

COAL INDIA LIMITED

Standard Operating Procedure cum End User Manual

SAP

Module -I

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MESSAGE



Corporate Accounts Team, NCL HQ and SME of FICO Module under the guidance of General Manager (Finance) Shri Dipen Mehra has come out with a booklet (Version-1) by compiling the Standard operating procedures and step by step guide to various task performed by finance team at NCL. This booklet accurately and concisely summarises all the steps to be taken by finance team during daily operations with help of various screenshots and images. This booklet does not relate to any specific subject of the finance department rather it contains various procedures undertaken by all finance departments.

Shri Dipen Mehra and team have put their sincere efforts and hard work to bring out this booklet which is surely going to benefit not only the NCL Finance team but also the entire coal industry.

I am sure this booklet will become a milestone to solve various difficulties felt by SAP users in Coal India and widen user's perspective towards the ways in which they are going to interact with the various SAP modules.

I once again congratulate Shri Dipen Mehra and team for their sincere efforts.

Rajneesh Narain

Director (Finance)
Northern Coalfields Limited

FOREWARD



It gives me immense pleasure and great pride to announce that Corporate Accounts Team, NCL HQ with the help of SME of FICO Module has brought out a systematic and well explained volume for Standard operating procedure of various SAP module being used by Finance department like Financial Accounting and Controlling (FICO), Material Management (MM), Sales Distribution (SD), Human Capital Management (HCM) etc.

Firstly, I sincerely want to thank our beloved and highly esteemed Director (Finance) Shri Rajneesh Narain Sir who has guided and encouraged the team towards the preparation of such a handbook. It was his idea to prepare a book which contains all the SAP transaction codes with the process that is to be followed. It was not possible for the team to prepare this booklet without his support and assistance.

Shri Om Prakash Jangid and his team has put in tremendous efforts to prepare the first edition of this booklet (Vers. 1). It is a sheer delight to note that team will come up with subsequent versions as per the necessary amendments and requirements.

I am sure that this book will go a long way in disseminating knowledge and provide support to resolve various issues felt by users during daily operations.

I once again thank Shri Om Prakash Jangid and team who have come up with this useful handbook on SAP, which will help the finance team of entire coal India a lot.

Dipen Mehra

General Manager (Finance)
Northern Coalfields Limited

PREFACE



I with my whole team am really thankful to Hon'ble Director Finance Shri Rajneesh Narain Sir for guiding and motivating us to prepare this booklet (Vers. 1). He gave us a basic idea of the booklet and shared his experience from time to time basis, which has helped us a lot.

I sincerely want to thank respected General Manager Finance Shri Dipen Mehra Sir for assigning his valuable time and providing valuable suggestions in preparation of this booklet.

I have always been a supporter of the thought that one should not keep his knowledge only to himself/herself rather he/she should share such knowledge with all his colleagues. The idea behind preparing this book was to help the entire NCL team to resolve all their issues relating to SAP on their own.

I acknowledge my corporate accounts team members Shri Amar Nath Rawat, Shri Vijay Malpani, Shri Sailen Dutta, Ms. Priyanka Choudhary and SME of FICO module Shri Manoj Kumar for their sincere efforts and full co-operation in compilation of this book.

I hope that this book will help users to resolve all their confusions and issues relating to SAP and thereby saving their time and efforts.

Om Prakash Jangid Manager (Finance) Northern Coalfields Limited

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SOP – SAP FICO Module – Cum End User Manual (Version – I)

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- Clearing

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Inter/Intra Company Transaction

Apex Charges:-

After receipt of Invoice from CIL HQ on Apex charges, Central Account NCL HQ will book Vender Invoice for UP and MP project separately using T Code FB60 choosing CIL Kolkata (SAP Vender Number-40001585-Details code enclosed) as Vender and settle the balance to Coal India Current Account Using T Code- F-51. Expenses code will be booked project wise as allocation.

For MP Project Invoice

Entry No- 1 (Using T Code FB60)

SAP Code	GL	Description		DR/CR	Profit Centre
41100116 11110096		Apex Charges - CIL Income Tax TDS - Prof/Technical 194J		Debit Credit	NCL6001 NCL6001
21400007		IGST ITC		Debit	NCL6001
10900040	10900040 Inter Company Vender		Credit	NCL6001	
Entry no 2	2 (Usi	ing T Code F-51)			
10900040		Inter Company Vender	21	Debit	NCL6001
21200044		Current A/c - CIL	50	Credit	NCL6001

Entry no 3

NCL HQ Central Accounts Using T code FB50 to reallocate Apex Charges to the all the production unit in Production ratio.

For UP Project Invoice

Entry No- 1 (Using T Code FB60)

SAP Code	GL	Description	DR/CR	Profit Centre
41100116 11110096		Apex Charges - CIL Income Tax TDS - Prof/Technical 194J	Debit Credit	NCL6001 NCL6001
21400007		IGST ITC	Debit	NCL6014
10900040		Inter Company Vender (IGST amount)	Credit	NCL6014
10900040		Inter Company Vender for Balance amount	Credit	NCL6001

Entry no 2 (Using T Code F-51)

21200044	Current A/c - CIL	50	Credit	NCL6001
10900040	Inter Company Vender for (IGST amount)	21	Debit	NCL6014
10900040	Inter Company Vender	21	Debit	NCL6001

Entry No- 3

10900040

NCL HQ Central Accounts Using T code FB50 to reallocate Apex Charges to the all the production unit in Production ratio.

Rehabilitation Charges-

After receipt information and document from CIL HQ on Rehabilitation charges, Central Accounts NCL HQ will book Vender Invoice using T Code FB60 choosing CIL Kolkata as Vender and settle the balance to Coal India Current Account Using T Code-F-51.

Entry No-1 (Using T Code FB60)

SAP	\mathbf{GL}	Description
Code		

Couc				
41100114 10900040	Rehabilitation Charges - CIL Inter Company Vender		Debit Credit	NCL6001 NCL6001
Entry No- 2 (U	sing T Code F-51)			
21200044	Current A/c - CIL	50	Credit	NCL6001

Entry No- 3 (Using T Code FB50)

NCL HQ Central Accounts Using T code FB50 to reallocate Rehabilitation Charges to the all the production unit in dispatch ratio.

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Debit

NCL6001

Interest on Surplus Fund-

Inter Company Vender

After calculation for Interest on surplus fund NCL central accounts will book customer invoice using T code- FB70 by debiting Coal India Limited and settle the balance of CIL customer to CIL Current accounts Via T code F-30.

Entry No-1 (Using T-code FB70)

SAP	Gl	Description		
Code				
30200014		Interest on Surplus Fund Parking with CIL	Credit	NCL6001
20900030		Inter Company Customer	Debit	NCL6001

Entry No-2 (Using T-code F-30)

21200044	Current A/c - CIL	40	Credit	NCL6001
20900030	Inter Company Customer	11	Debit	NCL6001

Transaction between CIL/HQ of subsidiaries (Other than Assets):-

When paying authority is CIL on behalf of NCL, NCL HQ/Respective areas will book vender invoice using MIRO/FB60 as the case may be with applicable tax code. After crediting domestic vender/Intercompany vender, same amount will be adjusted to CIL Current account/Subsidiary current accounts(List of Current accounts code of CIL/Subsidiaries enclosed) using T code- F-51.

Transaction between NCL and CIL Delhi office:-

AFM HQ of NCL HQ will book vender invoice using MIRO/FB60 as the case may be with applicable tax code. After crediting domestic vender, same amount will be adjusted to CIL Current account (List of Current accounts code of CIL/Subsidiaries enclosed) using T code-F-51.

Remittance to CIL:-

Cash section of NCL HQ record the transaction by debiting to CIL Current account and crediting to Bank account out.

PPE(Assets) transfer to CIL HQ/Other subsidiary:-

Respective area/unit using T code FB70 Sale/retirement transaction to be recorded by debiting the recipient subsidiary HQ customer account by retiring assets code 30201000. Invoice will be raised and sent to other subsidiary through NCL HQ (Print T Code for Invoice- ZFIASSETINV). Intercompany customer/Vender balance to be settled in subsidiary current account using T code F-30 (profit center will be NCL HQ for subsidiary current account)

PPE (Assets) received from CIL HQ/Other subsidiary:-

Respective area/unit using T code F-90 Purchase transaction to be recorded by debiting the assets (Before processing new assets class code is required as new assets) and crediting the recipient subsidiary vender account (List of subsidiary vender code enclosed) . Net assets amount of assets will be recorded in books of accounts.

However during the creating assets class code, balance remaining life of assets is considered (Not full life) and Scrap value is 5% of original assets is manually considered. Procedure enclosed in SOP AS01.

Intercompany vender code will be clear using T-code F-51 and balance amount transfer to CIL/Subsidiary current account (List of Current account GL code enclosed)

Advance/Liability transfer to CIL HQ/Other subsidiary:-

Using T code F-51/F-30 area/subsidiary HQ will transfer the employee/Vender/Customer balance to CIL/Subsidiary current account.

Advance/Liability received from CIL HQ/Other subsidiary:-

Using T code FB60 area/subsidiary HQ will record the transaction debiting/crediting customer/vender code by using cil/subsidiary current account code.

Any Balance of subsidiary company at Unit level shall be transfer to NCL HQ using T code FB50 at the end of each quarter.

List of CIL/Subsidiary Current Account codes:

SAP GL	SAP_ Short Text	G/L Acct Long Text	Gr_Code
21200044	Current A/c-CIL	Current A/c - CIL	BS0954
21200045	Current A/c-MCL	Current A/c - MCL	BS0954
21200046	Current A/c-WCL	Current A/c - WCL	BS0954
21200047	Current A/c-BCCL	Current A/c - BCCL	BS0954
21200048	Current A/c-CCL	Current A/c - CCL	BS0954
21200049	Current A/c-CMPD	Current A/c - CMPD	BS0954
21200050	Current A/c-ECL	Current A/c - ECL	BS0954
21200051	Current A/c-NCL	Current A/c - NCL	BS0954
21200052	Current A/c-SECL	Current A/c - SECL	BS0954
21200054	Current A/c - IICM	Current A/c - IICM	BS0980
21200055	CA-CI Africana Ltd	Current A/c - Coal India Africana Ltd	BS0954
11000032	Zero Bal. Clrg A/c	Zero Balance Profit Centre Clearing Account	BS0004

List of Intercompany Customer & Vendor code with details

Vendor	Customer	Name	Postal Code	PAN No	GSTIN No
40007519	5000000019	NORTHERN COALFIELDS	231222	AABCN4884H	09AABCN4884H1Z4
		LIMITED(UTTAR			
		PRADESH)			
40002724	5000000020	NORTHERN COALFIELDS	486889	AABCN4884H	23AABCN4884H1ZE
		LIMITED(MADHYA			
		PRADESH)			
40007520	5000000021	NORTHERN COALFIELDS	700019	AABCN4884H	19AABCN4884H1Z3
		LIMITED(WEST BENGAL)			
40007524	5000000022	WESTERN COALFIELDS	440001	AAACW1578L	27AAACW1578L1ZW
		LIMITED(MAHARASHTRA)			
40007523	5000000023	WESTERN COALFIELDS	480441	AAACW1578L	23AAACW1578L1Z4
		LIMITED(MADHYA			
		PRADESH)			
40000136	5000000024	EASTERN COALFIELDS	713333	AAACE7590E	19AAACE7590E1ZI
		LIMITED(WEST BENGAL)			
40007506	5000000025	EASTERN COALFIELDS	828204	AAACE7590E	20AAACE7590E3ZX
		LIMITED(JHARKHAND)			
40003417	5000000026	SOUTH EASTERN	495006	AADCS2066E	22AADCS2066E9ZL
		COALFIELDS			

		LIMITED(CHHATTISGARH)			
40007517	500000027	SOUTH EASTERN COALFIELDS LIMITED(MADHYA	484444	AADCS2066E	23AADCS2066E1ZR
40007518	5000000028	PRADESH) SOUTH EASTERN COALFIELDS LIMITED(WEST BENGAL)	712310	AADCS2066E	19AADCS2066E1ZG
40007508	5000000029	CENTRAL MINE PLANNING AND DESIGNINSTITUTE LIMITED (JHARKHAND)	834031	AAACC7475N	20AAACC7475N1ZI
40001223	5000000030	CENTRAL MINE PLANNING AND DESIGNINSTITUTE LIMITED (WEST BENGAL)	713304	AAACC7475N	19AAACC7475N1Z1
40007510	5000000031	CENTRAL MINE PLANNING AND DESIGNINSTITUTE LIMITED (MAHARASHTRA)	440014	AAACC7475N	27AAACC7475N1Z4
40007507	5000000032	CENTRAL MINE PLANNING AND DESIGNINSTITUTE LIMITED (CHHATTISGARH)	495006	AAACC7475N	22AAACC7475N1ZE
40007509	5000000033	CENTRAL MINE PLANNING AND DESIGNINSTITUTE LIMITED (MADHYA PRADESH)	486890	AAACC7475N	23AAACC7475N1ZC
40002399	5000000034	CENTRAL MINE PLANNING AND DESIGNINSTITUTE LIMITED (ODISHA)	751013	AAACC7475N	21AAACC7475N1ZG
40002513	5000000035	CENTRAL COALFIELDS LIMITED(JHARKHAND)	834001	AAACC7476R	20AAACC7476RHZT
40007522	500000036	CENTRAL COALFIELDS LIMITED(WEST BENGAL)	700001	AAACC7476R	19AAACC7476R1ZS
40007521	500000037	BHARAT COOKING COAL LIMITED(WEST BENGAL)	700001	AAACB7934M	19AAACB7934M2Z7
40002510	500000038	BHARAT COOKING COAL LIMITED(JHARKHAND)	826005	AAACB7934M	20AAACB7934MFZB
40007516	5000000039	MAHANADI COALFIELDS LIMITED(ODISHA)	768020	AABCM5188P	21AABCM5188P1Z3
40001729	5000000040	MAHANADI COALFIELDS LIMITED(WEST BENGAL)	700001	AABCM5188P	19AABCM5188P1ZO
40001585	5000000041	COAL INDIA LIMITED(WEST BENGAL)	700156	AABCC3929J	19AABCC3929J1ZH
40007513	5000000042	COAL INDIA LIMITED(JHARKHAND)	834006	AABCC3929J	20AABCC3929J1ZY
40007511	5000000043	COAL INDIA LIMITED(ASSAM)	786181	AABCC3929J	18AABCC3929J1ZJ
40007512	5000000044	COAL INDIA LIMITED(DELHI)	110092	AABCC3929J	07AABCC3929J1ZM
40007514	5000000045	COAL INDIA LIMITED(MAHARASHTRA)	400005	AABCC3929J	27AABCC3929J1ZK
40007515	5000000046	COAL INDIA LIMITED(TAMIL NADU)	600006	AABCC3929J	33AABCC3929J1ZR
40001312	5000000047	INDIAN INSTITUTE OF COALMANAGEMENT (JHARKHAND)	834006	AAATI4669P	20AAATI4669P1ZB

Allocation of HQ Overhead

Allocation of NCL HQ Overhead:- Since GST is not charged in allocation of HQ overhead, NCL HQ through T-Code FB50 debit the below mentioned GL code and changed the Cost center/Profit center unit wise

41100116 Apex Charges – CIL(No separate code for HQ overhead) and credit the same GL code and changed the NCL HQ Cost/Profit center.

Allocation of NSC Overhead:-

Since GST is not charged in allocation of NSC overhead , NSC through T-Code FB50 debit the below mentioned GL code and changed the Cost center/Profit center unit wise

L8100007	Service Charges of Service Unit-Expenses	
and credit the below mention GL code and changed the NSC Cost/Profit center.		
L8100006	Service Charges of Service Unit-Income	

Allocation of Fire station Jayant/Bina Overhead:-

Since GST is not charged in allocation of Fire station , Bina(for Up)/Jayant (For MP) through T-Code FB50 debit the below mentioned GL code and changed the Cost center/Profit center unit wise $\frac{1}{2}$

L8100007	Service Charges of Service Unit-Expenses	
and credit the below mention GL code and changed the Bina/Jayant Cost/Profit center.		
L8100006	Service Charges of Service Unit-Income	

Allocation of Electricity charges by UP project-

Using T Code- FB50, Bina Unit allocate Electricity charges to all the UP project Entry For Electricity charges

40100000	Power Industrial	Debit	Respective Unit Cost centre
40350011	Power Domestic	Debit	Respective Unit Cost centre
10910003	Creditors-Power	Credit	Bina Unit Profit centre

Allocation of Electricity charges by NCL HQ

Using T Code- FB60, NCL HQ pass the bill & allocate Electricity charges to all the project. Entry For Electricity charges

40100000	Power Industrial	Debit	Respective Unit Cost centre
40350012	Power Domestic	Debit	Respective Unit Cost centre
10910003	Creditors-Power	Credit	NCL HQ Unit Profit centre

Allocation of CWS Jayant Overhead:-

Till the CWS plant ERP is not fully operational

Within MP Project:-

Since GST is not charged in allocation of CWS overhead in MP Project, CWS Jayant through T-Code FB50 debit the below mentioned GL code and changed the Cost center/Profit center unit wise of MP Project

	J		
L8100004	Service Charges of Service Unit-Workshop		
And credit the below mention GL code and changed the CWS Cost/Profit center.			
L8100006	Service Charges of Service Unit-Income		

Branch For UP Project:-

Entry for (Sender Unit) CWS Jayant:-

Since GST is charged by the CWS on UP project Branch, CWS using $\underline{T \text{ code-FB70}}$ by debiting respective unit as customer.

Entry shown after Using T code-FB70

20900030 Inter Company Customer Debit NCL6017
L8100006 Service Charges of Service Unit-Income Credit NCL6017

CWS Jayant send all document via mail along with ERP document number and GST Invoice to respective unit.

Entry for (Receiver Unit) Other Unit:-

Entry -1

After receipt of GST invoice from CWS Jayant , Receiver unit Book as Vender invoice Using T code-FB60.

