COAL INDIA LIMITED

Standard Operating Procedure cum End User Manual

SAP

Module - III

Version	Issue Date
1.0	31st January 2023

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

Prepared By

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

Module – III

- Store Accounting

- Coal Stock Accounting

- GL Code/Profit Center Control

- Profit Center wise Schedule

Store Accounting

Inter Company Material transfer

When material transferred from store to other company

Code	Description	Debit/Credit	Amount	
40004040/ 40030002	COGS	Debit	100	By Store
	Store	Credit	100	

When goods transfer to other subsidiary (using T code VF01)

Code	Description	Debit/Credit	Amount	
20900030	Inter company customer	Debit	118	By Store
11000040	Stock trf clearing	Credit	100	
11110051-53	GST payable	Credit	18	

When debtor bookings is done (Manually)

Code	Description	Debit/Credit	Amount	
21200044-52	Subsidiary GL account	Debit	118	By Project Finance (F-51)
20900030	Inter company customer	Credit	118	

Stock transfer clearing to be cleared with COGS

Code	Description	Debit/Credit	Amount	
11000040	Stock transfer Clearing	Debit	100	By HQ level (FB50)
40004040	COGS	Credit	100	

Inter Unit transfer of Material (MP to MP)

Receiver Plant-
Step-1
Raised Purchase order using T Code- ME21N- No Accounting entry made
Display Purchase order Using T Code-ME23N
 Step-2
Release Purchase order
Purchase order create above us release using T Code –ME29N
Before issue the material both unit see the inventory position Using T- code –MMBE and see that position of Inventory.

Sending Plant:-
Step-1
Simply Run T code MIGO and pass following Entry by system automatically (i.e Stock transfer from NCL HQ to Nigahi)

Description	Dr/CR	Profit Centre
Stock Inventory	Dr	Nigahi Profit center
Stock Inventory	CR	NCL HQ Profit Center
Zero Balance Clearing Account	DR	NCL HQ Profit Center
Zero Balance Clearing Account	CR	Nigahi Profit center

Step-2
Using T Code ZMM_GATEPASS and issue simple gate pass

After passing this entry Inventory has been shifted from NCL HQ to Nigahi but shown under Inventory in Transit at Nigahi Store. The same can be seen from ERP using T Code-MB5T

Receiver Plant/PO issuing unit-
Step-1

Receiver Unit using T code MIGO material in transit is received and shifted from in Transit to unrestricted category.

No Financial document is generate

Inter Unit transfer of Material (MP to UP)

Receiver Plant-

Step-1
Raised Purchase order using T Code- ME21N- No Accounting entry made
Display Purchase order Using T Code-ME23N

Step-2
Release Purchase order
Purchase order create above us release using T Code –ME29N

Before issue the material both unit see the inventory position Using T- code –MMBE and see that position of Inventory.

Sending Plant:-

Step-1
PO accept by the sender unit using T Code VL10D

Step-2
Sender plant runs T code VL02N/ for post good issue.
     VL03N- Change Mode
     After using this T code a automatic financial entry also prepared
     Like material transfer from Central Store NCL HQ to Nigahi

Description	Dr/CR	Profit Centre
Stock Inventory	Dr	Nigahi Profit center
Stock Inventory	CR	NCL HQ Profit Center
Zero Balance Clearing Account	DR	NCL HQ Profit Center
Zero Balance Clearing Account	CR	Nigahi Profit center

After passing this entry Inventory has been shifted from NCL HQ to Nigahi but shown under Inventory in Transit at Nigahi Store. The same can be seen from ERP using T Code-MB5T

Step-3

After issuing of PGI, sender unit run T code for VF01 for generating Out Bound Delivery number and Generate GST Invoice and pass the following entry by system automatically.

Description	Dr/CR	Profit Centre
Nighai A/c (Inter Company Customer)	Dr	NCL HQ Profit Center
Stock Transfer clearing Account	CR	NCL HQ Profit Center
IGST Payable	CR	NCL HQ Profit Center

Working of sender plant is complete.

Receiver Plant/PO issuing unit-
Step-1

Receiver Unit using T code MIGO material in transit is received and shifted from in Transit to unrestricted category.

No Financial document is generate

Step-2

Receiver unit using T Code J_1IG_INV and accept the purchase invoice and generate automatically financial entry

Description	Dr/CR	Profit Centre
NCL HQ A/c (Inter Company Vender)	Cr	Nigahi Profit Center
Stock Transfer clearing Account	Dr	Nigahi Profit Center
GST Receivable	Dr	Nigahi Profit Center

At the end of every month using t code F.13 stock transfer clearing account is settled in both of unit by the Finance team.

At the end of every month using T code- F-51 receiver unit settled both the transaction of Intercompany vender and Intercompany customer in both the unit is settled by the Finance team.

Clearing of Stock transfer clearing and Inter company customer/Vender

During Inter State material transfer (from MP to UP) or (UP to MP) following entries are punched automatically in ERP –
   1. **When STO Invoice Issue**
       Receiver Unit A/c [Dr.]
               To Stock Transfer Clearing [Cr.]
               To IGST Payable [Cr.]
   2. **When Receiver Unit Run T Code J_1IG_INV**
       Stock Transfer Clearing A/C [Dr.]
       IGST Receivable A/c [Dr.]
               To Sender Unit [Cr.]
However, all the items in Stock Transfer Clearing Account (11000040), Inter Company Customer Account (20900030) and Inter Company Vendor Account (10900040) will not be cleared automatically even after above mentioned process.

Receiver units will have to run following T codes to clear all these pending open items manually-

Clear Stock Transfer Clearing Account, use T code either **F-03 or F.13**
Clear Inter Company Vendor and Inter Company Customer Account, use T-code **"F-51".**

Inter Company Vendor and Customer Clearing (FAGLL03 & F-51)

Run code FAGLL03

Field	Remarks
GL Account	20900030 & 10900040
Company Code	NCL
Open Item	Click and mention date

Execute

Download in Excel

Convert the amount column (in new column) in absolute form with "ABS" formula.

	X2		f_x	=+ABS(J2)				

	D	E	F	G	H	I	J	X
1	User Name	Posting Date	Document Number	Document type	Posting Key	Document Date	Amount in local currency	
2	ISSOFF2_6006	15-08-2022	9600000724	ST	01	15-08-2022	1,017.40	1017.4
3	ISSOFF1_6001	10-08-2022	9600000706	ST	01	10-08-2022	2,061.22	2061.22
4	ISSOFF_6004	03-08-2022	9600000686	ST	01	03-08-2022	2,189.68	2189.68
5	ISSOFF3_6006	04-08-2022	9600000661	ST	01	04-08-2022	2,919.32	2919.32
8	ISSOFF2_6017	14-08-2022	9600000720	ST	01	14-08-2022	9,519.30	9519.3
11	RECOFF2_6008	15-07-2022	9600000560	ST	01	15-07-2022	14,447.92	14447.92
16	ISSOFF1_6001	08-08-2022	9600000694	ST	01	08-08-2022	28,889.28	28889.28
17	ISSOFF1_6001	08-08-2022	9600000691	ST	01	08-08-2022	29,963.68	29963.68
18	BILPASS_NCL	14-08-2022	5200012816	RE	22	30-06-2022	30,913.00	30913
19	BILPASS_NCL	14-08-2022	5200012811	RE	22	30-06-2022	33,488.00	33488
22	CM(MM)_6003	15-03-2022	9600000200	ST	01	15-03-2022	52,408.16	52408.16
23	ISSOFF1_6008	06-08-2022	9600000680	ST	01	06-08-2022	53,481.38	53481.38
24	DEPTOFF_6001	17-08-2022	9600000729	ST	01	17-08-2022	60,605.08	60605.08
25	DEPTOFF_6001	10-08-2022	9600000707	ST	01	10-08-2022	63,532.70	63532.7
28	DEPTOFF_6001	05-08-2022	9600000672	ST	01	05-08-2022	65,295.30	65295.3
29	ISSOFF2_6006	01-08-2022	9600000657	ST	01	01-08-2022	67,732.00	67732
30	DEPTOFF_6001	13-08-2022	9600000714	ST	01	13-08-2022	68,687.68	68687.68
33	ISSOFF1_6001	08-08-2022	9600000695	ST	01	08-08-2022	77,092.55	77092.55
36	ISSOFF_6005	11-08-2022	9600000710	ST	01	11-08-2022	99,903.90	99903.9
37	BILPASS_NCL	14-08-2022	5200013811	RE	22	30-06-2022	1,06,904.00	106904
38	ISSOFF2_6014	07-08-2022	9600000682	ST	01	07-08-2022	1,06,950.48	106950.5
39	BILPASS_NCL	31-03-2022	5200027268	RE	31	15-12-2021	-1,13,738.78	113738.8
42	ISSOFF2_6014	05-08-2022	9600000671	ST	01	05-08-2022	1,39,588.28	139588.3
51	ISSOFF_6002	05-08-2022	9600000673	ST	01	05-08-2022	1,92,987.82	192987.8
52	DA(MM)_6012	07-08-2022	9600000703	ST	01	07-08-2022	1,96,772.66	196772.7
53	ISSOFF2_6006	13-08-2022	9600000717	ST	01	13-08-2022	2,00,638.70	200638.7
54	DEPTOFF_6001	15-08-2022	9600000723	ST	01	15-08-2022	2,04,367.14	204367.1
55	INTAUDIT_NCL	31-03-2022	100063751	AB	24	31-03-2022	2,06,910.44	206910.4
56	ISSOFF1_6004	08-08-2022	9600000697	ST	01	08-08-2022	2,47,949.91	247949.9
57	DEPTOFF_6006	07-08-2022	9600000693	ST	01	07-08-2022	2,58,273.60	258273.6
58	BILPASS_NCL	31-03-2022	5200027270	RE	31	15-12-2021	-3,12,150.97	312151
59	ISSOFF2_6014	07-08-2022	9600000681	ST	01	07-08-2022	3,22,814.77	322814.8
60	BILPASS_NCL	14-08-2022	5200012816	RE	31	30-06-2022	-3,64,762.07	364762.1
61	ISSOFF2_6014	15-08-2022	9600000725	ST	01	15-08-2022	3,72,256.25	372256.3
62	ISSOFF1_6001	16-08-2022	9600000727	ST	01	16-08-2022	3,76,420.00	376420
63	BILPASS_NCL	14-08-2022	5200012811	RE	31	30-06-2022	-3,95,157.93	395157.9

