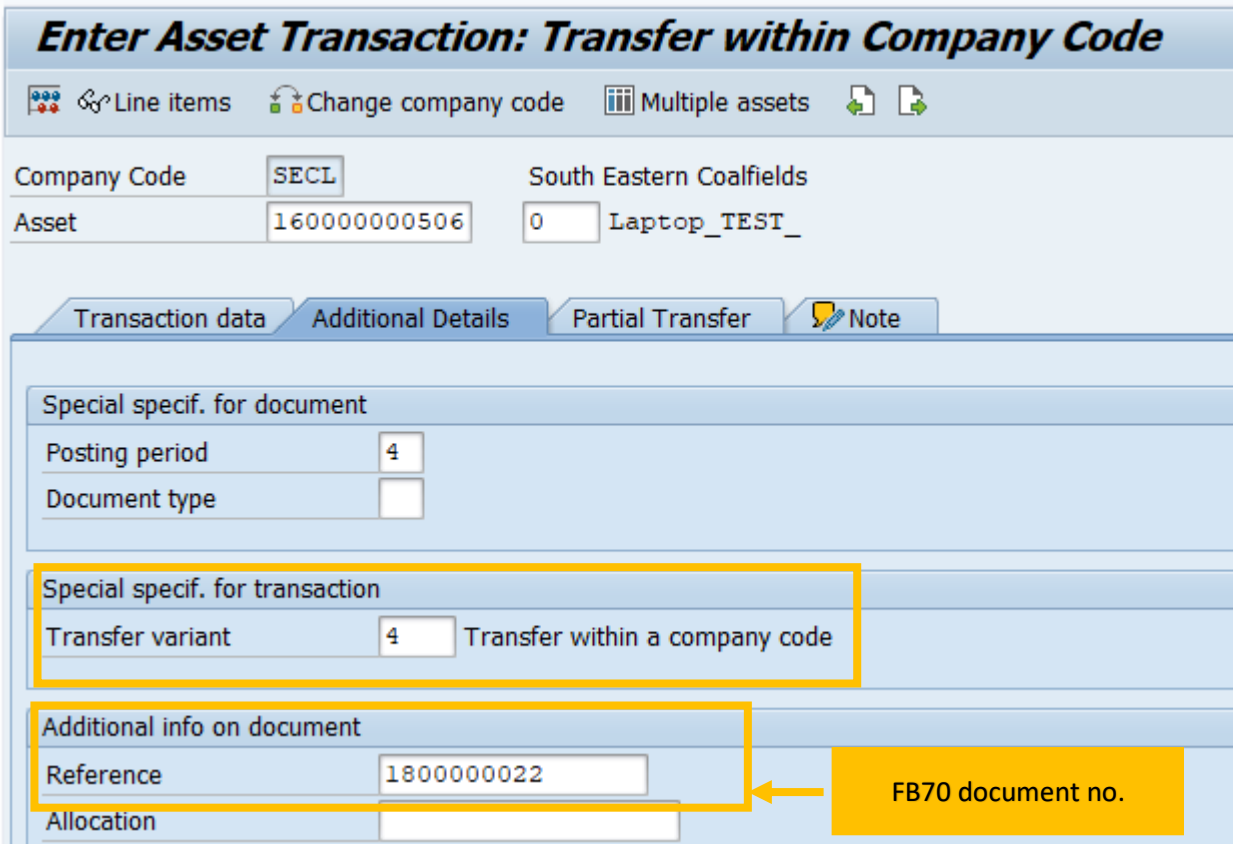

**Note: 1. Users need to generate the "IRN & QR Code" as per prevailing Practice, Upload back to SAP.**

## 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 |






**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 | 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** |

**<u>IF its ok, then Save/ Post it.</u>**

Posted document in FB03.

## *Display Document: Data Entry View*

Taxes | Display Currency | General Ledger View

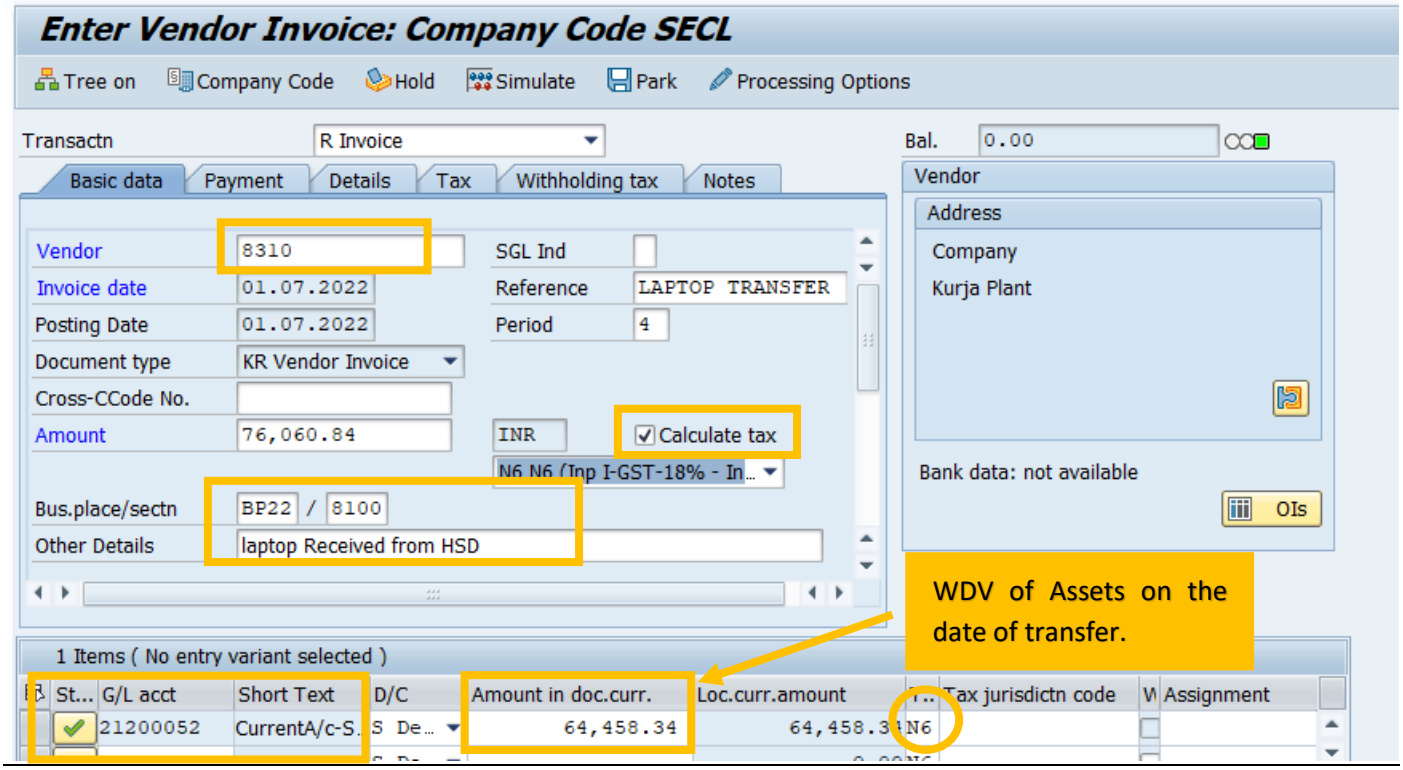
Data Entry View

| | | | | | |
|---|---|---|---|---|---|
| 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):

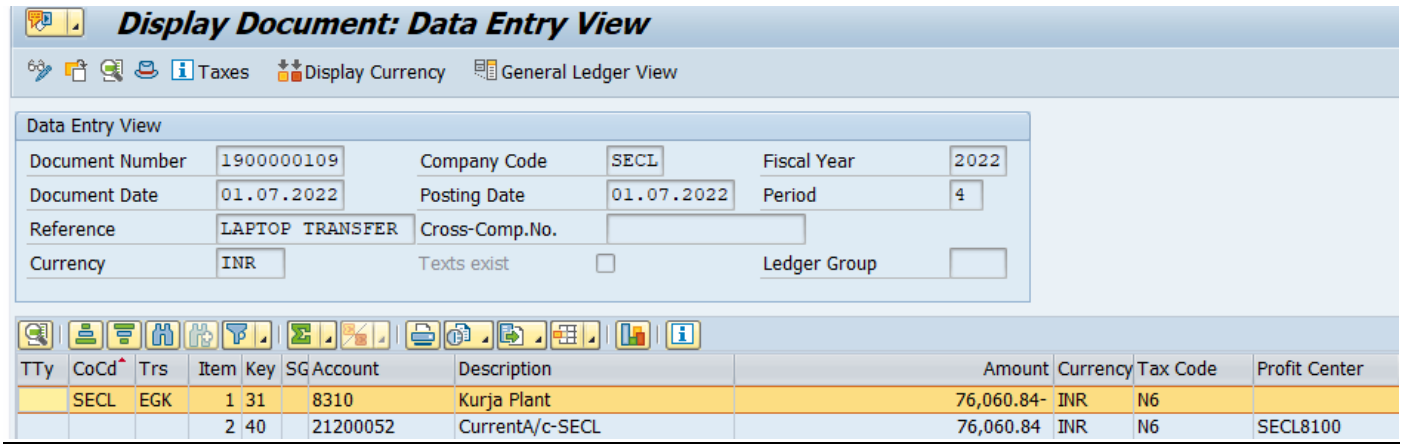
### a) At Receiving Plant/Profit Centre: - FB60. (If ITC not claimed by Subsidiary)




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

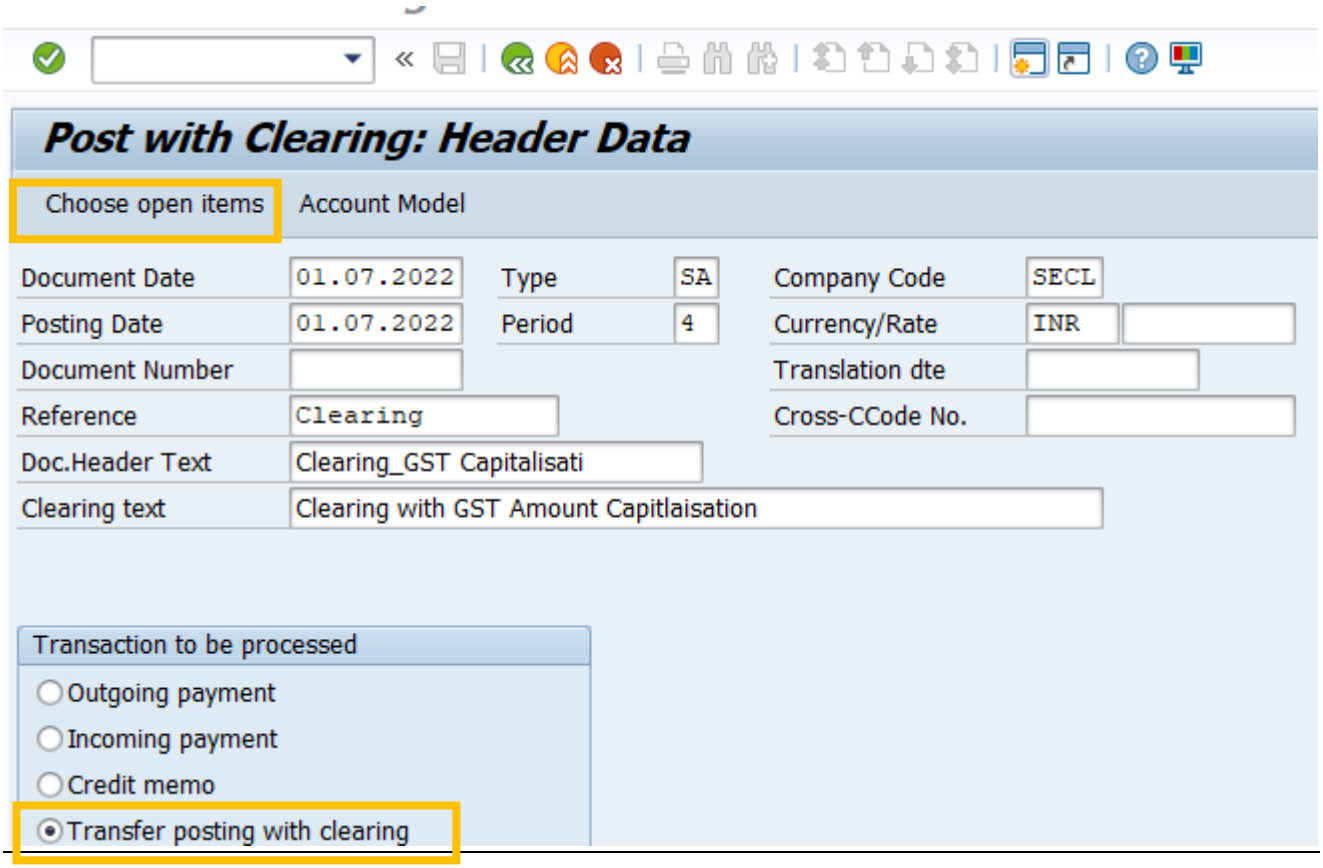
| Sr No. | Field | User Action and Values |
|---|---|---|
| 1. | Vendor | Put Sending Plant code as customer |
| 2. | GL Account. | Current of Subsidiary Itself. |
| 3. | Debit/Credit | Select debit entry. |
| 3. | Amount. | Put WDV (as on assets value date) of Asset. |
| 4. | Tax Code. | Use applicable '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.**

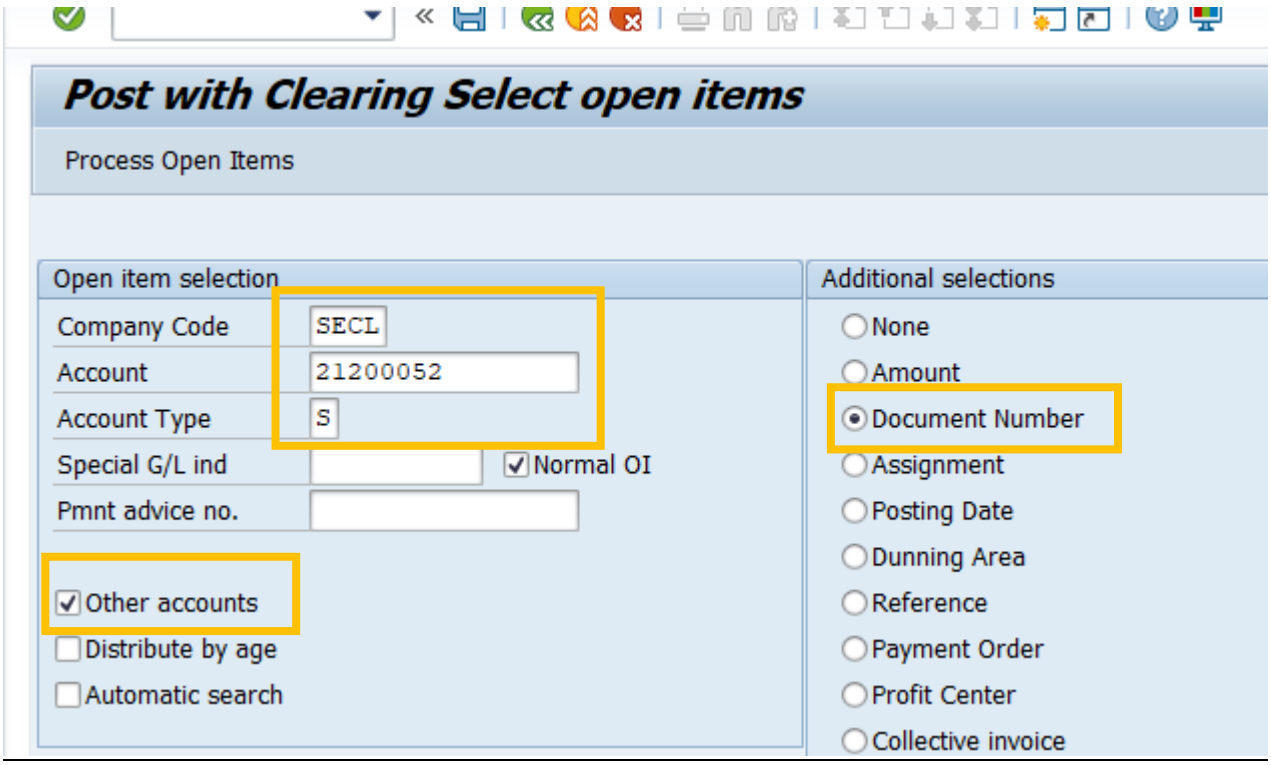


## 2.2.b - Intra-Company transfer with different state: - (Step No- 5):

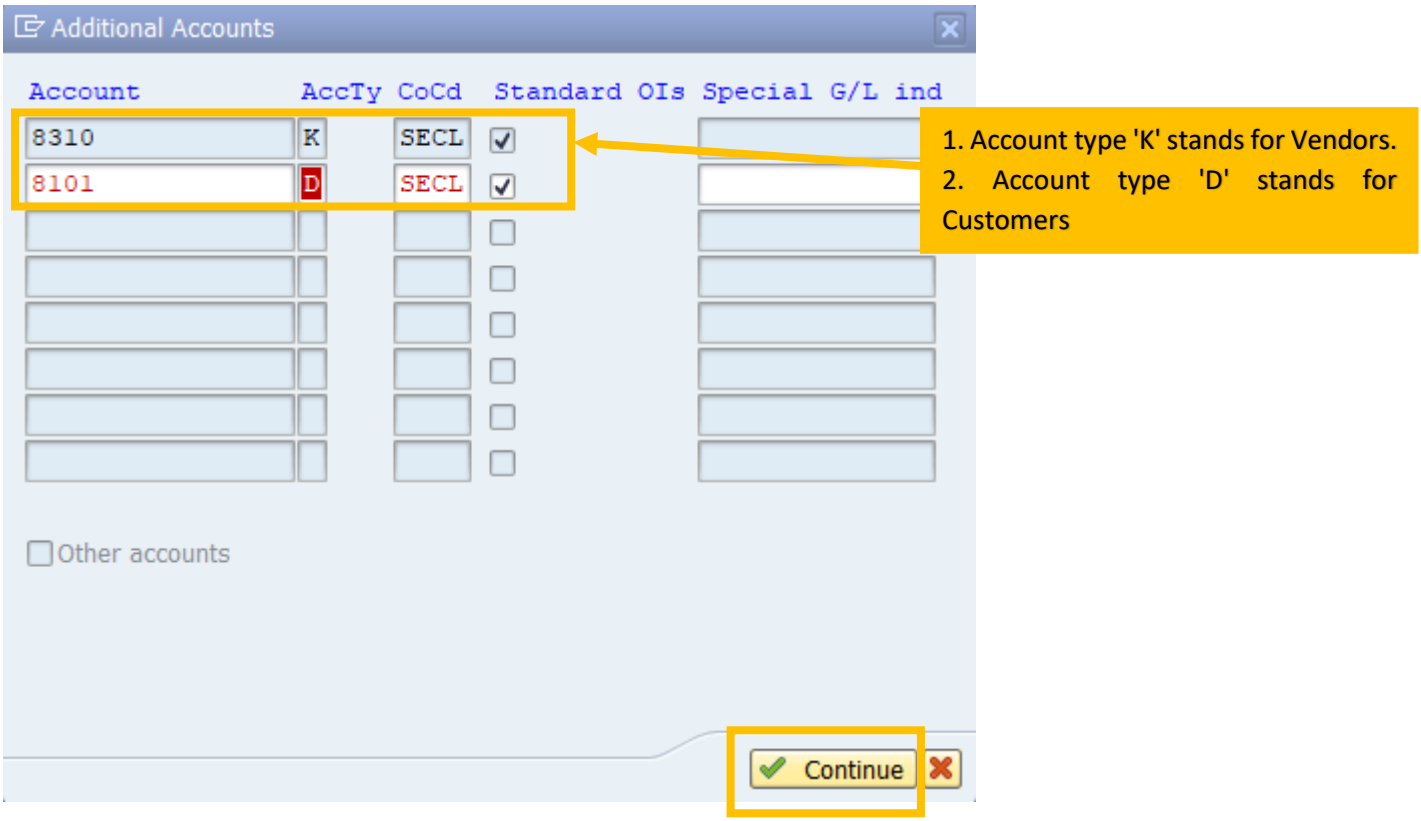
**At Receiving Plant/Profit Centre: - FB05/F-04. (For Clearing of inter Company vendor /Customer / Current account along with Capitalisation of GST Amount)**



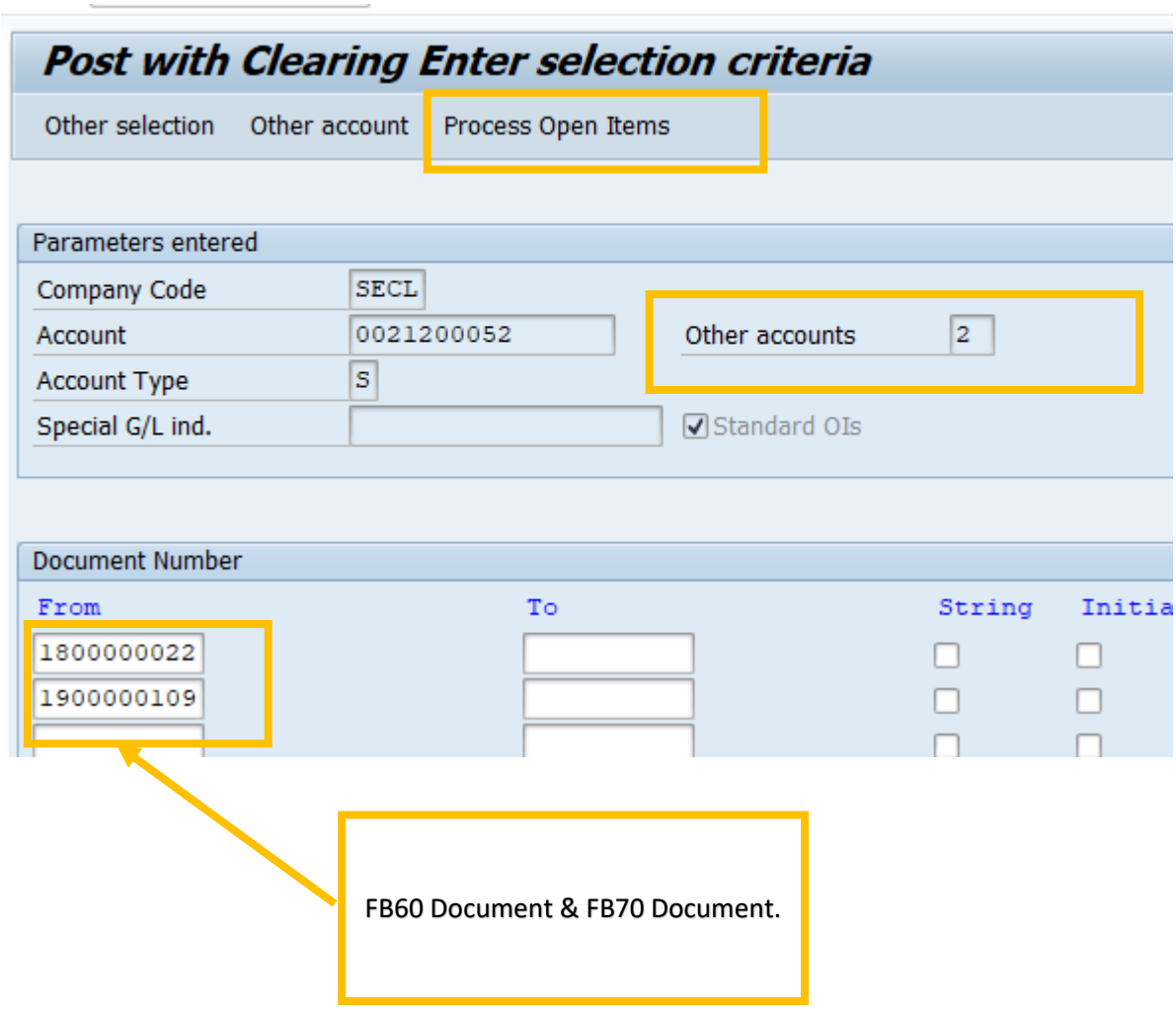

1. Enter Document date, posting date, reference, document header text, Clearing text.
2. Select “Transfer posting with Clearing”, Then Choose Open Items.



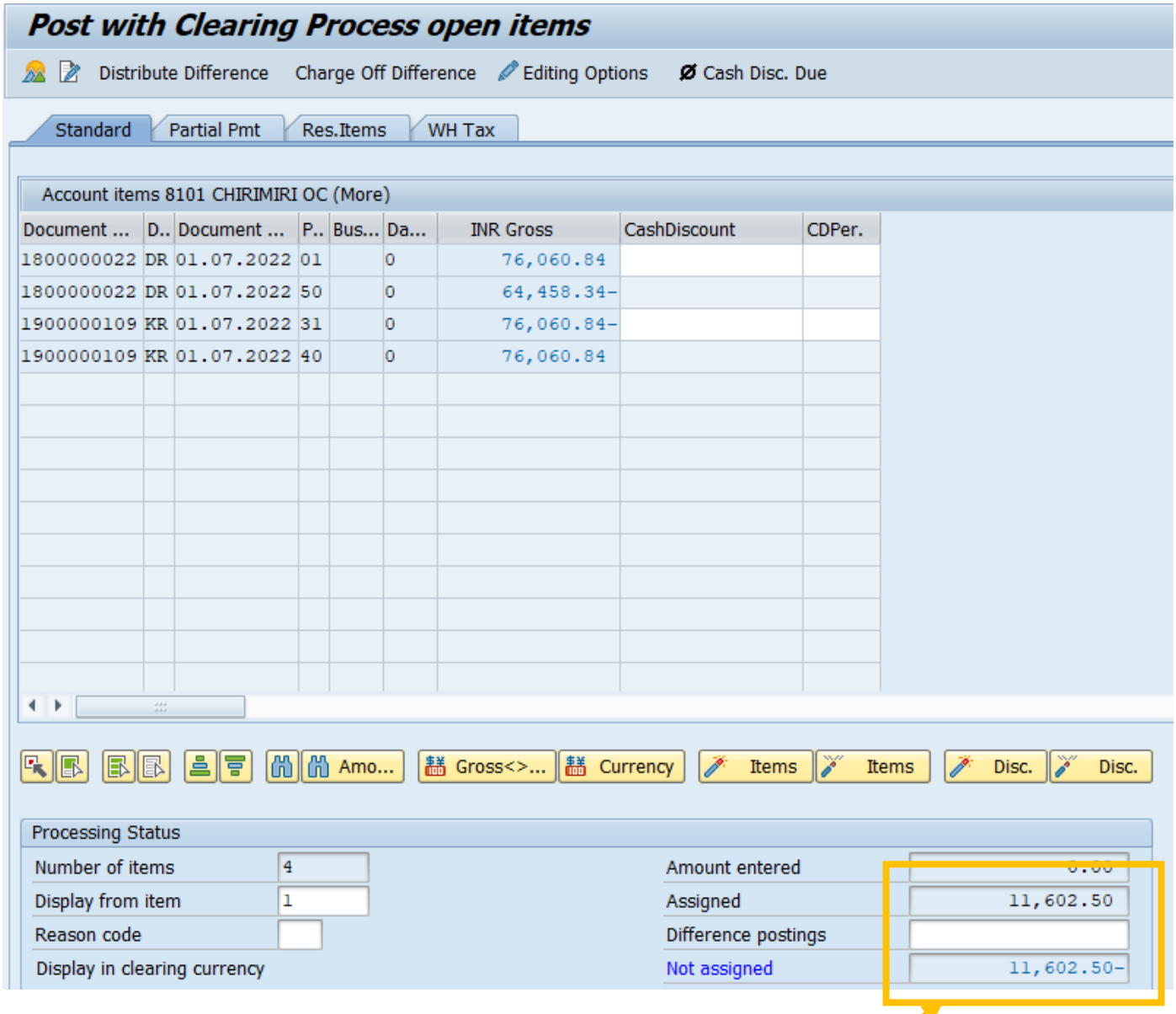

1. Enter Subsidiary' Current A/c in Account, Account type 'S' for GL account, Select Document number and Tick on other accounts.
2. Press "Enter Key" following Screen will be shown.