Entry shown in books of receiver unit after using T Code FB60

L8100004 Service Charges of Unit-Workshop Debit Respective unit
Profit center

10900040 Intercompany Vendor Credit

Entry-2

In the Books of sender and receiver unit Intercompany customer and Intercompany vender balance are appearing. Both the balance is required to be settled in ERP. In this connection receiver unit also pass a necessary entry for settled the balance using T code- F-51

10900040 Intercompany Vendor Debit Respective unit
Profit center

20900030 Inter Company Customer Credit NCL6017

Allocation of IWSS Khadia Overhead:-

Within UP Project:-

Since GST is not charged in allocation of IWSS overhead in UP Project, IWSS khadia through T-Code FB50 debit the below mentioned GL code and changed the Cost center/Profit center unit wise of UP Project

<u>'</u>	,			
L8100007	Service Charges of Service Unit-Expenses			
And credit the below mention GL code and changed the IWSS khadia Cost/Profit center.				
L8100006	Service Charges of Service Unit-Income			

Branch For MP Project:-

Entry for (Sender Unit) IWSS Khadia:-

Since GST is charged by the IWSS on MP project Branch, IWSS using T code-FB70 by debiting respective unit as customer.

Entry shown after Using T code- FB70

20900030	Inter Company Customer	Debit	NCL6019
L8100006	Service Charges of Service Unit-Income	Credit	NCL6019

IWSS khadia send all document via mail along with ERP document number and GST Invoice to respective unit.

Entry for (Receiver Unit) Other Unit:-

Entry -1

After receipt of GST invoice from IWSS, Receiver unit Book as Vender invoice Using T code-

Entry shown in books of receiver unit after using T Code FB60

L8100007	Service Charges of Service Unit-Expenses	Debit	Respective	unit
			Profit center	
10900040	Intercompany Vendor	Credit		

Entry-2

In the Books of sender and receiver unit Intercompany customer and Intercompany vender balance are appearing. Both the balance is required to be settled in ERP. In this connection receiver unit also pass a necessary entry for settled the balance using T code- F-51

10900040	Intercompany Vendor	Debit	Respective	unit
			Profit center	
20900030	Inter Company Customer	Credit	NCL6019	

Assets transfer from MP to MP or UP to UP Unit

In this case GST is not applicable. Sender unit contact receiver unit via mail and obtained assets number created using T code AS01 by receiver unit. Sender unit after received assets number using T code ABUMN transfer assets from one unit to another unit.

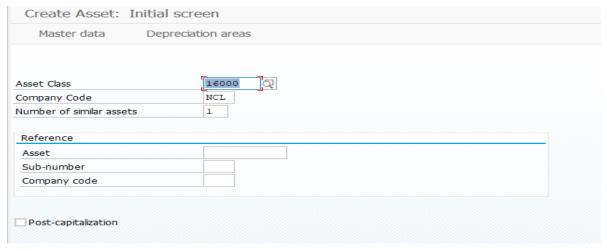
Assets transfer from MP to UP or UP to MP Unit

In this case GST is applicable. Sender Unit using T code FB70 assets will be retired as sale. Receiver unit run 3 t code

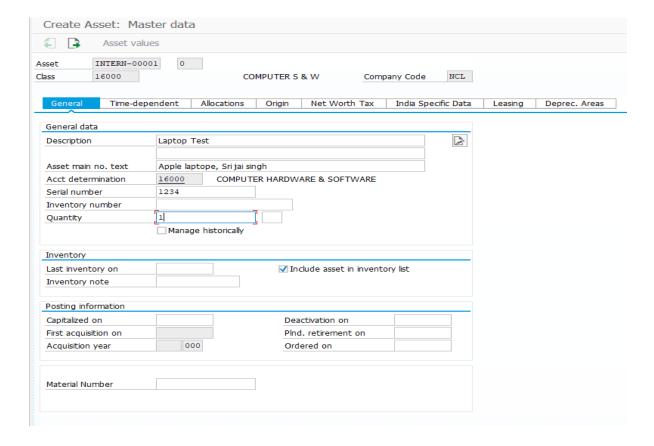
- 1. AS01- for creation of assets
- 2. ABZP- with Transaction type 147 receiver units accept the assets.
- 3. F-02 For acceptance of GST amount
- 4. F-51- Clearing of Intercompany customer and vender balance

Assets Transaction

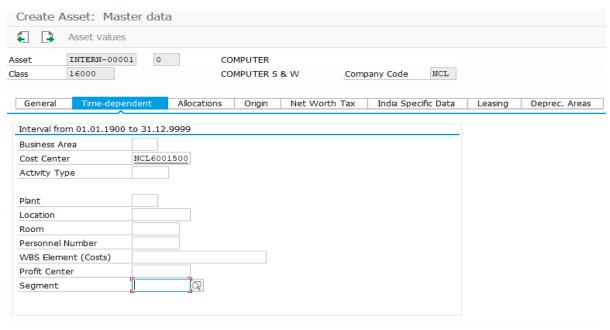
T-Code AS01- Create Asset master data



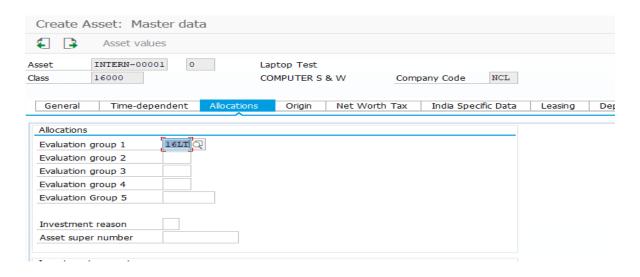
Field	Remarks
Assets Class	Fill Assets class (Exa – Laptop – 16000)
Company Code	NCL
Number of similar assets	create multiple similar assets in one master transaction
Reference - Assets	accounting date.
Reference	Asset from which information is extracted



Field	Remarks
Description.	description of the asset
Additional Description	Additional description of the asset
Asset main no. text	asset main number
Serial number	Serial number of assets
Qty	Qty of assets
UOM	Unit of measurement

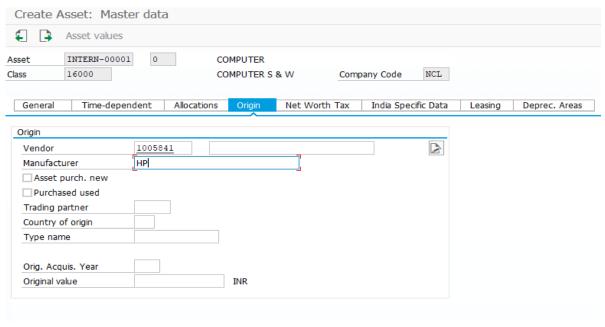


Field	Remarks
Cost Centre	Cost Centre of Relevant Department like 6001500, 6001600, etc
Plant	Unit to which this asset belongs like 6001, 6002etc.
Location	physical location.
Personnel Number	For laptop EIS No. of employee.
WBS Element (Costs)	Number of WBS element
Profit centre	Profit centre to which this asset belongs like NCL6001,etc

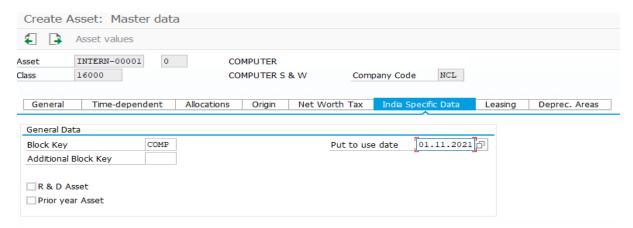


Field	Remarks
Enter Evaluation groups 1	(Mandatory), Main heading of assets

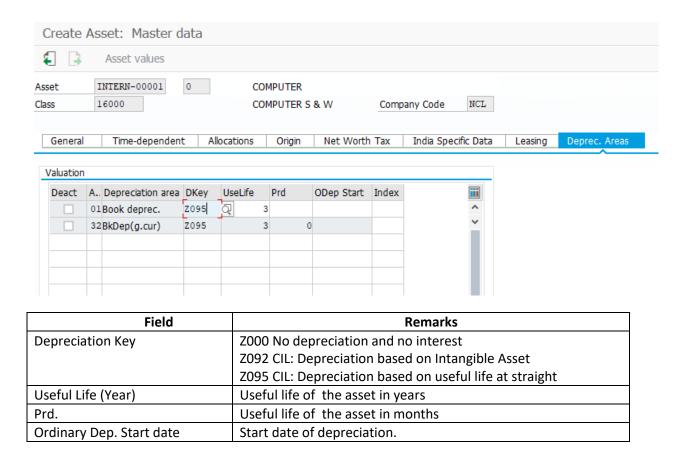
Enter Evaluation groups 2	(Optional), sub heading
Enter Evaluation groups 3	(Optional), capacity
Enter Evaluation groups 4	(Optional), class of assets
Enter Evaluation groups 5	(Mandatory), budget group



Field	Remarks	
Vendor	vendor code of seller	
Vendor description.	Vendor details (Automatically fetch)	
Manufacturer.	Name of Manufacturer	
Asset purchased new/used.	New or old assets.	
Trading partner.	Subsidiary name in Inter Subsidiary Transfers.	
Country of origin.	Enter/select Country of origin	
Type name.	Description of the asset	
Original Asset.	Original asset number in case of transfer	

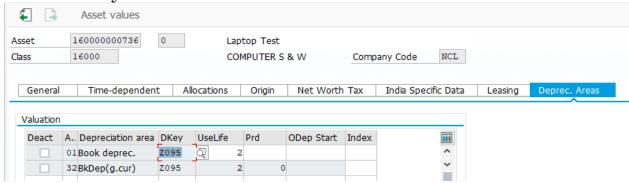


Field	Remarks
Block Key	As per income tax
Put to use date	Actual put to use date

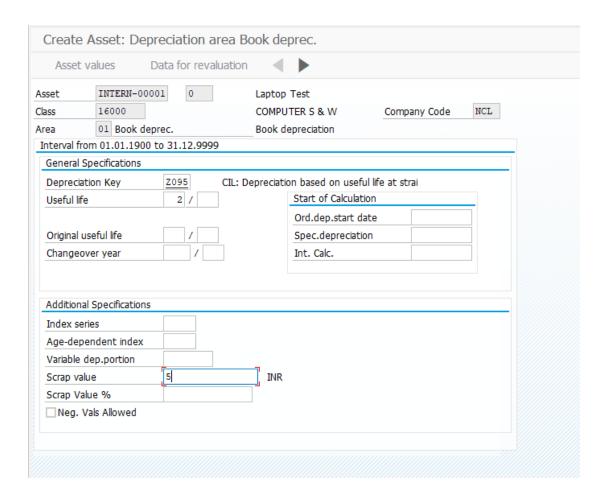


Change of Useful Life and fix scrap value while created assets by AS01

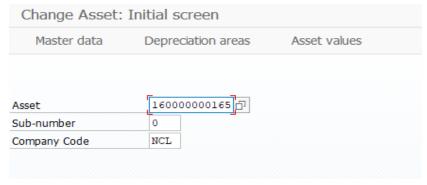
Go to Depreciation tab and life should be entered manually (balance life as on asset value date) like in this case 1 year already pass at SECL and 2 year left.



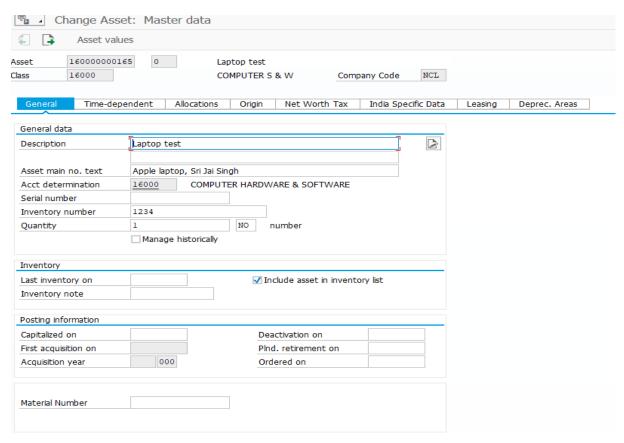
Double click in Assets line item then below mention window is popup and fill up manually scrap value 5% of original value i.e 5%



T-Code AS02- for edit in assets /AS03-for display



Field	Remarks
Asset	Asset Number
Asset Sub number	Asset sub number
Company Code	NCL

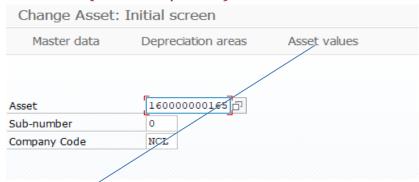


All editable data can be edited in respective tabs. Click on Save

T-Code

AS02/AS03/AW01N- Assets Explorer

Method 1 (Via AS02/AS03) -

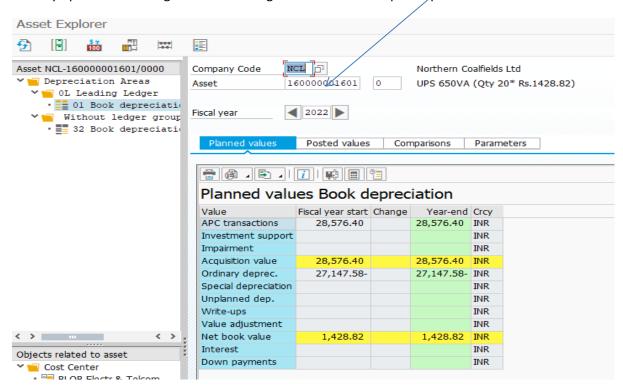


Click on Asset value.

A new window of AW01N will be pop up

Method 2 (Via AW01N)

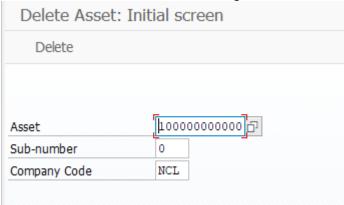
Directly open with existing assets no. Change assets number as per requirement.



Field	Remarks
Company Code	NCL
Asset	Asset number
Fiscal Year	Year upto which assets to be explored

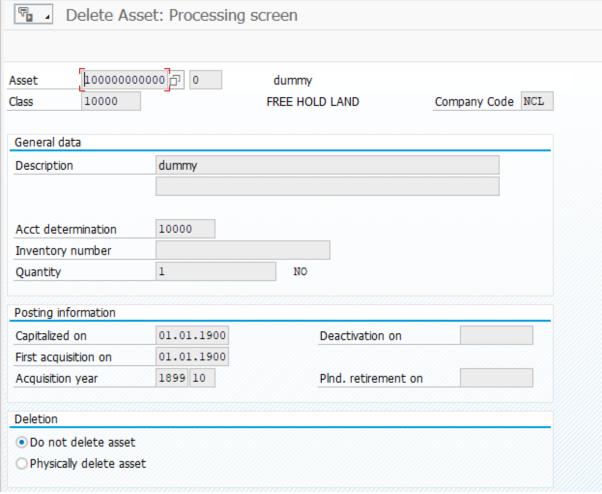
T-Code AS06 - Delete Assets

Enter Assets number which is required to be deleted



Field	Remarks
Asset	Asset Number
Asset Sub number	Asset sub number
Company Code	NCL

Click on delete or Enter



Click on Physically delete asset And click on save button

T-Code

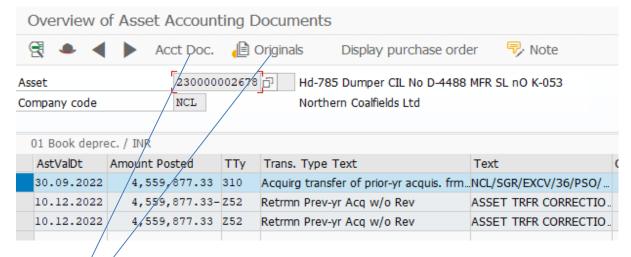
AB03 - Display Documents for Assets

Fill the assets number, company code and fiscal year.



Field	Remarks
Company Code	NCL
Asset	Asset
Sub number	Asset sub number
Fiscal Year	Year of assets

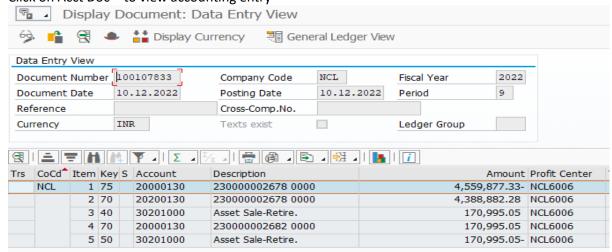
Press enter



Select document

Click on Original - Any uploaded document will be shown here for download.

Click on Acct Doc – to view accounting entry



T-Code

AB08 - Reversal of Assets Document

Fill the Assets Number in which FI posted document is required to be deleted

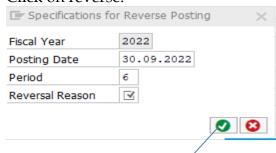


*Fields same as AB03

Below mention screen open



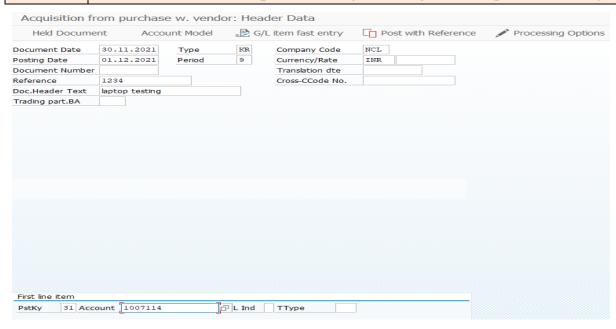
Select the document which is required to be deleted Click on reverse.



Field	Remarks
Fiscal Year	Automatically fetch
Posting date	Posting date as per requirement
period	Period of posting
Reversal reason	01-Reversal for rectification
	02-Provision reversal

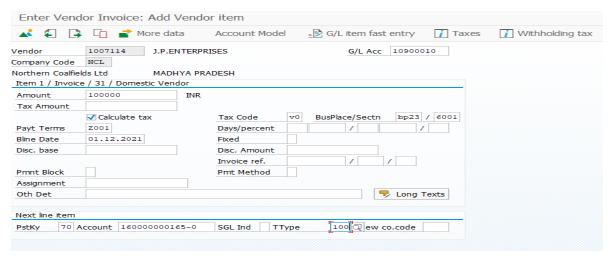
Click on continue and save.

