

उत्तराखण्ड पावर कारपोरेशन लि०

(उत्तराखण्ड सरकार का उपक्रम)



Uttarakhand Power Corporation Ltd.

(A. Govt. of Uttarakhand Undertaking)

CIN NO: U40109UR2001SGC025867

e-mail: fundsectionhq@upcl.org, Website: www.upcl.org

Telephone No- 0135- 2763672-73-74-75 Extn.- 107

Letter No. 407/GM(Fin)

Date: 13/05/2025

MOST IMPORTANT

All Chief Engineers (Zones)/(Project),
Uttarakhand Power Corporation Limited.

Subject: Regarding timely completion of all activities in SAP ERP pertaining to FY 2024-25 including closure of Books of your subordinate offices.

Please refer to Director (Operation) Office letter no. 1992/Dir(Operation)UPCL/ERP dated 28.04.2025 vide which directions were given for timely completion of all the activities (including capitalization) in SAP ERP pertaining to FY 2024-25 on an urgent basis.

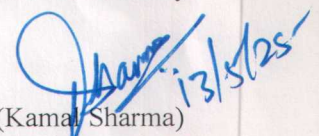
It has therefore been directed earlier to ensure the completion of the following activities in all your subordinate units on priority basis:

1. With respect to the Project/capital estimates prepared in SAP in FY 2024-25, the following should be ensured immediately in SAP and FAS in FY 2024-25:
 - a) It must be ensured that booking of consumption of material as well as all services (including Service Entry Sheet) is done on the project/estimates in SAP.
 - b) Then, the loading should be done on the basis of formula/methodology and at the rates of SAP estimates. It must be ensured that the overall balances in AG 75 and 76 should not be negative due to such loading.
 - c) Thereafter, the estimates/projects should be settled (i.e. transferred to CWIP) in SAP. Based on the SAP data, the booking done in CWIP in FAS should be reconciled.
 - d) Again, w.r.t. the completed project/capital estimates which were completed in FY 2024-25, the same should be settled/capitalised (i.e. transferred to Fixed Assets from CWIP).
Based on the SAP data, the booking in Fixed Assets head should be done in FAS. Further, the Completion Report should also reflect the same value as shown in SAP ERP w.r.t. the capitalized work. Complete details (SAP Estimate wise) should be obtained from the field units.
 - e) For the incomplete works as on 31.03.2025 pertaining to the estimates created in FY 2024-25 in SAP, the amount should be duly reconciled as on 31.03.2025 between FAS and SAP.

2. Booking in FAS should be done on the basis of SAP report generated through T-code ZMM_1S only. Therefore, it must be ensured that the Inventory balance as on 31.03.2025 in SAP should match with the Inventory balance in FAS.

It has also been mentioned in the above letter dated 28.04.2025 that all the above & other related exercise should be completed on war footing by 05.05.2025 as only March 2025 is presently open for SAP MM which shall be closed very soon.

It is therefore once again instructed to ensure compliance of the above in all your subordinate units immediately.


(Kamal Sharma)
G.M. (Finance) &
Process Owner (FICO)

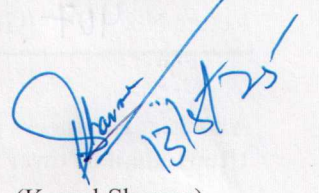
4

No. 407 /GM(F)/

Date: 13 /05/2025

Copy to the following for kind information and necessary action:

1. Staff Officer (Level-1) to Managing Director, UPCL, Dehradun for kind information.
2. Director (Project)/(Operation), UPCL, Dehradun.
3. General Manager (Finance), (Project and Pay & Allowance), UPCL.
4. All Superintending Engineers of UPCL.
5. DGM (F)/Dy. CAO, Zonal Account Offices, UPCL.
6. All Drawing & Disbursing Officers, UPCL.
7. Executive Engineer (IT) for uploading.



(Kamal Sharma)
G.M. (Finance) &
Process Owner (FICO)