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

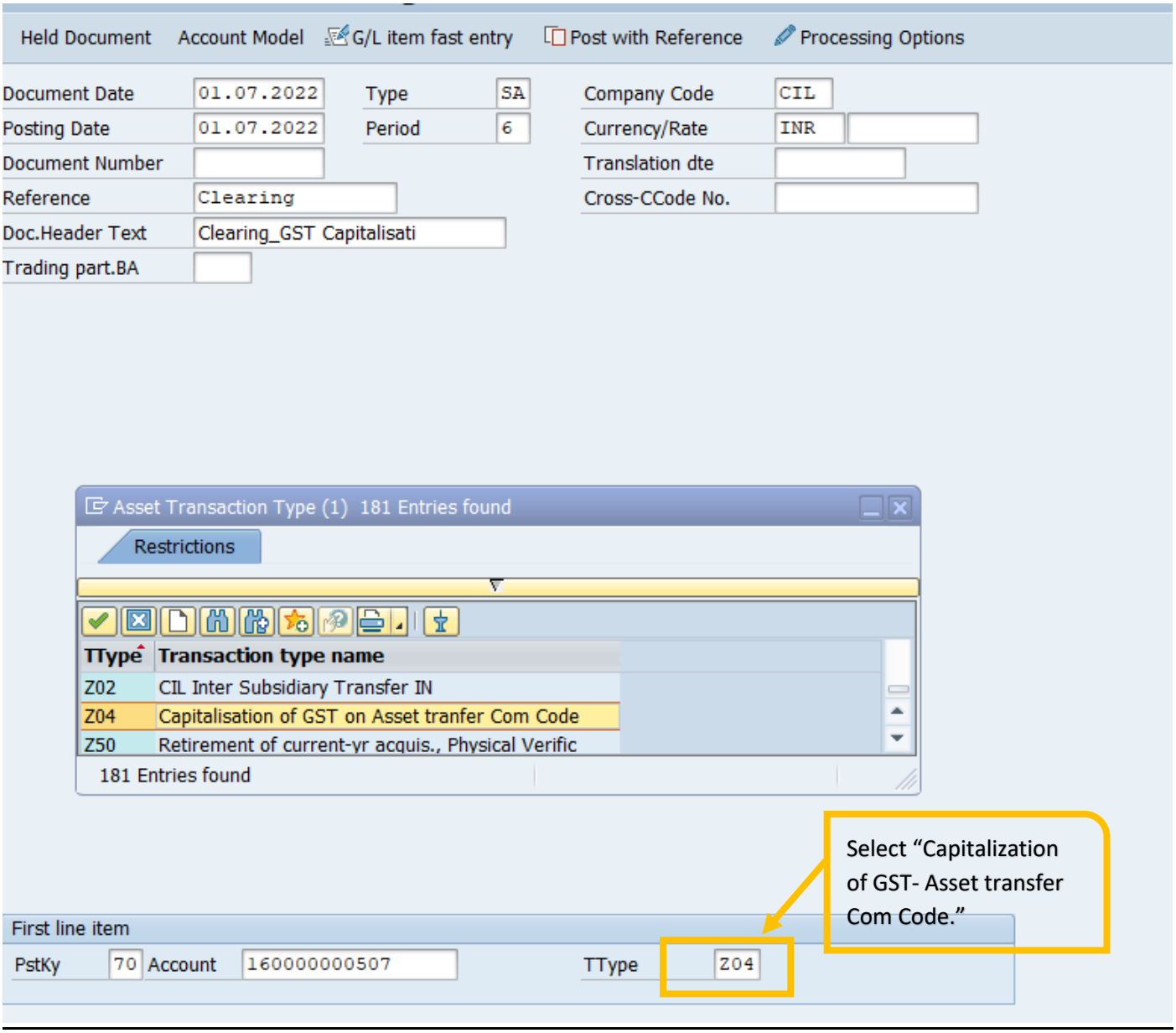



1. Enter both documents no (FB60 & FB70), Then click on "**Process Open Items**"




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.




**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 20000060 Computer Hardware & Software
Company Code SECL South Eastern Coalfields Trans.type 120
Asset 160000000507 0 Laptop_TEST_

Item 1 Debit asset / 70 Capitalisation of GS / Z04

Amount 11,602.50 INR
Tax Code AX Calculate tax
Bus.place/sectn BP22 / 8301
Order
Sales Order
WBS element Network
More
Assignment
Other Details GST Capitalisation on Asset TR from HSD to CMH Long Texts

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

Coding Block

Reference date 01.07.2022
Order
Profit Center SECL8100
WBS element Network
Commitment item DUMMY
Transactn type
Sales Order Plant
Material

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** | 0L |

| CoCd | Item | L.item | Key | SG | G/L Account | G/L account name | Amount | Currency | Profit Center |
|---|---|---|---|---|---|---|---|---|---|
| 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***

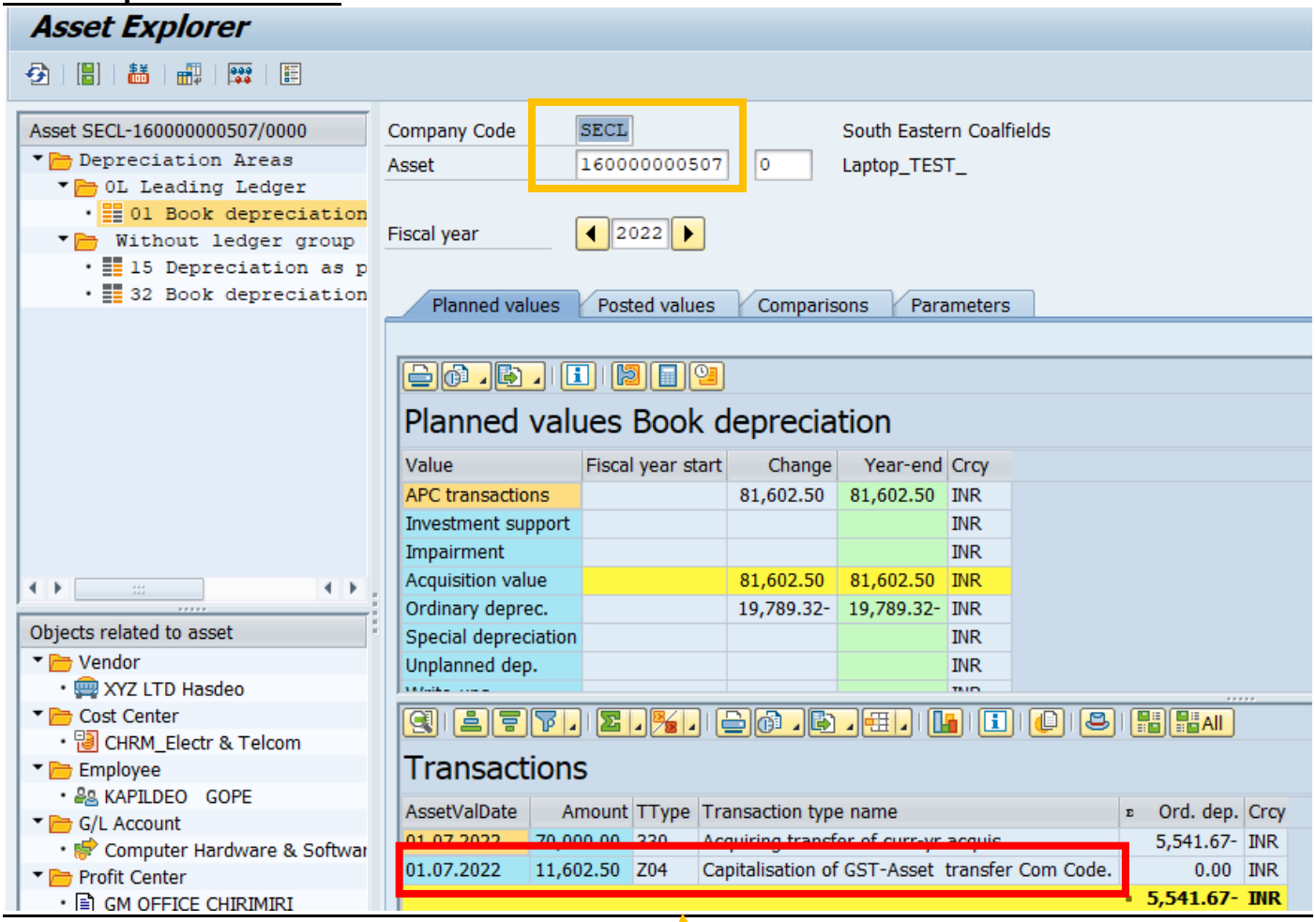
Taxes | Display Currency | General Ledger View

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 | ☐ | 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




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

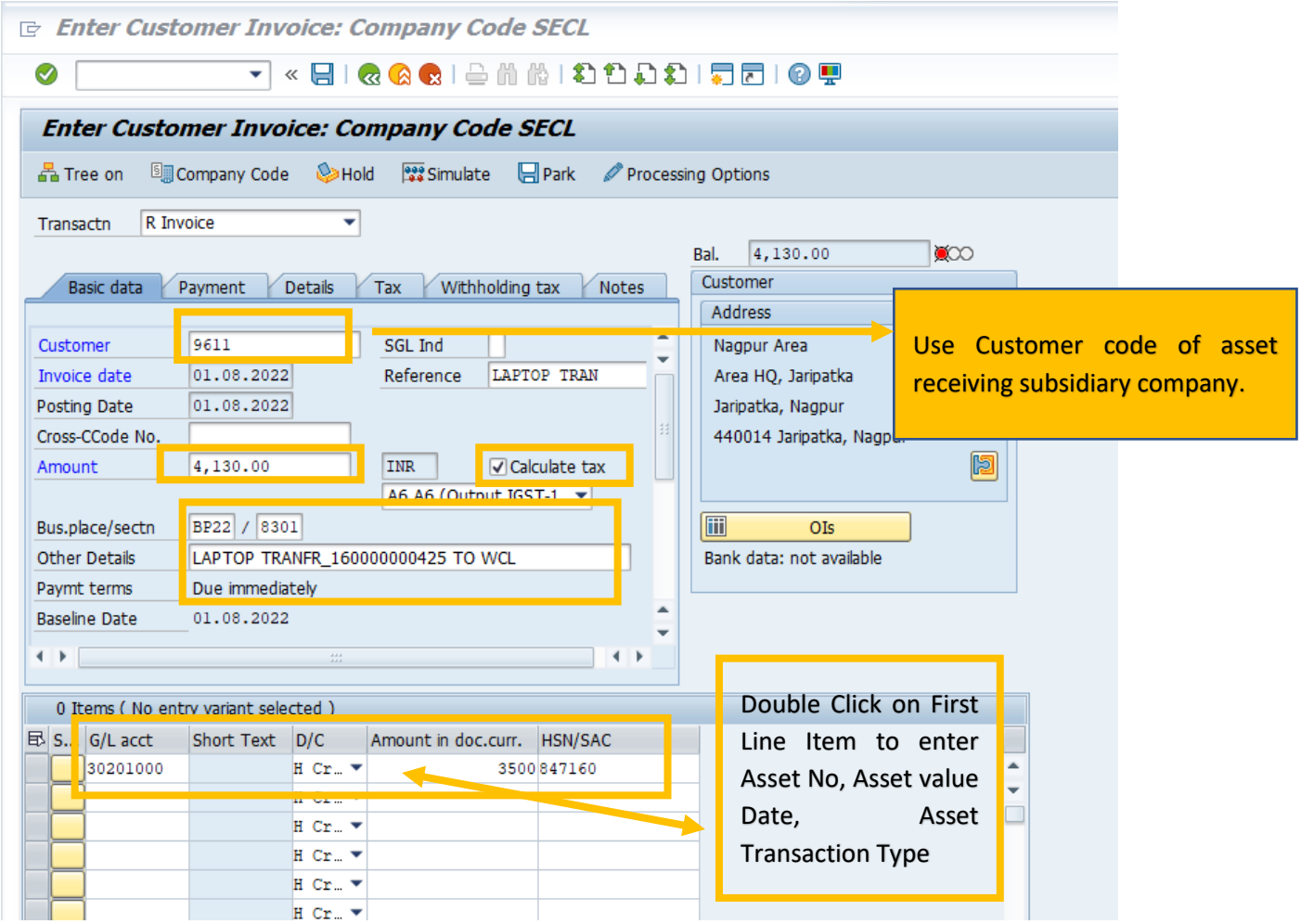
**List of Customer & Vendor Code for Inter-Subsidiary Transaction.**

| 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 PRAOESH) | 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 | 23AADCS2066EIZR |
| 10 | 40007518 | 5000000028 | SOUTH EASTERN COALFIELDS LIMITED (WEST BENGAL) | 712310 | AADCS2066E | 19AADCS 2066E 1ZG |
| 11 | 40007508 | 5000000029 | CENTRAL MINE PLANNING AND DESIGNINSTI+UTE 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\|\I1Z4 |
| 14 | 40007507 | 5000000032 | CENTRAL MINE PLAN NING AND DESIGNINSTITUTE LIMITED (CHHATTISG ARH) | 495006 | AAACC7475N | 22AAACC747SNIZE |
| 15 | 40007509 | 5000000033 | CENTRAL MINE PLANNING AND DESIGNINSTI+UTE LIMITED (MADHYA PRADESH) | 486890 | AAACC7475N | 23AAACC7475N1ZC |
| 16 | 40002399 | 5000000034 | CENTRAL MINE PLANNING AND DESIGNINSTITUTE LIMITED (ODISHA) | 751013 | AAACC7475 N | 21AAACC747 5N IZG |
| 17 | 40002S13 | 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 LIMI FED(JHARKHAND) | 82600S | AAACB7934M | 20AAACB7934MFZB |
| 21 | 40007516 | 5000000039 | MAHANADI COALFIELDS LIMITED(ODISHA) | 768020 | AABCM 5I88P | 21AABCMS188P 1Z3 |
| 22 | 40001729 | 5000000040 | MAHANADI COALFIELDS LIMITED (WEST BENGAL) | 700D0J | AABCM 5188P | 19AABCM51 8pizo |
| 23 | 40001585 | 5000000041 | COAL INDIA LIMITED (WEST BENGAL) | 700156 | AABCC3929J | 19AABCC3929J 1ZH |
| 24 | 40007513 | 5000000042 | COAL INDIA LIMITED (J HARKHAND) | 834006 | AABCC3929J | 20AABCC3929J 1ZY |
| 25 | 40007511 | 5000000043 | COAL INDIA LIMITED(ASSAM) | 7B61B1 | 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 (TAM IL 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.

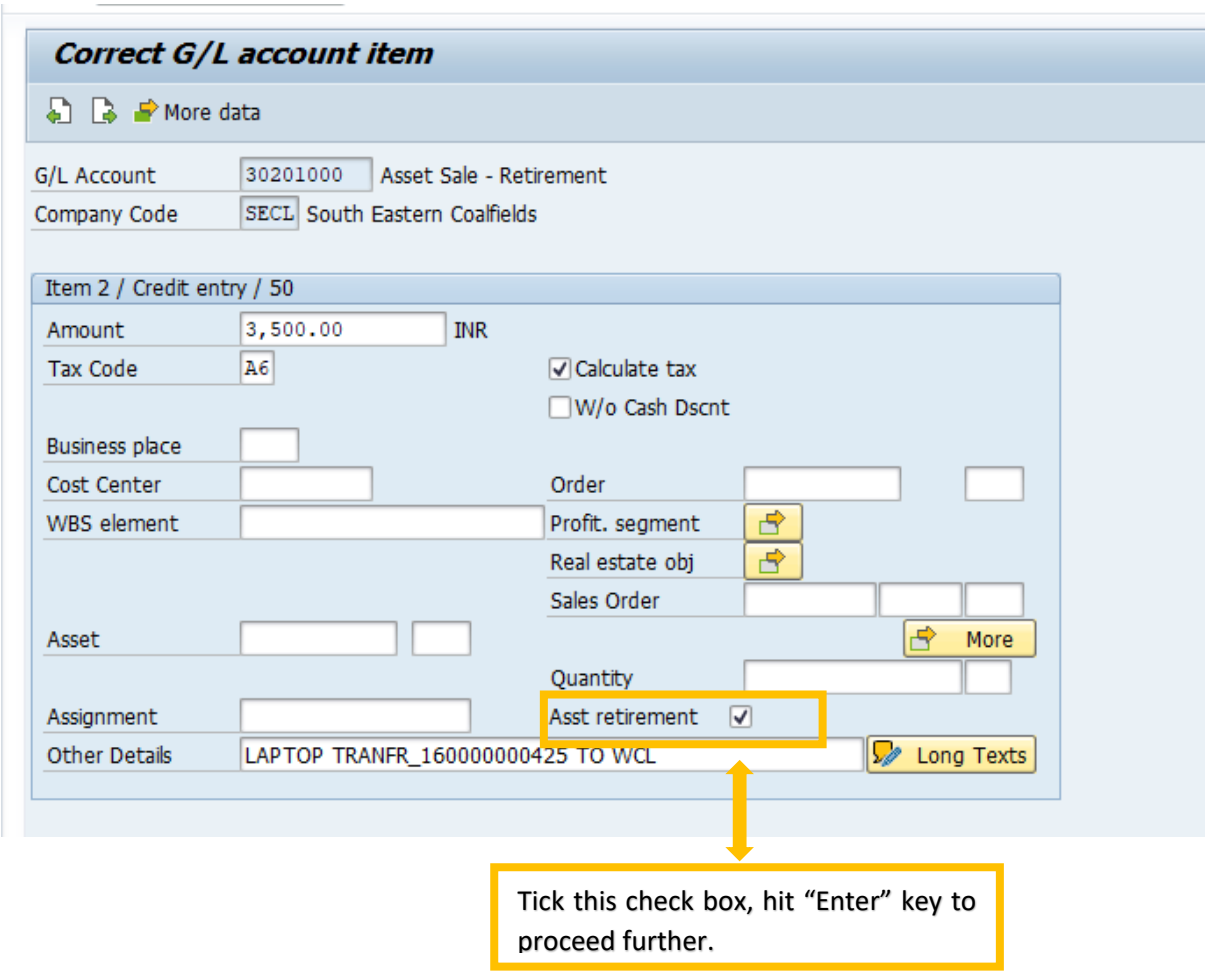
| | |
|---|---|
| T- Code | FB70 |
| SAP Easy Access | Accounting->Financial Accounting->Accounts Receivable->Document Entry->FB70-Invoice |



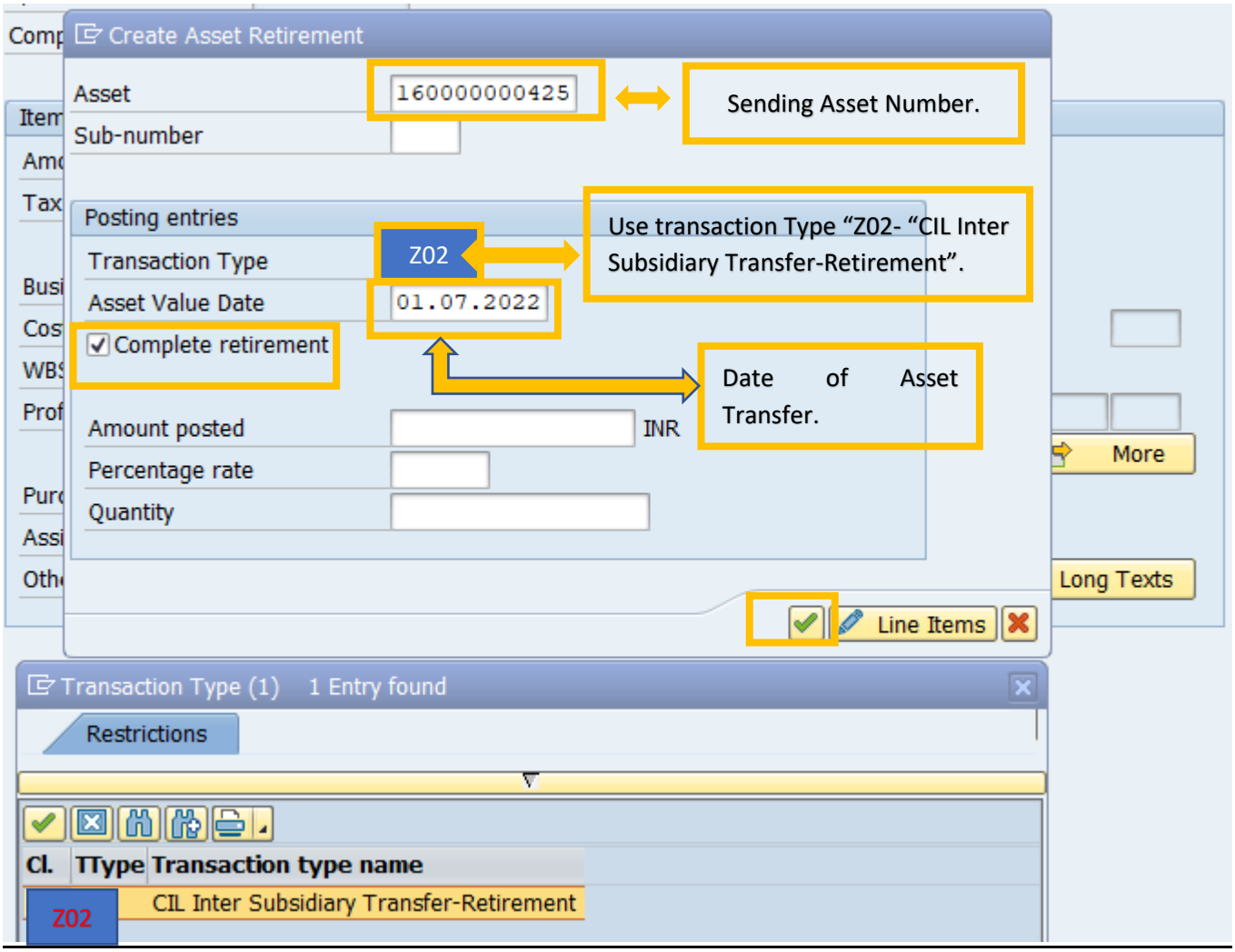

**Important Field in FB70 for Assets Transfer where GST is Applicable: -**

| 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 |

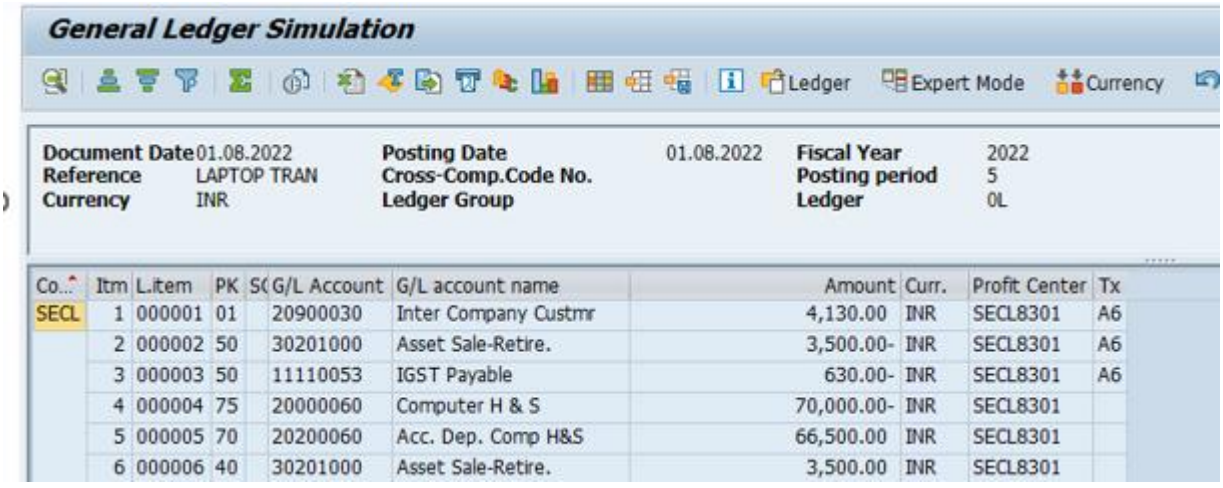
| | | |
|---|---|---|
| 11. | Asset Transaction Type | User Needs to select "CIL Inter -Subsidiary Transfer-Retirement" |
| 12. | Asset. | Enter the Asset No to be transferred to another Subsidiary Company. |
| 13. | Asset Value Date | Date of Transfer to Asset. |
| 14. | Complete retirement | Tick this check box. |