T-Code "F-90" - Asset Acquisition (directly through FI route)



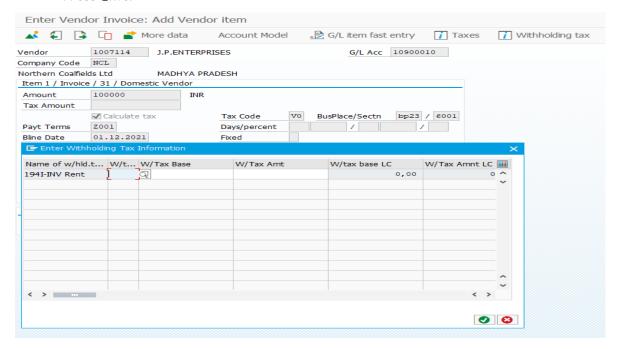
Field	Remarks
Document Date	Invoice Date
Posting date	Date of posting
Company Code	NCL
Reference	Invoice No.
Doc. Header text	as per requirement.
Posting Key	Use posting key 31(Vendor Credit).
Account	Enter Vendor Code or one time vendor

Press enter

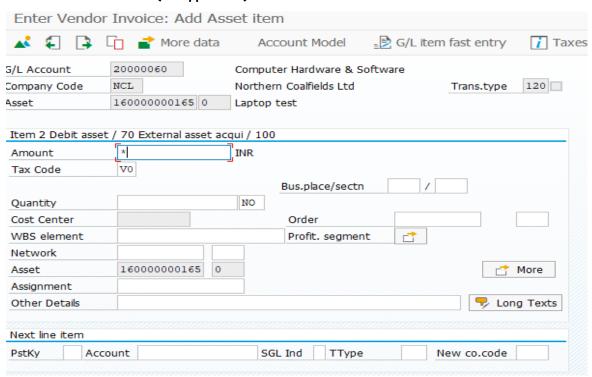


Field	Remarks
Amount	Amount
BusPlace/Sectn	Suitable Value
Next Line item	
PstKy	70 (Asset Debit)
Account	Assets number (Twelve Digit) created in AS01.
TType	100 (External Acquisition)

Press Enter

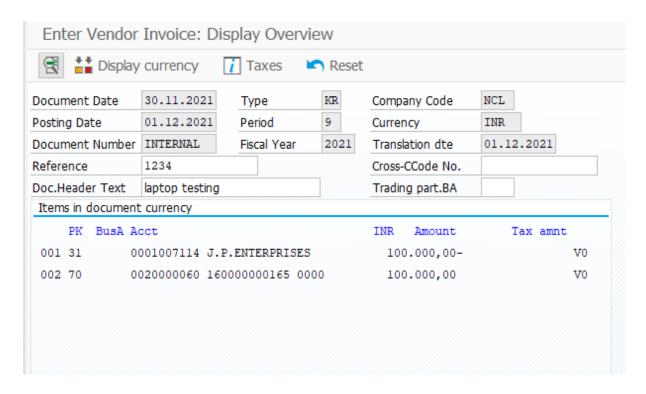


Select Withheld Tax (as applicable)

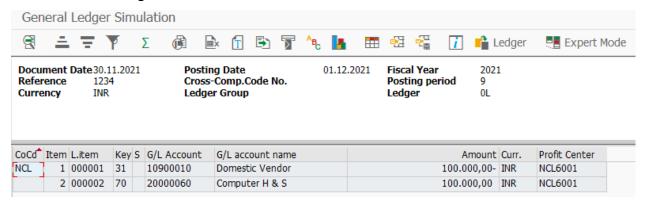


Field	Remarks
Amount	Fill *
Tax Code	Suitable Value
Quantity	Suitable Value

Select Simulate



Select General Ledger Simulation



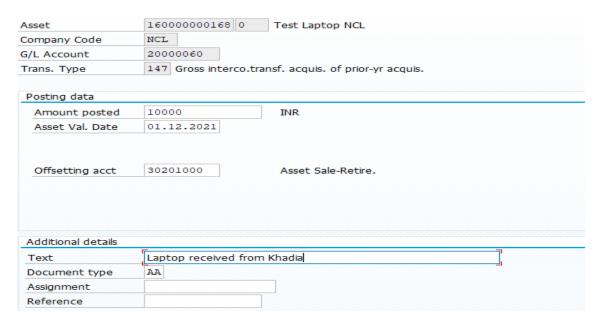
Enter Back & Save

T-Code ABZP - Asset Acquisition (from Other Unit within company)

ompany Code	NCL	
sset	160000000168	
ub-number	0	
Date specif.	07.12.2021	
Document Date Posting Date	07.12.2021 07.12.2021	
ocument Date		
ocument Date osting Date	07.12.2021	

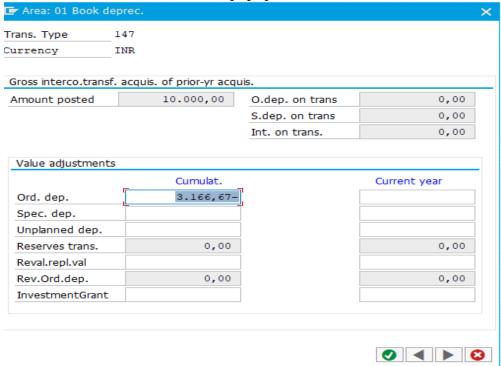
Field	Remarks
Company code	NCL
Asset	Asset number
Sub number	Sub number of asset
Document date	Invoice date
Posting Date	Posting date in ERP
Transaction type	147

Press enter



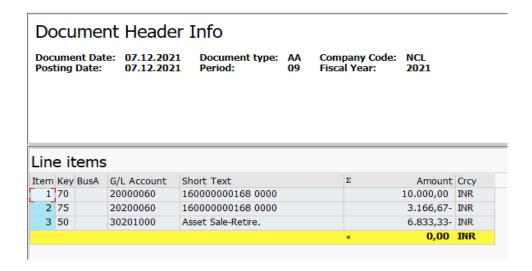
Field	Remarks
Amount posted	Gross Value of assets
Asset Value date	Date on which depreciation is started at receiver unit
Offsetting Account	30201000 (Asset Sale-Retirement)
Text	Suitable narration

Press Enter then below screen will popup



Fill up In Ordinary Depreciation already charged in another unit in this example ie Rs. 3166.67.

Press Enter And simulate



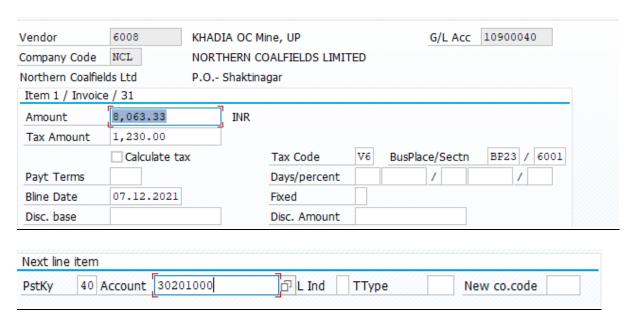
In this case Assets is capitalized in the Books of NCL HQ. However New code 30201000 is open and credit by Rs. 6833.33 and GST impact will not considered till now process.

Now run T code F-02 to booking GST receivable and to debit the GL code 30201000 code by 6833.33.

Held Docume	ent Acco	unt Model	<u>₌</u> 🔁 G/	L item fast entry	Post with Reference
Document Date	07.12.2021	Туре	SA	Company Code	NCL
Posting Date	07.12.2021	Period		Currency/Rate	INR
Document Number				Translation dte	
Reference	Laptop test			Cross-CCode No.	
Doc.Header Text					
Trading part.BA					
First line item					
First line item				E-3	

Field	Remarks
Document date	Document date
Posting date	Posting date
Reference	Suitable narration
Doc. Header text	Suitable narration
PstKy	31
Account	Transferring unit as vendor

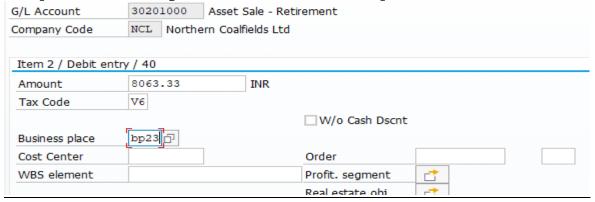
Press enter-



Field	Remarks
Amount	Gross amount including GST (mentioned in invoice)
Calculate tax	Check on calculate tax
Tax code	Suitable tax code
BusPlace/Sectn	Suitable data
Next Line Item	
PstKy	40 (Debit)
Account	30201000 (Asset Sal - Retirement)

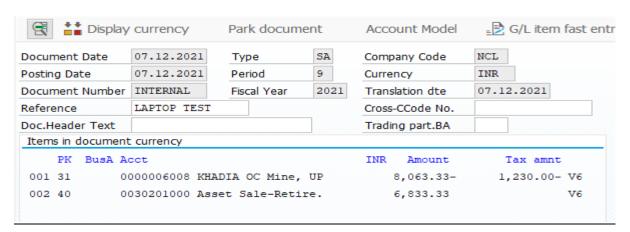
Press enter

Fill up Amount including GST-Rs. 8063.33 and other required information



Field	Remarks
Amount	Gross amount including GST (mentioned in invoice)
BusPlace	Suitable data

Simulate



Simulate General Ledger



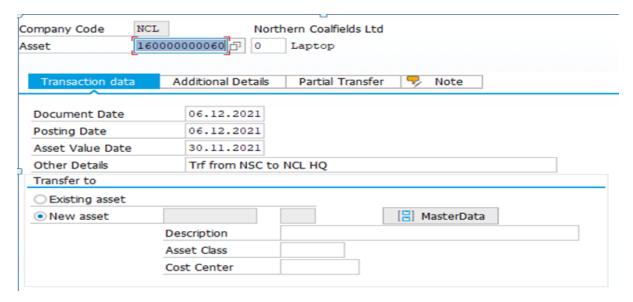
After this entry- 30201000 code is Zero

However Inter company vender balance of Rs. 8063.33 is open and Rs. 8063.33 for inter company customer is also open. For settle both the transaction- Another settlement is run using T code- F-51.

ABUMN - Asset transfer from one head to another head (Except T-Code | Surveyy off) and from one area to another area within State

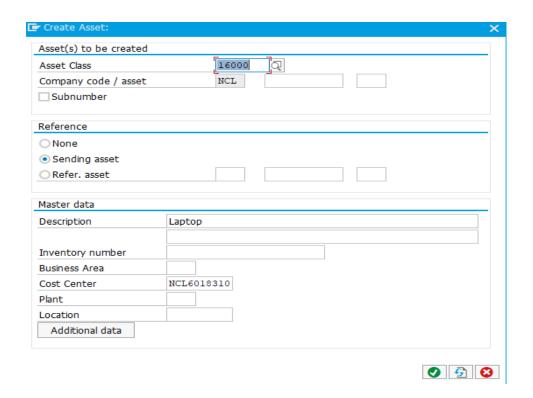
Fill up required field, Assets value date is date on which month assets is transferred (Depreciation before this month charged to sender unit)

Click on New assets (If existing assets code not available with another unit)

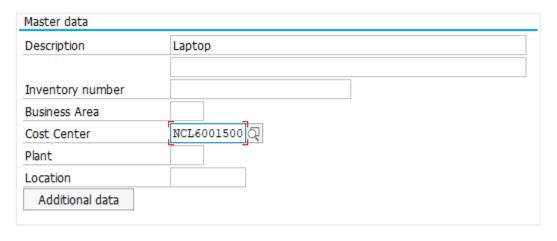


Field	Remarks
Asset	Asset Number
Document Date	
Posting date	Posting date in ERP
Asset Value date	Assets value date is date on which assets is transferred. Depreciation
	before this month charged to sender unit
Other details	As per requirement
Existing Asset/New Asset	As per requirement

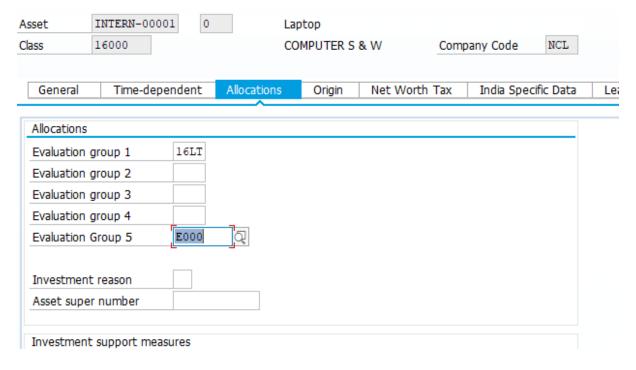
Click on Master data, then below screen will popup



Change cost center where assets is transferred



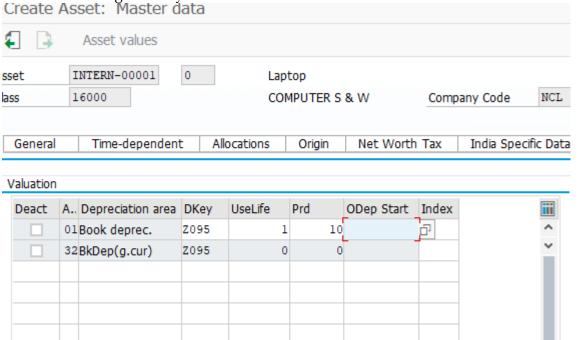
Click on Additional data Select evolution group-1 & 5 is mandatory



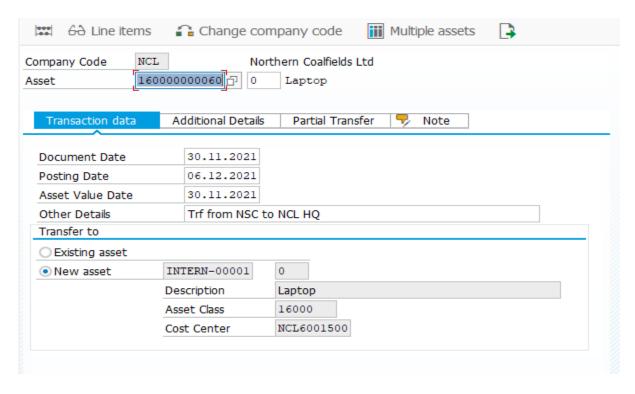
Click on Depreciation area

Change the remaining life as on Next month of Transfer of assets In this case DOC is 26.09.2020, Up to March 21 life is complete of 7 month Date of transfer is 30.11.2021 (Up to OCT month is passed 7 Month)

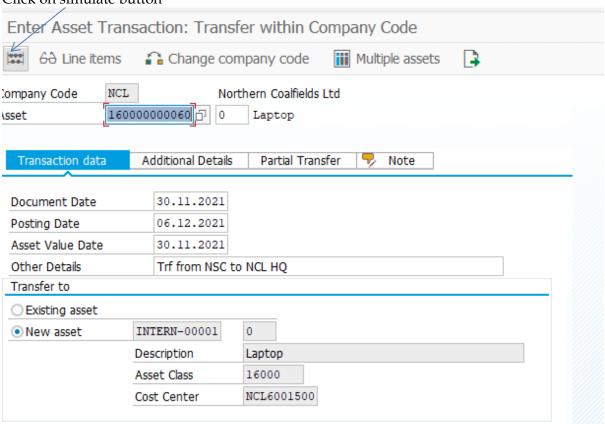
Balance remaining life is 1 year 10 Month

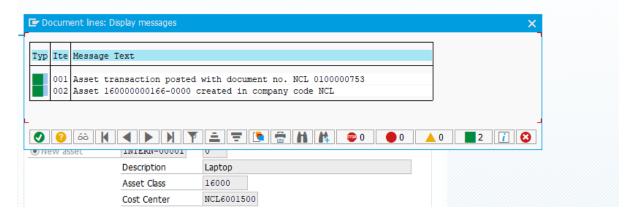


The Enter, Click on back button and below mention screen seen



Click on simulate button

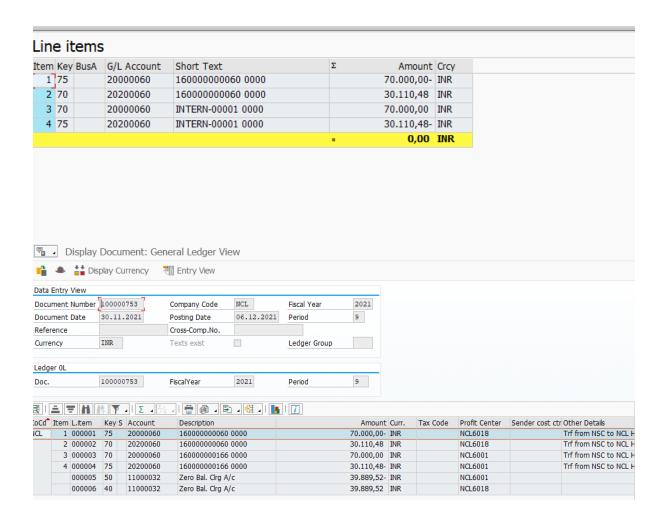




New assets in NCL HQ profit center wide NO. 1600000000166

Document Header Info

Document Date: 30.11.2021 Document type: AA Company Code: NCL Posting Date: 06.12.2021 Period: 09 Fiscal Year: 2021



T-Code | ABAW - Impairment of Assets

Field	Remarks
Company Code.	NCL
Assets No.	Asset number which is to be Impaired.
Document Date.	Date of source document.
Posting Date.	accounting date.
Transaction Type.	Z80-For Charging Impairment on Assets acquired in Prior years.
	Z81-For Charging Impairment on Assets acquired in current year.
	Z82-For reversal of Impairment Loss (Prior-Yr acq.).
	Z83-For reversal of Impairment Loss (Curr-Yr acq.).

Press enter. Then new screen will pop up and following details is required

Field	Remarks	
Assets Value date	Date of Impairment.	
Amount posted.	Amount	

Click on post button.

ABUMN-Assets survey off(transfer from Normal T-Code class to S.off class code)

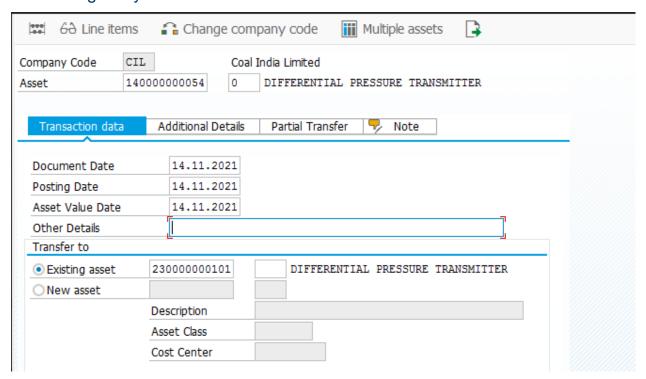
Surveyed of accounting - example asset code 140000000054 is required to be survey off.