Select the new column and then go to –

Home > Conditional Formatting > Highlight Cell rules > Duplicate Value

Sort the column with amount low to high.Filter the duplicate value and copy the data in another sheet.

Now identify the items which need to be cleared. (Means same amount with debit balance and credit balance to be cleared) (Also ensure to check receiver and sender unit are matching in both vendor and customer row) (Example – If sender is 6008 then in intercompany vendor row offsetting account will be 6008)

Delete rows which need not to be cleared.

Run code F-51

Field	Remarks
Document Date	Date of Document
Posting date	Date on which document is posted
Type	AB
Company Code	NCL
Currency/Rate	INR
Reference	Ref for clearing
Doc. Header Text	Description
Clearing text	Additional description
Transaction to be processed	Transfer posting with clearing

Click on Chose open item

Field	Remarks
Company Code	NCL
Account type	K- for Vender
Additional selection	Document Number

Press Enter

Copy vender document number which is to be cleared
Then select Other Account
Change D- for customer in place of K
Then follow same process for intercompany customer by
 Press on process open item .

Copy document number of intercompany customer. Then press enter and then press process open item.

Ensure that total balance of Amount entered is zero. Then post the entry.

Stock Transfer Clearing (F-03 & F.13)

Run t-code F-03.

Clear G/L Account: Header Data

Process Open Items

| Account | 11000040 | Clearing Date | 19.08.2022 | Period | 5 |
| Company Code | NCL | Currency | INR | | |

Open Item Selection

☑ Normal OI

Additional Selections

○ None
○ Amount
◉ Document Number
○ Posting Date
○ Dunning Area
○ Reference
○ Document Number
○ Payment Order
○ Profit Center
○ Collective invoice
○ Document type
○ Others

Field	Remarks
Account	Fill GL code
Company Code	NCL
Clearing Date	Date on which clearing posted
Additional selection	Document Number

Copy all document number of intercompany vendor and customer to be cleared which were used for customer and vendor clearing and paste in Document no "from" column of sap tab. (Only 28 documents will be copied at a time)

Press enter and then click on process open item.

Click on Process Open item

Ensure that total balance of Amount entered is zero. Then post the entry.

Run t-code F.13

Automatic Clearing

General Selections

Company Code	NCL	to		
Fiscal Year	2022	to		
Assignment		to		
Document Number		to		
Posting Date	01.10.2022	to	17.12.2022	

☐ Select Customers
☐ Special G/L Transactions
Special G/L Indicator-Customer   to
Customers   to
☐ Grouping by Payment Advice No.

☐ Select Suppliers
☐ Special G/L Transactions
Special G/L Indicator-Supplier   to
Suppliers   to

☑ Select G/L Accounts
G/L Accounts   11000040   to
☐ GR/IR Acct Special Processing
Maximum Number of Groups

Posting Parameters

Clearing Date   17.12.2022   Period
☐ Date from Most Recent Document
☐ Include Tolerances
☐ Permit Individual Line Items
☐ Include Suppl. Acct Assignment
☐ Test Run
Minimum Number of Line Items

Field	Remarks
Company Code	NCL
Fiscal year	Year of clearing
Posting date	Date range ,which document is to be cleared
Select GL Account	Click
GL Account	11000040
Clearing Date	Like date of posting of cleared item

Click on Execute

⚠ This program run is a production run
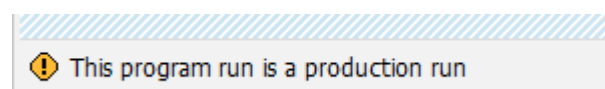
Press Enter

```
rthern Coalfields Ltd                Update run" Detail list of open and cleared items              Time 17:37:44    Date 17
ngrauli                                                                                             SAPF124/CNTACC1_NCL Page

mpany Code      NCL
count Type      S
count number    11000040
L               11000040
```

DocumentNo	Itm	Clearing	Clrng doc.	SG	Crcy	Amount	Company Code	Reference			
600001233	002				INR	206,136.00-	NCL	ST1450000114			
					INR	206,136.00-	NCL	ST1450000114			
100001161	002	17.12.2022	100111222		INR	24,753.00	NCL	ST1450000115			
600001234	002	17.12.2022	100111222		INR	24,753.00-	NCL	ST1450000115			
		17.12.2022	100111222		INR	0.00	NCL	ST1450000115			

Cleared document appear here.

T Code	STO report (ZMM063)

List of DTR (Inter subsidiary)

```
Selection Parameters

Subsidiary Code          NCL  🔍
Distribution Channel     ST
Plant                    6001        to    6020        ⬚
Document Date            01.07.2022  to    19.08.2022  ⬚
Purch. Organization      6000        to                ⬚
Supplying Plant          1001        to    5999        ➡

○ Intra Subsidiary
◉ Inter Subsidiary
```

Field	Remarks
Subsidiary Code	NCL
Plant	For NCL -6001 to 6020
Document Date	Date range which period DTR is required. PO Date
Purchase organization	For NCL -6000
Supplying plant	Below Procedure *
Inter Subsidiary	Click on Inter subsidiary

*For Selection of supplying plant

Field	Remarks
Select Range	Clik
Lower	1001 to 5999
	7001 to 9999 (Except NCL)

Click on Execute

List of All DTR appear

STO REPORT

Report Date : 17.12.2022

Item	Subsidiary	PO Number	OBD NO	PGI NO	STO Invoice	STO Invoice Date	ODN Number	Accounting Doc N.	MIGO NO	MIRO NO	Plant	State	Supplying Plant	Suppling Plant Nam
10	WCL	5800123549	9150007130	9203688756	7100000610	09.11.2022	7100000610	9600000188	9300929925	3300533711	6001	Madhya Pradesh	9211	Ballarpur Area
30	WCL	5800123549	9150007130	9203688756	7100000610	09.11.2022	7100000610	9600000188	9300929925	3300533711	6001	Madhya Pradesh	9211	Ballarpur Area
40	WCL	5800123262	9150007131	9203688988	7100000608	09.11.2022	7100000608	9600000189	9300900607	3300514804	6001	Madhya Pradesh	9011	Wani Area
70	WCL	5800123262	9150007131	9203688988	7100000608	09.11.2022	7100000608	9600000189	9300900607	3300514804	6001	Madhya Pradesh	9011	Wani Area

Out Bound Delivery, Post Good Invoice, STO Invoice, ODN Number and Accounting document No is related to other subsidiary.

After receipt of Material respective regional/Central store of NCL run t code MIGO and receipt goods. For acceptance of invoice run T Code MIRO/MIR7

List of DTI (Inter subsidiary)

Field	Remarks
Subsidiary Code	Select Each company – Example- CCL
Plant	All plant of CCL- 3001 to 3999
Document Date	Date range which period DTR is required. PO Date
Purchase organization	Since select CCL- 3000
Supplying plant	DTI required , hence NCL plant code
Inter Subsidiary	Click on Inter subsidiary

Click on Execute

List of DTI issue to CCL is appear

Download the file in excel. Similar process for all subsidiaries individually required.