**User will be prompted with the following screen**

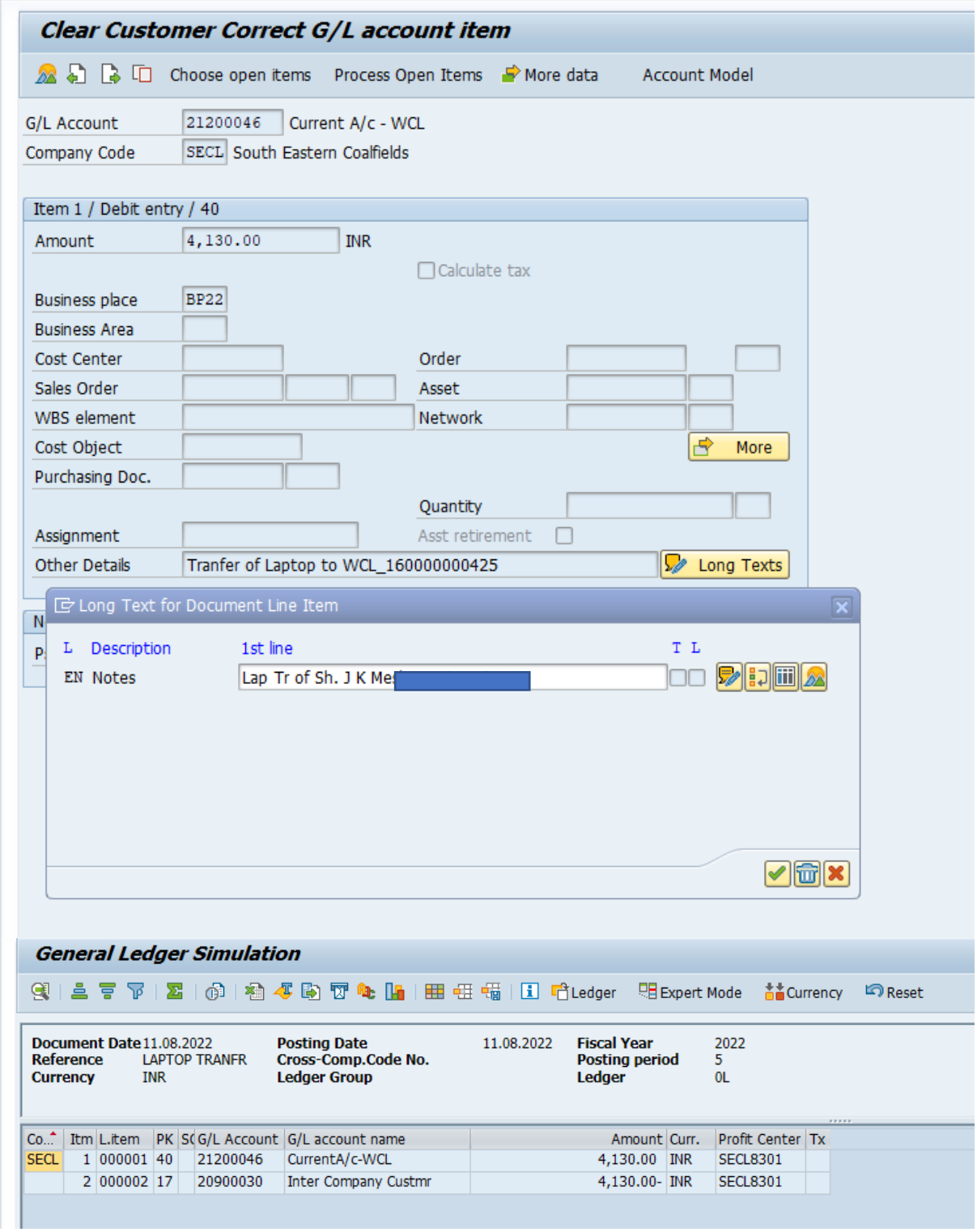


**Click on " Continue", then go back(F3) & simulate the document(F9)**
**Check "General Ledger Simulation", If all is OK, then Post the Document.**




**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.

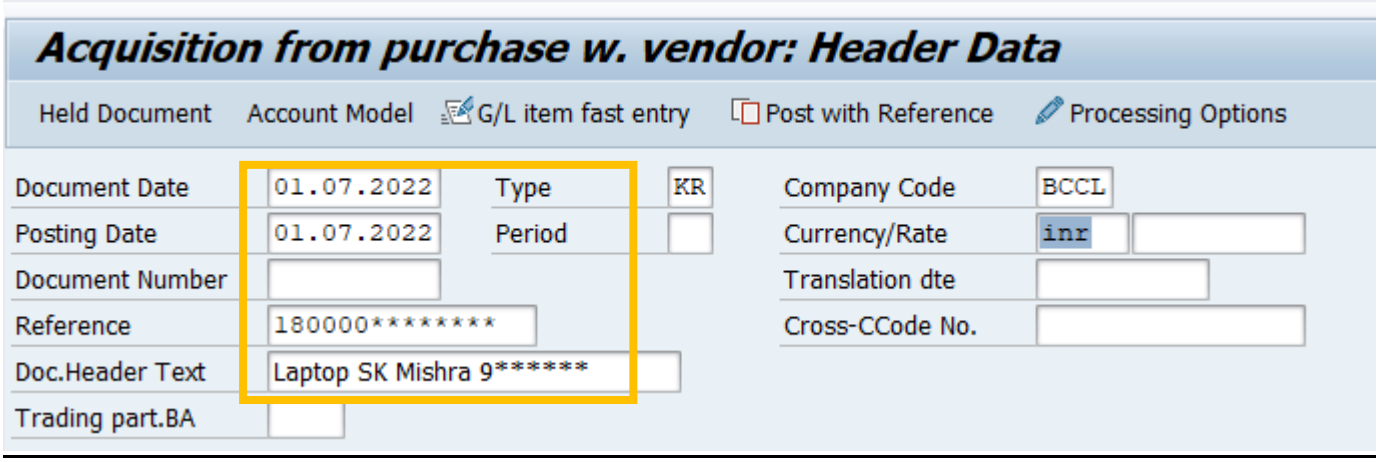


## 2.2.c - Inter-Company Transfer: - (Step No- 3): Receiving Subsidiary to Create Asset Master as explain in Section 1.1: - Action requires by central account section of Finance Department.

**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. |




**Important Field in F-90**

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

## First Line Item.

More data | Account Model | G/L item fast entry | Taxes | Withholding tax

Vendor 8301 HSD - GM Office Plant G/L Acc 10900040

Company Code BCCL

Bharat Coking Coal Ltd

Item 1 / Invoice / 31

Amount 4130 INR

Tax Amount

☑ Calculate tax Tax Code ** BusPlace/Sectn BP20 / 2001

Bus. Area

Bline Date 01.07.2022

Pmnt Block Pmt Method Pmt meth.supl.

Assignment

Oth Det Laptop Memo From HSD, SECL_SK Mishra Long Texts

## Second Line Item.

Next line item

PstKy 70 Account 160000101845 SGL Ind TType Z01 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 | Trans.type | 120 |
| 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 | | | More |
| Assignment | | | |
| Other Details | Laptop Memo From HSD, SECL_SK Mishra | | Long Texts |

## Simulation View(F9).

**General Ledger Simulation**

Ledger | Expert Mode | Currency

| | | | | | |
|---|---|---|---|---|---|
| **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**

Taxes | Display Currency | General Ledger View

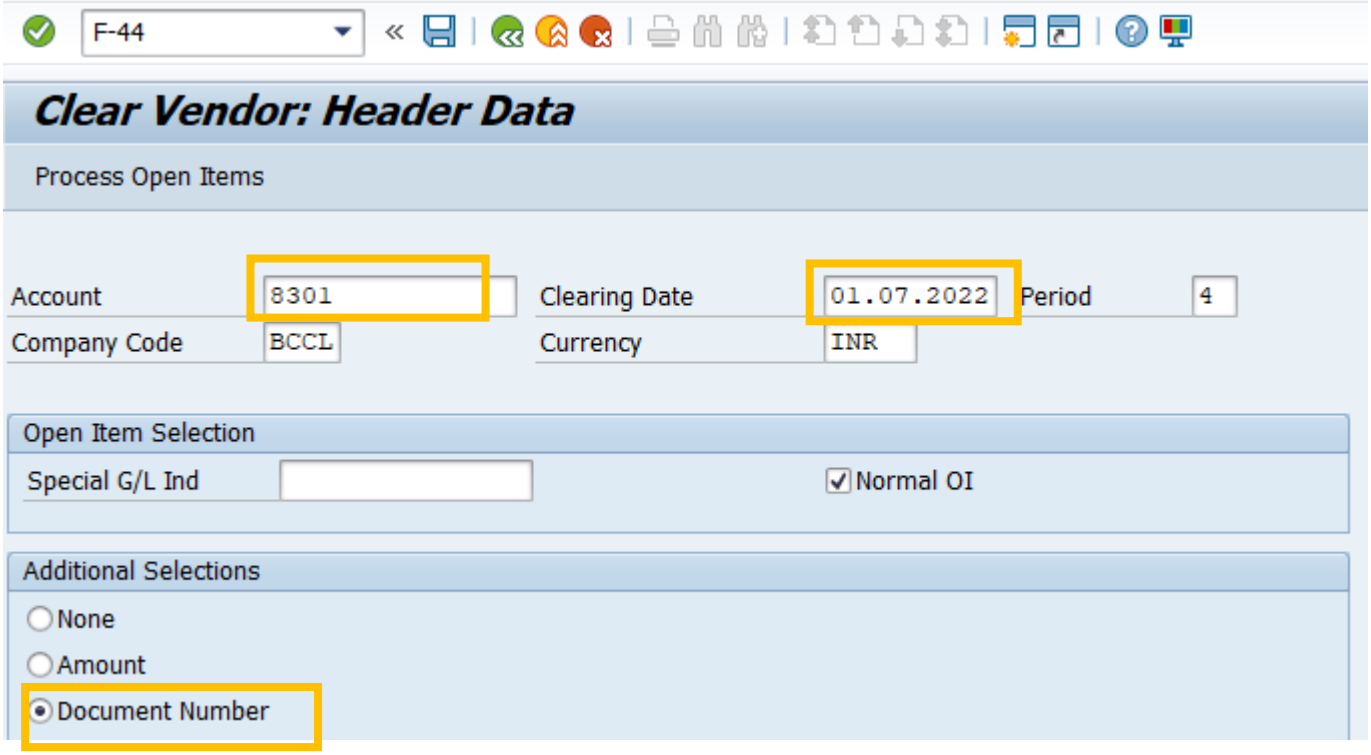
Data Entry View

| | | | | | |
|---|---|---|---|---|---|
| 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 | | Ledger Group | |

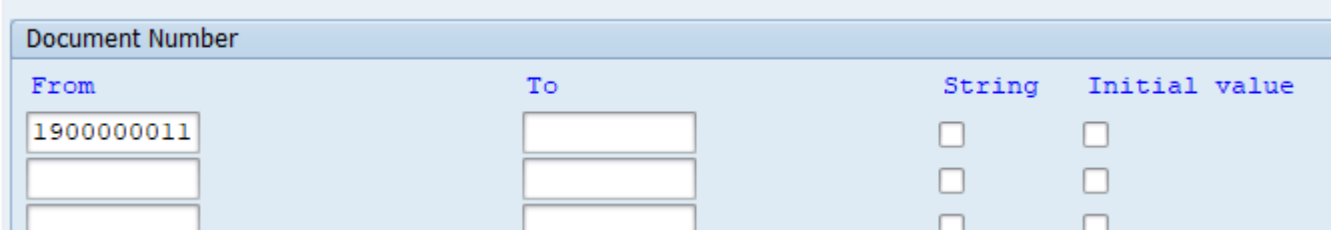
| TTy | CoCd | Trs | Item | Key | SG | Account | Description | Amount | Currency | Tax Code | Profit Center |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | BCCL | | 1 | 31 | | 8301 | HSD - GM Office Plant | 4,130.00- | INR | N6 | |
| Z01 | | | 2 | 70 | | 20000060 | 160000101845 0000 | 4,130.00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

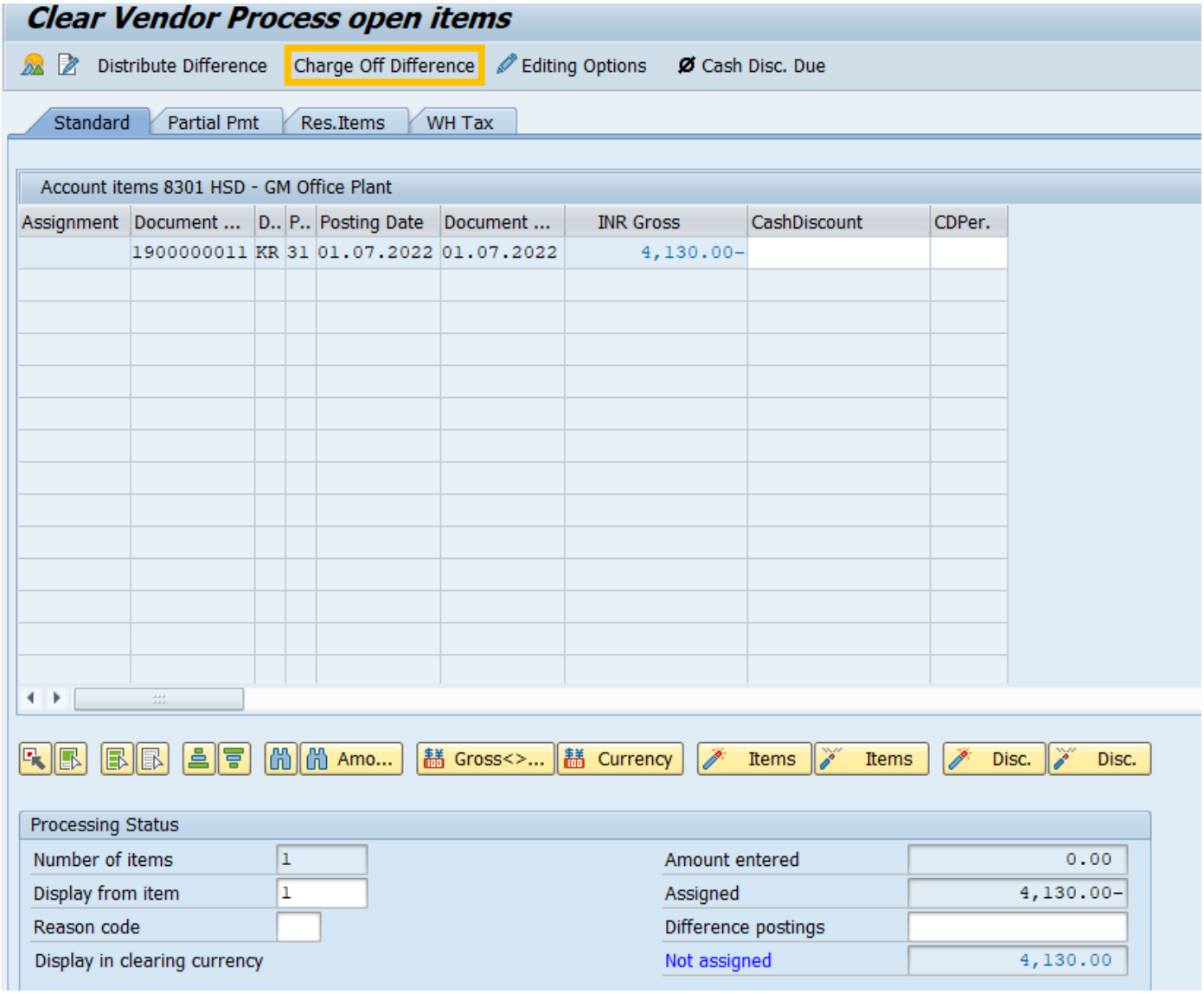



Enter details as highted above, then press "Enter" key.




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

**User will be prompted with the following screen**




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 21200052 Current A/c - SECL
Company Code BCCL Bharat Coking Coal Ltd

Item 1 / Credit entry / 50

Amount 4,130.00 INR
Tax Code AX
Calculate tax
Business place
Business Area
Cost Center
Order
Sales Order
Asset
WBS element
Network
Cost Object
More
Purchasing Doc.
Quantity
Assignment
Asset retirement
Other Details Laptop Memo From HSD, SECL_SK Mishra
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 |

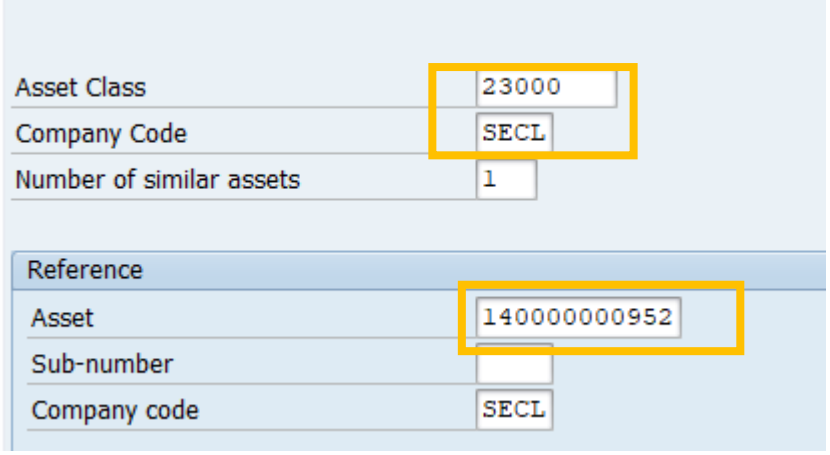
Verify all details and Post the Document.

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

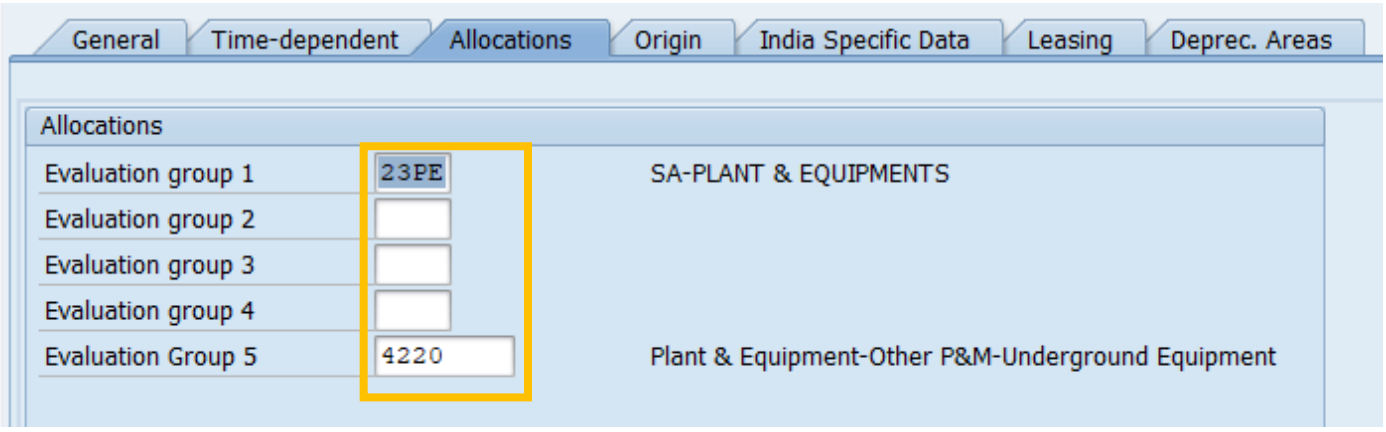
| | |
|---|---|
| T- Code | AS01 |
| SAP Easy Access | Accounting -> Financial Accounting -> Fixed Assets -> Asset -> Create Asset |




## Important Field in Asset Master Creation for Surveyed off Asset.

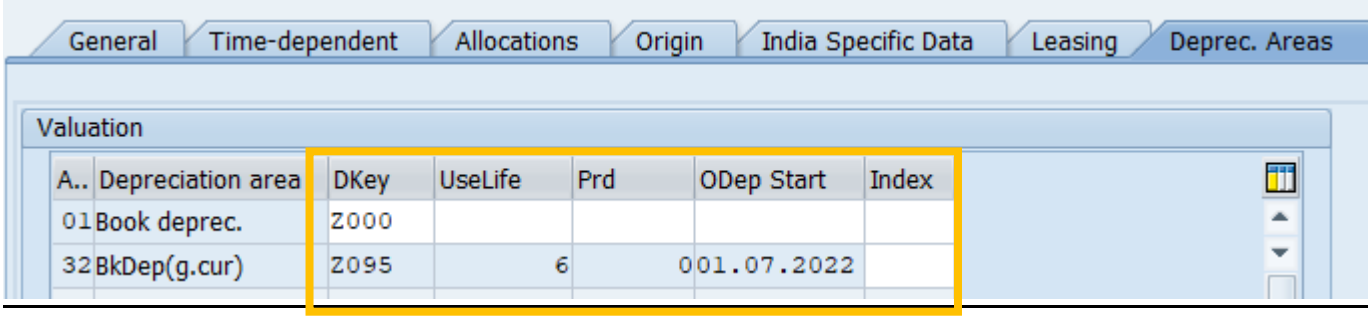
| Sr No. | Field | User Action and Values |
|---|---|---|
| 1 | Asset class | Asset Class will be "23000 -SURVEYED OFF ASSETS". |
| 2 | Company Code | Enter relevant subsidiary company code |
| 3 | No of similar assets | This function enables the user to create multiple similar assets in one master transaction. 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:<br>Asset<br>Sub-number<br>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**




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

## Depreciation Area

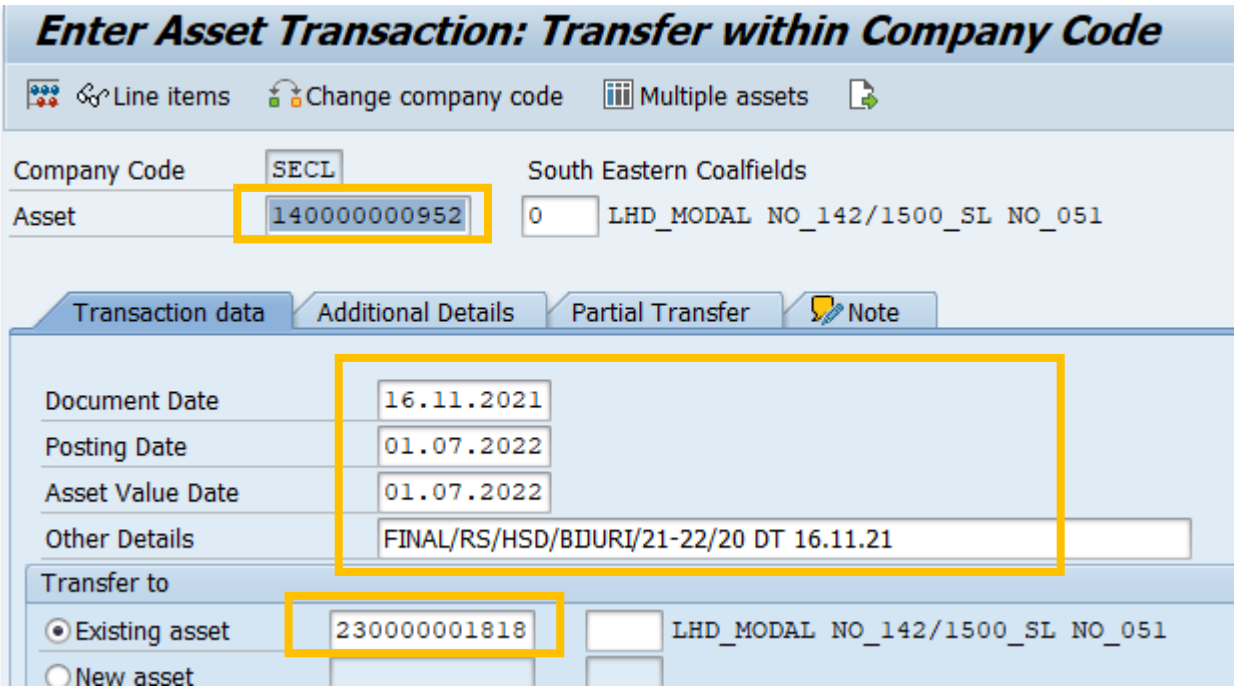


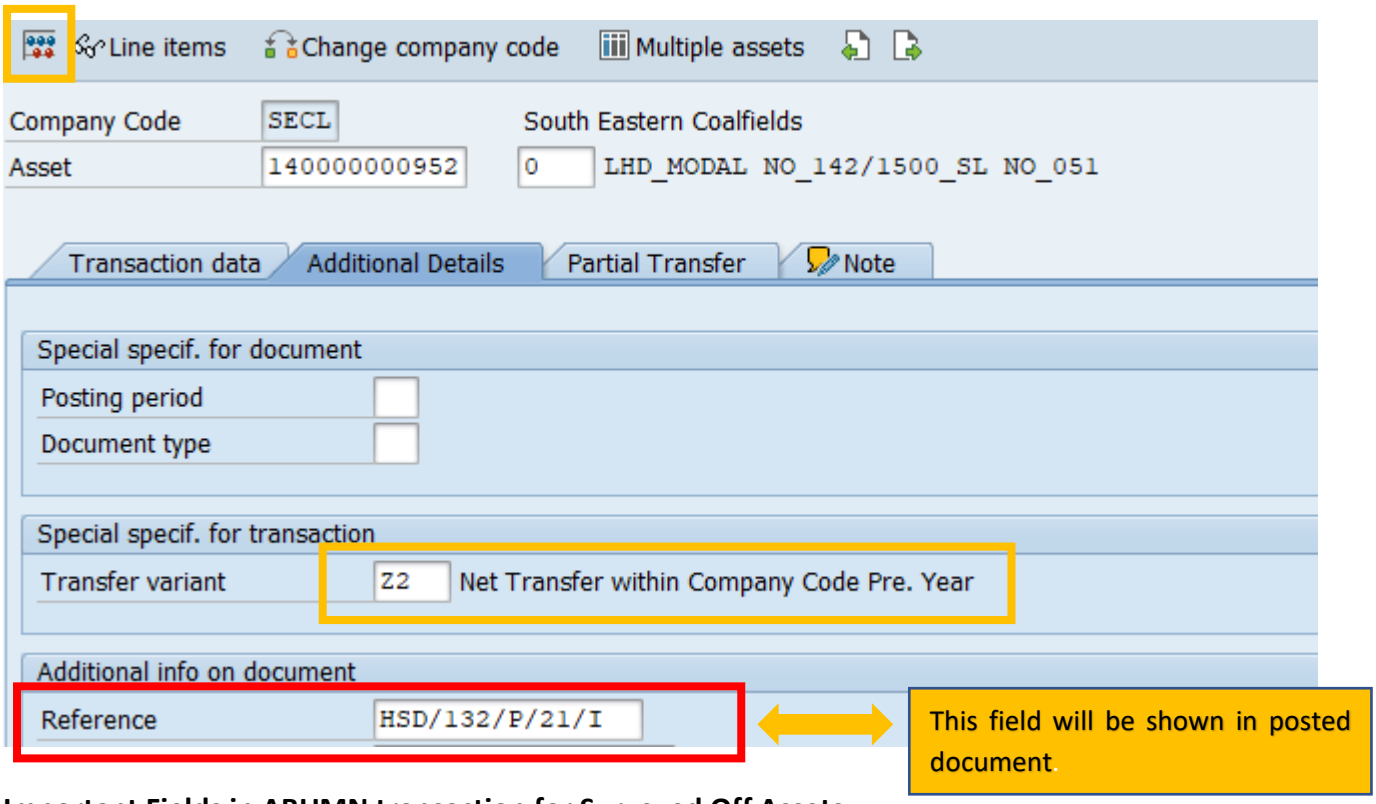

Change Depreciation Key to Z000 and Useful life & Period leave blank in Depreciation Area.