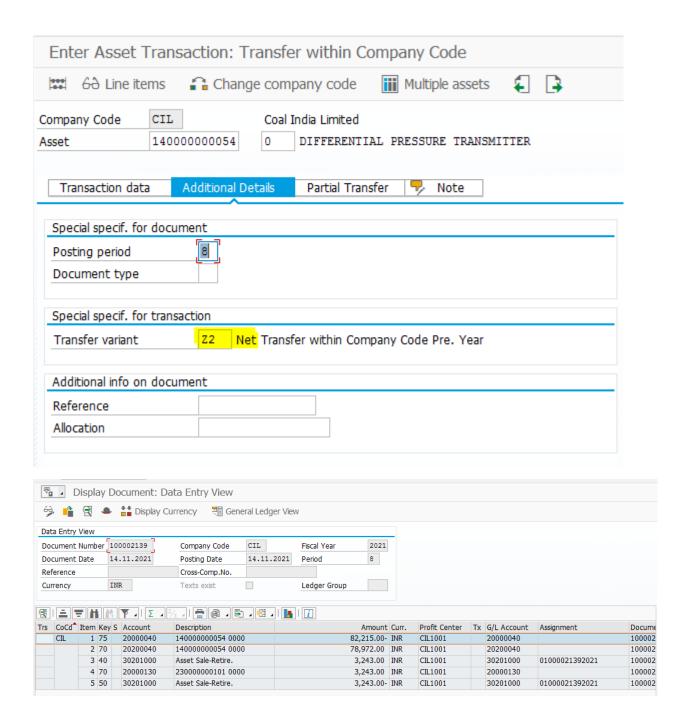
Step-1

Create new Asset code Asset under asset class 23000 (you may create it in reference to Asset need to surveyed off) (example 23000000101) Step-2

Transfer Asset to Asset using T code ABUMN, with Transfer Variant **Z2 or Z1** (for 99.99% cases it will be Z2) in Additional Details, simulated accounting entry and post it.

Accounting Entry will be as follows

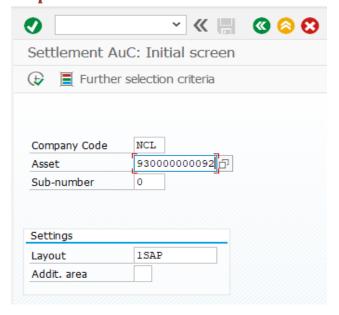




T-Code

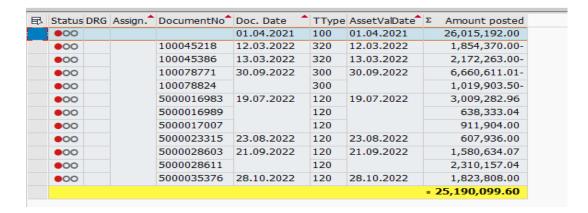
AIAB & AIBU - Transfer from AUC to Final Assets

Step 1 - AIAB



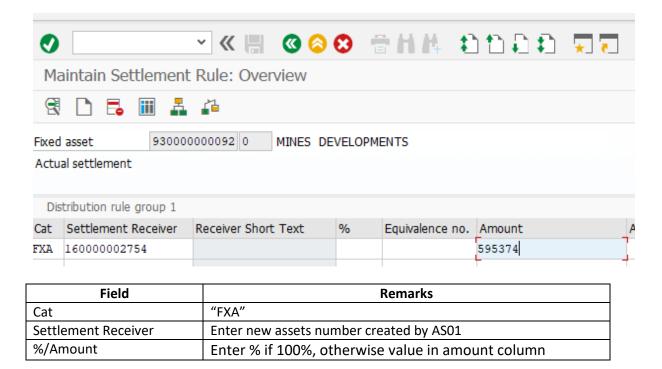
Click on Execute, Then show below mention screen





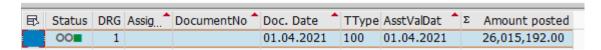
Select the entry which is required to be settle

Click on Enter for create settlement rule



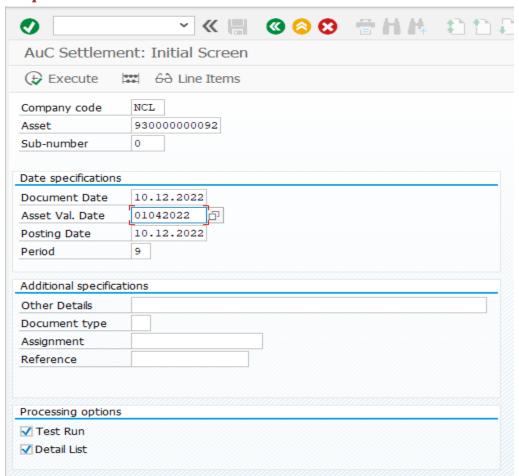
Click on Back button and below screen open and seen that status is Green





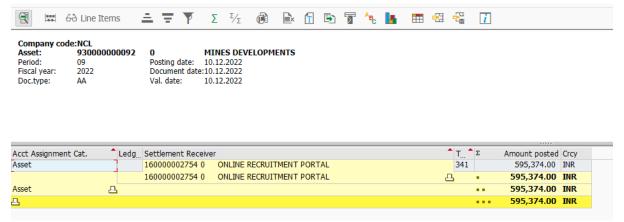
Click on settlement.

Step 2 - AIBU



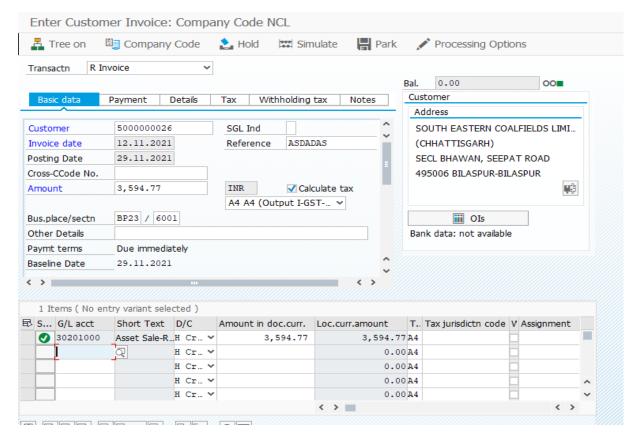
Field	Remarks
Document date	Date of source document
Asset. Value date	Suitable value
Posting date	Suitable value
Other details	Proper Narration
Document type	AA

First execute in Test run and below mention screen will pop up.



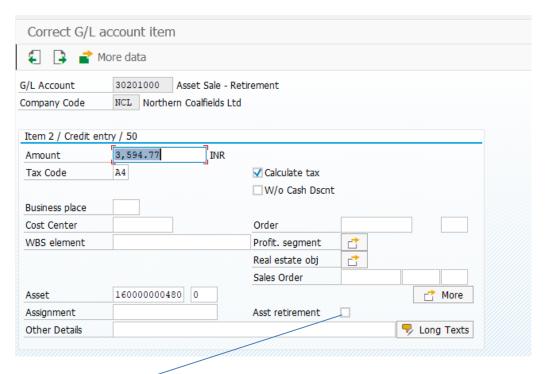
If amount is correct then, remove radio button of test run and click on execute. Assets transfer is complete.

T-Code FB70 - Assets retirement by sale

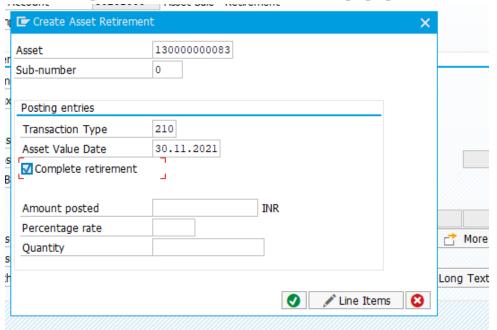


Field	Remarks
Customer	Customer Code of CIL/Subsidiaries in Customer line
Invoice date, reference,	Suitable value
Business Place/sectn	
Calculate Tax	Ensure there is Check in the box
Other details	Proper Narration
Amount	Total invoice value including GST
Tax amount and tax code	Suitable value
G/L account	30201000 (Asset Sale –Retirement)
Amount in doc. Curr.	Total Invoice value including GST
Tax code	Suitable tax code

After input of all information, double click on the line item with GL code 3020100, accordingly below screen will popup



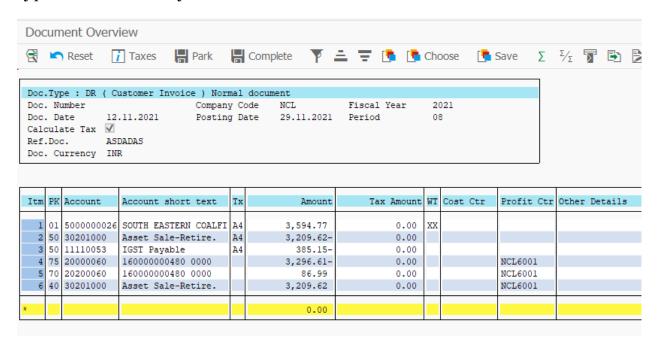
Select asst retirement check box and press enter After that press enter another screen will popup



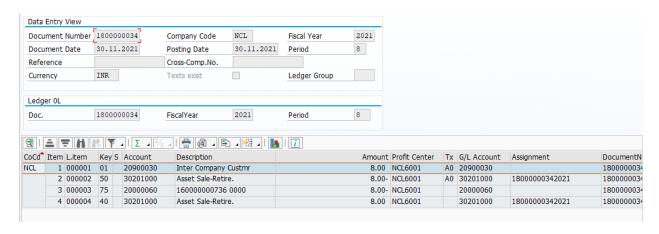
Select/Input retiring asset no & asset value date and click check box complete retirement

Field	Remarks
Asset	Retiring asset no.
Asset value date	Suitable value
Complete retirement	Ensure there is Check in the box

After fill up all information simulate the transaction then below mention type of Journal entry is shown.

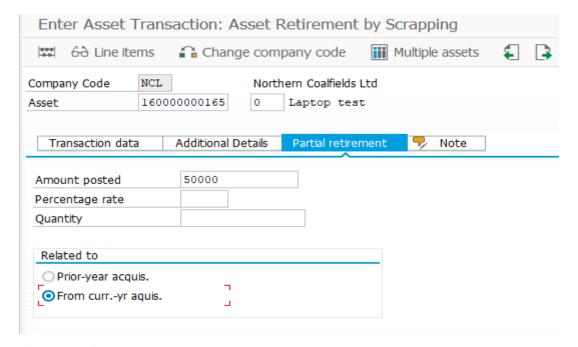


Hence in Intercompany customer debit balance is shown under customer code like SECL in Customer code-500000034 and GL code 20900030



T-Code **ABAVN - Retirement of Fixed Assets by scrapping** Enter Asset Transaction: Asset Retirement by Scrapping **Multiple** assets 50 Line items Change company code Company Code NCL Northern Coalfields Ltd 160000000165 Laptop test Asset Transaction data Additional Details Partial retirement Note 01.12.2021 Document Date 01.12.2021 Posting Date 01.12.2021 Asset Value Date Other Details

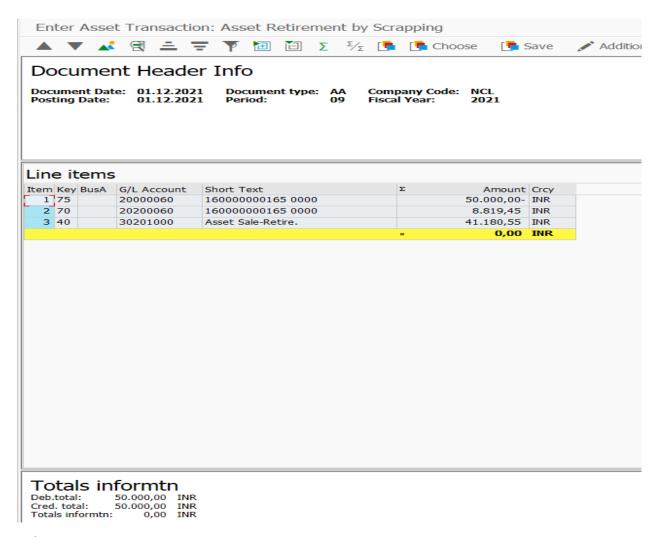
Field	Remarks
Company Code	NCL
Asset	Asset Number
Document date	Source document date
Posting date	Date of posting in ERP
Asset Value date	Suitable Value



Select Partial retirement Tab

Field	Remarks
Amount Posted/Percentage rate	Suitable Value
Quantity	If required
Prior year/current year acq.	As applicable

Select Simulate



Select Save

SOP for sale of Assets as Scrap

Entry 1 while VF02 by ERP

20900001 Domestic Customer (Others) ... Dr. 120 To 30200035 Sale of ScrapCr. 100 To 11110053 GST PayableCr. 20

ENTRY-2 by FICO, while assets retirement (Using T Code- F-92/FB01)

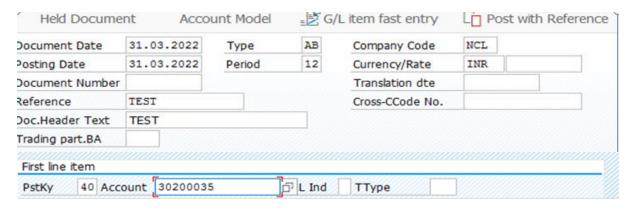
30200035 Sale of Scrap	Dr. 100
30201000 Asset Sale-Retire	Dr. 100
20200130 P&M Acc. Depn	Dr. 62.67

To 30201000 Asset Sale-Retire	Cr. 100
To 20000130 P&M Gross	Cr. 120
To 30200240 Gain-P&E	Cr. 42.67

All unit kindly follow uniform accounting procedure for all type of sale of scrap.(Separate SOP Enclosed)

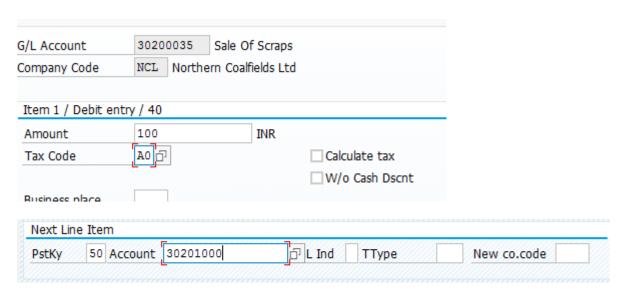
However when No entry made in ERP for old cased. Unit can use T Code FB70/FB01, and in place of Sale of scrap unit can use as customer code.

T-Code FB01 - Accounting of sale of Scrap

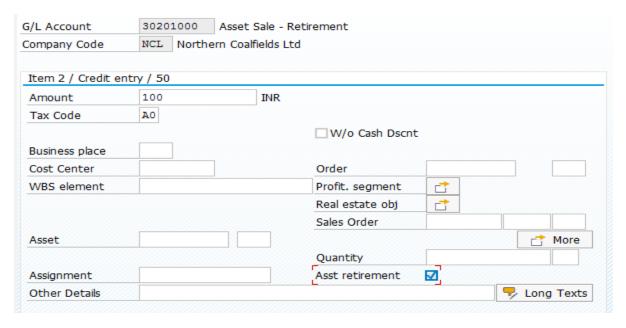


Field	Remarks
Document Date	Invoice date
Posting Date	Entry date
Reference/Doc. Header text	Suitable data
PstKy	40
Account	30200035 (Sale of Scrape)

Press Enter

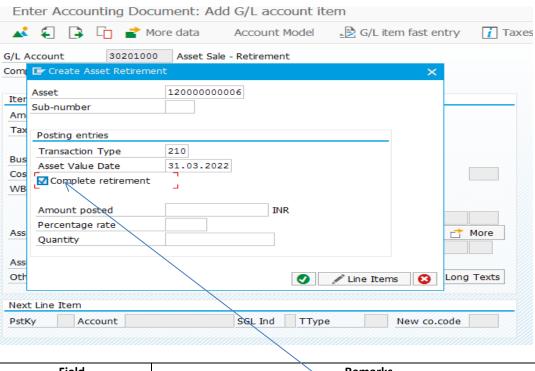


Field	Remarks	
Amount	Amount received from customer	
Tax Code	Suitable data	
Business Place	Suitable data	
Next Line Item		
PstKy	50	
Account	30201000 (Asset Sale Retirement)	

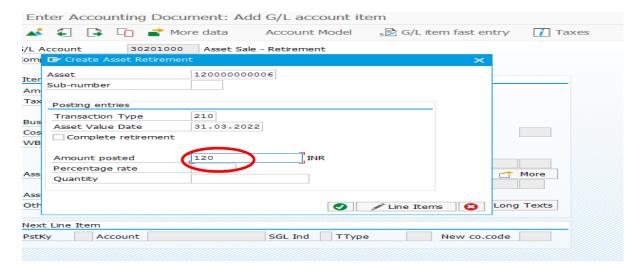


Field	Remarks
Amount	same amount as filled earlier
Tax Code	Suitable data
Business Place	Suitable data
Asset retirement	Ensure that check on asset retirement

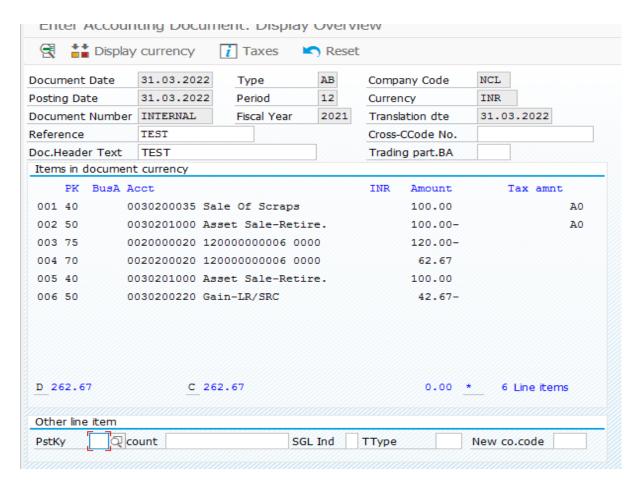
Press Enter. Following screen will be pop up.