Intra Company transfer (One state to another state)

Field	Remarks
Subsidiary Code	NCL
Plant	For NCL -6001 to 6020
Document Date	Date range which period DTR is required. PO Date
Purchase organization	For NCL -6000
Supplying plant	6001 to 6020
Intra Subsidiary	Click on Intra subsidiary

Click on Execute

List of all transfer within company appear

Download the file in excel.

Filter on column of **J_1IG_INV NO.** And select having J**_1IG_INV NO** and delete this selected data.

Then filter in "**accounting document no.**" column by selecting blank data and then delete this selected data, now the remaining sheet shows the data that completed **the accounting document no but having pending J_1IG_INV NO** now we can apply pivot table to short the data.

Also check whether PGI no. of any item has been generated and Accounting Document No. of the same has not generated then kindly do the needful to generate the accounting document.

T Code	**Store Stock position (J3RFLVMOBVEDH)/(ZMM051)**

T Code- J3RFLVMOBVEDH- For All Inventory

Field	Remarks
Subsidiary Code	NCL
Posting Date	Date on which inventory movement /Closing stock required
Plant	Plant number

Click on Execute

List of all inventory with material code, opening inventory, GR, GI and closing stock with value appear.

Download the file in excel.

Stock overview totals: Table view

Start date	31.07.2022	End date		31.07.2022

Material	Valuation Type	Pl		Vendor
2100000002		60	Spreadsheet	
2100000002		6018	SAPoffice Folders	
2100000002		6018	R001 5500620	

GL Code for Store inventory

NCL	20800000	Inventory-FG-Coal	INR	395,266,517.06	0.00	90,357,681,004.26	87,898,422,116.97	2,854,525,404.35
NCL	20800003	Inventory – POL	INR	412,195,327.69	0.00	5,397,261,453.57	5,259,108,241.38	550,348,539.88
NCL	20800004	Inventory – Timber	INR	1,114,410.20	0.00	575,600.00	751,839.43	938,170.77
NCL	20800005	Inventory – HEMM Spa	INR	3,823,273,408.63	0.00	2,133,429,818.82	1,703,382,445.25	4,253,320,782.20
NCL	20800006	Inventory – Other Co	INR	1,361,393,903.24	0.00	778,689,600.01	794,933,793.96	1,345,149,709.29
NCL	20800007	Inventory – ENM Spar	INR	75,480,110.80	0.00	120,264,784.71	109,978,983.84	85,765,911.67
NCL	20800010	Inventory – SFG-ROM	INR	5,656,769,936.35	0.00	41,214,372,596.78	40,449,675,342.09	6,421,467,191.04
NCL	20800015	Inv-Unclassified Mat	INR	119,367,374.12	0.00	0.00	7,635,843.83	111,731,530.29
NCL	20800020	Inventory – Raw Mat	INR	89,069,251.52	0.00	298,420,479.70	278,786,981.93	108,702,749.29
NCL	20800060	Inventory – Hsp Med	INR	8,513,484.46	0.00	24,664,674.54	12,369,063.19	20,809,095.81
NCL	20800100	Inv – Hospital Cons	INR	7,387,217.10	0.00	9,174,250.32	7,970,716.12	8,590,751.30
NCL	20800131	Inv RotableSpPrt Dam	INR	0.08	0.00	0.00	0.00	0.08

Total inventory tallied with Trail as of now

For Checking Coal Stock:-
Filter in excel by 41* and 49* for coal stock.
You may extract the material and find quantity and value in Coal stock and tallied that coal stock must be tallied with Form –H.

For checking of Store inventory
Except Material code 41* and 49*, all other material code are related to Store inventory.

For Checking of Virtual Inventory
Full file with used for store inventory, Unit may remove the storage plant of C001,R001, R002, RSGP & CSGP

Balance storage locations are for virtual inventory (including in Transit)
RSGP & CSGP are used for warranty spare.

T Code- ZMM051- Virtual Inventory

Field	Remarks
Subsidiary Code	NCL
Posting Date	Date on which inventory movement /Closing stock required
Plant	Plant number

Click on storage location Box-

Click on Exclude single value
And input
C001, R001 ,CSGP and RSGP
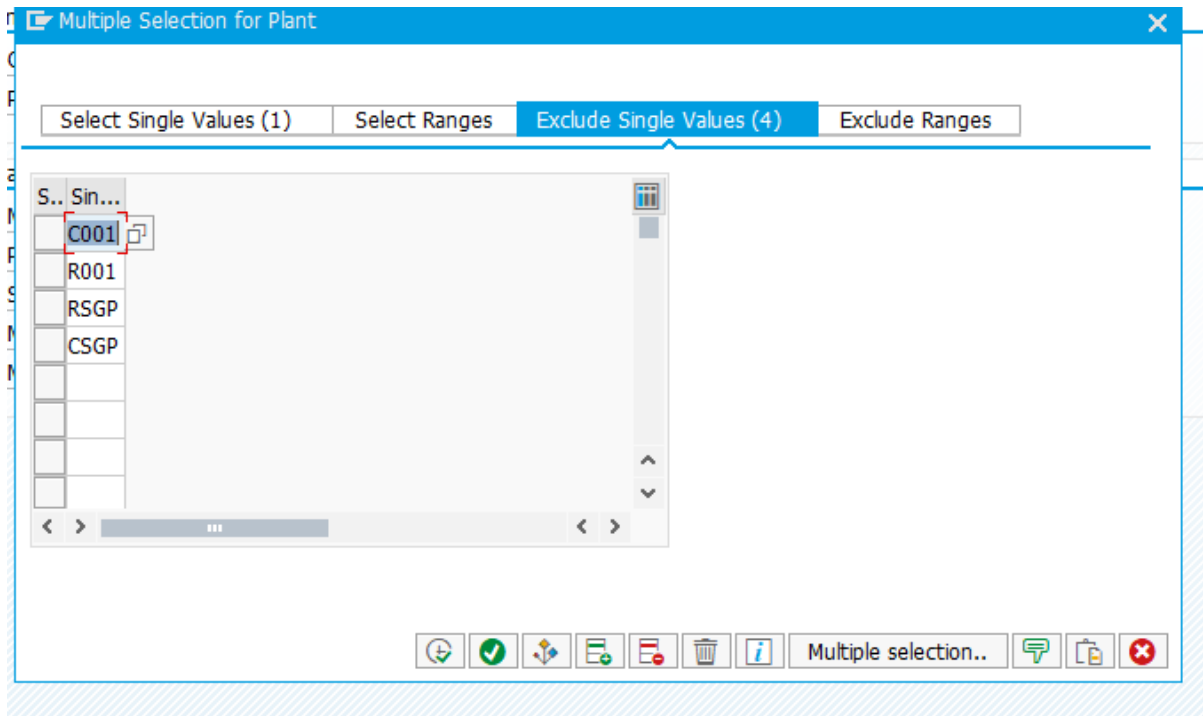
Click on [icon] Execute
Below mention screen open

Click on execute

Download in Excel and sorting head wise then, section wise virtual inventory shown

T Code	Create Inbound Invoice for STO (J_1ig_inv)

Field	Remarks
Company Code	NCL
Sending Plant	From which unit Material received
Receiving Plant	Receiver plant number
Outbound Inv.Type	ZSTO
Create/Display	Select Create Invoice
Option (Creation Date)	Date of creation

Click on execute

Select of line item

Click on [ ] - Create inbound invocie

Change Posting date as per STO invoice date/as per requirement

If no error window appear, then GST Inb. Inv number generate

If error shown
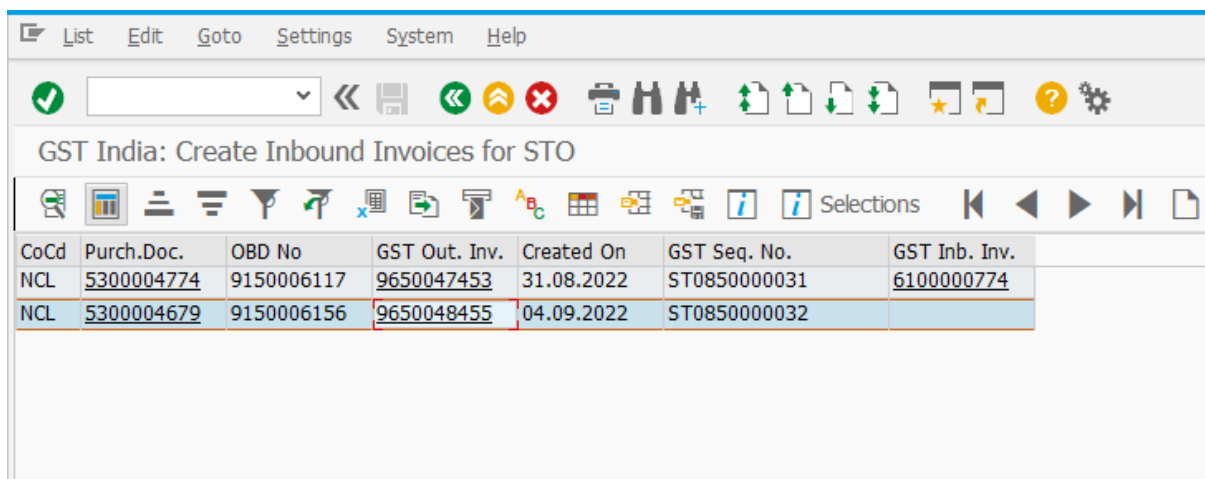
For info record maintained use