## 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 |






**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. |

## Transfer Variant is to be Used in ABUMN for Surveyed off Assets.

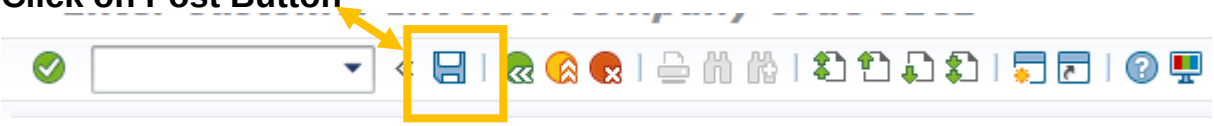
| SL No | Transfer variant. | Description | Usage |
|---|---|---|---|
| 1. | Z1 | Net Transfer within Company Code Cur. Year. | Assets created/acquired during current financial year. |
| 2. | Z2 | Net Transfer within Company Code Pre. Year. | Assets created/acquired during previous financial years. |

**Click on** **Simulate Button.**

| CoCd | Item | Key | SG | Account | Description | Amount | Profit Center |
|---|---|---|---|---|---|---|---|
| SECL | 1 | 75 | | 20000040 | 140000000952 0000 | 3,789,031.00- | SECL8314 |
| SECL | 2 | 70 | | 20200040 | | 3,599,579.45 | SECL8314 |
| | | | | | 140000000952 0000 | **189,451.55-** | |
| SECL | 4 | 70 | | 20000130 | 230000001818 0000 | 189,451.55 | SECL8314 |
| | | | | | 230000001818 0000 | **189,451.55** | |
| SECL | 3 | 40 | | 30201000 | Asset Sale-Retire. | 189,451.55 | SECL8314 |
| SECL | 5 | 50 | | 30201000 | | 189,451.55- | SECL8314 |
| | | | | | Asset Sale-Retire. | **0.00** | |
| | | | | | | **0.00** | |

**Check Document Date, Posting Date Accounting Entries, amount etc.**

**Click on Post Button**



**Posted Document in FB03**

| | | | | | |
|---|---|---|---|---|---|
| Document Number | 100119466 | Company Code | SECL | Fiscal Year | 2022 |
| Document Date | 16.11.2021 | Posting Date | 01.07.2022 | Period | 4 |
| Reference | HSD/132/P/21/I | Cross-Comp.No. | | | |
| Currency | INR | Texts exist | ☐ | Ledger Group | |

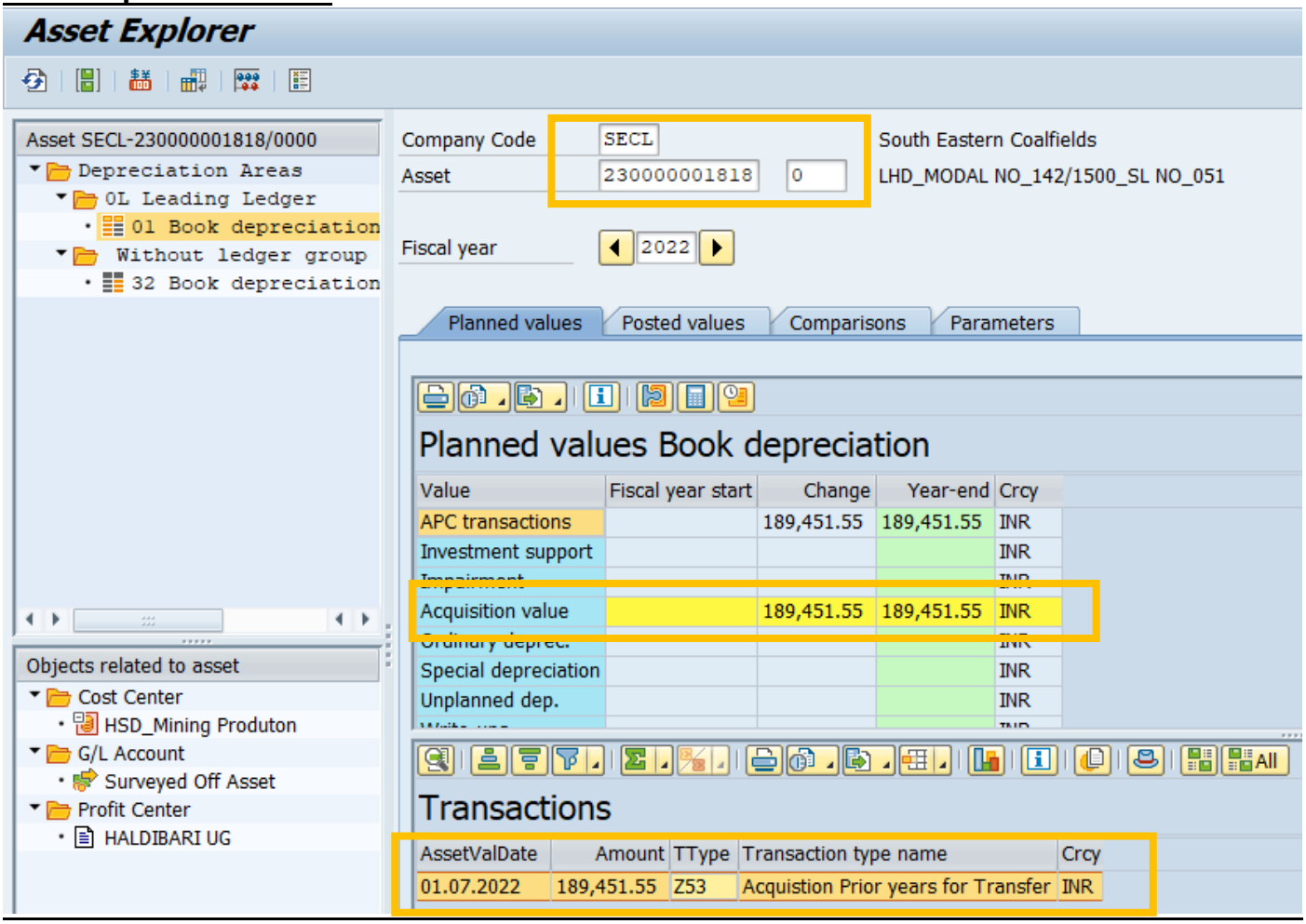
Ledger 0L

| | | | | | |
|---|---|---|---|---|---|
| Doc. | 100119466 | FiscalYear | 2022 | Period | 4 |

| Trs | CoCd | L.item | Item | Key | SG | Account | Description | Amount | Profit Center |
|---|---|---|---|---|---|---|---|---|---|
| | SECL | 000001 | 1 | 75 | | 20000040 | 140000000952 0000 | 3,789,031.00- | SECL8314 |
| | SECL | 000002 | 2 | 70 | | 20200040 | | 3,599,579.45 | SECL8314 |
| | | | | | | | 140000000952 0000 | **189,451.55-** | |
| | SECL | 000004 | 4 | 70 | | 20000130 | 230000001818 0000 | 189,451.55 | SECL8314 |
| | | | | | | | 230000001818 0000 | **189,451.55** | |
| | SECL | 000003 | 3 | 40 | | 30201000 | Asset Sale-Retire. | 189,451.55 | SECL8314 |
| | SECL | 000005 | 5 | 50 | | 30201000 | | 189,451.55- | SECL8314 |
| | | | | | | | Asset Sale-Retire. | **0.00** | |

***New Asset is debited with Net Value because transfer variant was Z2 in ABUMN***

## Asset Explorer-AW01N



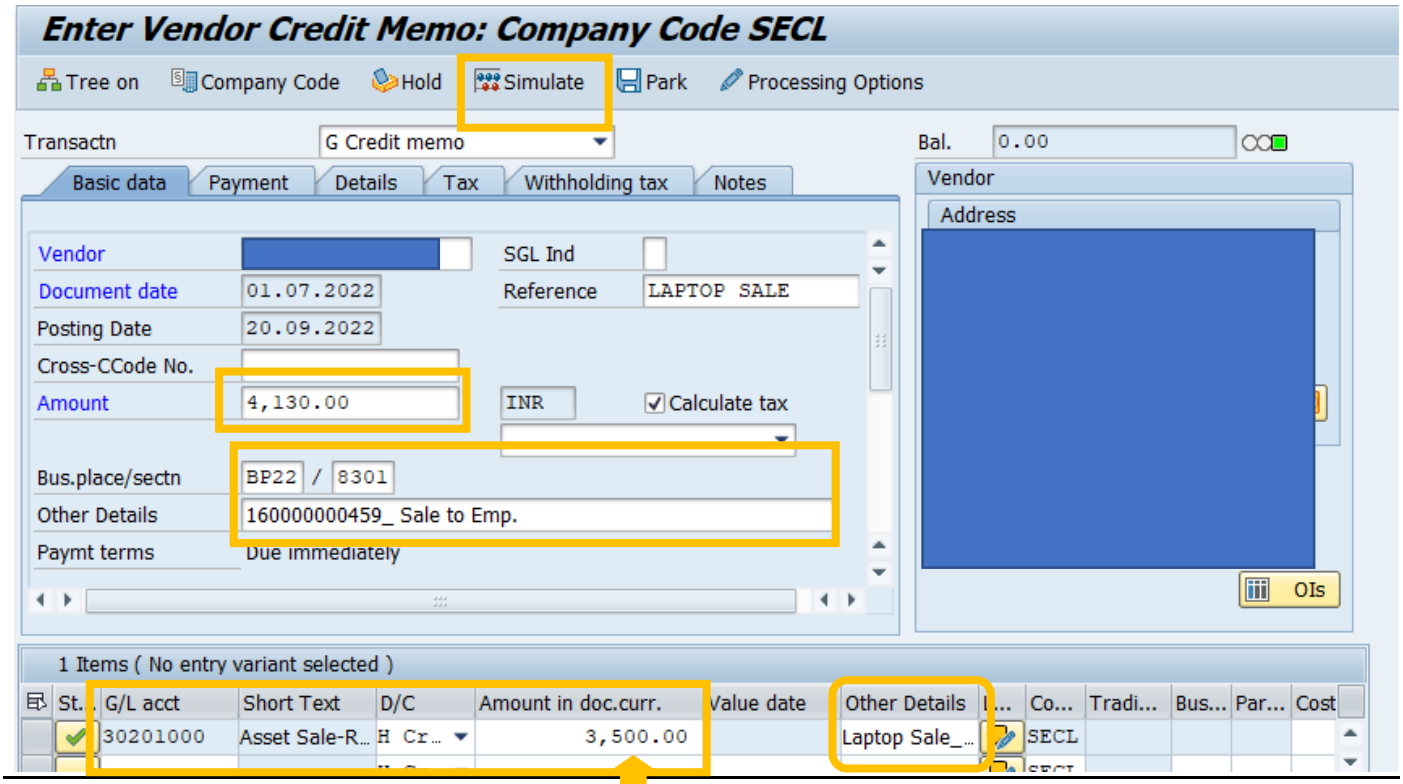
## 2.3 Retirement/Disposal of Fixed Assets.

### 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.<br>2. Advance Receipt from Customer<br>3. MIGO_GR -Scrap Receipt at Store. | MM department, Subsidiary HQ |
| | 4. VL01N Create out Bound Delivery.<br>5. VL02N- Post Goods Issue. | Depot Office, MM Department. |
| | 6. VF01- Create Customer invoice and IRN & QR code generation.<br>7. FB50- Asset Retirement with Revenue | Finance Department. |

**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. |




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:

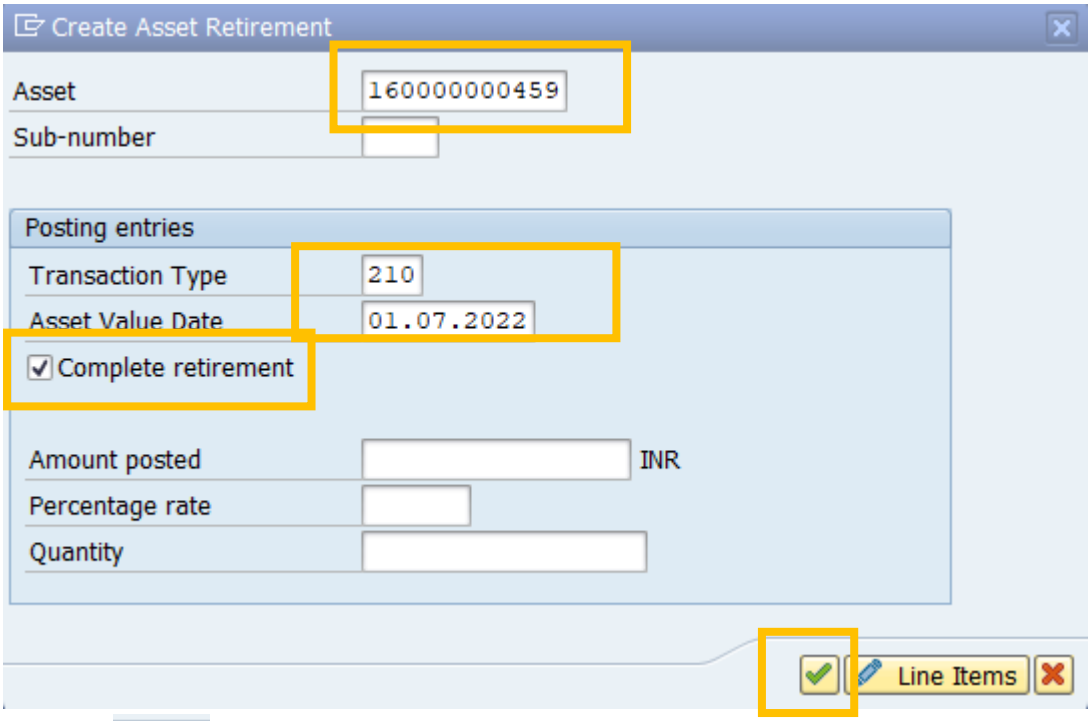
Asset: — More

Quantity:

Assignment: — Asst retirement ☑

Other Details: Laptop Sale_160000000459 — Long Texts

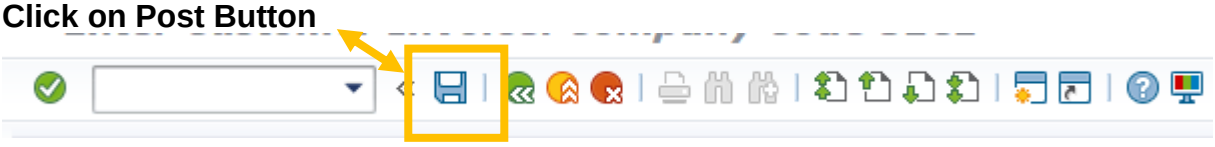
Tick Asset Retirement check box & hit the "Enter" key.



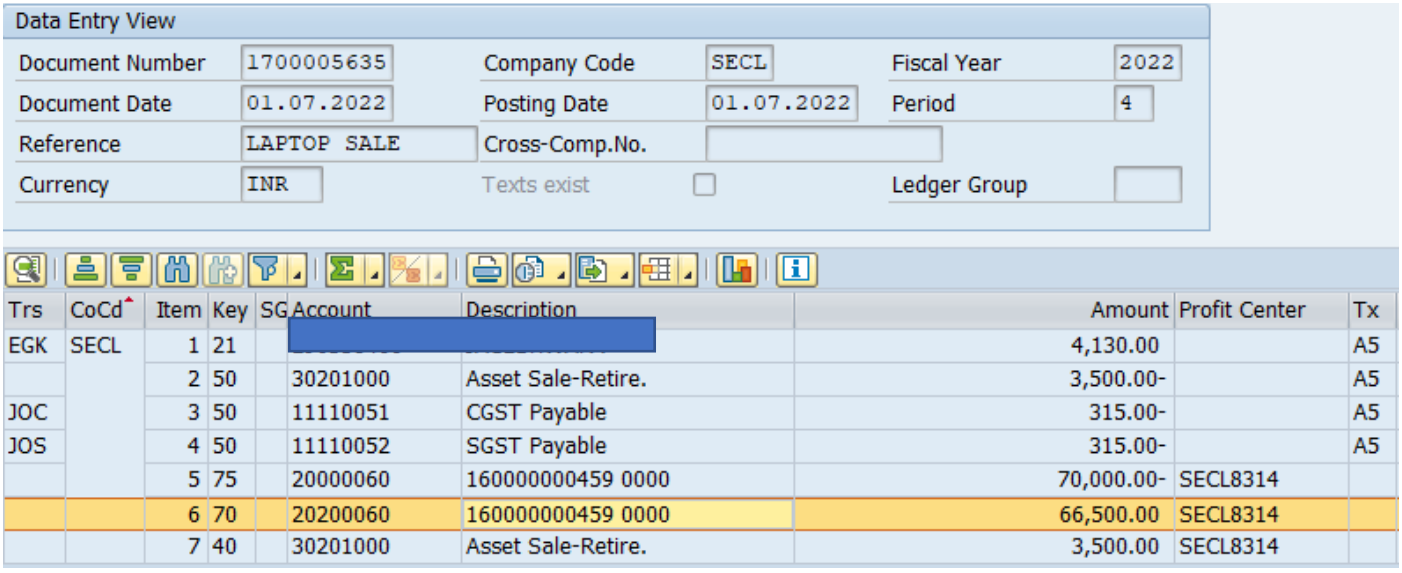
**Click on " Continue", then "go back" & Simulate(F9) the Document.**

**<u>Check Document Date, Posting Date Accounting Entry, amount etc</u>.**

**Click on Post Button**



**Posted Document can be displayed in FB03 as shown below.**



Data Entry View

| | | | | | |
|---|---|---|---|---|---|
| Document Number | 1700005635 | Company Code | SECL | Fiscal Year | 2022 |
| Document Date | 01.07.2022 | Posting Date | 01.07.2022 | Period | 4 |
| Reference | LAPTOP SALE | Cross-Comp.No. | | | |
| Currency | INR | Texts exist | ☐ | Ledger Group | |

| Trs | CoCd | Item | Key | SG | Account | Description | Amount | Profit Center | Tx |
|---|---|---|---|---|---|---|---|---|---|
| EGK | SECL | 1 | 21 | | [redacted] | | 4,130.00 | | A5 |
| | | 2 | 50 | | 30201000 | Asset Sale-Retire. | 3,500.00- | | A5 |
| JOC | | 3 | 50 | | 11110051 | CGST Payable | 315.00- | | A5 |
| JOS | | 4 | 50 | | 11110052 | SGST Payable | 315.00- | | A5 |
| | | 5 | 75 | | 20000060 | 160000000459 0000 | 70,000.00- | SECL8314 | |
| | | 6 | 70 | | 20200060 | 160000000459 0000 | 66,500.00 | SECL8314 | |
| | | 7 | 40 | | 30201000 | Asset Sale-Retire. | 3,500.00 | SECL8314 | |

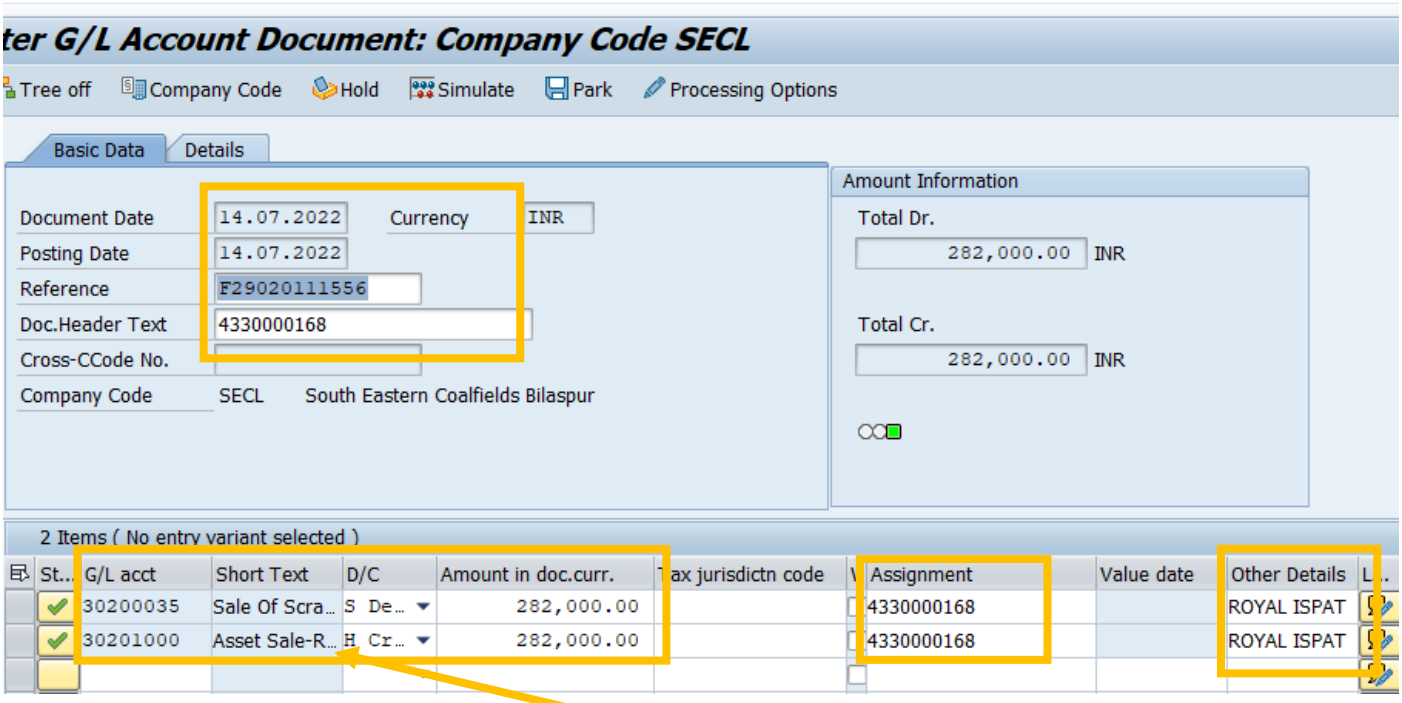
**<u>Note:</u> In the case of laptop sale to employee either on completion of useful life of asset or on retirement, The Profit/Loss GL Account should not get Posted.**

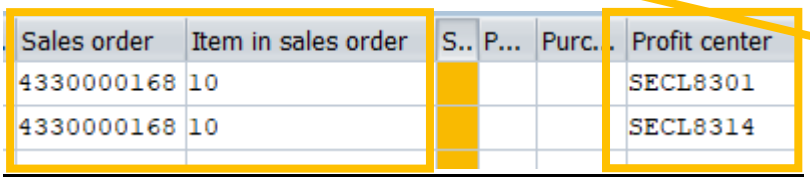
## 2.3.b. Sale of Fixed Asset Other Than laptop/Furniture:

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. |



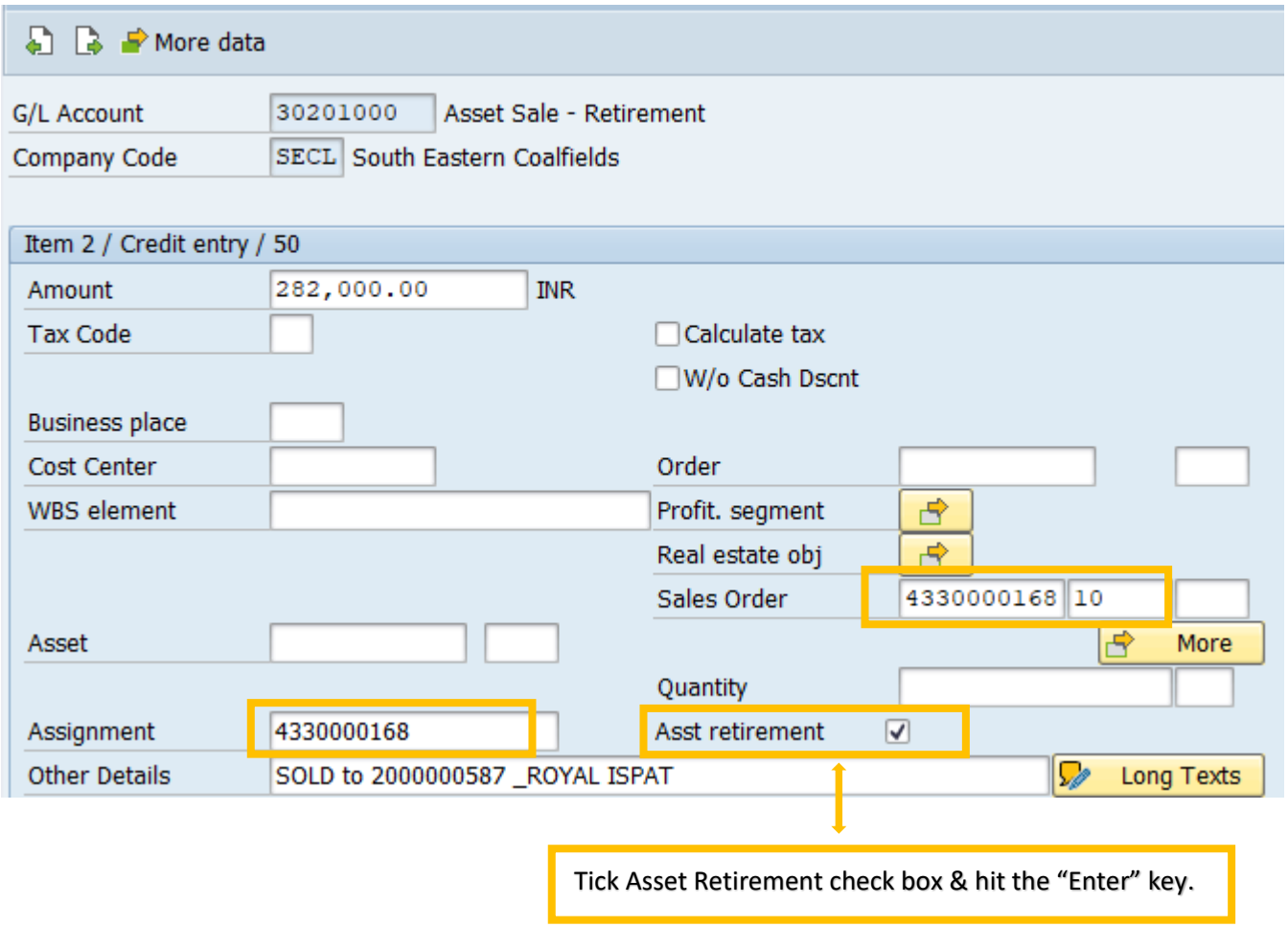

Double Click to "30201000-Asset Sale Retirement" to enter Asset No, Asset Value date.