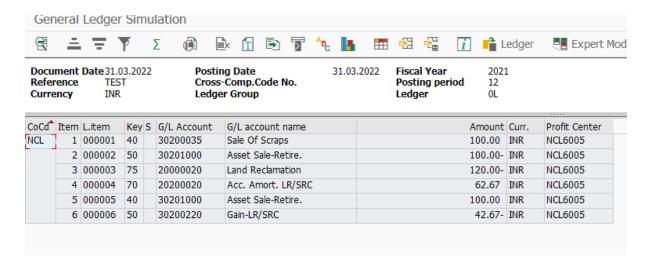
Field	Remarks
Asset	Asset number
Asset value date	Suitable data
Complete retirement	if complete retirement then click on complete retirement
Amount posted	If not complete retirement than fill amount in amount posted (See screenshot in next page)



Press green button
Simulate, Below mention JV will be shown



Simulate General Ledger

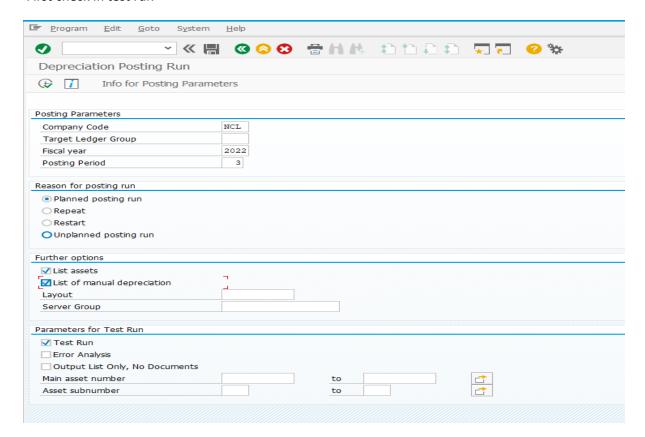


After VF02 and this Entry, Sale of Scrap and Assets sale retirement is settled. Actual gain or loss is booked.

Depreciation Accounting

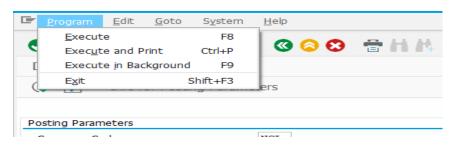
T-Code AFAB/AFABN - Depreciation posting

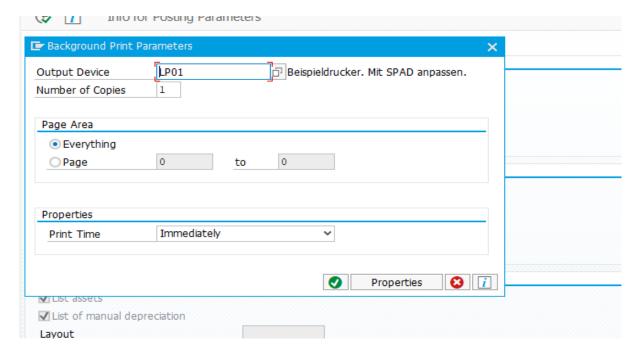
First check in test run



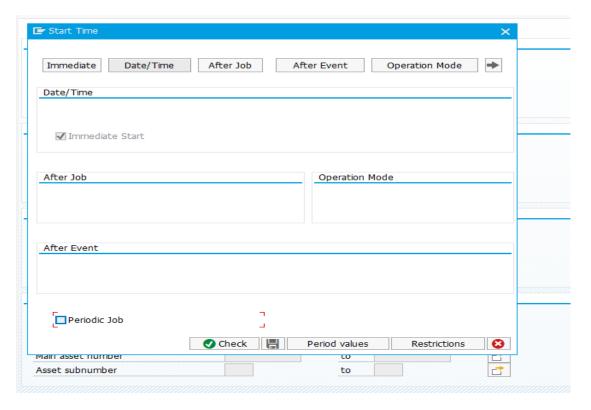
Field	Remarks
Company code	NCL
Fiscal year and Posting period	Relevant fiscal year and period in which depreciation to be run
Planned posting run	To post planned depreciation. Required to carry out the depreciation
	for new period-closing.
Repeat run	To repeat the posting run.
restart	If earlier Posting Run terminated during processing due to either a
	system error.
Unplanned posting run	This allows posting outside of the normal processing cycle
Test Run	First whole process to be run at test run basis
Main Assets No	To be run for specific assets.

Click on program. Execute in Background.





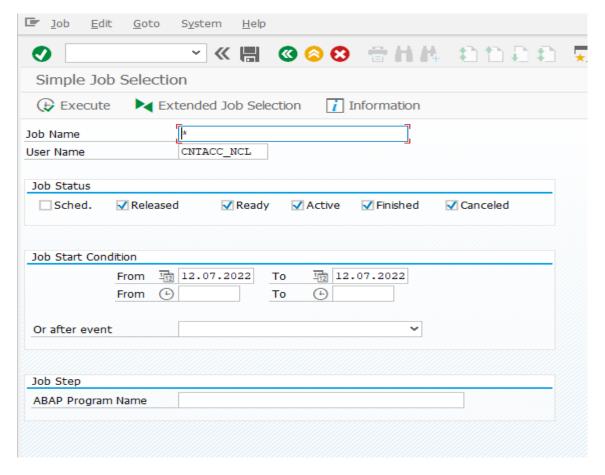
Click on Green button.



Click on Immediate

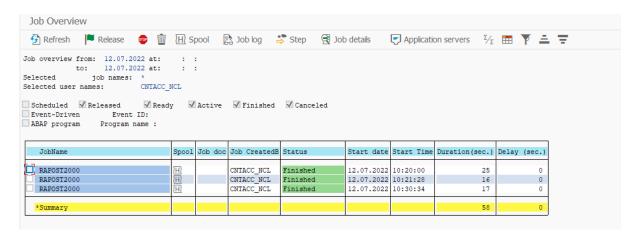
Click on check and save.

Run T Code SM37 to check whether transaction is complete or not.



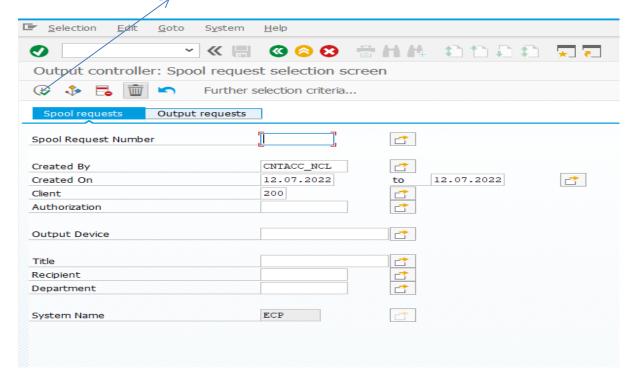
Click * in Job name

Click on execute

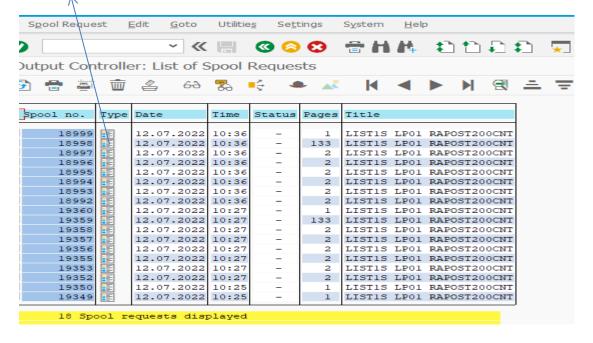


Wait until Job is finished

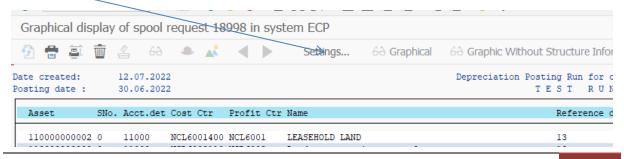
Run T code SP01.Click on execute.



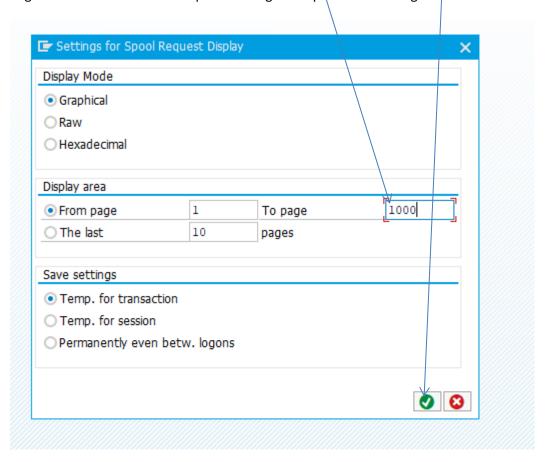
Click on Table



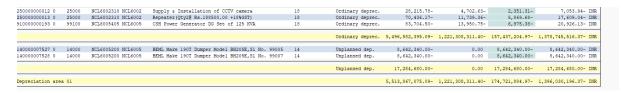
Click on Settings



Page number to be increased up to the range as expected. Click on green button



Check that there is no error left and depreciation posting is ready to execute.



Then follow whole procedure again without check on Test run.

T-Code **ABAA - Fixed Asset Depreciation (Unplanned)**

Company Code NCL Asset [160000000165]	Unplanned depreciation: Initial Screen	
Asset 160000000165 1		
Date specif. Document Date 01.12.2021 Posting Date 01.12.2021	Company Code	NCL
Date specif. Document Date 01.12.2021 Posting Date 01.12.2021	Asset	160000000165
Document Date 01.12.2021 Posting Date 01.12.2021	Sub-number	0
Posting Date 01.12.2021	Date specif.	
. ostang batto	Document Date	01.12.2021
Posting period 9	Posting Date	01.12.2021
	Posting period	9
Transact.	Transact.	
Transaction Type 640 Unplanned depreciation on prior-year acquisitions	Transaction Type	640 Unplanned depreciation on prior-year acquisitions

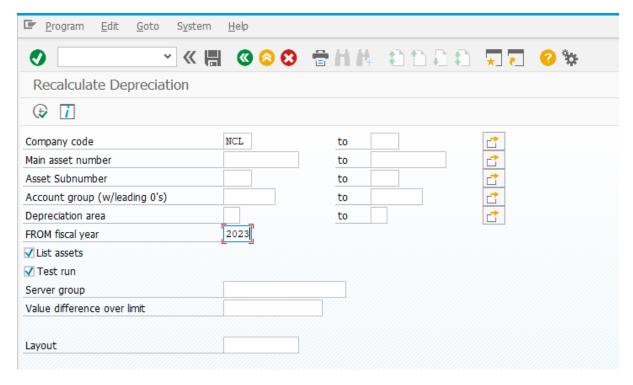
Field	Remarks	
Company code	NCL	
Asset	Asset number	
Document date	Source document date	
Posting date	Date of entry in ERP	
Posting period	Suitable data	

Create Asset	Transaction: Unplanned depreciation on prior-year acquisi
Line Items	
Asset	160000000165 0 Laptop test
Company Code	NCL
Trans. Type	640 Unplanned depreciation on prior-year acquisitions
Posting data	
Amount posted	15000 INR
Asset Val. Date	30.11.2021
Additional details	
Text	for testing
Reference	

Field	Remarks
Amount posted	Depreciation Amount to be posted
Asset value date	As per requirement
Text	As per requirement

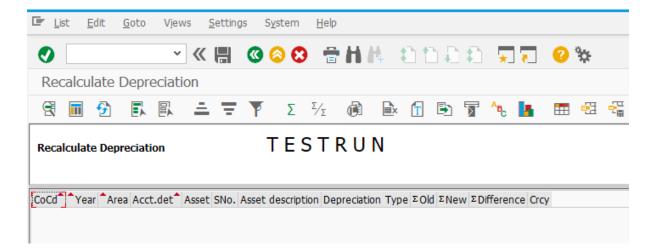
Select Save

T-Code AFAR - Recalculate Depreciation



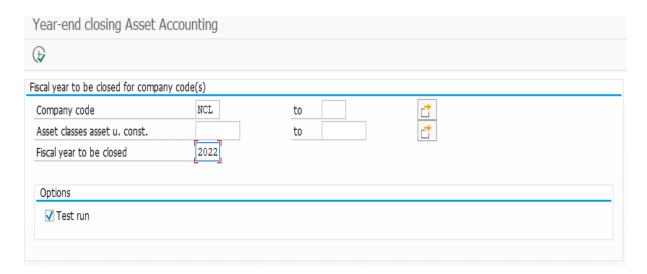
Field	Remarks
Company Code	NCL
From Fiscal year	Which year to be recalculated
Test Run	Depreciation to be run on test or not
Main Asset number	Asset number

Click on Execute, if any depreciation required for recalculate then below screen open

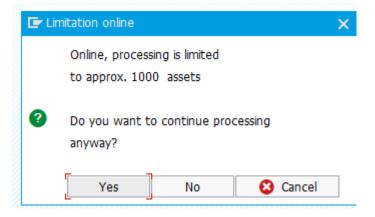


T-Code

AJAB - Year end closing asset accounting



Field	Remarks
Company code	NCL
Fiscal year to be closed	Previous year (Eg. On 1 st april 2023 close year 2022)
Test Run	Check the test run box initially to see if there are any errors.



Click on yes. Then below screen will pop up.

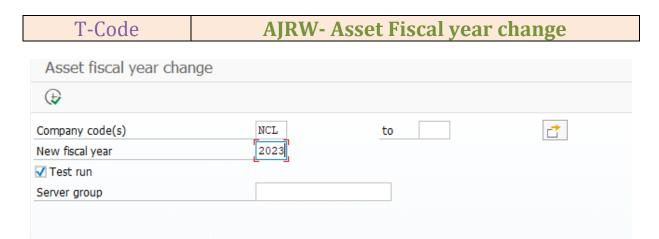


Close carried out will always says No in test run. Just look for other error being no. As long as this is no, you are good. At the bottom you will see a message that shows what the error is.

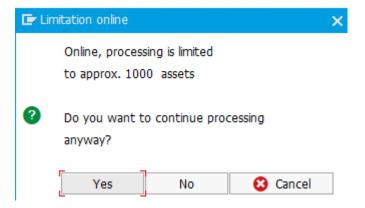


Remove the test run and execute in **background** (Similarly like Depreciation posting).

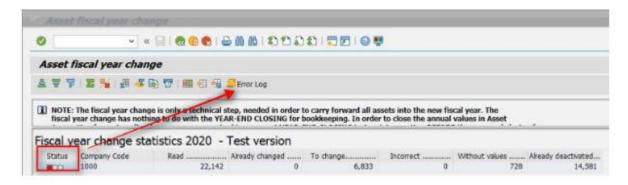
*Remember to close year end first before changing the fiscal year.



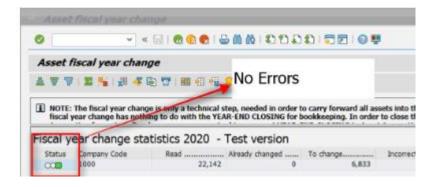
Field	Remarks
Company code (s)	NCL
New Fiscal year	current year (Eg. On 1 st april 2023 new year will be year 2023)
Test Run	Check the test run box initially to see if there are any errors.



Click on yes. Then below screen will pop up.



Green icon on the left. If you see a red icon like you see below, then you need to see what the error is by clicking on error log. After removing error, below mentioned screen will be shown.

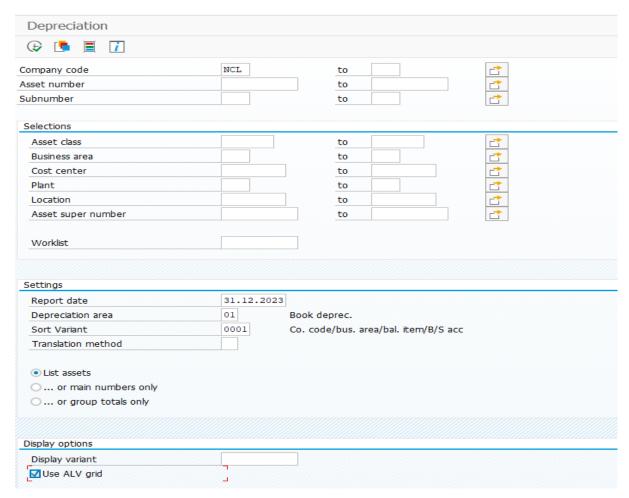


Run the process in background.