T code ME11

Before went to ME11

Note down material code, vender code and GST rate

For Material code

Click on GST Outbound Inv

Save material code

Double click on material code

Click on condition

Check GST rate and Save material code and vender code – Material code- 46000021137, vender code

For checking vender code

Click on Purchase document

Start process for ME11

Field	Remarks
Vender Code	Supplying plant
Material	No noted above
Purchase org.	6000- For NCL
Info Category	Select Standared

Enter

Click on Purchase organization data1

Fill five details

Pl Deliv. time-1

Purch Group- 011

Standard qty-1

Net price -1

Tax rate as per above check, if A6 by sender unit then V6 by receiver unit

Coal stock Accounting

Procedure/Accounting Entry

Process Journal	Dr./Cr.	VALUATION CLASS						
		7900 &SFG - ROM	7905 &SFG - Coking coal-unsized	7920 &Finished Goods- Coal	7925 &FG-Cocking Coal-Sized	7930 &FG - Purchase d Coal	7910 &SFG-Over Burden Inhouse	7915 &SFG-Over Burden Outsource
Goods Received on Production / Goods Received on Production of By Product								
INVENTORY	Dr.	20800010	20800010	20800000	20800000		20800011	20800014
COGM	Cr.	40003020	40003020	40003000	40003000		40003021	40003030
COGM	Cr.	40003020	40003020	40003000	40003000		40003021	40003030
Goods Issue for Sales								
COGS	Dr.	40004020	40004020	40004010	40004010	40004011	40004021	
INVENTORY	Cr.	20800010	20800010	20800000	20800000	20800001	20800011	
Cosumtion of Goods agaisnt Cost Center/Production Order								
CONSUMPTION	Dr.	40002010	40002010	40002000	40002000	40002001	40002011	40002012
INVENTORY	Cr.	20800010	20800010	20800000	20800000	20800001	20800011	20800014
Stock Transfer Difference in Price-Debit/ Stock Transfer Difference in Price-Credit								
INVENTORY (Receiving Profit Centre)	Dr.							
EXP ON STOCK TRF (Receiving PC)	Dr.	40001700	40001700	40001700	40001700	40001700	40001710	
EXP ON STOCK TRF (Receiving PC)	Cr.	40001700	40001700	40001700	40001700	40001700	40001710	
Zero Clearing Account (Receiving PC)	Cr.							
INVENTORY (Sending Profit Centre)	Cr.	20800010	20800010	20800000	20800000	20800001	20800011	
Zero Clearing Account (Senidng PC)	Dr.							
Loss on Revaluation - Debit								
LOSS ON REVAL.	Dr.	40008010	40008010	40008010	40008010	40008010	40008020	40008020
INVENTORY	Cr.	20800010	20800010	20800000	20800000	20800001	20800011	20800014
Gain on Revaluation - Credit								
INVENTORY	Dr.	20800010	20800010	20800000	20800000	20800001	20800011	20800014
GAIN ON REVAL.	Cr.	30008010	30008010	30008010	30008010	30008010	30008020	30008020
Physical Stock Mesurement & Changes reported								
LOSS/ INCOMEON INVENTORY	Dr.	40001110	40001110	40001110	40001110	40001110	40001120	40001120
INVENTORY	Cr.	20800010	20800010	20800000	20800000	20800001	20800011	20800014
Price Difference								
COST PRICE DIFF.		40001630	40001630	40001630	40001630	40001630	40001640	40001640
COST PRICE DIFF.		40001630	40001630	40001630	40001630	40001630	40001640	40001640
COST PRICE DIFF.		40001630	40001630	40001630	40001630	40001630	40001640	40001640
COST PRICE DIFF.		40001630	40001630	40001630	40001630	40001630	40001640	40001640
INVENTORY		20800010	20800010	20800000	20800000	20800001	20800011	20800014
Goods received against Purchase Order								
INVENTORY	Dr.	20800010	20800010	20800000	20800000	20800001	20800011	20800014
GR/IR CLEARING	Cr.	11000010	11000010	11000010	11000010	11000010	11000010	11000010

T Code	Coal stock Checking- J3RFLVMOBVEDH

T Code- J3RFLVMOBVEDH- For All Inventory

Field	Remarks
Subsidiary Code	NCL
Posting Date	Date on which inventory movement /Closing stock required
Plant	Plant number

Click on ⏣ Execute

List of all inventory with material code, opening inventory, GR, GI and closing stock with value appear.

Download the file in excel.

Stock overview totals: Table view

Material	Valuation Type	Pla			Vendor
2100000002		60			
2100000002		60	C001	5500620	
2100000002		6018	R001	5500620	

Start date 31.07.2022 End date 31.07.2022

Spreadsheet

SAPoffice Folders

GL Code for Store inventory

NCL	20800000	Inventory-FG-Coal	INR	395,266,517.06	0.00	90,357,681,004.26	87,898,422,116.97	2,854,525,404.35
NCL	20800003	Inventory – POL	INR	412,195,327.69	0.00	5,397,261,453.57	5,259,108,241.38	550,348,539.88
NCL	20800004	Inventory – Timber	INR	1,114,410.20	0.00	575,600.00	751,839.43	938,170.77
NCL	20800005	Inventory – HEMM Spa	INR	3,823,273,408.63	0.00	2,133,429,818.82	1,703,382,445.25	4,253,320,782.20
NCL	20800006	Inventory – Other Co	INR	1,361,393,903.24	0.00	778,689,600.01	794,933,793.96	1,345,149,709.29
NCL	20800007	Inventory – ENM Spar	INR	75,480,110.80	0.00	120,264,784.71	109,978,983.84	85,765,911.67
NCL	20800010	Inventory – SFG-ROM	INR	5,656,769,936.35	0.00	41,214,372,596.78	40,449,675,342.09	6,421,467,191.04
NCL	20800015	Inv-Unclassified Mat	INR	119,367,374.12	0.00	0.00	7,635,843.83	111,731,530.29
NCL	20800020	Inventory – Raw Mat	INR	89,069,251.52	0.00	298,420,479.70	278,786,981.93	108,702,749.29
NCL	20800060	Inventory – Hsp Med	INR	8,513,484.46	0.00	24,664,674.54	12,369,063.19	20,809,095.81
NCL	20800100	Inv – Hospital Cons	INR	7,387,217.10	0.00	9,174,250.32	7,970,716.12	8,590,751.30
NCL	20800131	Inv RotableSpPrt Dam	INR	0.08	0.00	0.00	0.00	0.08

Total inventory tallied with Trail as of now

For Checking Coal Stock:-
Filter in excel by 41* and 49* for coal stock.
You may extract the material and find quantity and value in Coal stock and tallied that coal stock must be tallied with Form –H.

	Other T Code

MC.1- Plant Analysis –Stock selection

Plant-6001 to 6020

Storage Location- C001- for Central Store

                   -R001- For regional store

From Switch drill down option –Inventory can be seen in various type in radio button

Storage Location for Virtual store- U001 to U086

MC.9- Material Analysis –Stock selection

MB52-Display warehouse stock of material

ME2N- Purchase order and display report

MB51/ZMM_MB51-Material document list MIGO

ZMM_B5B- Stock on posting date

ZSD_EINVOICE_RPT- E Invoice report

ML81N- Create service entry sheet

MI01,MI04 & MI07- For theft and shortage accounting

MB21- Purchase Inventory –Create requisition

MM60- Material list

Movement Type-

201-Consumption against cost center

261-Consumption against Maintenance – PP & P&M

Z13- Virtual store

351- Inter stock transfer

101- Stock received

641- Interstate transfer

643-Other subsidiary transfer

General Table

General Table Display (SE16N)

Field	Remarks
Table	Table Name as per requirement*
Maximum Number Hits	Blank required