**Important Field in FB50 for Asset Retirement: -**

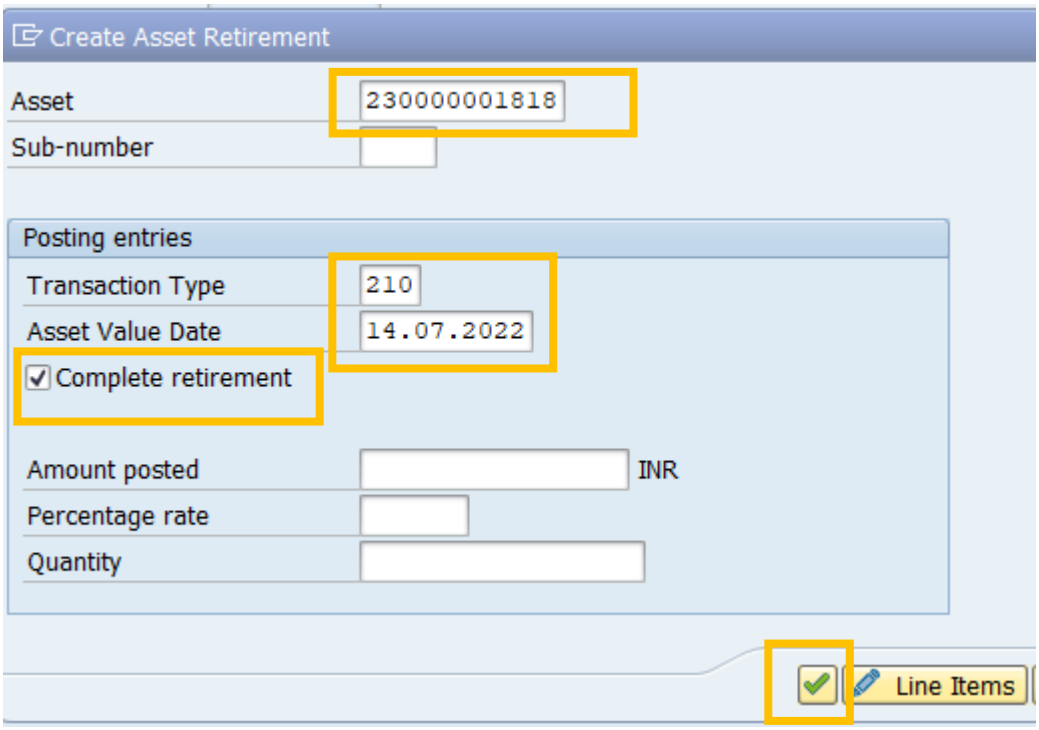
| Sr No. | Field | | User Action and Values |
|---|---|---|---|
| 1. | Header Data | Document Date. | Date of sale of Asset. i. e. date of GST Invoice Created in VF01. |
| 2. | | Posting Date. | Enter posting date of VF01 billing document. |
| 3. | | Reference. | Enter the GST invoice No of VF01 billing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

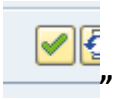
| | | | |
|---|---|---|---|
| 11. | | Profit Centre. | Use relevant Profit centre. Normally it is regional store's Profit Centre. |
| 12. | Second Line Items | GL Account. | Use "30201000- Asset Sale Retirement". |
| 13. | | Debit /Credit indicator. | Select Credit indicator. |
| 14. | | Amount. | Sale 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**

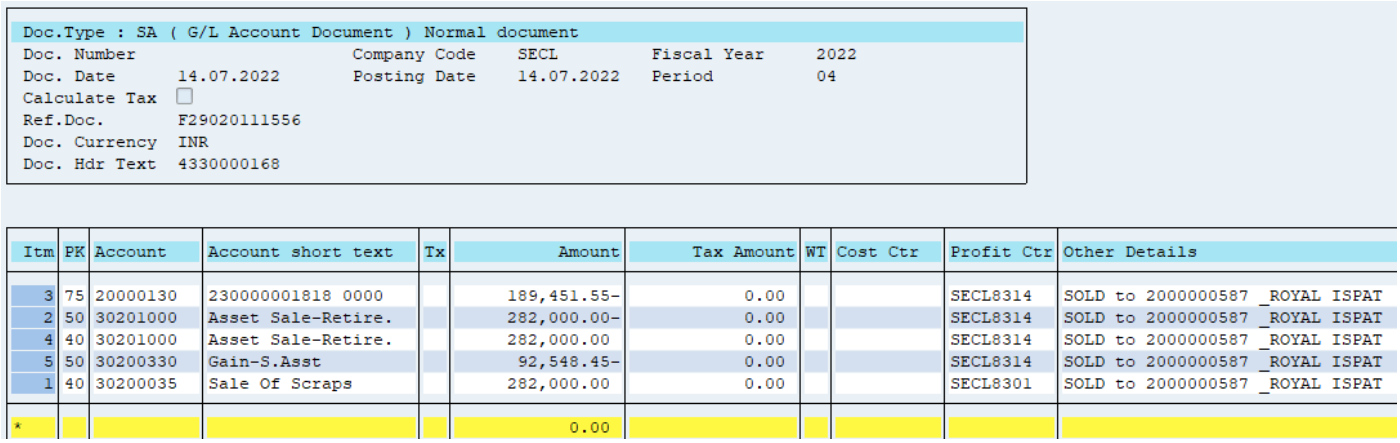



Following Screen will be prompted to user.




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

**<u>Simulation View(F9)</u>**

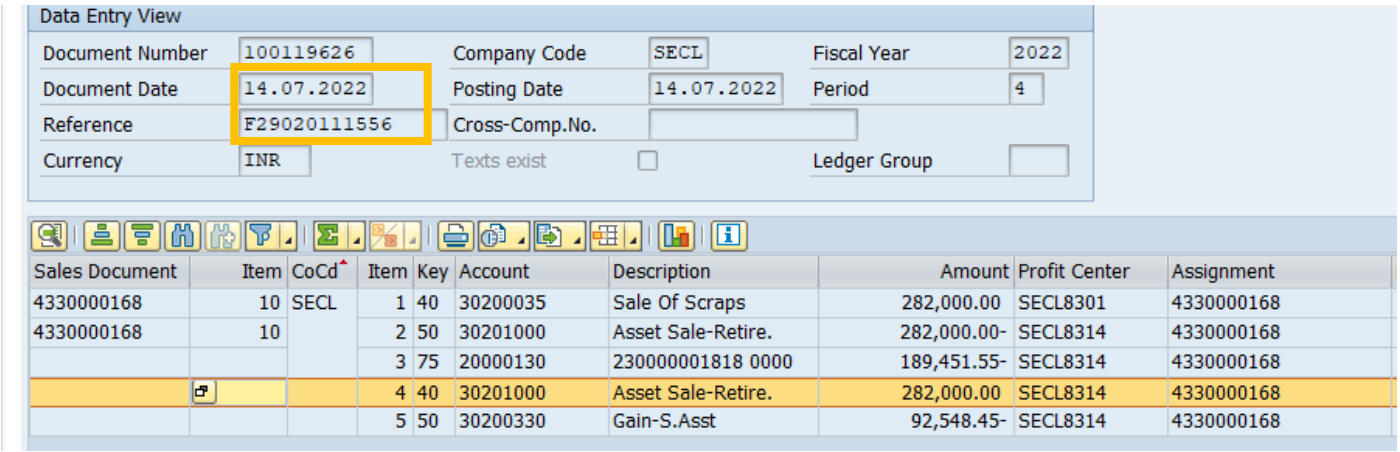


Doc.Type : SA ( G/L Account Document ) Normal document

| | | | | | |
|---|---|---|---|---|---|
| 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 | | | | |

| Itm | 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 | | | | | |

**<u>Posted document can be displayed in FB03</u>**



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 | |

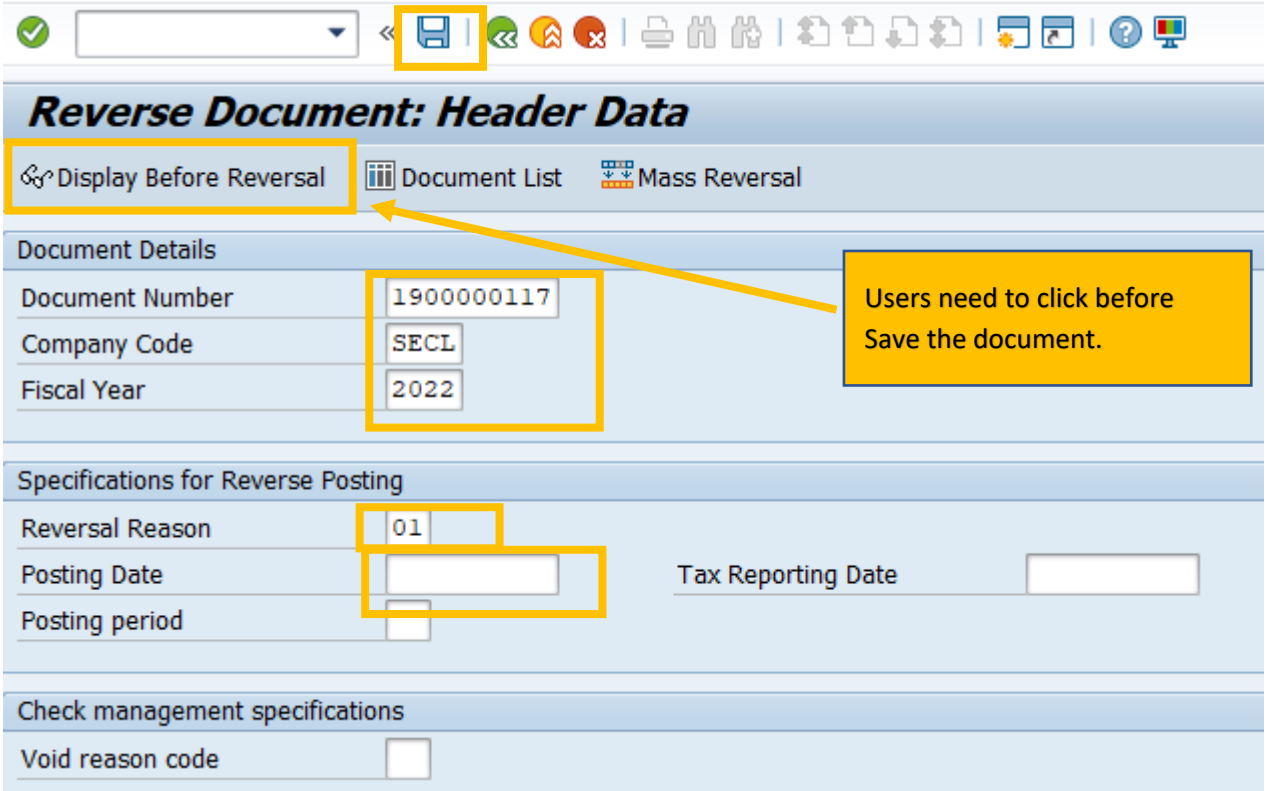
| Sales Document | Item | CoCd | Item | Key | Account | Description | Amount | Profit Center | Assignment |
|---|---|---|---|---|---|---|---|---|---|
| 4330000168 | 10 | SECL | 1 | 40 | 30200035 | Sale Of Scraps | 282,000.00 | SECL8301 | 4330000168 |
| 4330000168 | 10 | | 2 | 50 | 30201000 | Asset Sale-Retire. | 282,000.00- | SECL8314 | 4330000168 |
| | | | 3 | 75 | 20000130 | 230000001818 0000 | 189,451.55- | SECL8314 | 4330000168 |
| | | | 4 | 40 | 30201000 | Asset Sale-Retire. | 282,000.00 | SECL8314 | 4330000168 |
| | | | 5 | 50 | 30200330 | Gain-S.Asst | 92,548.45- | SECL8314 | 4330000168 |

## 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. |



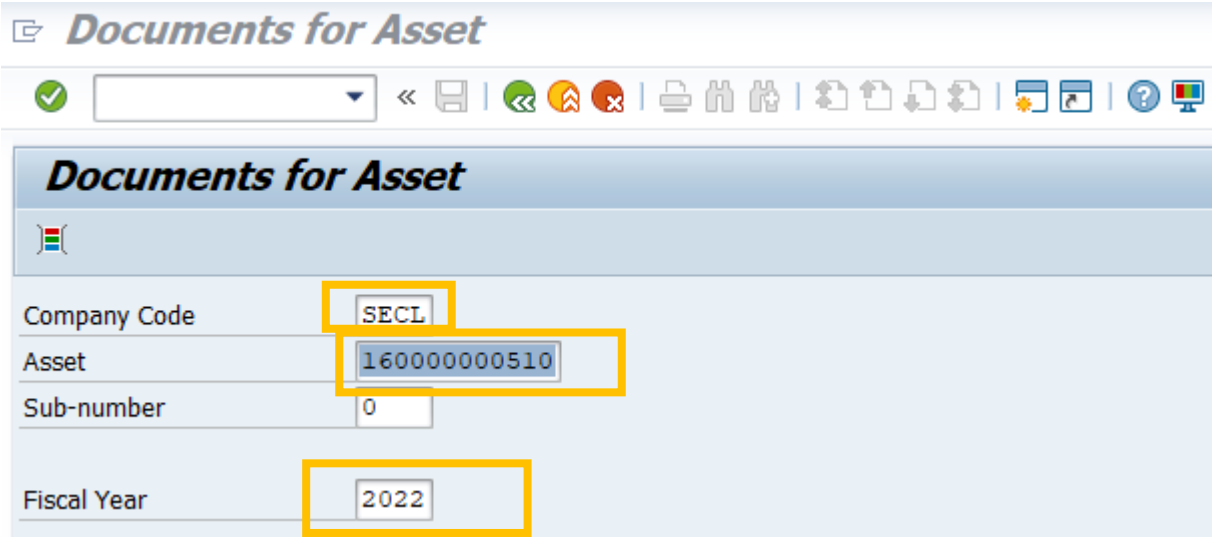

Important Note: Before Posting of reversal document, Users need to verify the original document.

**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:

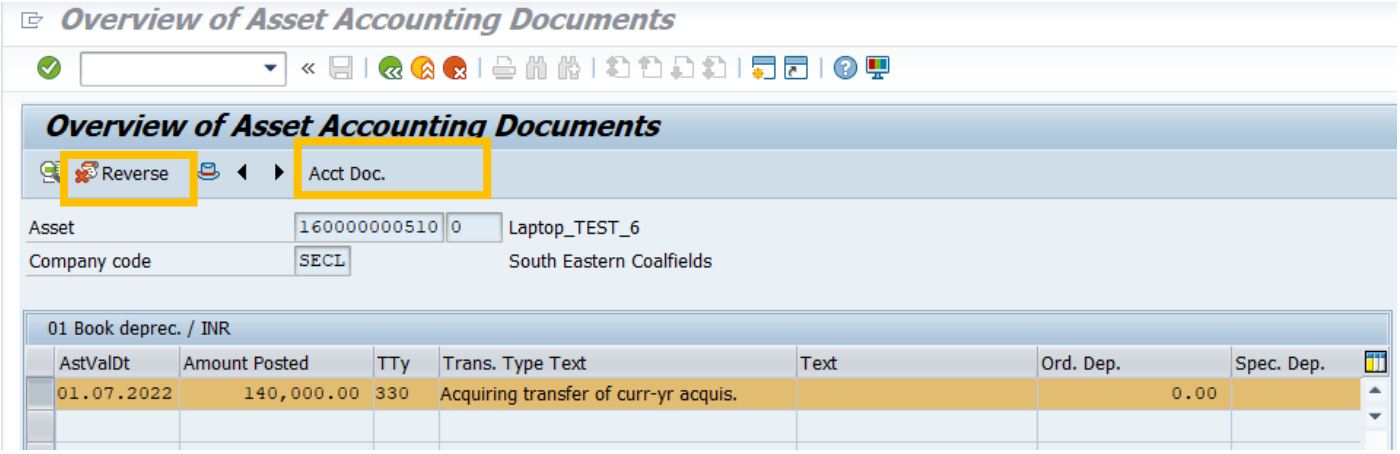
| | |
|---|---|
| T- Code | AB08 |
| SAP Easy Access | Accounting->Financial Accounting->Fixed Assets->Posting->Reverse Document-> AB08 - Other Asset Document. |




**Press "Enter Key" to move next screen.**

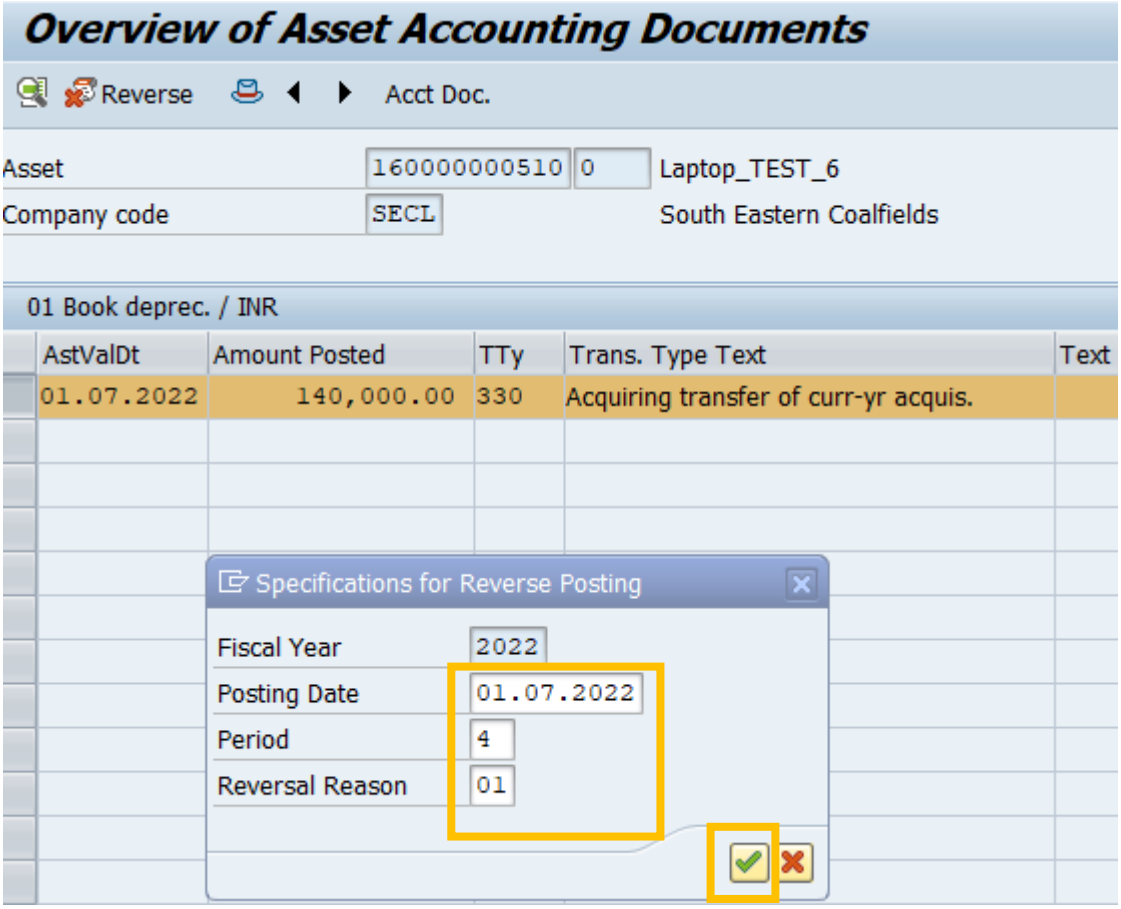
**Important Field in AB08 for Reversal of Assets Document.**

| 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. |

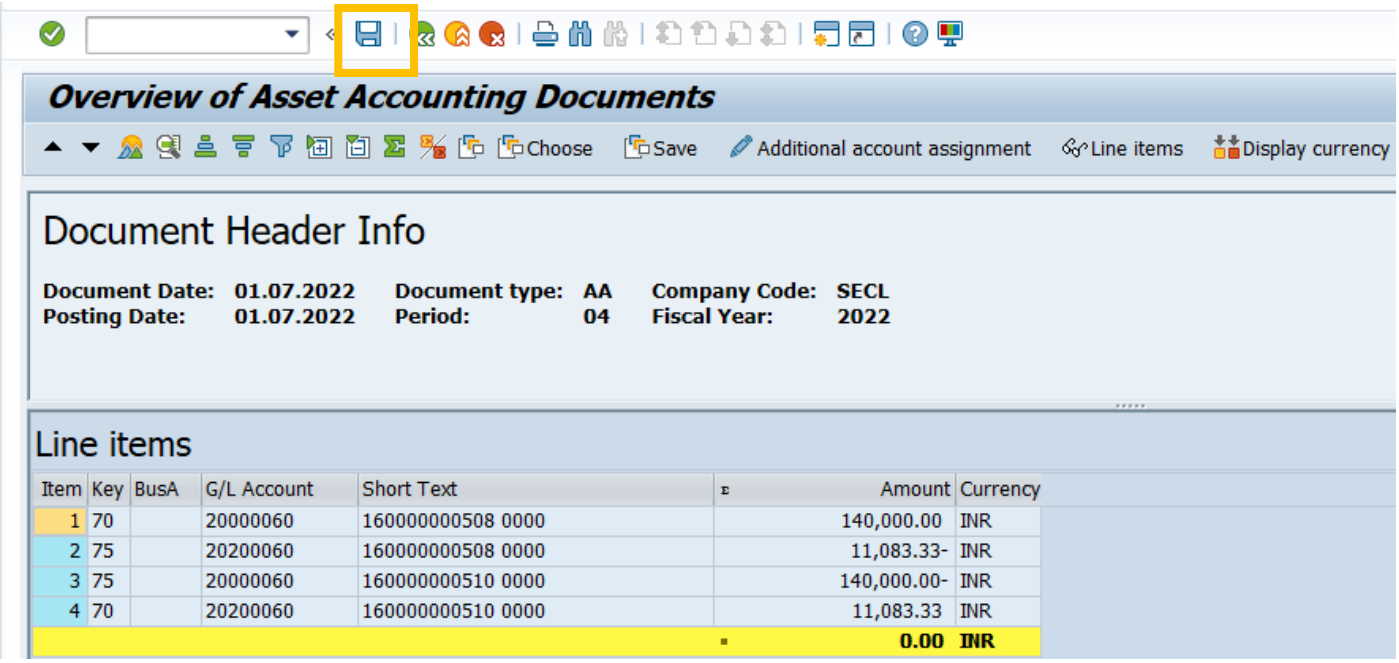



1. Select the document for reversal, click on "Acct Doc." To verify the details.
2. Go back, Select the document, which is to be reversed, click on **<u>"Reverse" Tab.</u>**

Next Screen will appear.




1. Enter Posting date, Reversal reason, click on **<u>"Continue"</u>** button.




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

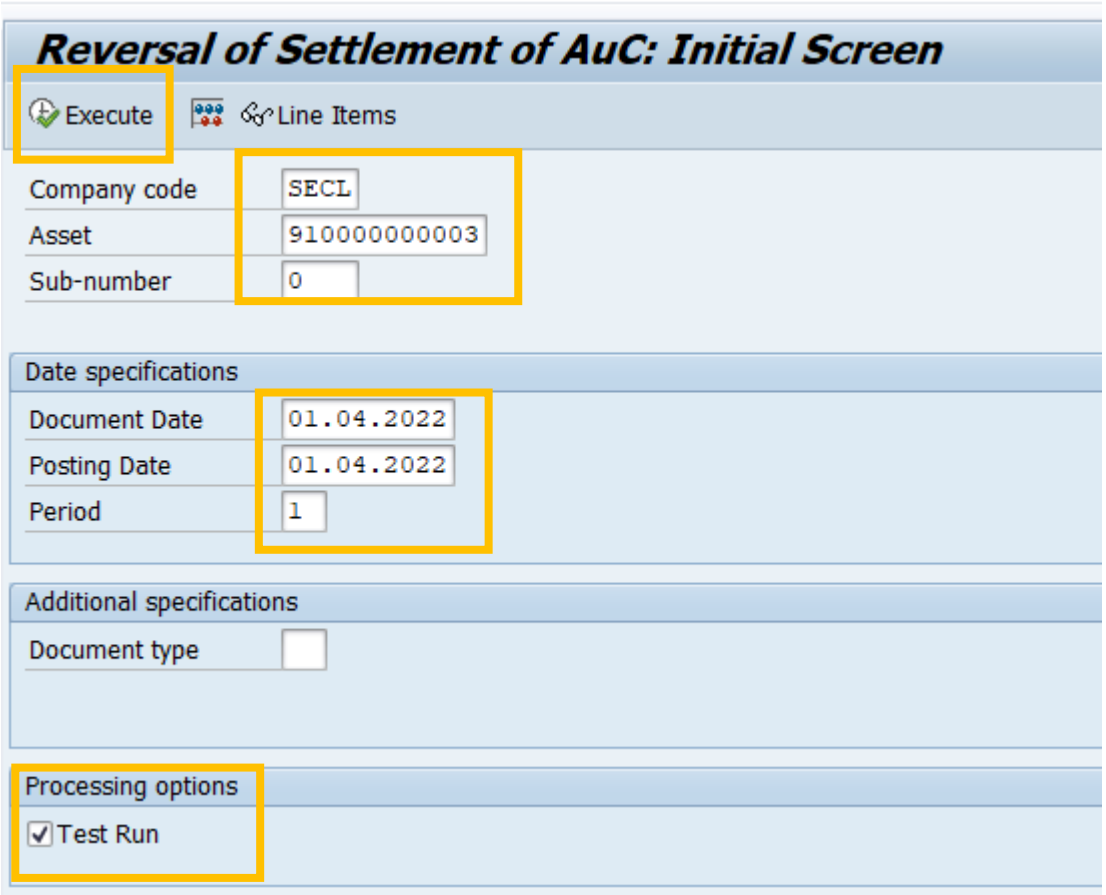
**Reversal of WBS Settlement: -** It is same process as settlement of WBS. Only difference is that value in WBS is negative (Credit amount in WBS). User needs to follow the Same Process as stated in Settlement of WBS to AUC.