Assets Reporting

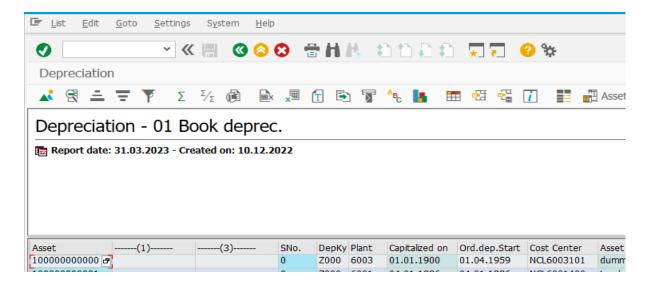
T-Code AR03 - Assets Register

Fill Up-Company Code, Plant No., report date and click on USE ALV grid

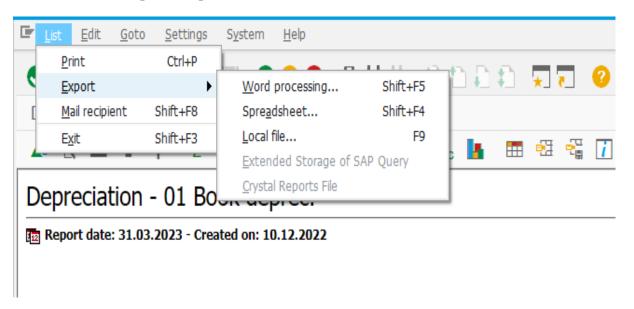


Field	Remarks
Company Code	NCL
Asset number	Asset number
Asset Class/Business Area/Cost	To select Specific assets
Centre/Plant/Location	
Report Date	As per requirement
Depreciation Area	01 (Book Depreciation)
Sort Variant	0001
List Assets	Total Assets List
Or group totals only	Asset Class wise total
Use ALV grid	Ensure tick mark on ALV grid

Click on Execute

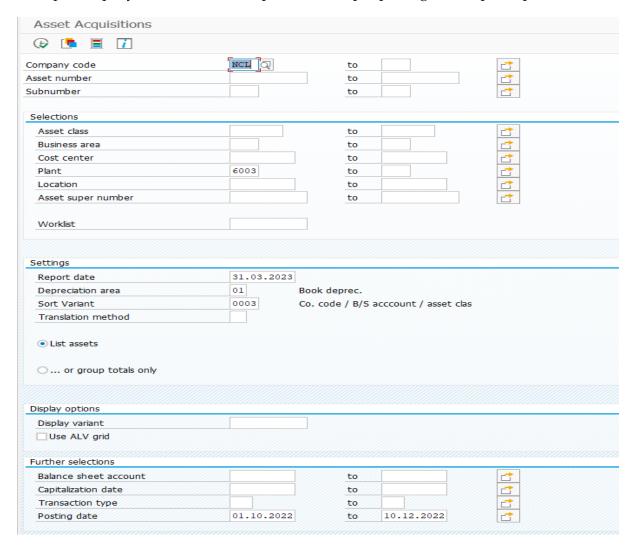


Click on List--- Export ---Spreadsheet and download in Excel



T-Code AR05 - Assets Acquisition

Fill Up- Company Code, Plant No., report date and put posting date as per requirement



Field	Remarks
Company Code	NCL
Asset number	Asset number
Asset Class/Business Area/Cost Centre/Plant/Location	To select Specific assets
Report Date	As per requirement
Depreciation Area	01 (Book Depreciation)
Sort Variant	0003
List Assets	Total Assets List
Or group totals only	Asset Class (head) wise total
Balance Sheet Account	GL code wise filter
Capitalization Date	Capitalization Date wise filter
Transaction type	Transaction type wise filter
Posting Date	Posting date wise filter

Click on Execute. All addition will appear.

T-Code **AR06 - Assets Retirement**

Fill Up- Company Code, Plant No., report date and put posting date as per requirement

Asset Retirements			
Company code	NCL Q	to	<u> </u>
Asset number		to	<u> </u>
Subnumber		to	₫
Selections			
Asset class		to	
Business area		to	
Cost center		to	<u> </u>
Plant	6003	to	<u> </u>
Location		to	
Asset super number		to	
Worklist			
Settings			
Report date	31.03.2023		
Depreciation area	01 Boo	ok deprec.	
Sort Variant	0003 Co.	code / B/S acccount / asset clas	
Translation method			
List assets or group totals only			
Display options			
Display options Display variant			
Display variant			
Display variant ✓ Use ALV grid		to	
Display variant ☑ Use ALV grid Further selections		to to	
Display variant ✓ Use ALV grid Further selections Balance sheet account			
Display variant Use ALV grid Further selections Balance sheet account Capitalization date		to	

Field	Remarks
Company Code	NCL
Asset number	Asset number
Asset Class/Business Area/Cost Centre/Plant/Location	To select Specific assets
Report Date	As per requirement
Depreciation Area	01 (Book Depreciation)
Sort Variant	0003
List Assets	Total Assets List
Or group totals only	Asset Class (head) wise total
Balance Sheet Account	GL code wise filter
Capitalization Date	Capitalization Date wise filter
Deactivation date	Deactivation date wise filter
Transaction type	Transaction type wise filter
Posting Date	Posting date wise filter

ZFI_FA_TRANS - Fixed Assets Transaction (Assets wise evaluation group)

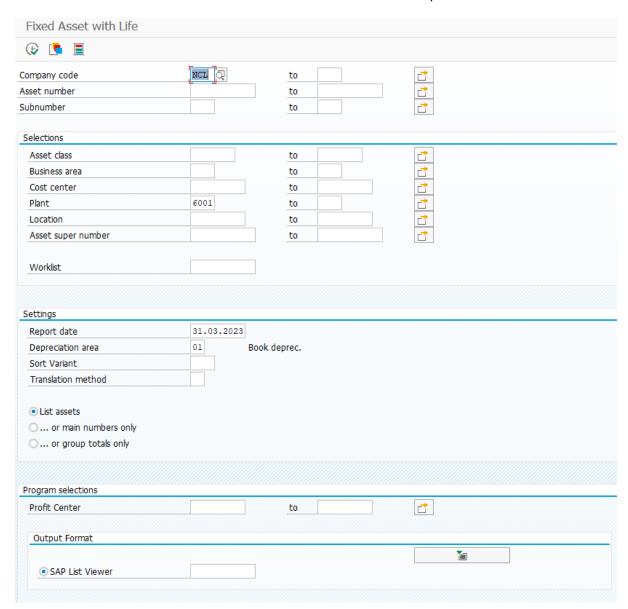
Similar to AR03. Use this code to extract Assets wise evaluation group.

⊕ 📑 🗏						
Company code Asset number Gubnumber	NCT]	t	00 00	<u>-</u>		
Selections						
Asset class		t	:0			
Business area		_	:0	<u>-</u>		
Cost center		_	0	<u>-</u>		
Plant	6001	t	0	<u>-</u>		
Location		t	0	<u></u>		
Asset super number		t	:0	<u>-</u>		
Worklist Settings						
Securitys						
Report date	31.03.2023	3				
	31.03.2023	Book depre	ec.			
Report date Depreciation area Sort Variant			ec.			
Report date Depreciation area			ec.			
Report date Depreciation area Sort Variant			ec.			
Report date Depreciation area Sort Variant Translation method • List assets • or main numbers only • or group totals only			ec.			
Report date Depreciation area Sort Variant Translation method • List assets or main numbers only		Book depre	ec.	<u>-</u>		
Report date Depreciation area Sort Variant Translation method List assets or main numbers only or group totals only		Book depre				
Report date Depreciation area Sort Variant Translation method • List assets • or main numbers only • or group totals only Program selections Asset value date of the first		Book depre	20			

Field	Remarks
Company Code	NCL
Asset number	Asset number
Asset Class/Business Area/Cost	To select Specific assets
Centre/Plant/Location	
Report Date	As per requirement
Depreciation Area	01 (Book Depreciation)
List Assets	Total Assets List
Or group totals only	Asset Class wise total

T-Code ZFI_FALIFE - Fixed Asset with Life

Similar to AR03. Use this code to extract Assets wise useful life and expired useful life.



Field	Remarks
Company Code	NCL
Asset number	Asset number
Asset Class/Business Area/Cost Centre/Plant/Location	To select Specific assets
Report Date	As per requirement
Depreciation Area	01 (Book Depreciation)
List Assets	Total Assets List
Or group totals only	Asset Class wise total
Profit Centre	Profit center wise filter

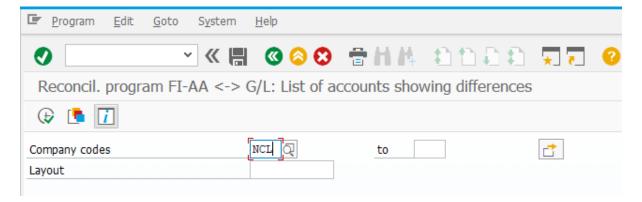
AR07 - Intra company transfer T-Code

Intracompany Asset Tra	nsfers				
⊕ 🖪 🚺					
ompany code sset number ubnumber	NCL	to to		<u></u>	
Selections					
Asset class		to		F.	
Business area		to			
Cost center		to		<u> </u>	
Plant		to		<u>-</u>	
Location		to		<u>-</u>	
Asset super number		to			
Worklist					
Settings					
Report date	31.12.202	22			
Depreciation area	01	Book deprec.			
Sort Variant	0003	Co. code / B/S ac	cccount / asset clas	i	
Translation method					
List assets or group totals only					
Display options					
Display variant					
Use ALV grid	7				
Further selections					
Balance sheet account		to		<u></u>	
Capitalization date		to		<u>-</u>	
Deactivation date		to		† † † † † † † † †	
Transaction type		to		<u></u>	
Posting date		to		₫	

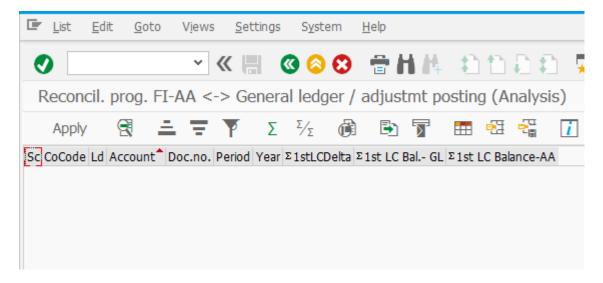
Field	Remarks
Company Code	NCL
Asset number	Asset number
Asset Class/Business Area/Cost	To select Specific assets
Centre/Plant/Location	
Report Date	As per requirement
Depreciation Area	01 (Book Depreciation)
Sort Variant	0003
List Assets	Total Assets List
Or group totals only	Asset Class wise total

ABST2 - Reconciliation between Finance and Assets register

Fill up company code and Execute

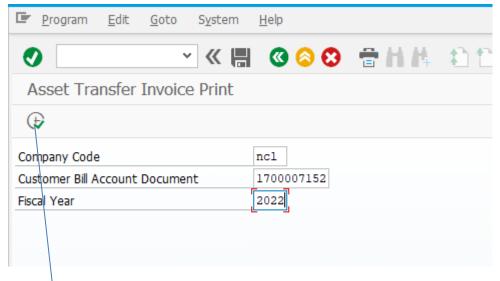


Any difference in GL code and As per assets register is appear



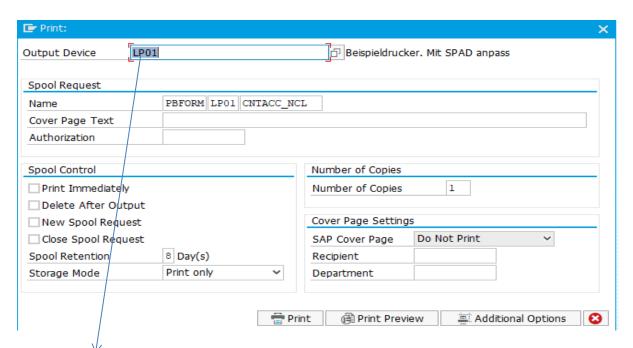
If no report appears, it means all are tallied.

T-Code **ZFIASSETINV** – Assets Transfer Invoice Printing



	Field	Remarks
Compan	y Code	NCL
Custome	r bill Account Document	FI document number
Fiscal ye	ar	Year of asset transfer

Click on Execute

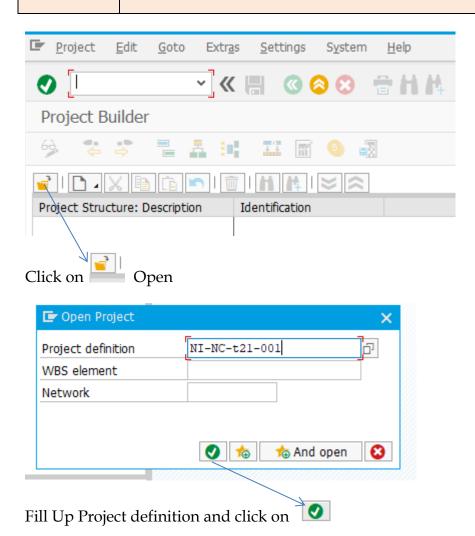


Ensure "LP01" is filled in output device and then click on print preview. Asset Invoice will open.

Assets Transactions by WBS

T-Code

CJ20N - Project Builder



Project structure will appear

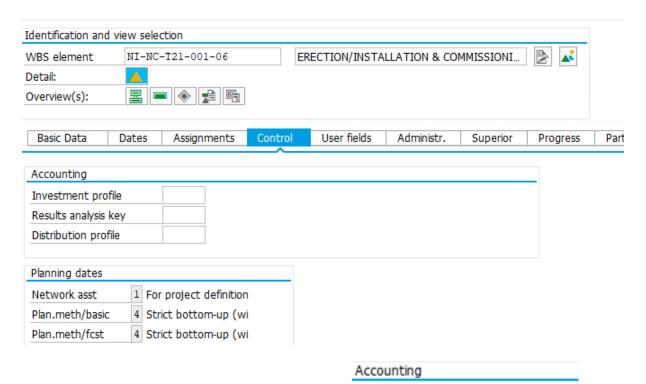
Project Structure: Description	Identification
✓ ✓ Amlohri RLS (2 MTY)	NI-NC-T21-001
✓ ▲ Amlohri RLS (2 MTY)	NI-NC-T21-001
· 星 Amlohri RLS (2 MTY)	4002210
> MORKS AND SERVICES	NI-NC-T21-001-01
> A CIVIL AND STRUCTURAL WORKS	NI-NC-T21-001-02
> 🛕 DEVELOPMENTAL WORK & INFRASTRU	NI-NC-T21-001-03
> A PLANT & MACHINERY - SUPPLY OF MEG	NI-NC-T21-001-04
> A PLANT & MACHINERY - SUPPLY OF ELE	NI-NC-T21-001-05
> A ERECTION/INSTALLATION & COMMISSI	NI-NC-T21-001-06
> 🛕 OTHER ITEMS	NI-NC-T21-001-07

For Example in Child WBS

✓ ▲ ERECTION/INSTALLATION & COMMISS NI-NC-T21-001-06
 > ▲ Erection of Technological, Mechanica NI-NC-T21-001-06-01

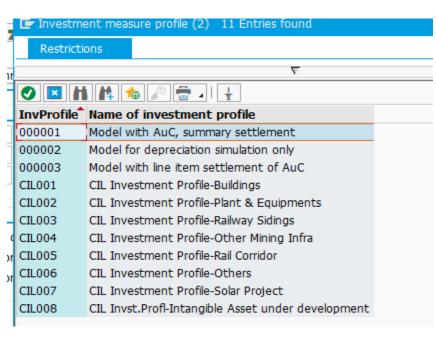
Is required for Setting of investment profile

Double click on Line item- In right side below screen appear and click on Control Tab



Investment profile

Go to Investment profile in Accounting Headclick F4

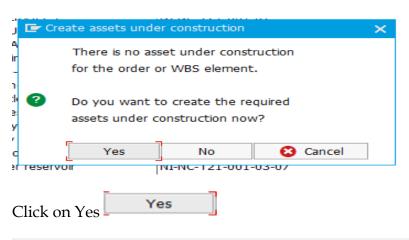


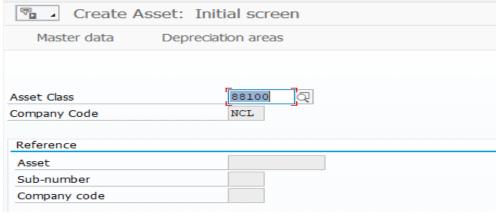
and

Select Investment Profile

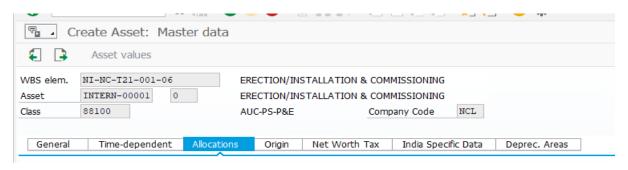


Enter two to three time





Click on Enter again



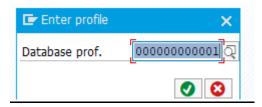
Fill Up required assets information like Plant, Evaluation group, Depreciation key etc. similarly like normal assets creation by AS01.