*Major list of Tables required

Table Code	Table Description
T074	SGL List
FAGLFLEXA	General Ledger: Actual Line Items
FAGLFLEXT	General Ledger: Totals
TSTC	SAP Transaction Codes
SKB1	G/L account master (company code)
SKA1	G/L Account Master (Chart of Accounts)
ANLA	Asset Master Record Segment
ANLB	Depreciation terms
ANLC	Asset Value Fields
ANLU	Asset Master Record: User Fields
CSKS	Cost Center Master Record
ZRGTT_BTS	Bill tracking report
TABW	Asset transaction types
BSIS	Accounting: Secondary Index for G/L Accounts
CSKA	Cost Elements (Data Dependent on Chart of Accounts)
CSKB	Cost Elements (Data Dependent on Controlling Area)
TS077S	G/L account groups
CSKU	Cost Element Texts
T012K	House Bank Accounts
T007A	Tax Keys
T007B	Tax Processing in Accounting
T059K	Withholding tax code and processing key

GL code/Profit Centre control

T Code	Change View "Posting period" (OB52)

Press Enter

Field	Remarks
Posting period Variant	NCL

Press Enter

Field	Remarks	From per.1/year	To per.1/year
+	Valid for all Account type	Open Month and year	Till open month and year
A	Assets		
D	Customer		
K	Vender		
M	Material		
S	GL Code		
V	Contract Account		

For New Entry

Click on new Entries

Field	Remarks
A	Select Account Type
From acct.	Start GL Code to be open
To account	Last GL code to be open
From Per.1	Start period to be open
Year	Year of selected period
To Per.1	End period to be open
Year	Year of selected period

Save the Entry by Clicking

For Delete Entry

Select Row to be deleted

Click on Delete

T Code	**Account Assignment objects (S_PEN_05000130)**
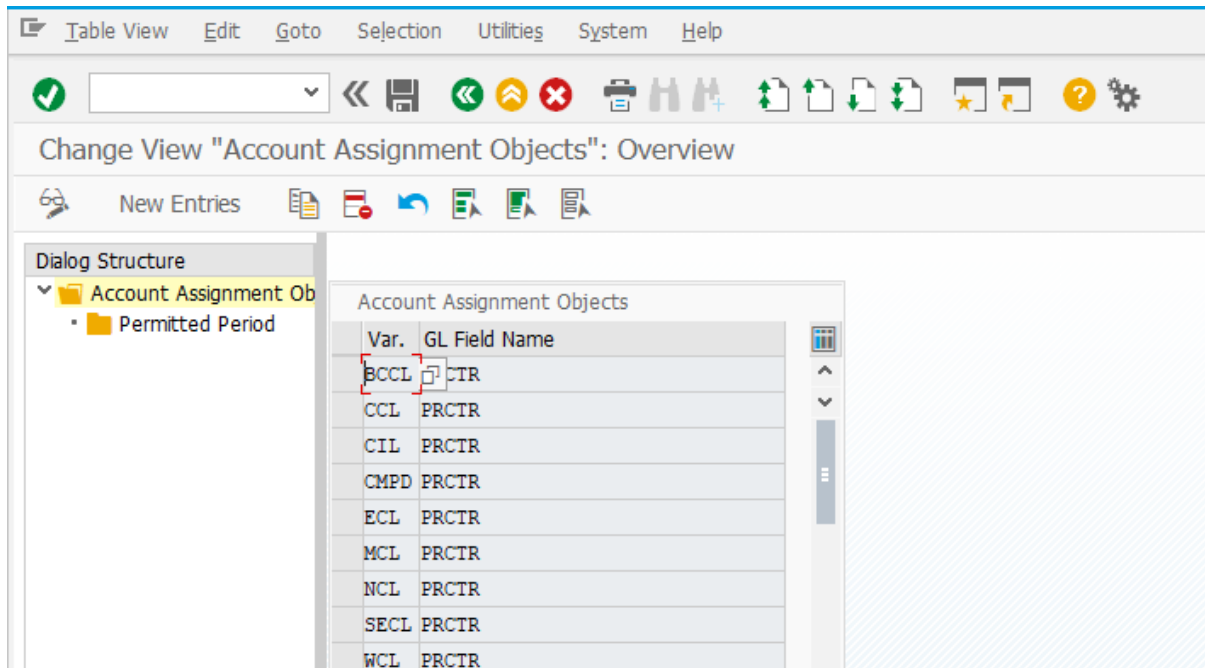
Select Company Code- NCL
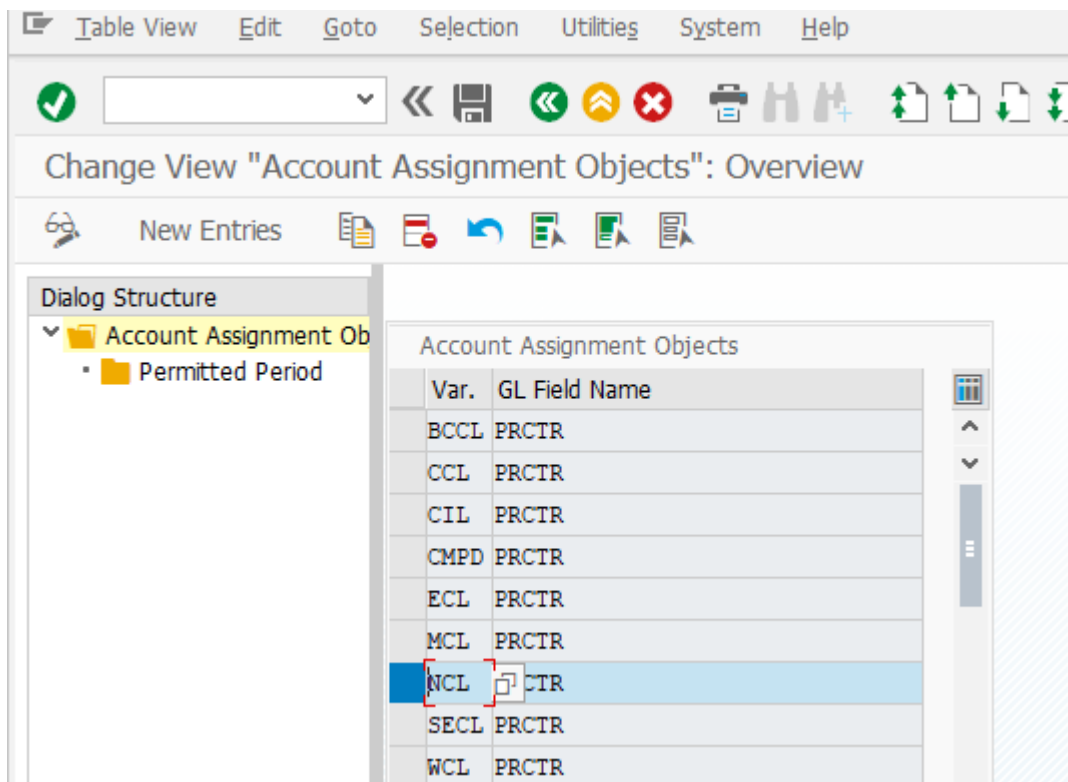
Double Click on Permitted period
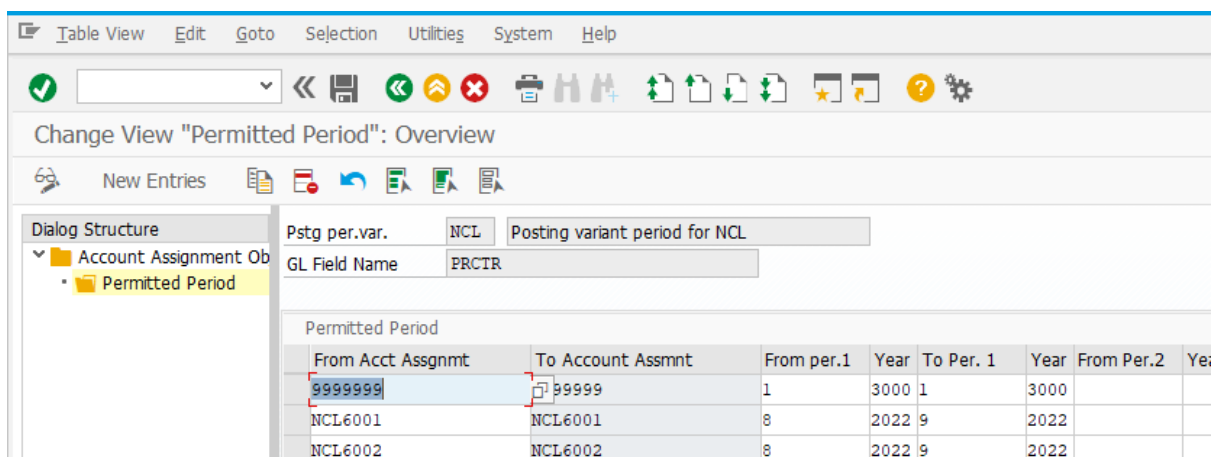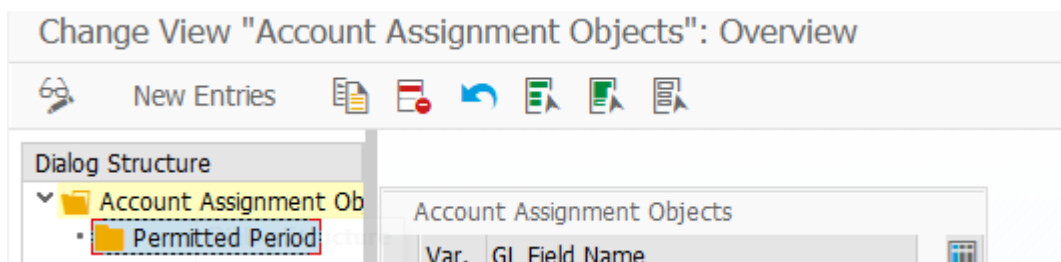
For New Entry
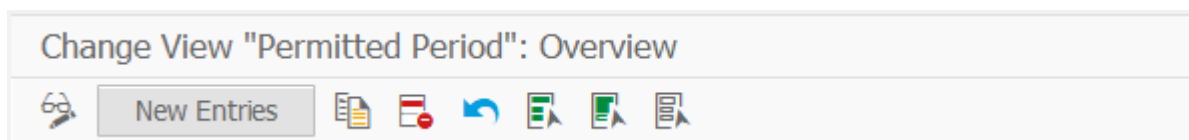
Click on New Entries
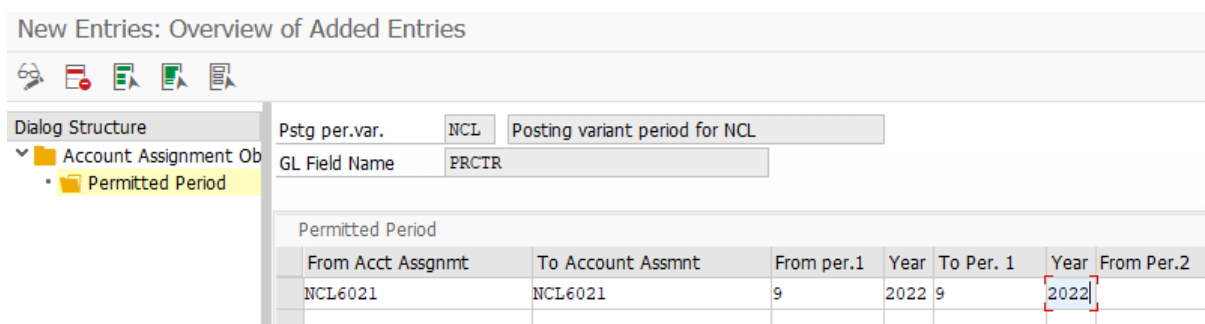
Fill Up information