## Reversal of Settlement of AUC: - AIST

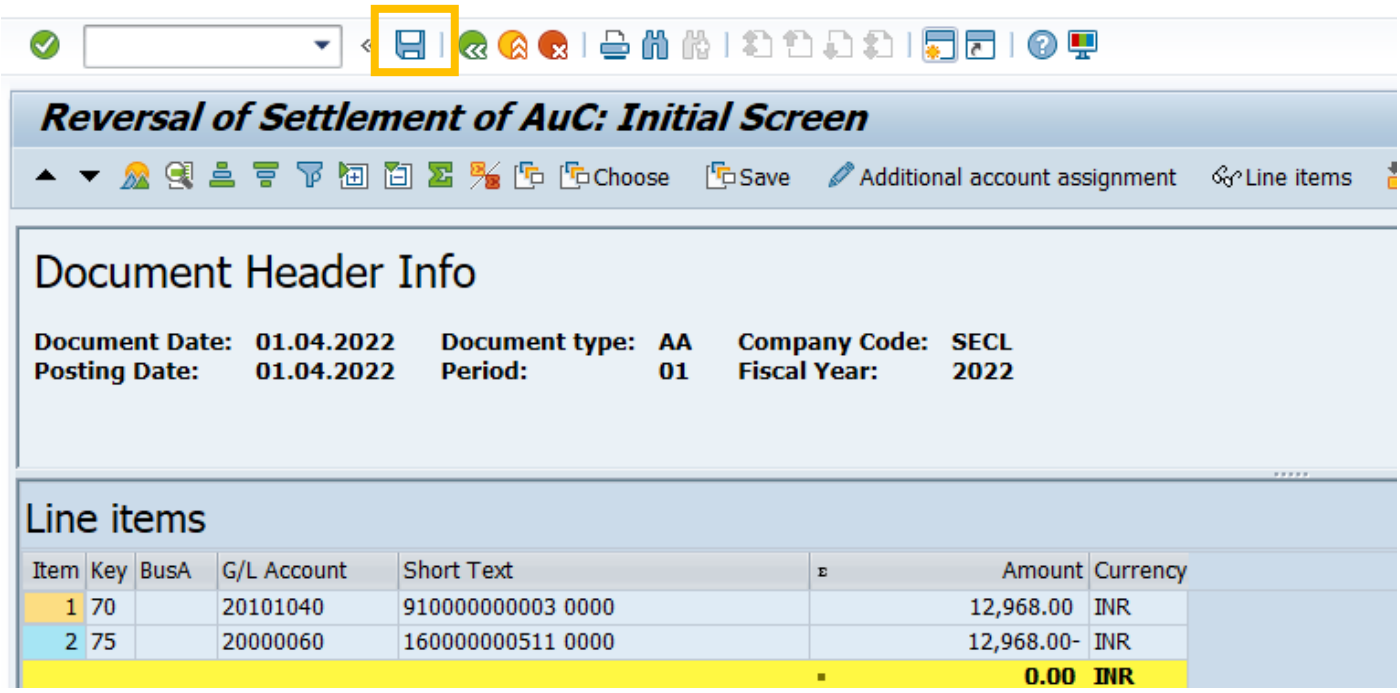
| | |
|---|---|
| T- Code | AIST |
| SAP Easy Access | Accounting->Financial Accounting->Fixed Assets->Posting->Reverse Document-> AIST- Capitalize Asset under Construction. |

**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. |




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.



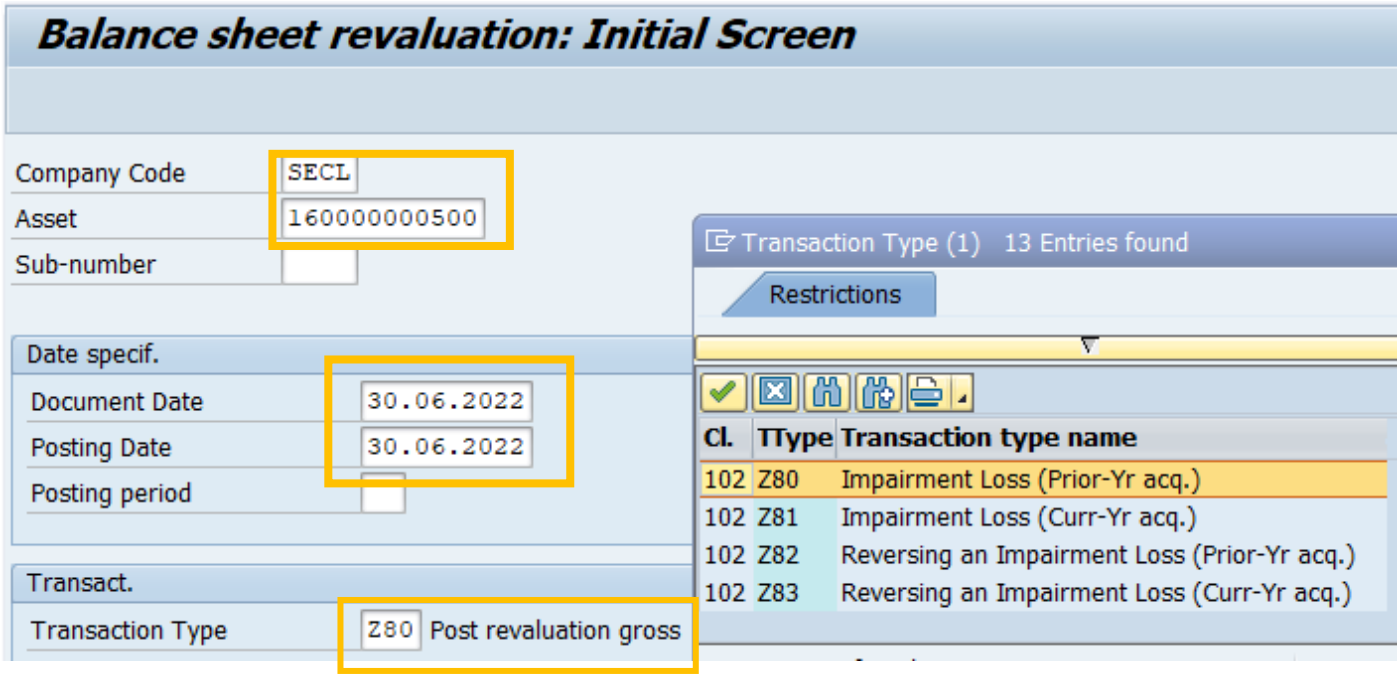
## 2.5 Impairment of Assets:

| 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). |

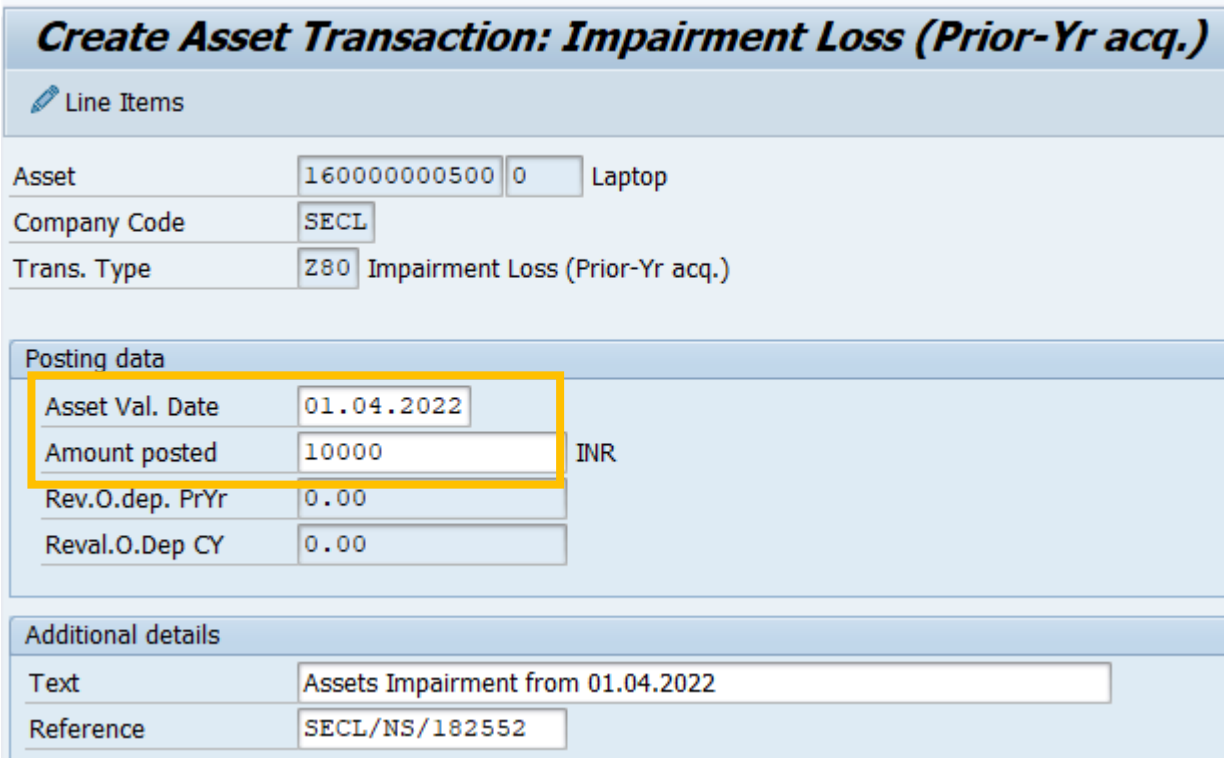
### Relevant Transaction Type of Coal India & Its Subsidiary: -

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.).




**Press Enter key**

**User will be prompted with the following screen: -**



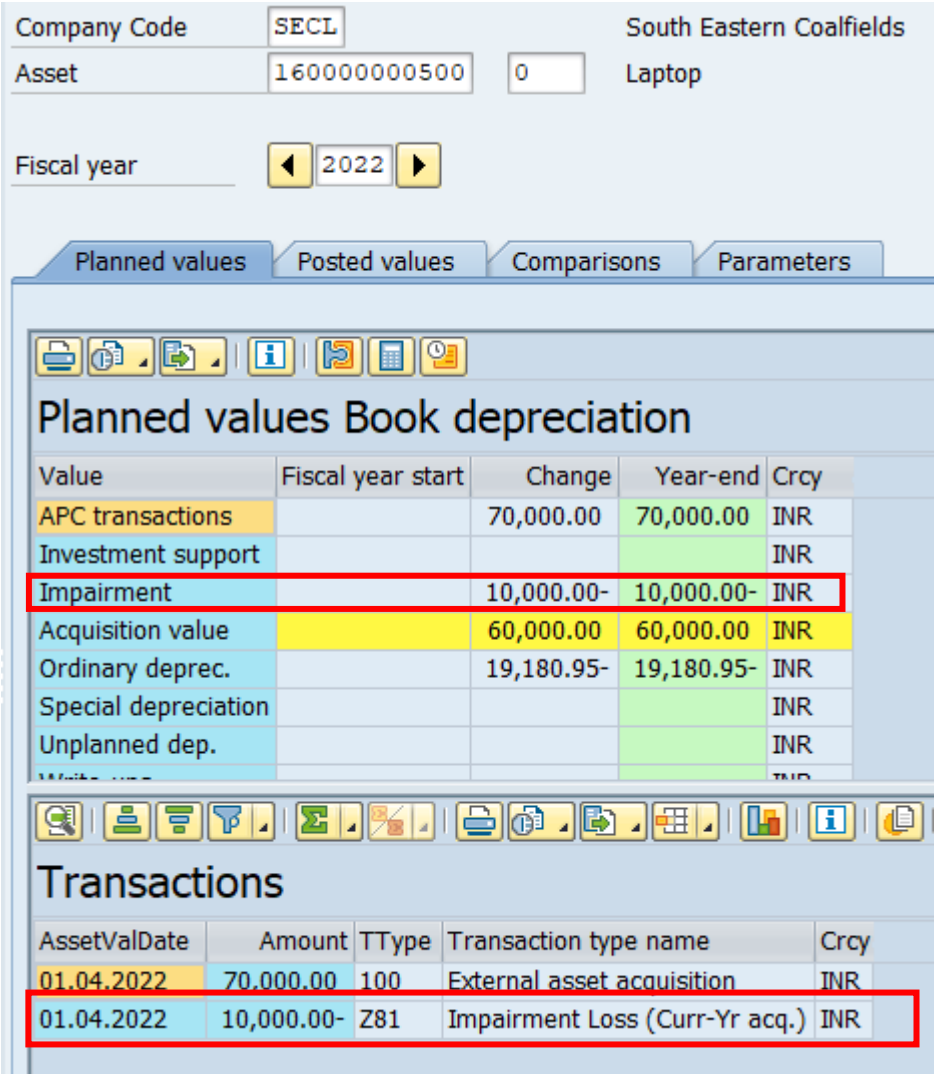

| Sr No. | Field | User Action and Values |
|---|---|---|
| 1. | Assets Value date. | Date of Impairment. |
| 2. | Amount posted. | Amount of Impairment. |
| 3. | Text. | Short Narration. |
| 4. | Reference. | Reference Number. |

**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:**

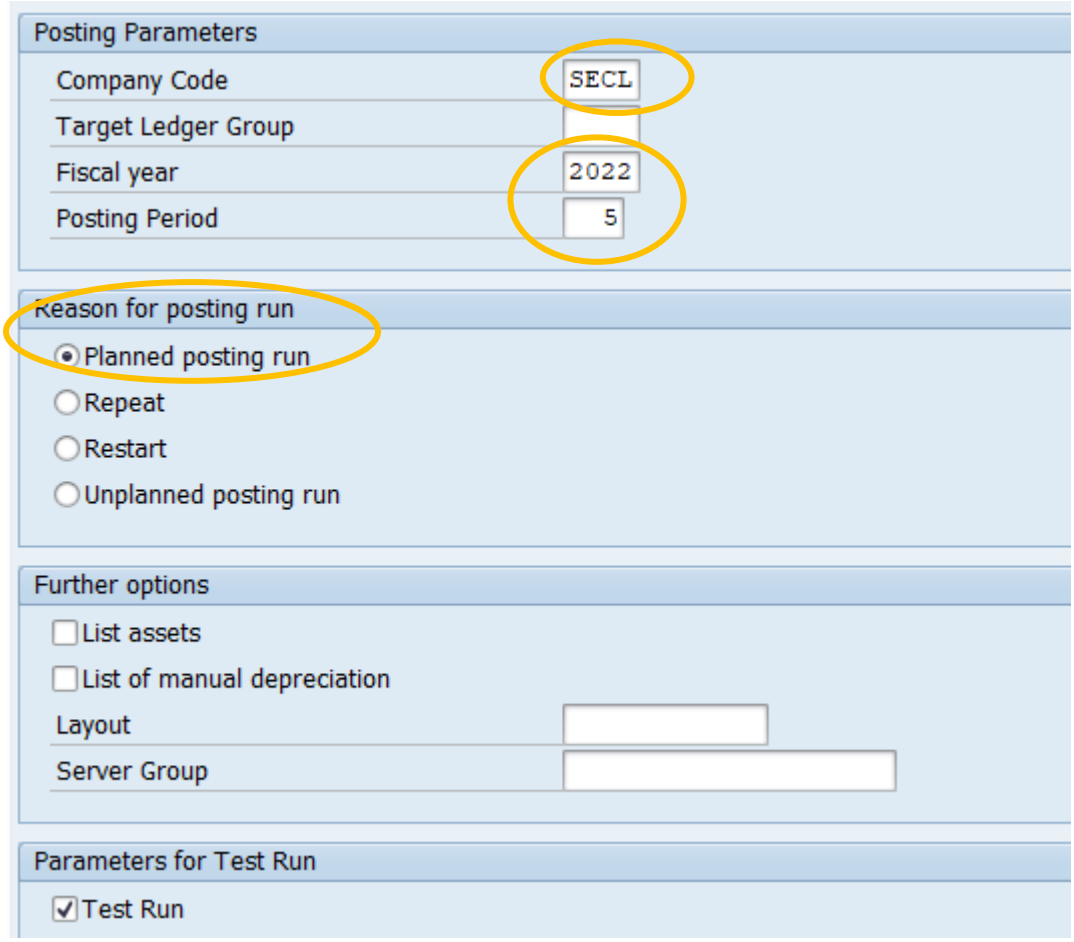
Users need to perform same process as shown above, for reversal of impairment charged on assets., However user needs to use different transaction type relevant for reversal as define below: -

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.

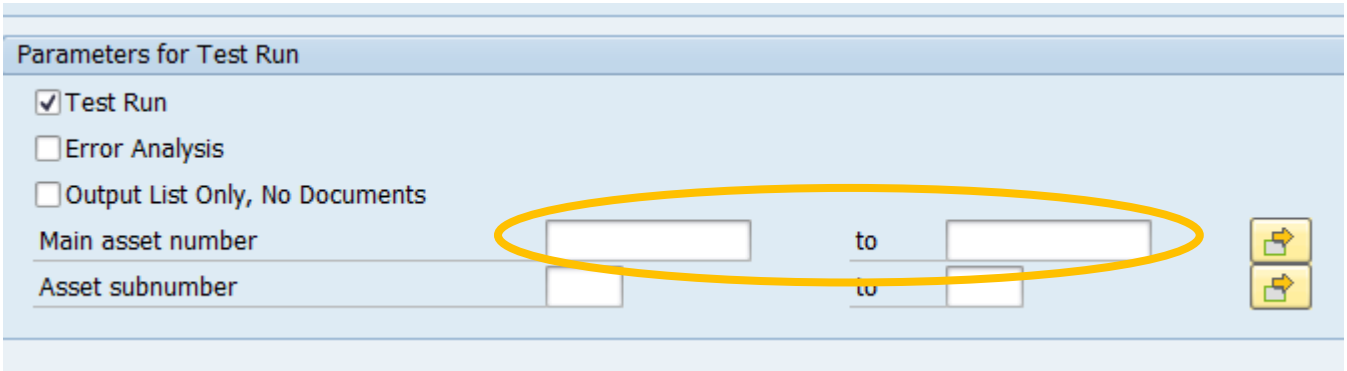
**Depreciation run is a centralized activity. It is to be done by Corporate Accounts of CIL/subsidiaries**.

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




| 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.

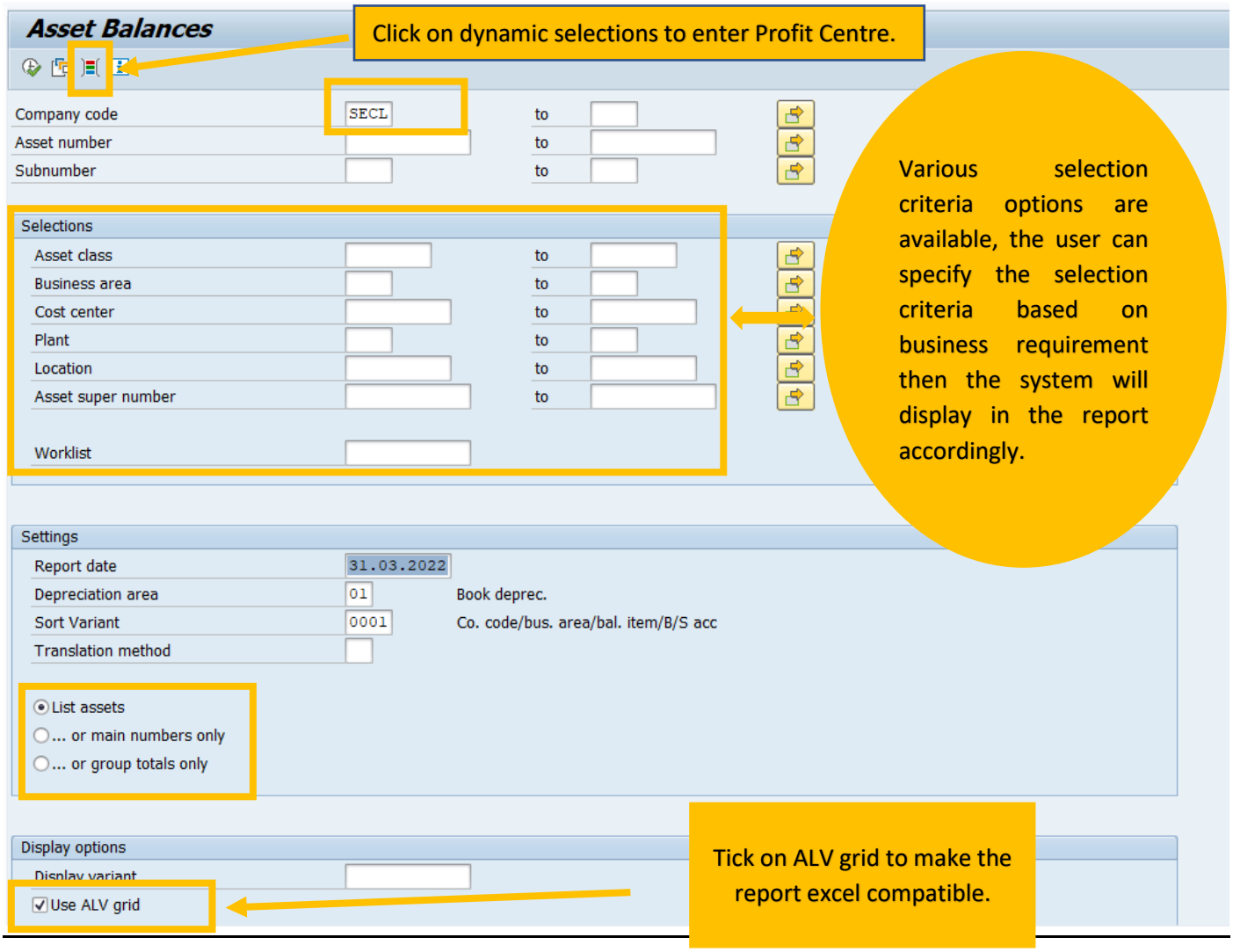
| SL No | T type | T Type-Descriptions | AR-02 report column | When to use | |
|---|---|---|---|---|---|
| | | | | T Code | Remarks |
| 1 | 100 | External asset acquisition | Addition | F-90 | Capitalisation of Laptop. |
| 2 | 210 | Retirement with revenue | Retirement | FB65 and FB50 | It must be used 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 **"ZCIL" History Sheet version** 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 deprecation 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. |

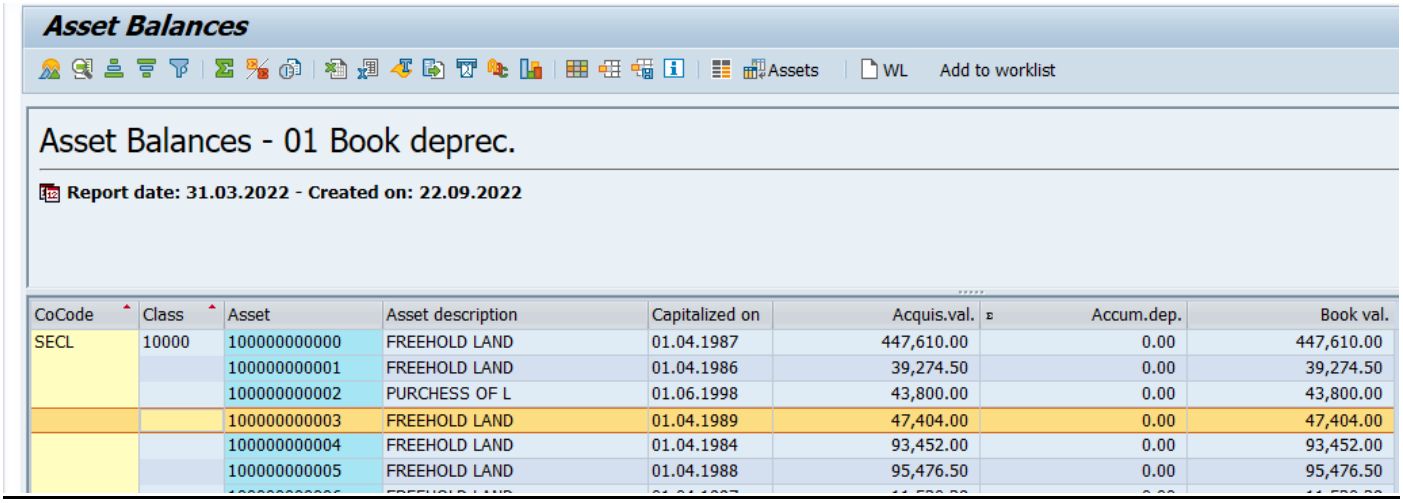
# 1. AR01 – Asset Balances.

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




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

AR01




| 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 | PURCHESS 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.

