

TAMILNADU GENERATION AND DISTRIBUTION CORPORATION LIMITED

From  
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To  
All Chief Engineers  
TANGEDCO & TANTRANSCO  
All Chief Financial Controllers  
TANGEDCO & TANTRANSCO

**Lr.No. CE/IT/SE/IT2/EE/ERP/ F ERP Instructions/D 540/2021 dt 24.06.21**

Sir

Sub: TANGEDCO – IT Wing – Implementation of ERP in TANGEDCO and  
TANTRANSCO – Instructions to field – reg

During the Distribution Review meeting held on 22.06.2021, the Chief Engineers had expressed various difficulties faced in the ERP system on the day to day transactions. CMD reviewed the status of implementation of ERP on 23.06.2021. Representatives from Unions were also present during the review meeting.

After detailed discussions, it has been instructed by CMD to adopt the following procedures for smooth functioning of the field offices and the ERP system until further orders.

1. The Imprest and Temporary Advance of TANGEDCO and TANTRANSCO including Head Quarters to be operated manually and journal entry to be made by the Accounts Wing through T Code (FB50) until further instructions. However, for those users who have already processed Imprest and Temporary Advance in the ERP system may continue to use the ERP system instead of manual process, if there are no issues.
2. All types of Estimates and Work Orders of TANGEDCO and TANTRANSCO which involves workflow approvals can be done manually until further instructions. However, those users who have already processed estimates in the ERP system with proper work flow using (ZPSES) and with no errors may continue to do so in the ERP system.
3. The Materials for such approved work orders have to be drawn through the ERP System using Internal Order Concept .
4. Wherever there are issues in passing invoices, taking SRB due to attachments / viewing the attachments issues, such transactions can be done using the hardcopies of the documents.

5. Wherever, processes could not be carried out due to non-availability of users / officials in-charge of vacant posts etc., all processes can be done manually or using any other suitable process until the issues are resolved.

6. All other processes, especially payroll which will be crux to solve all workflow processes, have to be executed by all offices of TANGEDCO and TANTRANSCO in the ERP system only.

Any other issues faced by field other than specified above, which hampers the day to day business processes, may be immediately communicated so as to take remedial measures or issue suitable instructions from Headquarters.

Sd/-24.06.2021  
Chief Engineer / IT