Field	Remarks
From acct. Assignment	From Profit Centre
From acct. Assignment	To Profit Centre
From Per.1	Start period to be open
Year	Year of selected period
To Per.1	End period to be open
Year	Year of selected period
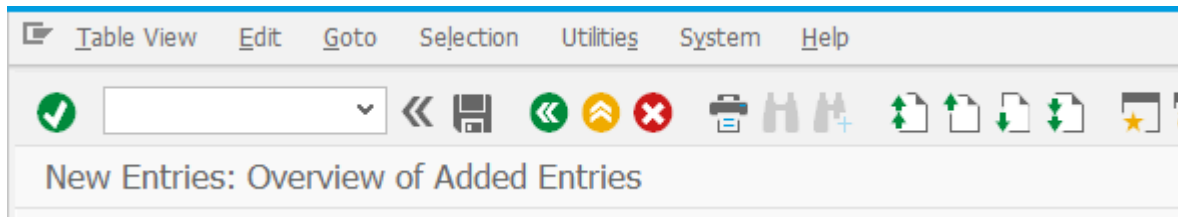
Click on Save

For Delete Entry
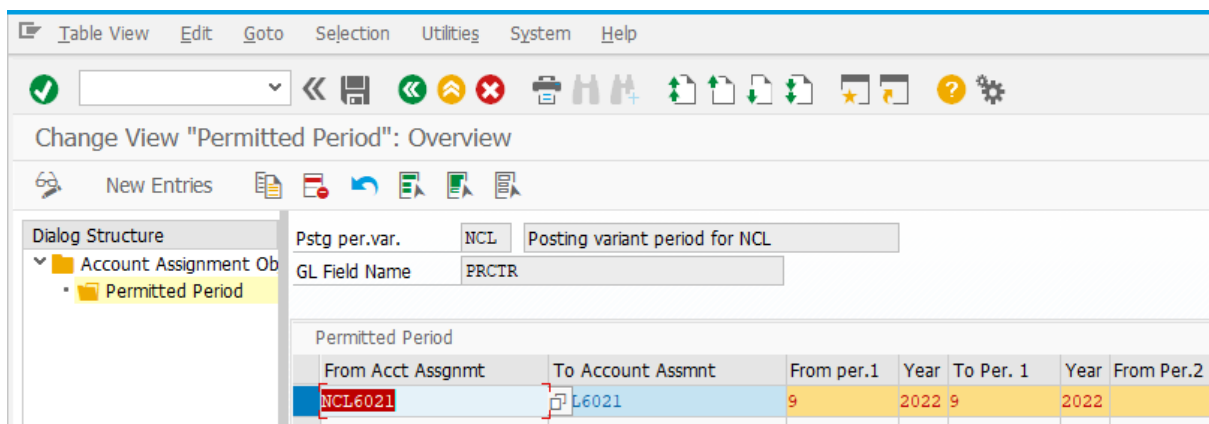
Select Entry which is required to be deleted
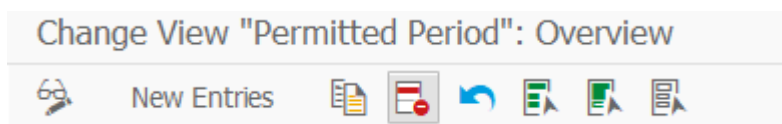
Click on Delete

GL Code Master Maintenance

T Code	Edit GL Account Separately (FS00)

Fill GL Code

Click on Change

All the Authorized window for change is open

For Change Tax Category and Posting without Select Control Data

For Restrict/Allow post Automatic entry Click on Create/Bank Interest

For Checking that GL code are Block for Posting or Note

Click on 🔒

If Block in Company Code

T Code	**Edit GL Account Company Code Data (FSS0)**

Click on Edit Box

Three Tab shown

Change G/L Account Company code data

| | | | | | | | | | Edit financial statement version | | Edit set |

| i/L Account | 10600023 | Refund Credit Statement(RCS) |
| :ompany Code | NCL | Northern Coalfields Ltd | | | | With Template | | |

Control Data   Create/bank/interest   Information

Control Data- For Tax Category, Posting without tax allowed and Account Managment

Control Data   Create/bank/interest   Information

Account control in company code

| Account currency | INR | Indian Rupee |

☐ Balances in Local Crcy Only

Exchange rate difference key	
Valuation group	
Tax category	*	All tax types allowed

☑ Posting without tax allowed

| Recon. account for acct type | Customers |
| Alternative Account No. | |

☐ Acct Managed in Ext. System

| Inflation key | |
| Tolerance group | |

Account Management in Company Code

☐ Open Item Management   ☐ Clearing Specific to Ledger Groups

☑ Line Item Display

Sort key	001	Posting date
Authorization Group	
Clerk Abbreviation	
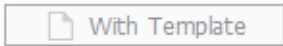
Joint venture data in company code

| Recovery Indicator | |

Create/Bank/Interest- Post Automatic only

G/L Account	10600023	Refund Credit Statement(RCS)						
Company Code	NCL	Northern Coalfields Ltd				With Template		

Control Data	Create/bank/interest	Information

Control of document creation in company code

Field status group   G067 🔍 Reconciliation accounts

☐ Post Automatically Only
☐ Supplement auto. postings
☐ Recon. acct ready for input

Bank/financial details in company code

Planning Level
☐ Relevant to cash flow
Commitment item
House bank
Account ID

Interest calculation information in company code

Interest indicator
Interest Calc. Frequency
Key Date of Last Int. Calc.
Date of last interest run

Information- Informative item

Control Data	Create/bank/interest	Information

Information in company code

Created on	11.07.2021	
Created by	NCLTEAMFI	Change documents
Chart of Accounts	CIL	Coal India Limited Chart of Accounts
Country Key	IN	India
FM Area	CIL	Coal India Ltd
Controlling Area	CIL	Coal India Controlling

G/L Account texts in company code

X	L	Description	1st line		T	L	Cur	1 / 2
☐	EN	Account assignme...						
☐	EN	Accounting note						

For Block/Open GL code

Click on

If Block in Company Code

Profit Centre Wise Schedule (FGI0)

T Code	Schedule (FGI0)