Click on Back button and save

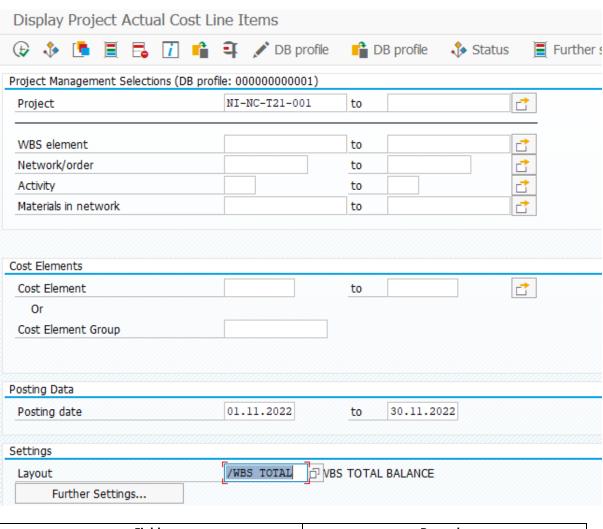


CJI3 – Display project actual cost in period for settlement from Project expenditure to CWIP

Select Database prof by click F4 and select default structure 00000000001 and Click on



Fill Up Project Number, Posting date and Layout



Field	Remarks
Project	Project number
Posting date	Relevant posting period
layout	/WBS Total

Click on Execute



Actual cost appear

Display Actual Cost Line Items for Projects



Layout Object Cost Element Posting Date

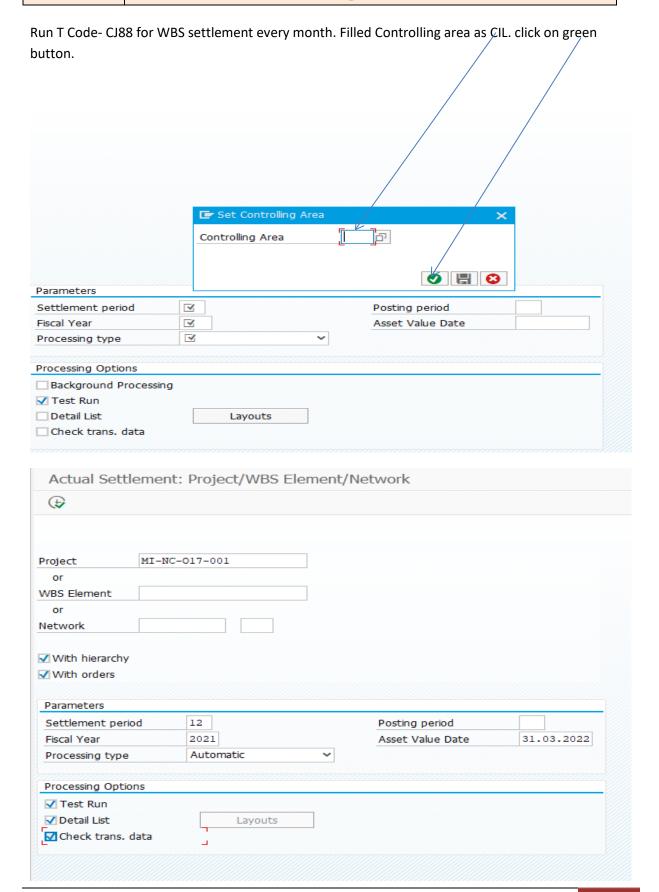
/WBS TOTAL PRJ NI-NC-T21-001 41110010 To 01.11.2022 To

41110010 30.11.2022

WBS TOTAL BALANCE Amlohri RLS (2 MTY) Project Expenditure

User Name	Project definition	WBS element	Posting Date	Σ	Val/COArea Crcy	CO crcy
Object NI-NC-	T21-001-01-03-02 GA	and Detail Engineer	ing Drawings of al	-	0.00	INR
Object NI-NC-	T21-001-01-03-03 GA	and Detail Engineer	ing Drawings of al	•	0.00	INR
Object NI-NC-	T21-001-02 CIVIL ANI	STRUCTURAL WOR	KS		0.00	INR
Object NI-NC-	T21-001-02-01-01 Ea	rth work in cutting i	in all types of So		0.00	INR
Object NI-NC-	T21-001-02-01-04 PC	C (M10 and Higher	grade) at all levels		0.00	INR
Object NI-NC-	T21-001-02-01-05 RC	C(Excluding Reinfor	cement) at all leve		0.00	INR
Object NI-NC-	T21-001-02-01-06 Su	pply, Bending, Bindi	ng and placing of		0.00	INR
Object NI-NC-	T21-001-02-02 Suppl	y, Fabrication and er	ection of stru		18,119,578.50-	INR
Object NI-NC-	T21-001-04-01 Suppl	y of P & M - CONVEY	ORS		42,703,728.00-	INR
Object NI-NC-	T21-001-04-02 Suppl	y of P & M - BELTING	ì		0.00	INR
Object NI-NC-	T21-001-04-03 Suppl	y of Mechanical Equi	pment in Receiv		0.00	INR
Object NI-NC-	T21-001-04-08 Suppl	y of other mechanic	al equipment		11,800,000.00-	INR
Object NI-NC-	T21-001-05-02 Suppl	y of Electrical Equipm	nent and acces		11,402,340.00-	INR
Object NI-NC-	T21-001-05-03 Suppl	y of Electrical Equipm	nent and acces		4,277,500.00-	INR
Object NI-NC-	T21-001-05-07 Suppl	y of Illumination Sys	tem and LED Lu		2,832,000.00-	INR
Д					91,135,146.50-	INR

CJ88 – Settlement from Project expenditure to CWIP



Field	Remarks
Project/WBS element	Project number or individual wbs element
Settlement period & Posting Period	period for which WBS to be settled
With hierarchy/With orders	Ensure check mark on both
Fiscal year	Relevant year
Processing type	Automatic
Processing option	Ensure check mark on Test Run, Detail List and
	Check trans. Data.

Execute .



Selection			
Selection Parameters	Value	Name	
Project definition	MI-NC-017-001	Jayant Expansion Project- 20 Mty	
Period	012		
Posting period	012		
Fiscal Year	2021		
Processing type	1	Automatic	
Posting Date	31.03.2022		
Asset Value Date	31.03.2022		
Controlling Area	CIL	Coal India Controlling	
Currency	INR	Indian Rupee	
Value date	31.03.2022		
Processing Options Selection Parameters Execution type Processing mode	Value Settlement executed Test run		- C
Selection Parameters Execution type Processing mode Processing completed with errors Number of messa Max. message type	Settlement executed Test run Error messages	Warning messages Information mess	
Selection Parameters Execution type Processing mode Processing completed with errors	Settlement executed Test run		
Selection Parameters Execution type Processing mode Processing completed with errors Number of messa Max. message type	Settlement executed Test run Error messages		Ŷ
Selection Parameters Execution type Processing mode Processing completed with errors Number of messa Max. message type 1 Statistics Processing category	Settlement executed Test run Error messages		Ŷ
Selection Parameters Execution type Processing mode Processing completed with errors Number of messa Max. message type 1 Statistics	Settlement executed Test run Error messages 1		Ŷ
Selection Parameters Execution type Processing mode Processing completed with errors Number of messa Max. message type 1 Statistics Processing category	Settlement executed Test run Error messages 1		Ŷ
Selection Parameters Execution type Processing mode Processing completed with errors Number of messa Max. message type 1 Statistics Processing category Settlement executed	Settlement executed Test run Error messages 1		Ŷ
Selection Parameters Execution type Processing mode Processing completed with errors Number of messa Max. message type 1 Statistics Processing category Settlement executed No change	Settlement executed Test run Error messages 1		

Error

If NO error then clicks on detail list



You can see the list/amount of settlement

Go back and remove the click from Test run and execute Settlement is complete for the month Same process is complete every month end on or before 5th of the Next month

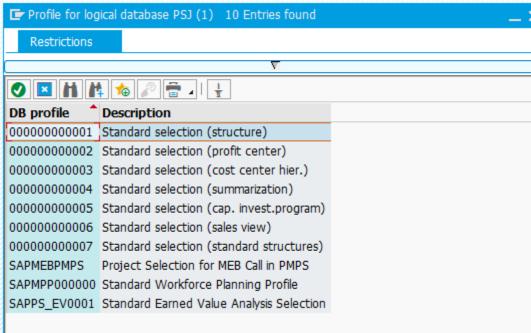
CJIC/CJ88 - Settlement From WBS CWIP(System) to Final Assets

CJIC- For rule creation

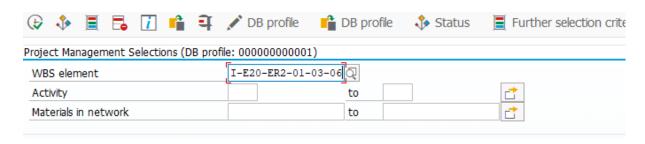
CJ88- For transfer/settlement

Run T code CJIC

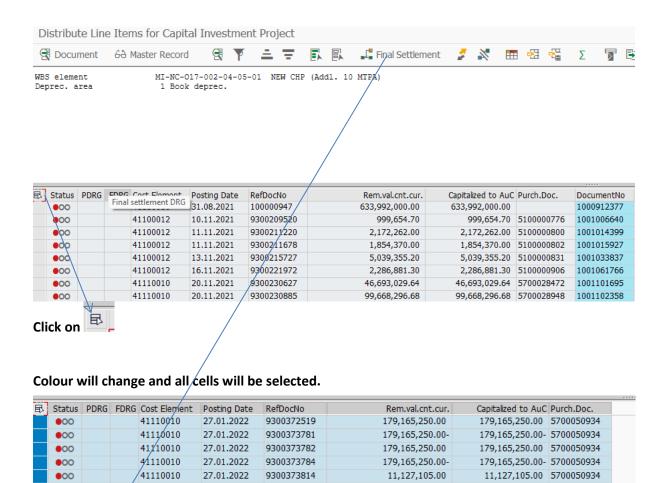




Select First standard selection 000000000001 Screen open



Filled WBS element and Execute. Below mention screen open



Click on Final settlement. Below mention screen open.

27.01.2022

27.01.2022

9300373833

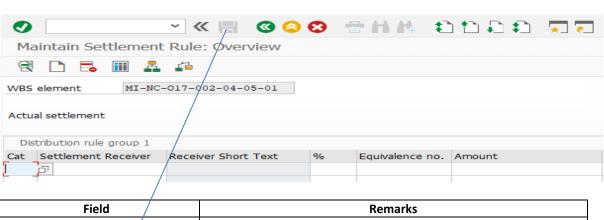
9300373837

41110010

41110010

000

000



11,127,105.00-

11,127,105.00

Field /	/	Remarks
Cat		FXA
Settlement Receiver		existing assets/ New assets number created using T Code-AS01
%/Equivalence no/Amount		basis of allocation from WBS AUC to Final Assets where settlement
		receiver is more than one.

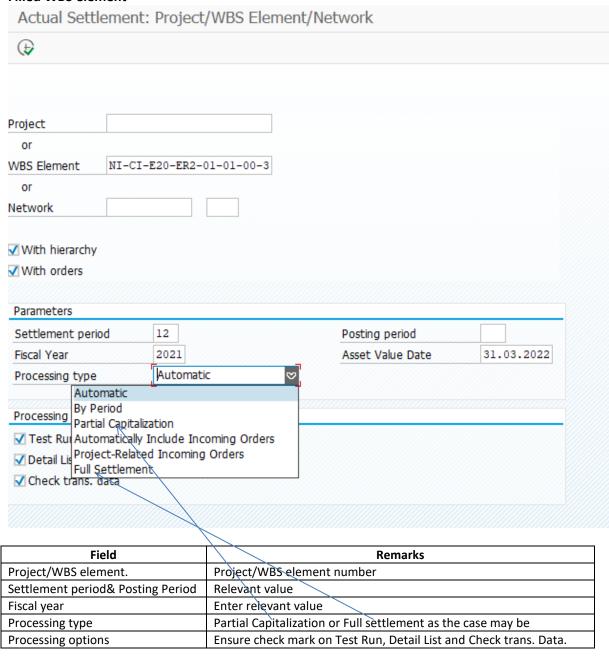
And click on save. Settlement rule is saved

11,127,105.00- 5700050934

11,127,105.00 5700050934

Then again run CJ88

Filled WBS element



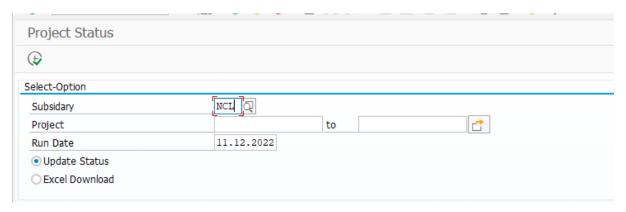
And execute

And see accounting document on top of the sheet after execute. If correct (receiver column will contain final asset no. which was maintained in CJIC) then remove test run and again execute the code.

T-Code	CN41N - Project info System : Structure Initial Screen
T-Code	CJI5 - Project Commitment Line Items
T-Code	S_ALR_87013558 - Selection : Budget/Actual/Commitment/Rem. Plan/Assigned

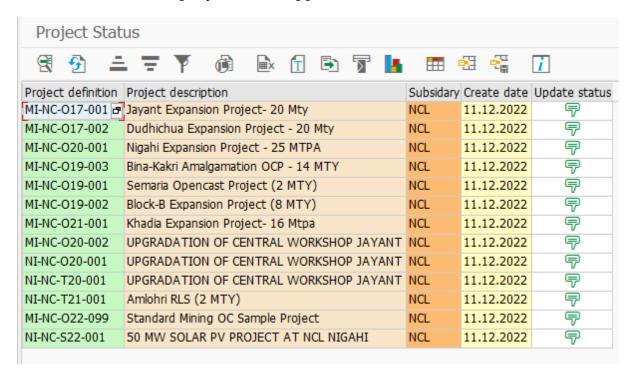
T-Code **ZPS_STATUS** - Check status of WBS and list of WBS

Fill Company code



And click on Execute

List of all WBS for company code will appear.



Laptop Advance/Adjustment

Laptop purchase and adjustment against Laptop scheme for Executive

Step-1-

Request generate in SAP by T Code- F-47 by the Finance office While using request kindly use Special GL Indicator for Laptop advance is 3

Step-2

Fund section made payment using T code- F-48

While using F-48 kindly use Special GL Indicator for Laptop advance is 3

Accounting Entry

Employee Laptop Advance A/c Debit

To Bank Account credit

Step-3

For adjustment of laptop advance and Booking of Laptop assets Create Assets class number using T code AS01

Step-4

Asset acquire using T code F-90 (Direct procurement by FICO) using vendor /supplier to treat as vendor instead of employee.

Laptop Assets A/c Debit

To Vendor Credit

Using T code F-44, clearing of employee advance and vendor liability

Vendor A/c Debit

To Employee Laptop Advance Credit

Sale of Laptop to Employee

Step-1

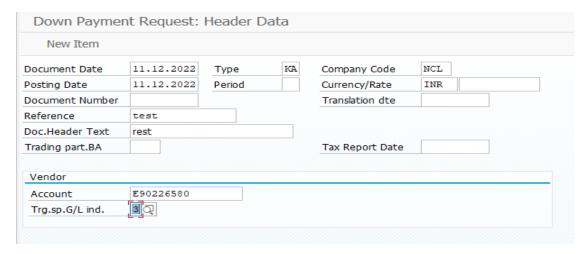
Using T code FB70/FB65 sale invoice is generated and GST is charged as per normal procedure.(GL Code -30201000-Assets sales retirement)

Step-2

Using T code F-30, balance deposited/deducted from employee in other code must be settled with GL code 30201000 and Laptop recovery code is settled.

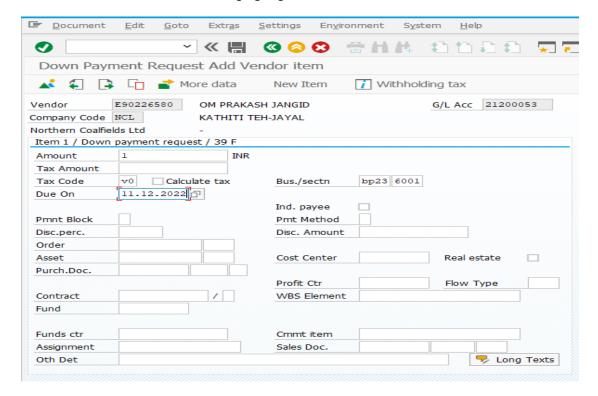
"F-47" - Down Payment request

Fill required information, like Date of posting, vender code, Special GL



Field	Remarks	
Document Date	Source document date	
Posting Date	Posting date in ERP	
Reference	Suitable value	
Doc. Header Text	Suitable value	
Company Code	NCL	
Currency/Rate	INR	
Account	"E" & Employee code (Exa. E90359035)	
Trg.sp.G/L ind.	3 (Laptop Advance)	

Press Enter. Below screen will pop up.

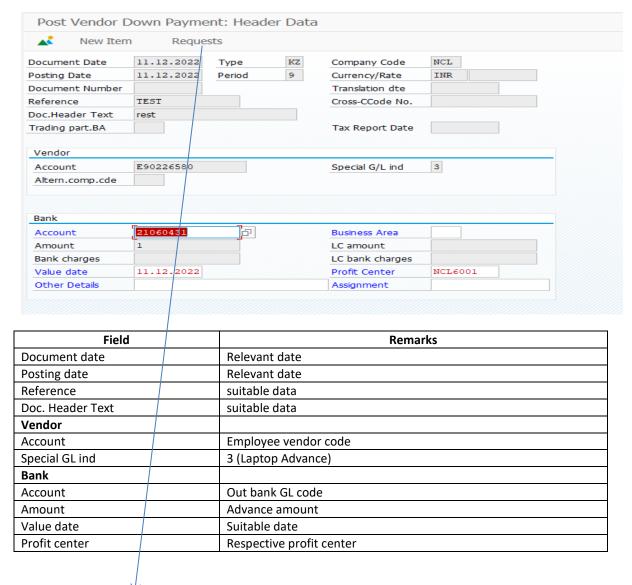


Field	Remarks
Amount	Advance Amount
Tax code	V0
Business Place	Suitable value
Due on	Relevant date
Cost center	Relevant cost center

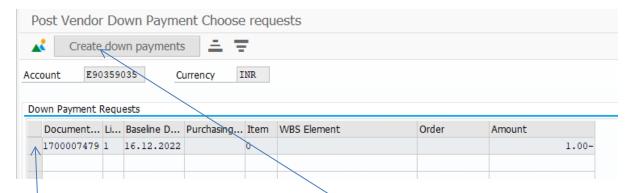
In this case no Accounting entry is generated, Only document number generated from Noting.



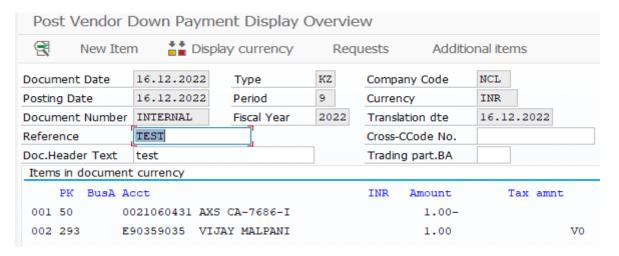
Fill required information; Data will be automatically fetch through Vender code and Post. If No down payment request appear in ERP, U can also fill other information as per F-47 and process further.



Then press request button.



Select line item. And then click on create down payments.

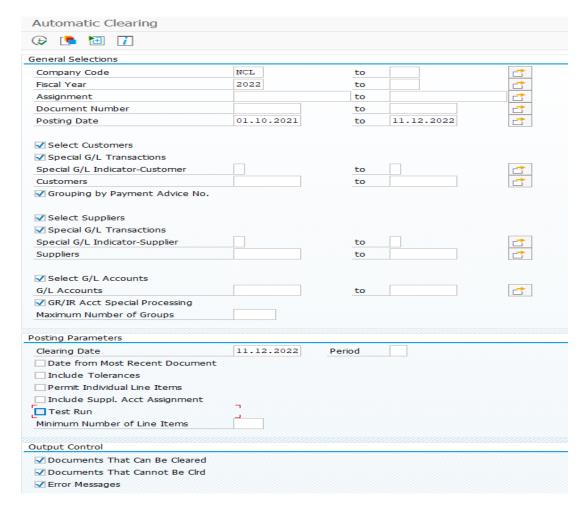


Click on post button.