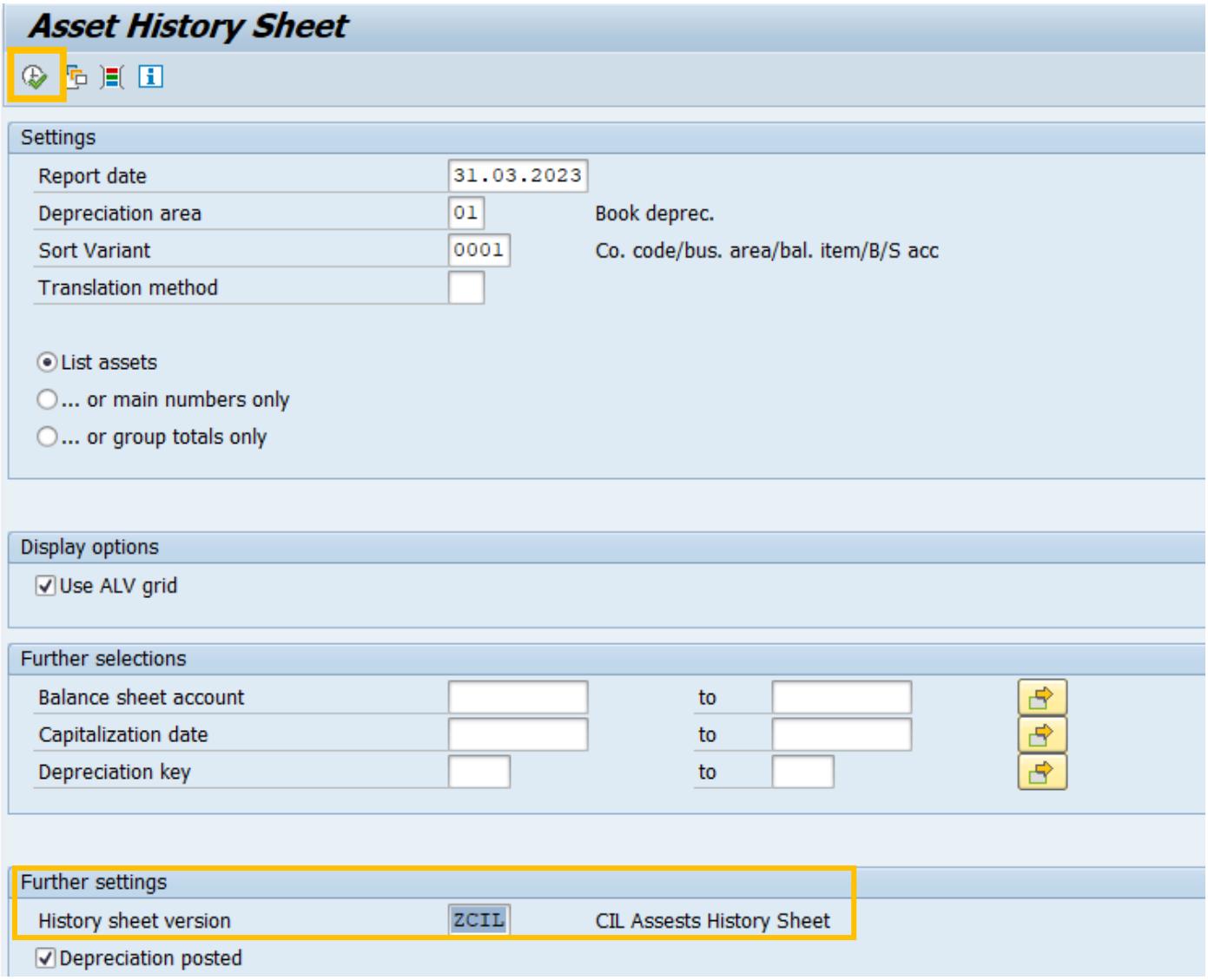
| | |
|---|---|
| T- Code | AR02 |
| SAP Easy Access | Information Systems -> Accounting->Financial Accounting->Fixed Assets-> AR02 - Asset History Sheet. |

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. | |

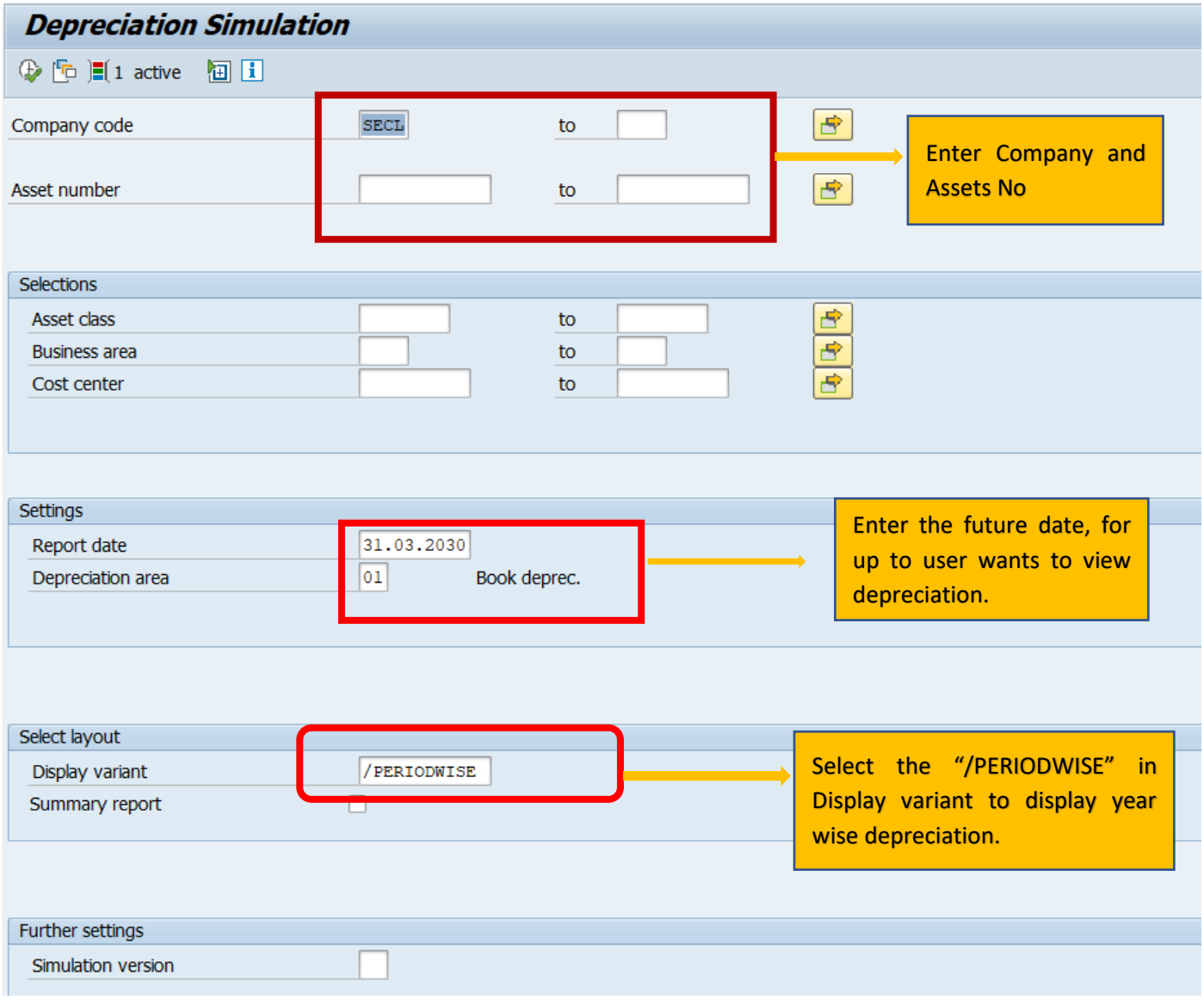



Provide the values as shown above and click on "**Execute**" then the system will display the report.

## Depreciation Simulation-

| T- Code | S_ALR_87012936 |
|---|---|
| SAP Easy Access | |

Execute the above T Code as mentioned below: -




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

**Depreciation Simulation**

Choose | Save | ABC | Selections... | WL | WL plus

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

| Obj. t | CoCd | Plnt | Cost Ctr | Class | Object | Description | Cap. date | ODep.Start | Life | BSAcct:APC | DepKy | 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 | Z092 | 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 | Z092 | 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 | Z092 | 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 | Z092 | 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 | Z092 | 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 | Z095 | 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 | Z095 | 18,655.40- | 18,655.40- | 2,053.15- | 2,053.15- | 1,882.05- | 0.00 |
| Asset | SECL | 8301 | SEC8301130 | 13000 | 130000000337... | OFF. & OTH ADM... | 08.08.1995 | 08.08.1995 | 030/000 | 20000030 | Z095 | 31,214.91- | 31,214.91- | 3,317.61- | 3,317.61- | 3,317.61- | 1,105.87- |
| Asset | SECL | 8301 | SEC8301700 | 13000 | 130000000347... | OFF.& OTH ADM ... | 01.04.1995 | 01.04.1995 | 030/000 | 20000030 | Z095 | 2,641,215.16- | 2,641,215.16- | 288,434.72- | 288,434.72- | 288,434.72- | 0.00 |
| Asset | SECL | 8301 | SEC8301700 | 13000 | 130000000348... | FACTORY MINES ... | 01.04.1995 | 01.04.1995 | 030/000 | 20000030 | Z095 | 1,988,236.55- | 1,988,236.55- | 60,597.24- | 60,597.24- | 60,597.23- | 0.00 |
| Asset | SECL | 8301 | SEC8301700 | 13000 | 130000000394... | RESID.BUILDING... | 01.05.1995 | 01.05.1995 | 030/000 | 20000030 | Z095 | 21,935.75- | 21,935.75- | 2,379.89- | 2,379.88- | 2,379.89- | 198.32- |
| Asset | SECL | 8301 | SEC8301630 | 13000 | 130000000432... | CONSTRUCTION C... | 30.06.2003 | 30.06.2003 | 030/000 | 20000030 | Z095 | 1,331,825.45- | 1,331,825.45- | 119,010.26- | 119,010.25- | 119,010.26- | 119,010.25- |
| Asset | SECL | 8301 | SEC8301630 | 13000 | 130000000433... | ONE STORE ROOM... | 02.01.1996 | 02.01.1996 | 030/000 | 20000030 | Z095 | 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 | Z095 | 81,245.55- | 81,245.55- | 2,372.86- | 2,372.86- | 1,186.43- | 0.00 |

1

| 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- | 119,010.25- | 119,010.26- | 119,010.25- | 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

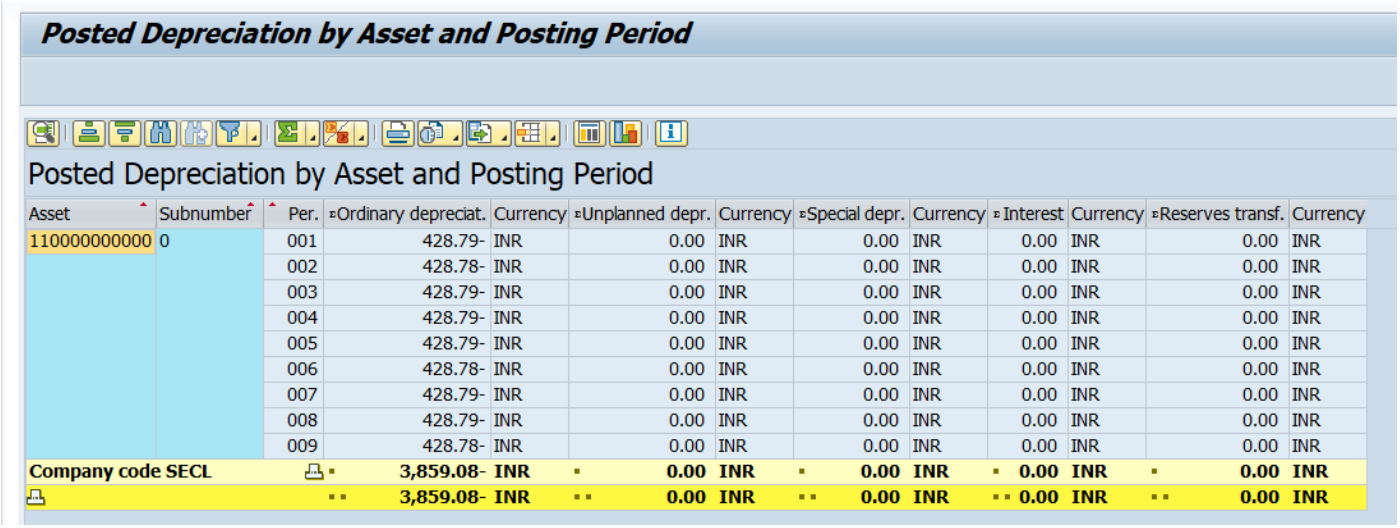
| | | | |
|---|---|---|---|
| Company Code | SECL | to | |
| Asset Number | 110000000000 | to | |
| Cost Center | | to | |
| Area | 1 | | |
| Fiscal Year | 2022 | | |
| Posting Period | | | |

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.



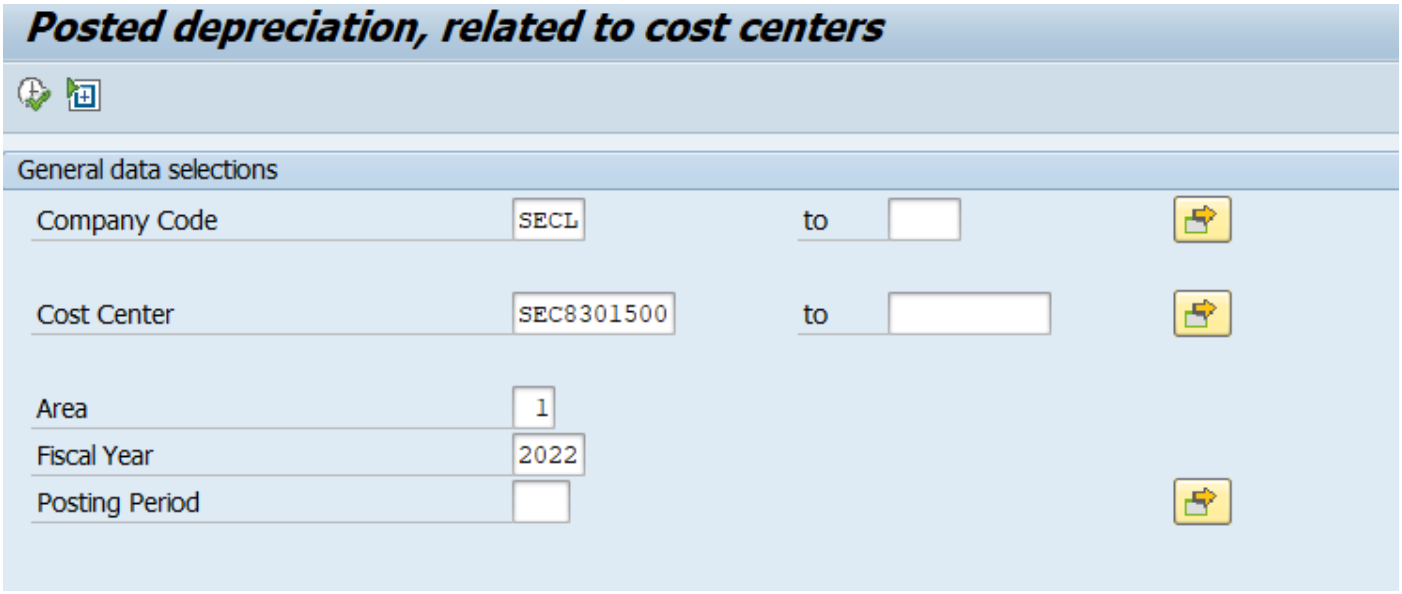
***Posted Depreciation by Asset and Posting Period***

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 | 428.79- | 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** |

**<u>Posted Depreciation Related to Cost Centres: -</u>** 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 bank. |
| 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 | 1,847.23- | 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.**

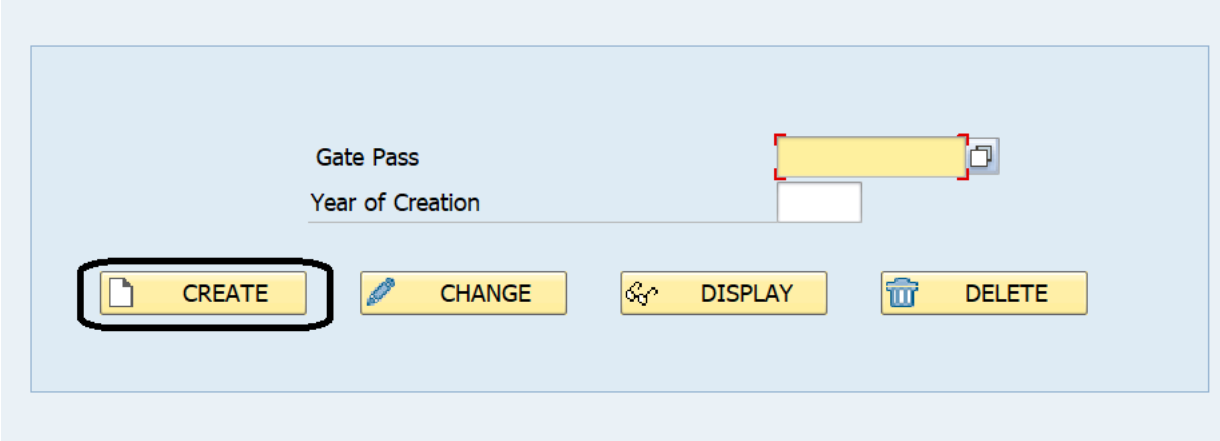
Initial screen after running the Transaction code will be as follows.

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

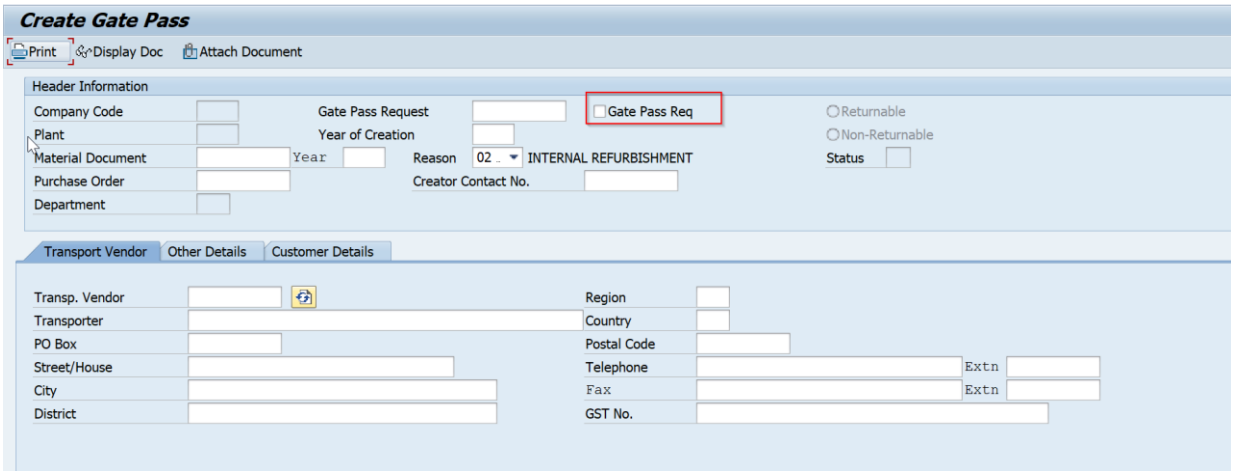
- **Create:** This button helps in the creation of Gate pass.
- **Change:** This button enables to change the created gate pass, by entering the Gate pass number and Year of creation present above.
- **Display:** This button enables to display the created gate pass, by entering the Gate pass number and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

Step 2:

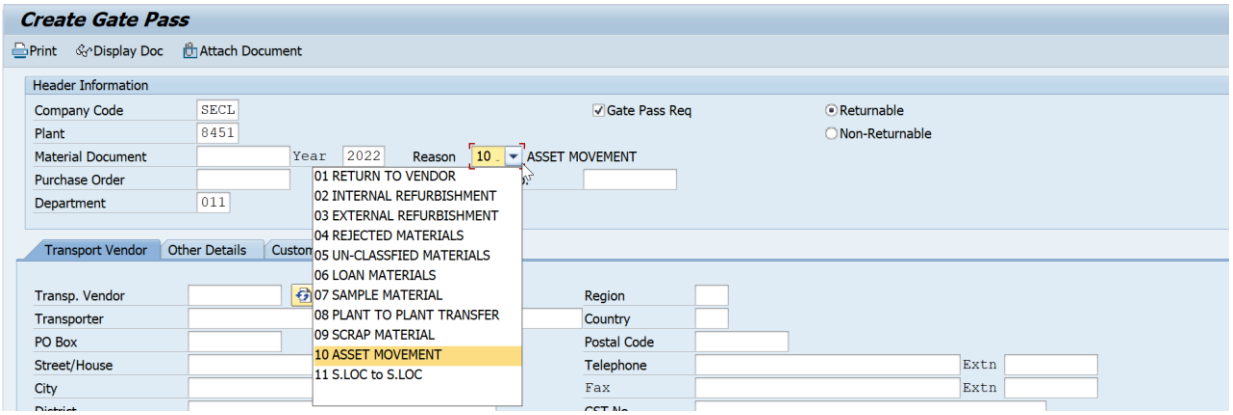
Gate pass can be created by clicking on the button **create** present below.




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



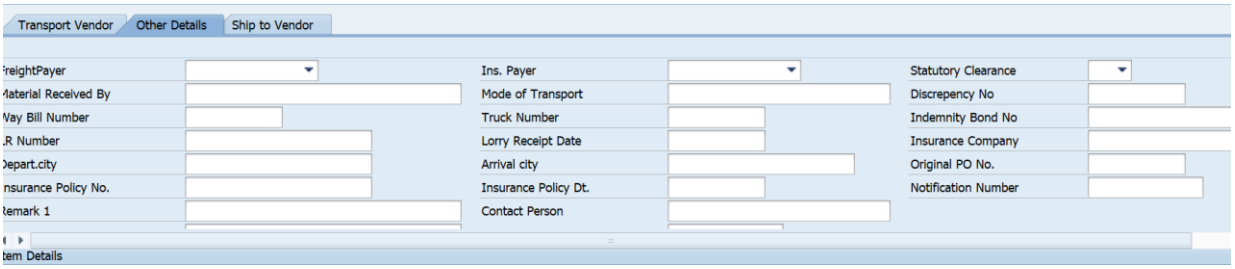

click on the gate pass req check box




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.

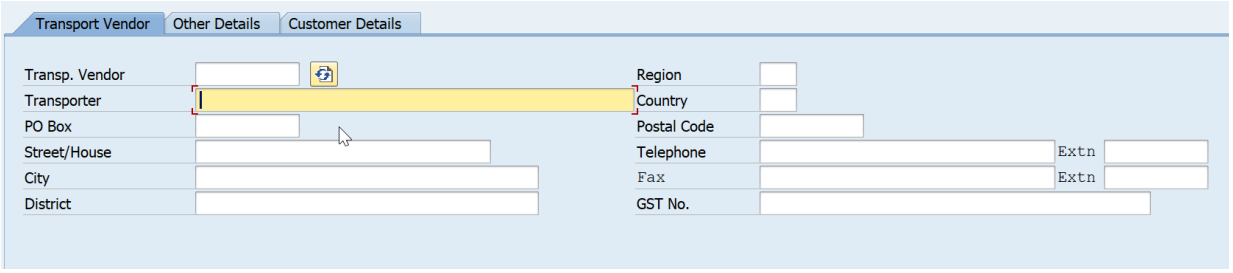
Step 3:

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.




Step 4:

Enter the transport vendor details.

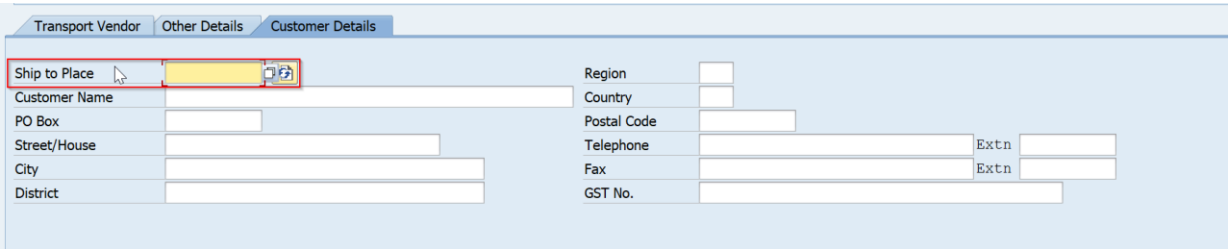



Inputs fields are described below.

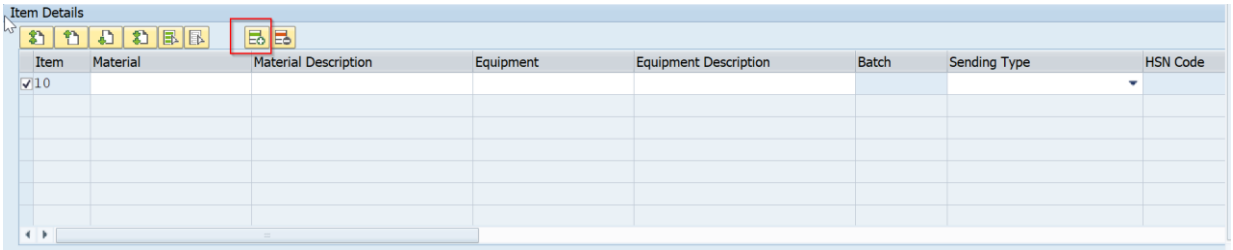
| Fields | Description | R/O/C | User action and values | Comments |
|---|---|---|---|---|
| **Header information** | | | | |
| Company code | Company code | R | | |
| Plant | Plant | R | | |
| Gate pass request | Gate pass request | O | | |
| Year of creation | Year of creation | R | | |
| Material 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 | | |

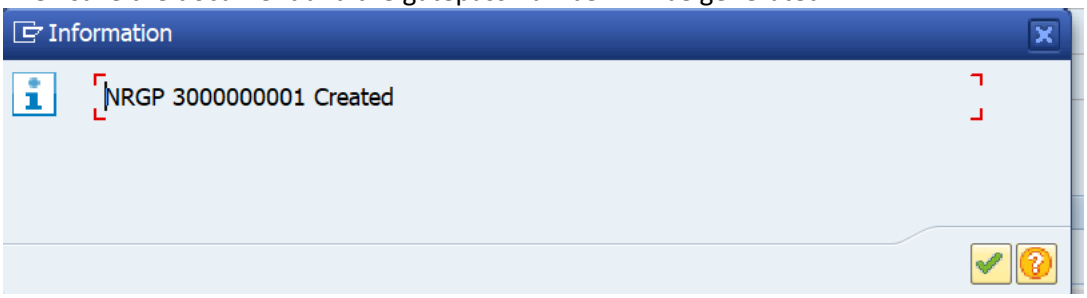
Step5;Enter the customer details where ship to place will be receiving plant code and click enter all the fields will fill automatically.




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.