For Schedule of Payable

Double Click on

New window open

Field	Remarks
Vender Code	To be Blank
Open Items	Date of Schedule required
Output Type	For Excel-Select- Object List (more than one lead column)
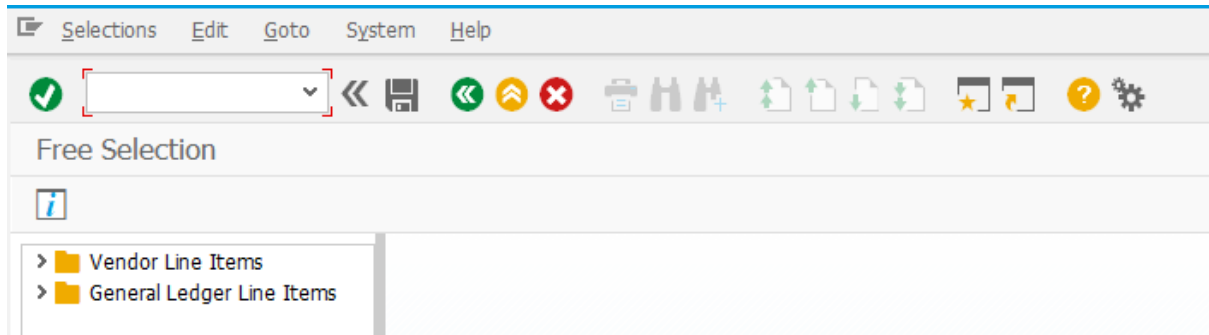
Click on Custom Selection

New window again open
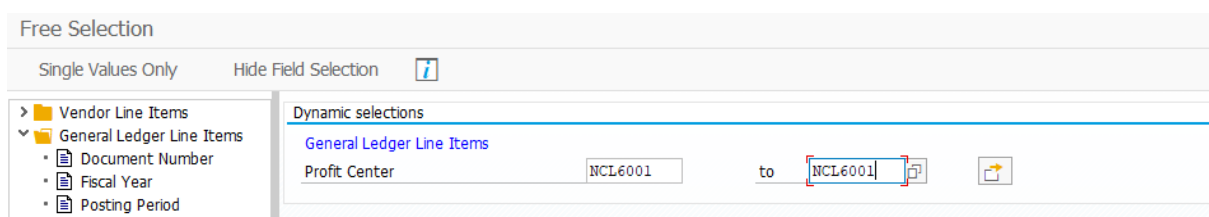
Click on General Ledger Line Items

Double Click on Profit Centre
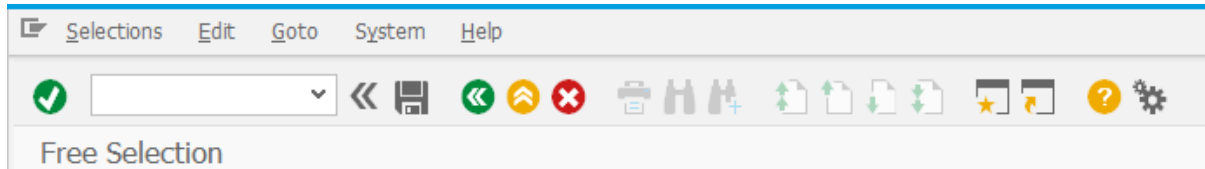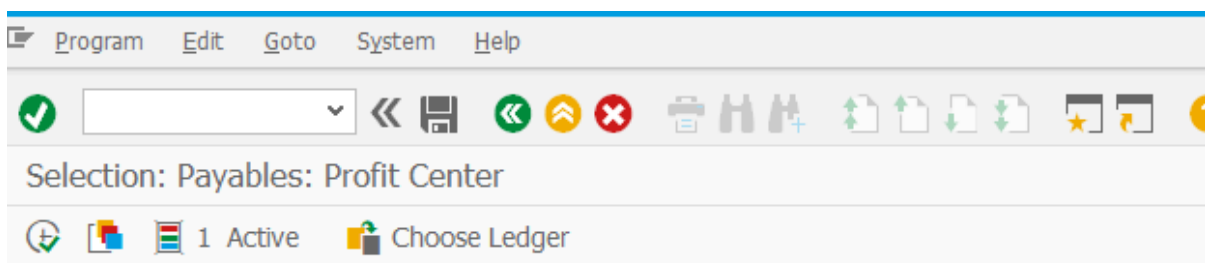
Fill Profit centre required schedule

Click on Save 🖫

One selection Shown as Active [🟥 1 Active]

Select Output type- Object List (Moe than one lead column)

Click on Execute 🕹

Party wise/GL code wise Schedule will appear

Object List:0SAPPAYABL01 -Payables: Profit Center

0SAPPAYABL01   Payables: Profit Center
Data from   18.12.2022 12:43:39
Acct Type   K
Ledger   0L Leading Ledger
CoCode   NCL Northern Coalfields
Profit Ctr From   NCL6001
Profit Ctr To   NCL6001

G/L Account	G/L	Profit Center	DocumentNo	Vendor	Vendor	CoCd	Σ	Payables in LC	Profit Center	Year
CIL /21200053	Adv & Recvbl Fin Cur	CIL /NCL6001	100019758	10000479	INDIAN INSTITUTE OF	NCL		7,525,000.00	NCL HQ	2021
CIL /21200053		CIL /NCL6001	100020140	10046634	INTELLIPAAT SOFTWARE	NCL		160,000.00	NCL HQ	2021
CIL /21200053		CIL /NCL6001	100025643	11000001	Legacy Vendor Credit	NCL		456,746.16	NCL HQ	2021
CIL /21200053		CIL /NCL6001	1500005997	10006248	VISVESVARAYA NATIONA	NCL		3,871,000.00	NCL HQ	2021
CIL /21200053		CIL /NCL6001	1500002578	10015670	THE NEW INDIA ASSURA	NCL		9,185.00	NCL HQ	2021
CIL /21200053		CIL /NCL6001	1500002241	10039031	SAYUNKAT COLLEECTORA	NCL		1,000,000.00	NCL HQ	2021
CIL /21200053		CIL /NCL6001	100025643	10039174	LIC OF INDIA	NCL		2,000,000.00	NCL HQ	2021
CIL /21200053		CIL /NCL6001	100025643	10045839	JIO DIGITAL FIBRE PV	NCL		41,300.40	NCL HQ	2021
CIL /21200053		CIL /NCL6001	100025643	10039310	SUMMIT DIGITEL INFRA	NCL		434,579.84	NCL HQ	2021
CIL /21200053		CIL /NCL6001	100025643	10042477	TULSI CONSTRUCTION C	NCL		52,705.00	NCL HQ	2021
CIL /21200053		CIL /NCL6001	100088621	10034601	SINGARENI COLLIERIES	NCL		47,967.18	NCL HQ	2022
CIL /21200053		CIL /NCL6001	100097809	11000001	Legacy Vendor Credit	NCL		5,348,625.19	NCL HQ	2022
	Adv & Recvbl Fin Cur						▪	20,947,108.77		
CIL /11100008	Adv/Dep - Employees	CIL /NCL6001	5600000318	N26396093	CHANDRA SHEKHAR	NCL		7,000.00-	NCL HQ	2022
CIL /11100008		CIL /NCL6001	5600000471	N26396093	CHANDRA SHEKHAR	NCL		7,000.00-	NCL HQ	2022
	Adv/Dep - Employees						▪	14,000.00-		
CIL /10910002	Crdrs-Stores & Spare	CIL /NCL6001	400149968	10001442	THE INDUSTRIALS	NCL		134,284.00-	NCL HQ	2021
CIL /10910002		CIL /NCL6001	400149969	10001442	THE INDUSTRIALS	NCL		394,120.00-	NCL HQ	2021
CIL /10910002		CIL /NCL6001	400149984	10001658	FIDERE ENGINEERS AND	NCL		187,000.00-	NCL HQ	2021
CIL /10910002		CIL /NCL6001	400149962	10001823	EASTERN TRADING AGEN	NCL		154,503.30-	NCL HQ	2021
CIL /10910002		CIL /NCL6001	400149976	10015496	RAMASIS ENERGY CORPO	NCL		759,920.00-	NCL HQ	2021
CIL /10910002		CIL /NCL6001	400149961	10015616	AMOL ENGINEERING & C	NCL		72,828.00-	NCL HQ	2021
CIL /10910002		CIL /NCL6001	400149967	10015627	M/S STEEL AUTHORITY	NCL		299,977.95-	NCL HQ	2021
CIL /10910002		CIL /NCL6001	400149963	10015628	GMMCO LTD.	NCL		60,094.00-	NCL HQ	2021
CIL /10910002		CIL /NCL6001	400149970	10021376	VEER ENGERING WORKS	NCL		81.41-	NCL HQ	2021
CIL /10910002		CIL /NCL6001	400149964	11000001	Legacy Vendor Credit	NCL		2,606.61-	NCL HQ	2021
CIL /10910002		CIL /NCL6001	400149965	11000001	Legacy Vendor Credit	NCL		5,063.57-	NCL HQ	2021
CIL /10910002		CIL /NCL6001	100070263	10065602	SASTI SUB AREA CLUB	NCL		3,370,080.00-	NCL HQ	2022
CIL /10910002		CIL /NCL6001	100070263	10065602	SASTI SUB AREA CLUB	NCL		425,469.00-	NCL HQ	2022
	Crdrs-Stores & Spare						▪	5,866,027.84-		
CIL /10910004	Creditors- Other Exp	CIL /NCL6001	400085259	10000020	JAY BALDEV MEDIA VIS	NCL		39,200.00-	NCL HQ	2021
CIL /10910004		CIL /NCL6001	400123186	10000479	INDIAN INSTITUTE OF	NCL		126,000.00-	NCL HQ	2021
CIL /10910004		CIL /NCL6001	400123173	10001086	MAA JWALA DISTRIBUTO	NCL		13,915.10-	NCL HQ	2021
CIL /10910004		CIL /NCL6001	400085185	10001090	SWASTIK ENGINEERING	NCL		285,694.42-	NCL HQ	2021
CIL /10910004		CIL /NCL6001	400085048	10002028	SAMAY PARIBARTAN	NCL		73,500.00-	NCL HQ	2021