Clearing

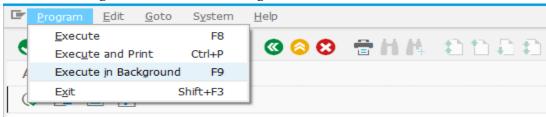
T-Code F.13 - Automatic Clearing

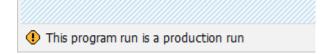
Fill Company code, Fiscal year, Posting date, clearing date and all the radio button click except Test run



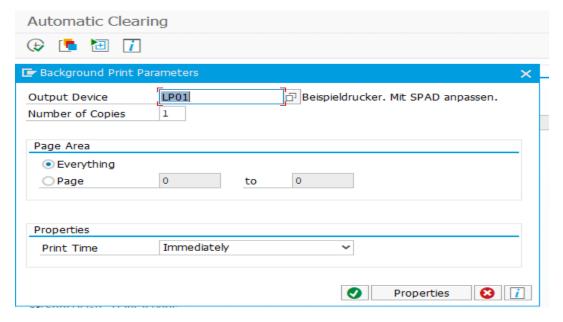
Field	Remarks		
Company code	NCL		
Fiscal year	Relevant fiscal year		
Posting date	Transactions of which period to be cleared		
All checks from general selections	Ensure check mark on all items of general selections		
Clearing date	Date on which clearing to be done		
Test Run	No check mark on test run		
Output control	Ensure check mark on all three list		

Click on -Program- Execute in Background

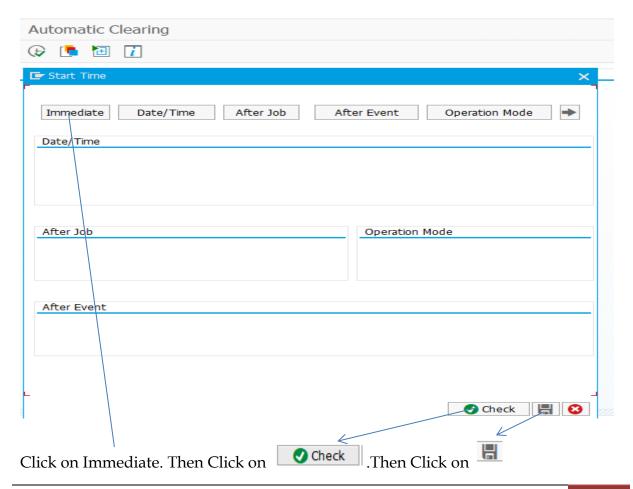




Enter





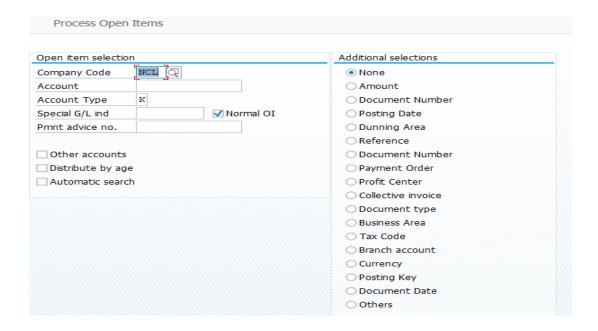


You can check the status of Background Job Using T code –SM37 and Entry Using T $\,$ code SP01.

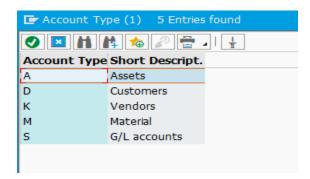
"F-51"- For Intercompany customer/vender clearing

Post with (Clearing: Heade	r Data			
Choose op	oen items Ac	count Model			
Document Date	11.12.2022	Туре	AB	Company Code	NCL
Posting Date	11.12.2022	Period	9	Currency/Rate	INR
Document Numb	ber			Translation dte	
Reference	test			Cross-CCode No.	
Doc.Header Tex	t test				_
Clearing text	test				
First line item	nyment nyment o sting with clearing				
PstKy A	Account	SG	L Ind	ТТуре	
Fi	eld			Remarks	
Document date		Relevant date	<u> </u>		
Posting date		Relevant date	~		
Reference		Suitable data			
Doc. Header Text	;	Suitable data			
Clearing text		Suitable data			
Transaction to be	processed	Click on Tran	sfer pos	ting with clearing	

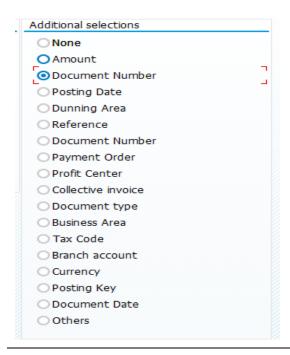
Click on Choose Open item



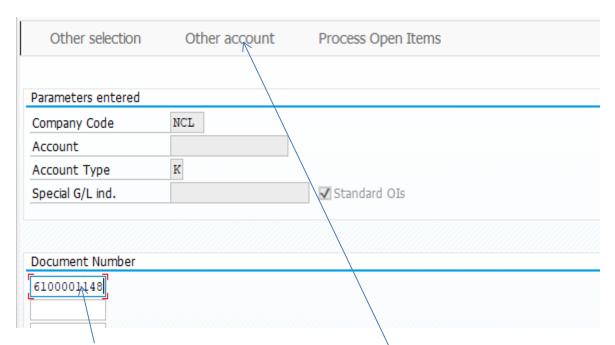
First select Account Type K



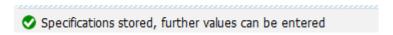
Click on Document Number



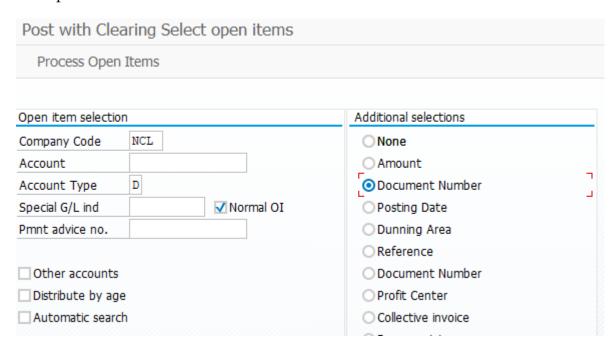
Press Enter



Fill Vendor Document number. If more vendor document need to be filled then press enter

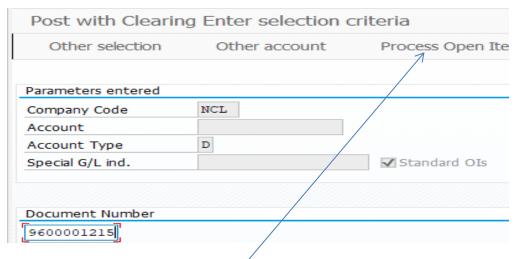


Fill additional vendor document. And then Click on Other account. Following screen will open.

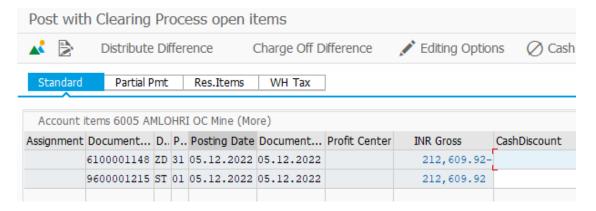


Select D-For customer and click on Document Number and press enter

Entre Customer document number



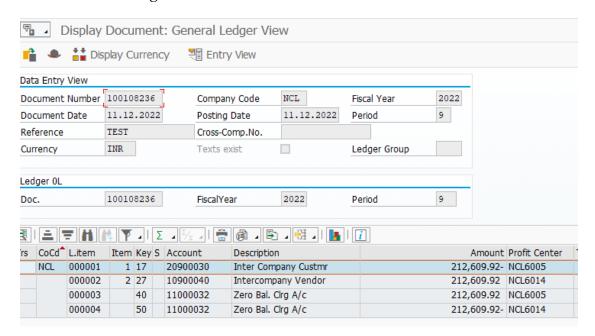
Press Enter, then Click on Process Open Item.



Both the Clearing are shown

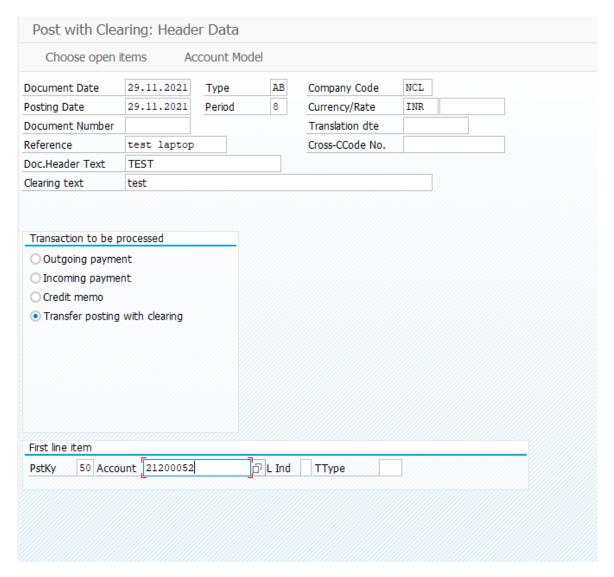
Click on Post,

New document is generated



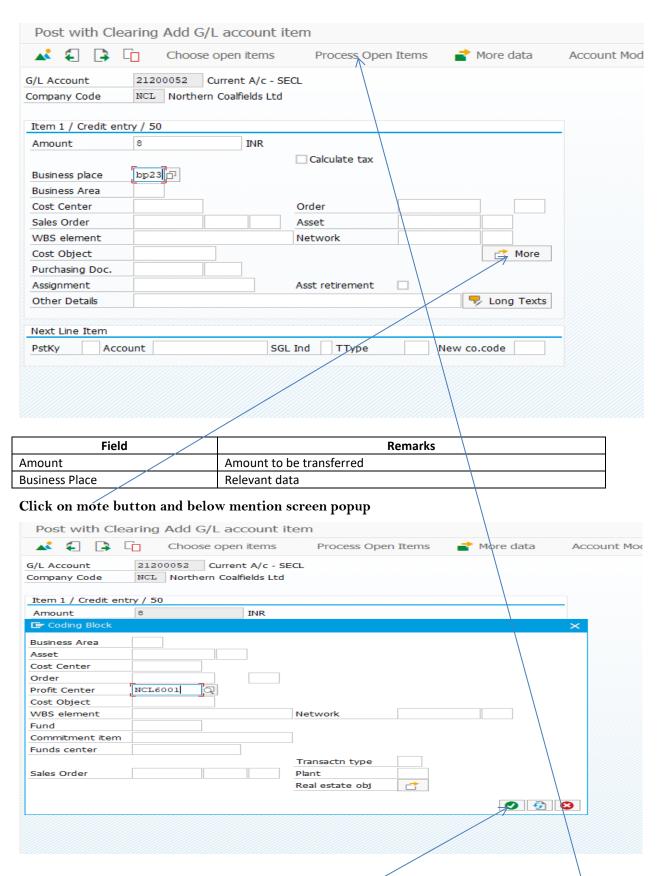
"F-51"- For Intercompany balance transfer to Other Code/Current account of subsidiaries

Below mention screen will popup



Field	Remarks
Document date	Relevant date
Posting date	Relevant date
Reference	Suitable data
Doc. Header Text	Suitable data
Clearing text	Suitable data
Transaction to be processed	Click on Transfer posting with clearing
Pstky	50 (Credit)
Account	Subsidiary GL code (21200044 to 21200052)

Press enter



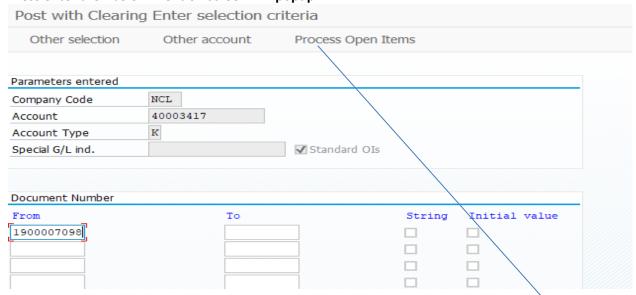
Always use NCL6001 profit center and Click on green tick and then click on process open item in Tab, then below mention screen will popup

Process Open Items			
pen item selection		Additional selections	
Company Code NCL		None	
Account 40003417		○ Amount	
Account Type K		ODocument Number	_
pecial G/L ind ☑ Norr	mal OI	O Posting Date	_
mnt advice no.		O Dunning Area	
		Reference	
Other accounts		O Payment Order	
Distribute by age		O Collective invoice	
Automatic search		O Document type	
		Business Area	
		○ Tax Code	
		Branch account	
		Currency	
		O Posting Key	
		O Document Date	
		Assignment	
		Billing Document	
		Others	
		Billing Document	

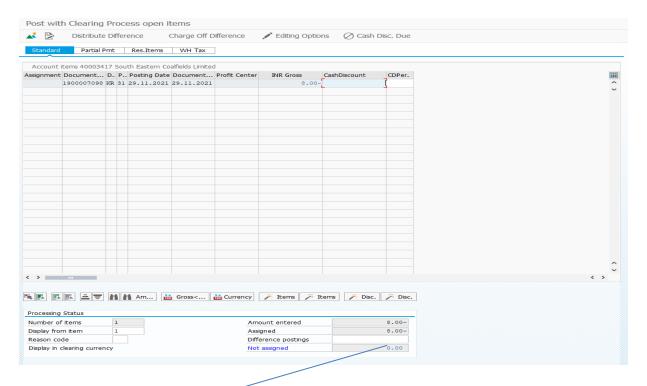
Field	Remarks
Company Code	NCL
Account	Subsidiary Vendor Code
Account Type	K (Vendor)
Additional Selection	Document Number

Click on document number and

Press enter then below mention screen will popup



Enter document number posted byF-90 for clearing Click on process open item Tab



Ensure that Not assigned value is must be zero

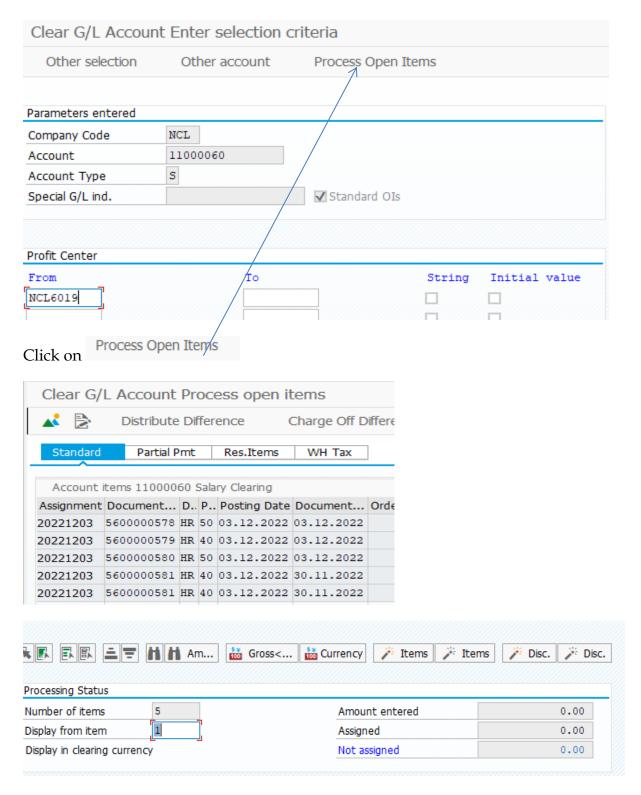
Simulation JV- Document >> Simulate >> Simulate General Ledger



Post and save the document.

Process Ope	en Items			
Account	11000060	Clearing Date	11.12.2022 Period	9
Company Code	NCL	Currency	INR	
Open Item Selec	tion			
			✓ Normal OI	
Additional Select	ions			
None				
○ Amount				
O Document Nu	mber			
O Posting Date				
O Posting Date O Dunning Area				
O Dunning Area				
O Dunning Area	ımber			
Dunning Area Reference Document Nu Payment Orde	ımber	7 -		
Dunning Area Reference Document Nu	ımber er	ا ٦		
Dunning Area Reference Document Nu Payment Orde Profit Center	imber er vice			

Field	Remarks
Account	Subsidiary Vendor Code
Clearing Date	Date of clearing
Company Code	NCL
Additional Selection	As per requirement



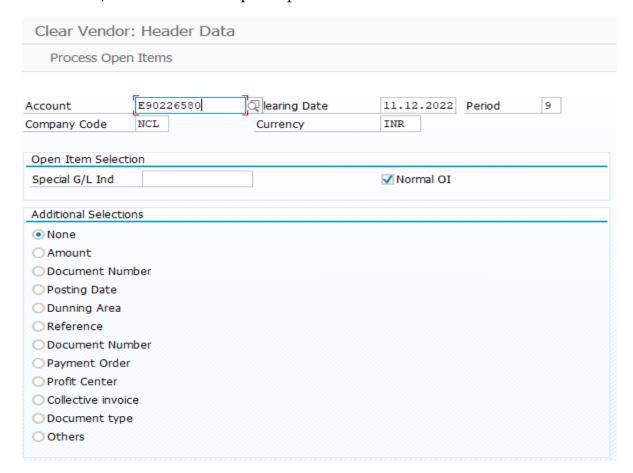
All the document which is cleared or Amount assigned are shown

If all are ok then post (

Document 100108240 was posted in company code NCL

"F-44/F-32" - Vender/Customer clearing

Fill Vender/Customer code as per requirement

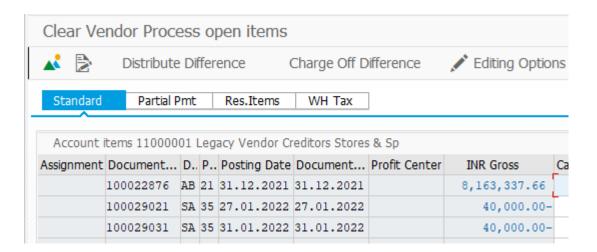


Field	Remarks
Account	Vendor Code
Clearing Date	Date of clearing
Company Code	NCL
Additional Selection	As per requirement

Select Additional selection

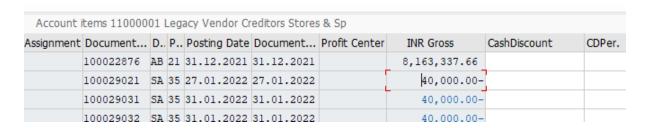
Press entre

All the document which is to be cleared as per selection criteria are open



Select the document which is required to be cleared

Document which is not required to be cleated can remove, by double click on amount and color will be black.



If amount entered and assigned are tallied, then Post the document.

Same procedure are followed by F-32 only vender/Customer code are considered