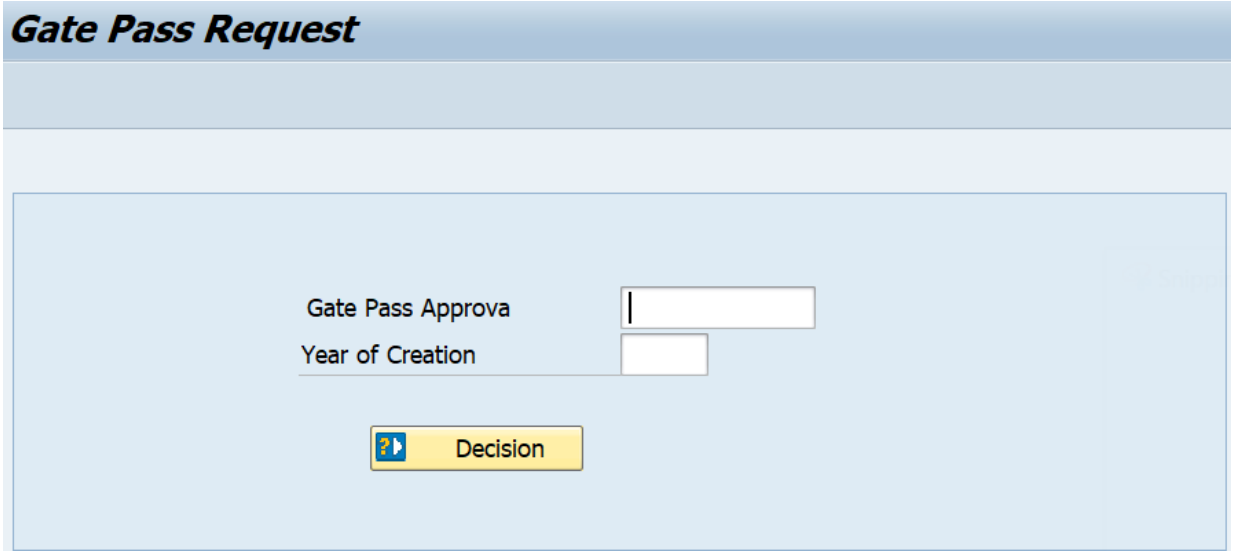
Step 1:

Transaction code

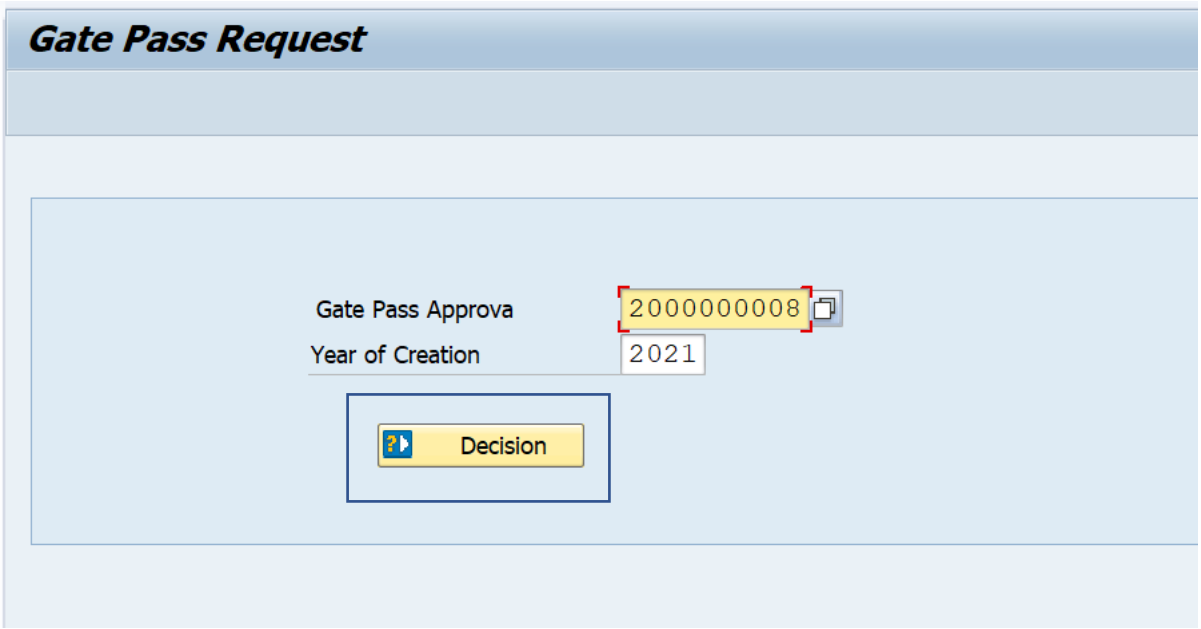
The Gate pass created can be approved by running the appropriate transaction code. Only the authorized person can perform this operation.
Transaction code: ZMM017**.**

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

Step 2:

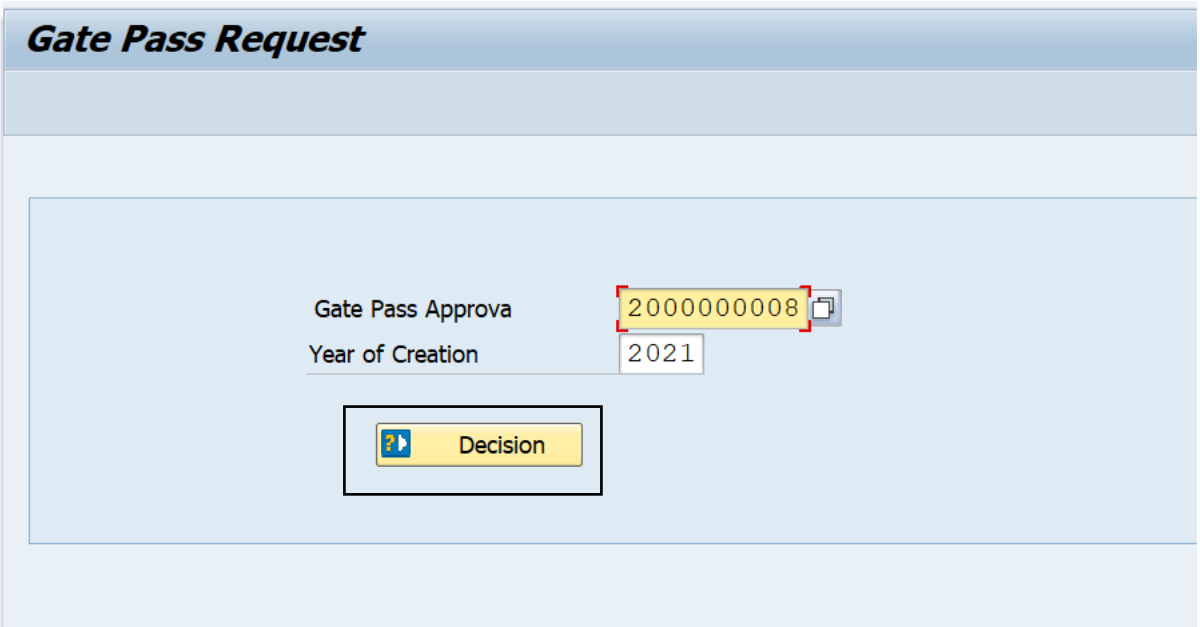



Enter the Gate pass no. and year of creation for which the decision is needed.
Step 3:

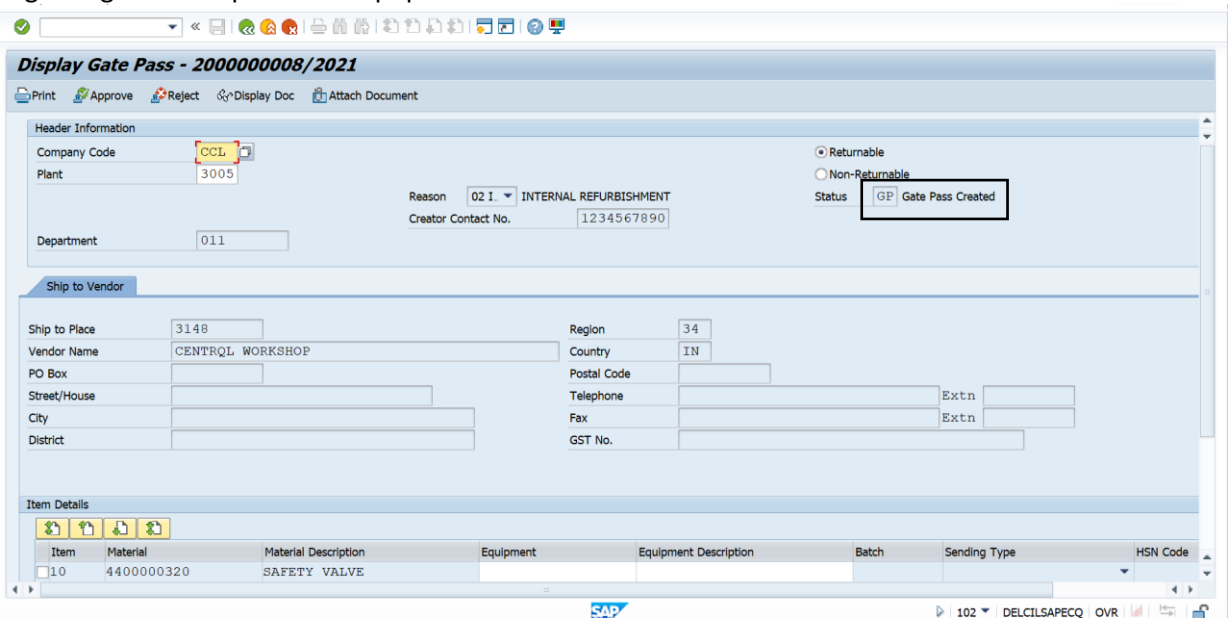


Step 4:

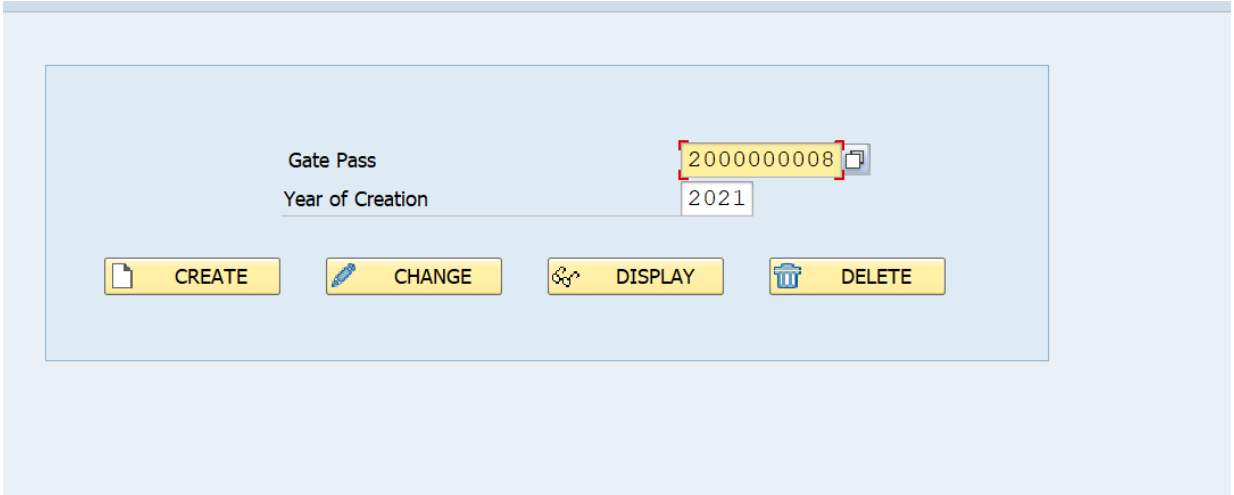
Then click on the decision button present below the fields.

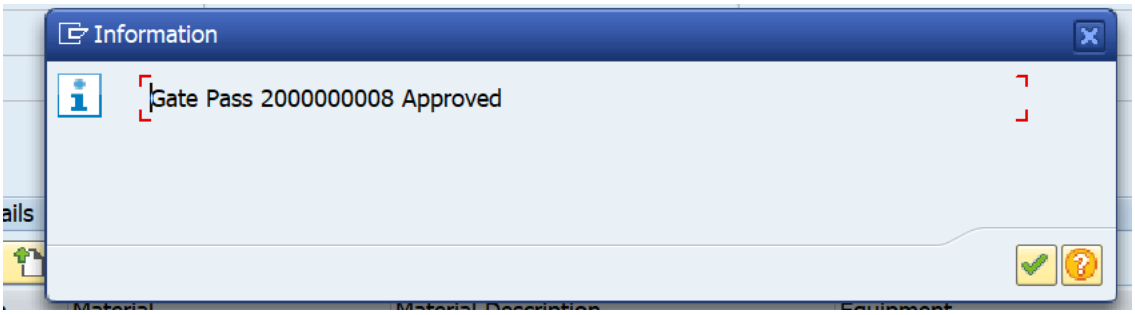



Step 5:
Approval
After entering the required entries in initial screen, the screen will be directed to the below screen. All the details regarding the Gate pass will be populated here.




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.



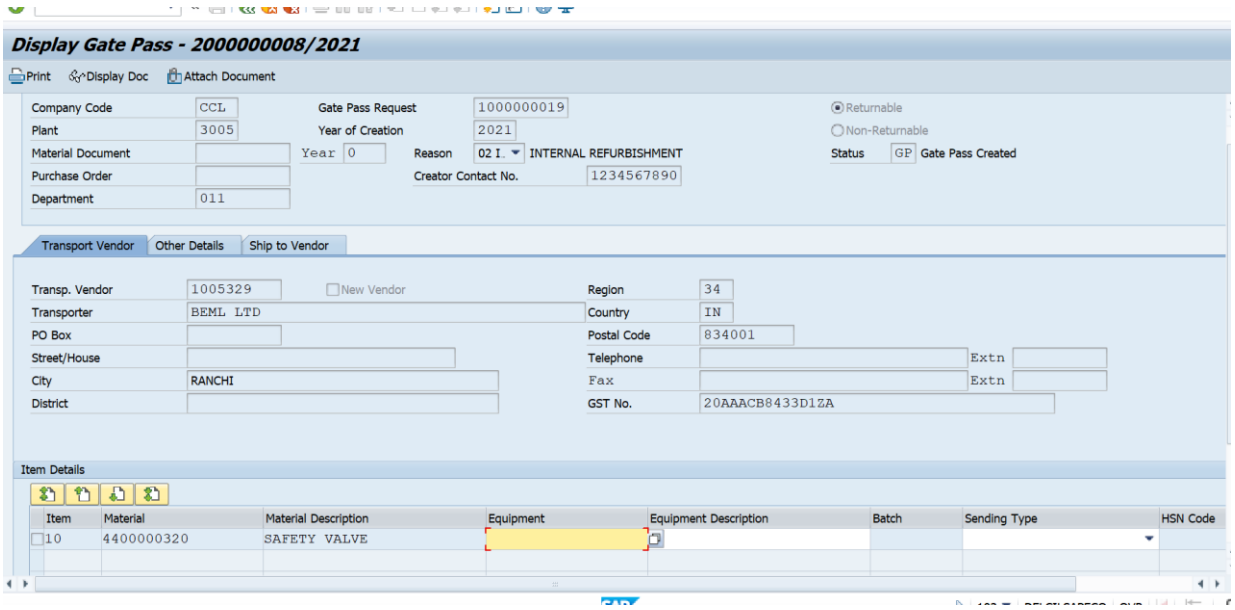




## Print

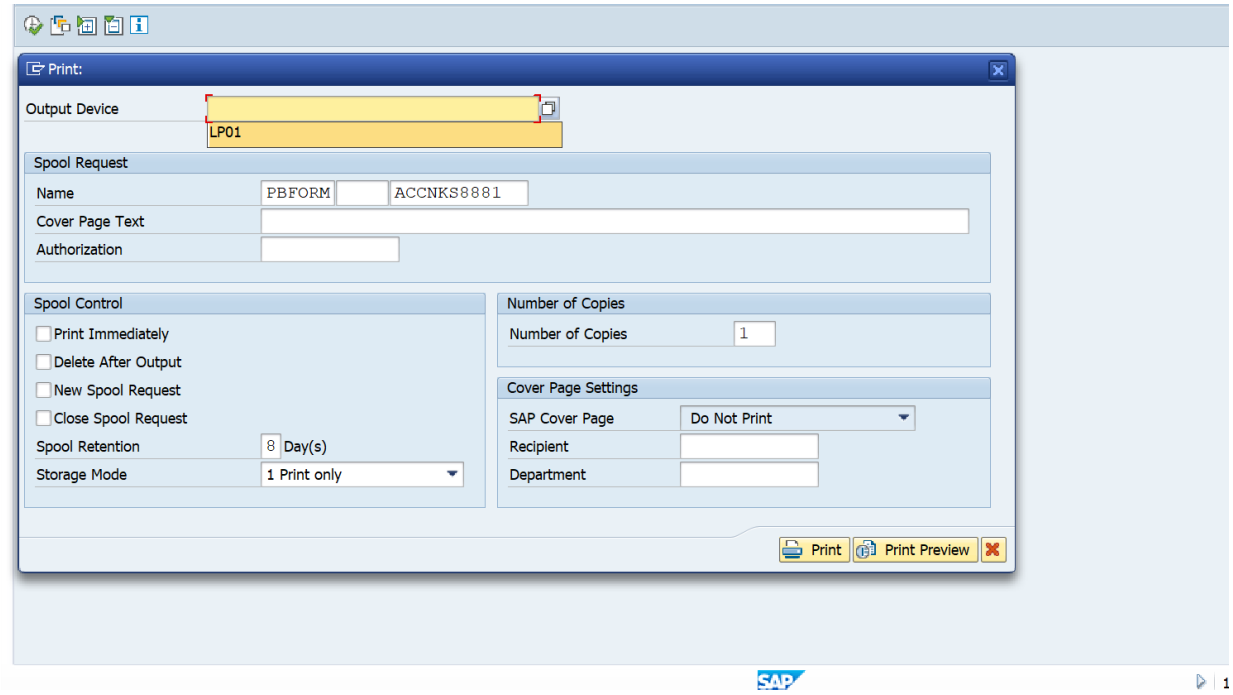
To view the print of the Gate pass, run the transaction code **ZMM016.**

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

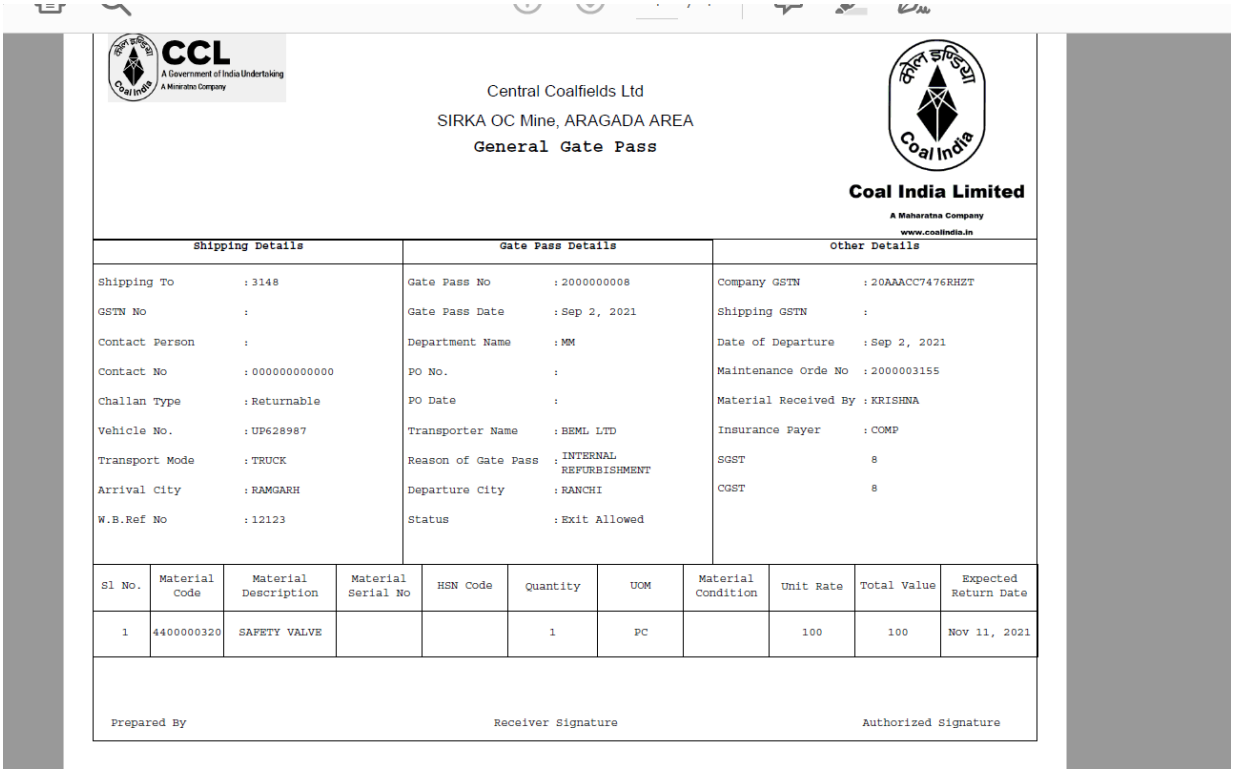
Then the Gate pass is opened. Click on Print.




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




Then the print is viewed.



CCL
A Government of India Undertaking
A Miniratna Company

Central Coalfields Ltd
SIRKA OC Mine, ARAGADA AREA
**General Gate Pass**

Coal India Limited
A Maharatna Company
www.coalindia.in

| 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 | | |

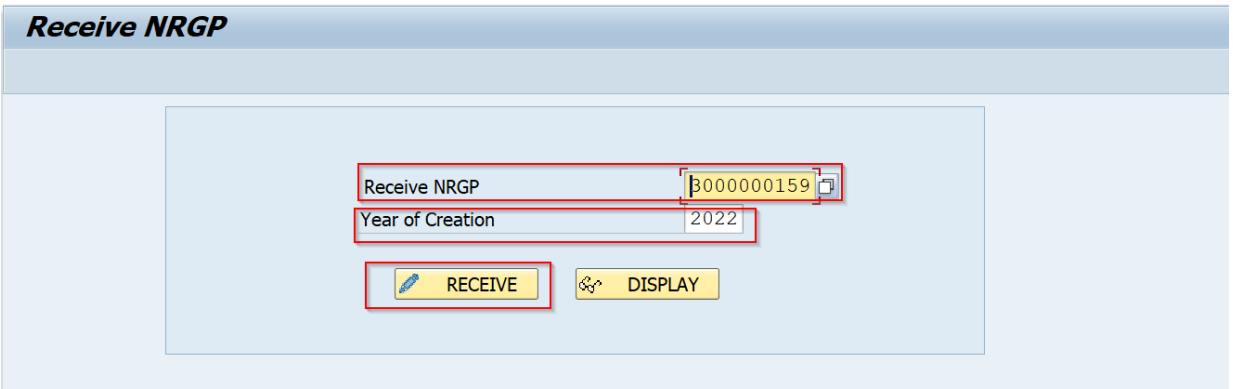
| Sl No. | Material Code | Material Description | Material Serial No | HSN Code | Quantity | UOM | Material Condition | Unit Rate | Total Value | Expected Return Date |
|---|---|---|---|---|---|---|---|---|---|---|
| 1 | 4400000320 | SAFETY VALVE | | | 1 | PC | | 100 | 100 | Nov 11, 2021 |

Prepared By  Receiver Signature  Authorized Signature

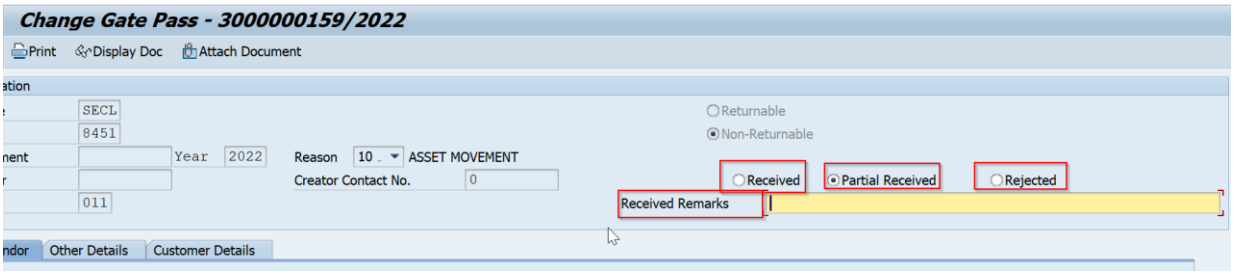
Note: To save/view the print in pdf format, enter pdf! In command tab and use save/save a copy icon to save it.

## Receive non returnable gatepass

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




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

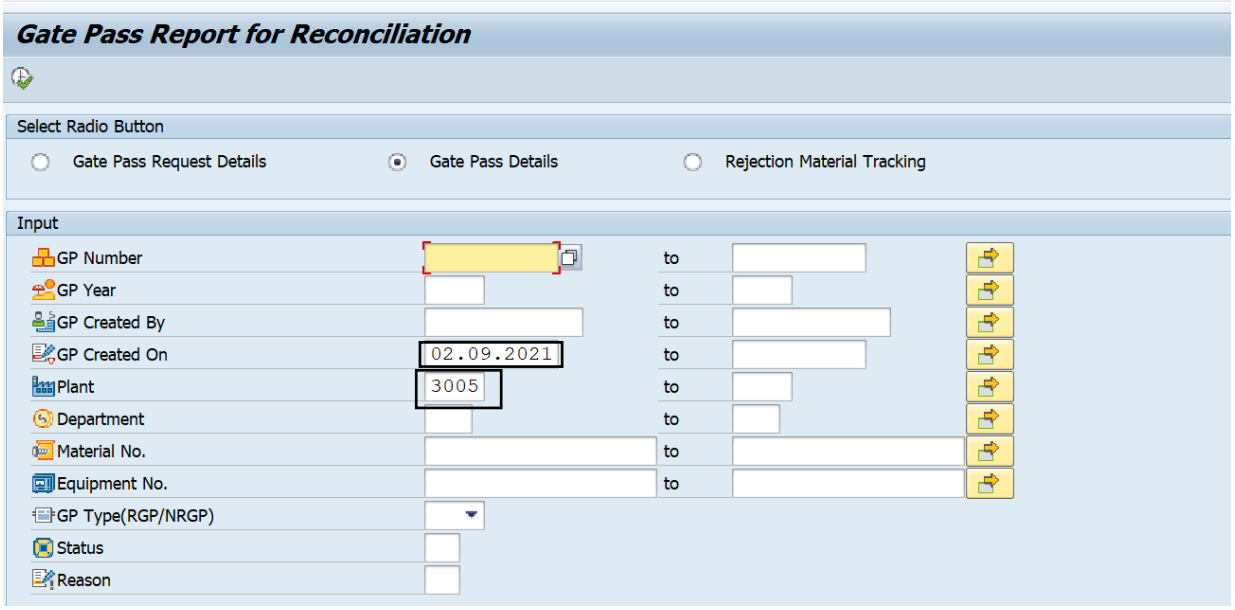



now select the radio button and enter the remarks and save.

**GATEPASS REPORT**

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

Initial screen




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.

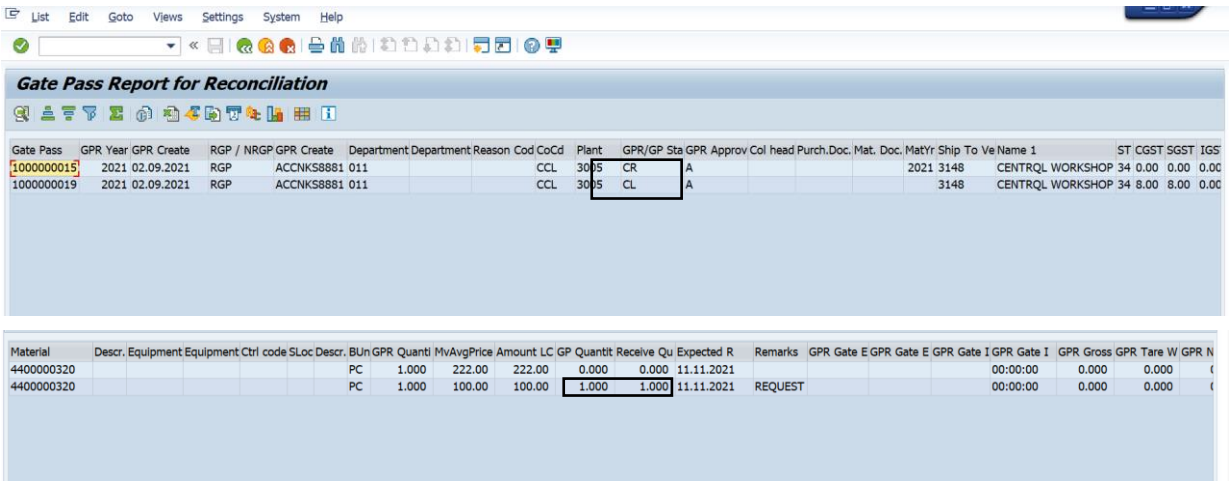
Now provide the inputs.

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.




**End of document.**