



## M.P. POWER TRANSMISSION COMPANY LIMITED

(A wholly owned Govt. of MP Undertaking) CIN:U40109MP2001SGC014880

Block No. 2, Shakti Bhawan, Rampur, Jabalpur(MP)-482008

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No.AS/MPPTCL/E-I/3047

Dated, 16/11/2018

### C I R C U L A R

The ERP system is proposed to Go-live on dated 30.11.2018. As per ERP cutover strategy, the cutover period shall be from 28.11.2018 to 02.12.2018, accordingly all the transaction (Stores and Finance) shall be closed on 27.11.2018 (pre cutover period) and there would not be any transactions from 28.11.2018 to 02.12.2018 (cutover period). In case of unavoidable transactions, the same shall be done with the approval of concern HoD, in consultation with CFO. The ERP system would be made available for transactional activities to the end users on 03.12.2018 & therefore from 03.12.2018 onwards (post cutover period) all transactions shall be made through ERP. The existing legacy system shall also run in parallel, the orders for discontinuation of the same shall be issued separately.

All the end users are advised to perform the following activities during pre-cutover/cutover/post cutover period & submit the requisite data to System Integrator through IT&ERP cell :-

- i. Ensure receipt of pending bills on or before 22.11.2018 in the RAO/DD(Bills/cash), so as to make payment by RAO/DD(Cash) before go-live i.e. upto 27.11.2018.
- ii. Try to complete, as many as possible, contract related activities, viz., award of contract/issue of DI etc. upto 27.11.2018.
- iii. Try to perform all types of Stores transactions upto 27.11.2018.
- iv. The stock position of Trans. Stores/Division office stores/site store/substations stores as on 27.11.2018 shall be provided by 30.11.2018.
- v. PF Trust Data (loan/part final/final payment/adjustment) in respect of each employee for the month of November, 2018 shall be provided by O/o CFO upto 05.12.2018.
- vi. Trial balance (MPPTCL, PF Trust & TB Trust) as on 27.11.2018 along with schedules shall be provided by O/o CFO upto 10.12.2018.

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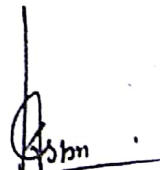
During cutover period all the data would be uploaded in the ERP system, so that it would be made available for end user's transactions, on 03.12.2018. For the procedural/implementation related issues IT&ERP cell may be consulted on helpdesk mobile no. 9425809550 & 9425809880.

By order

  
Chief Engineer (HR&A)

Copy to:-

1. The Executive Director (CRA)/(HRDI) MPPTCL, Jabalpur./
2. The Chief Engineer (Procurement)/(T&C)/(P&D)/(EHT:Constn.)/(EHT:M&I)/(SLDC)/(Trans.EZ)/Works, MPPTCL, Jabalpur.
3. The CFO, MPPTCL, Jabalpur
4. The Addl. Chief Engineer (IT-ERP)/(SCADA)/(Civil-Trans.)/(Vigilance)/(Trans.-CZ)/(Trans.-WZ) MPPTCL, Jabalpur/Bhopal/Indore.
5. The Superintending Engineer (EHT:M&I)/ (EHT:Constn.)/(T&C)/400KV S/s circle, MPPTCL, Jabalpur/Gwalior/Ujjain/Indore/Bhopal/Seoni/Satna/Sagar/Nagda/Bina/Khandwa.
6. The Joint Director (B&CM)/Bills/P&PF, O/o CFO, MPPTCL, Jabalpur.
7. The Executive Engineer (Testing/EHT:C/EHT:M/Communication/SCADA/ RE/Sub SLDC) Dn.,MPPTCL,.....
8. The Executive Engineer (Trans.Stores)/ (Workshop) Dn.,MPPTCL, Jabalpur/Itarsi/Indore/Gwalior/Sehore.
9. The EE(V) O/o CE(HR&A) MPPTCL, Jabalpur
10. The Company Secretary, MPPTCL, Jabalpur.
11. The Regional Accounts Officer, MPPTCL Jabalpur/Bhopal/Indore.
12. The Staff Officer attached to MD, MPPTCL, Jabalpur.
13. The Webmaster, MPPTCL Jabalpur.

  
Superintending Engineer