Download in Excel

List   Edit   Goto   Settings   System   Help

Print Preview   Ctrl+Shift+F10
Print   Ctrl+P
Export   ▶   Word Processing...   Ctrl+Shift+F8
Send To   ▶   Spreadsheet...   Ctrl+Shift+F7
Exit   Shift+F3   Local File...   Ctrl+Shift+F9

0SAPPAYABL01   Payables: Profit Center
Data from   18.12.2022 12:43:39
Acct Type   K
Ledger   0L Leading Ledger
CoCode   NCL Northern Coalfields
Profit Ctr From   NCL6001
Profit Ctr To   NCL6001

For Schedule of Receivable

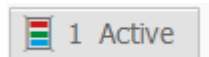|				
∨ 📁 004	Receivables According to General ...			
• 📊 0SAPRECIEV01	Receivables: Profit Center	SAP	06.04.2005	0SAPRECIEV01
• 📊 0SAPRECIEV02	Receivables: Segment	SAP	29.04.2005	0SAPRECIEV02
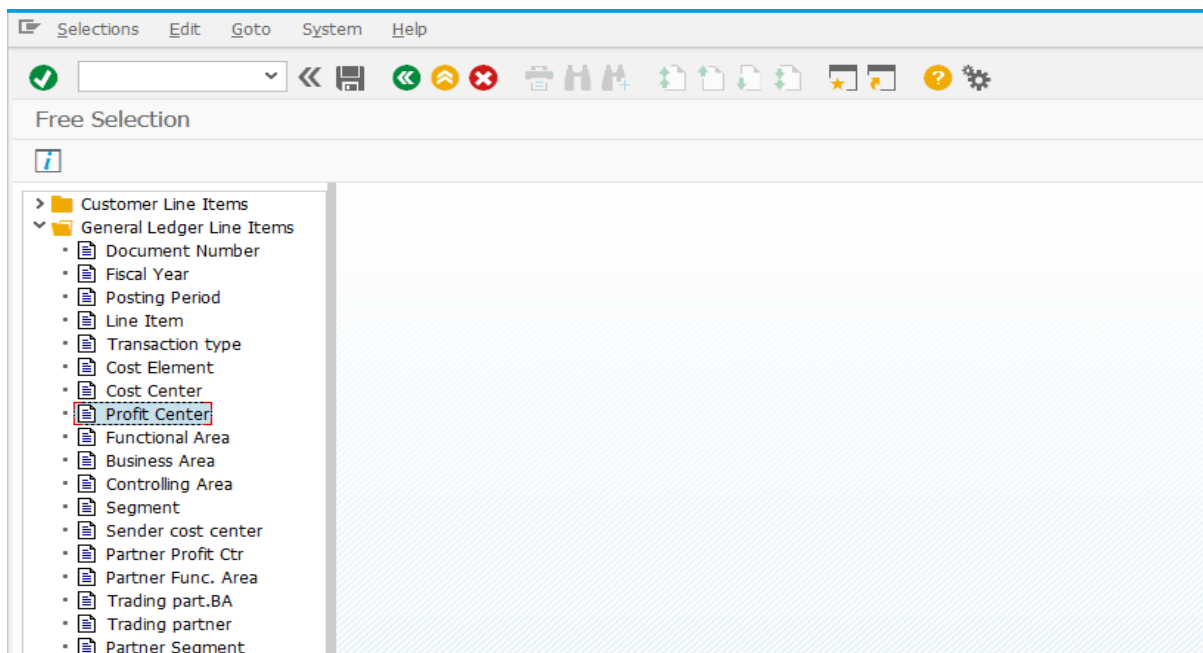
Double Click on Receivable: Profit Centre

Field	Remarks
Customer Account	To be Blank
Open Items	Date of Schedule required
Output Type	For Excel-Select- Object List (more than one lead column)

Click on Custom Selection 📊

Double Click on Profit Centre
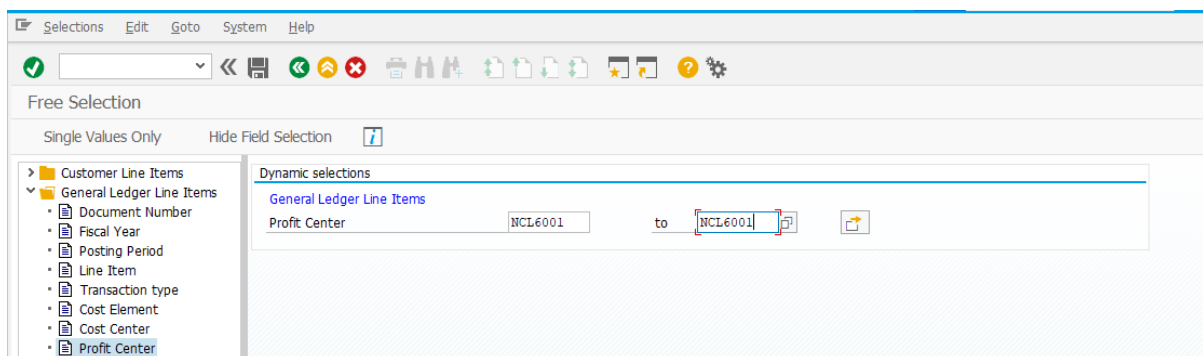
Fill Profit centre required schedule
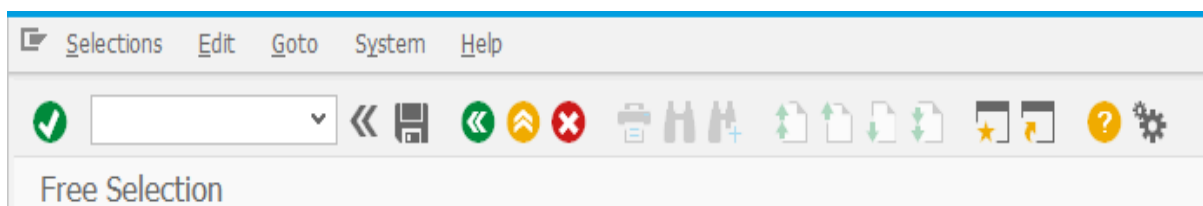
Click on Save
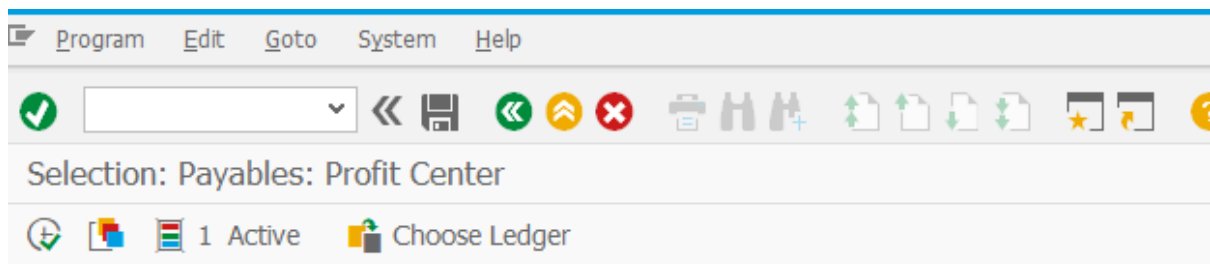
One selection Shown as Active

Select Output type- Object List (Moe than one lead column)

Click on Execute

Party wise/GL code wise Schedule will appear

Download in Excel