CENTRAL WAREHOUSING CORPORATION

(A GOVT. OF INDIA UNDERTAKING)

4/1 Siri Institutional Area, Hauz Khas, August Kranti Marg, New Delhi-110016
Email:warehouse@nic.inTel:26602576,26566107

No: - CWC/MIS-WMS (Rollout)/2017-18/   Date: - 4th Aug. 2020

Regional Manager
Central Warehousing Corporation,
RO Ahmadabad/ Bangalore/ Bhopal/ Chennai/ Delhi/ Guwahati/ Hyderabad/ Jaipur/ Kolkata/ Lucknow/ Mumbai/ Patna/ Chandigarh/ Kochi

Subj.: Usage of software including Warehouse Management System (WMS).

1. Corporation in its endeavour to leverage IT for its growth, operational efficiency, transparency, competitiveness, visibility and accountability, initiated IT projects viz WMS, e-Office, HRMS, Tally ERP, Bill Tracking System, ICD/CFS & ICP Software, Website and Mobile applications, Grievance Redressal Portal, e-Tendering, Video Conferencing etc. These e-governance projects are also aligned to GoI's **Digital India** mission.

2. Amongst the various IT projects, **adoption** of **WMS** in entirety is one of the major **milestones** for complete **digitisation of warehousing operation** and thus it is one of the prestigious projects of the Corporation. The project is also closely **monitored** by the **Ministry** with drill down to warehouse levels.

3. WMS has been implemented at **397warehouses** across PAN India, digitizing more than 70 registers and reports. As on June 2020, **68% of the warehouses across PAN India are currently using WMS for generating invoices**, which are provided to depositors/customers and number is increasing every month. RO **Jaipur**, **Guwahati** & **Kochi** are generating **100%** invoices through WMS, while RO **Chennai**, **Bangalore**, **Ahmadabad** and **Kolkata** are generating **more75%** invoices. Other ROs are also rapidly adopting the WMS. This is possible owing to active monitoring and constant effort by ROs, CO's MIS, Commercial, Finance and Technical Division.

4. However, it is still observed that around **100warehouses are yet to use the WMS in its entirety and are using in piece-meal manner, while few are not at all using**. This severely impacts the online data compilation by RO & CO, thus defeating the complete digitization mission of Corporation. In order to avoid such discrepancies, all the available **software including WMS should be used in online mode** by Warehouses, ROs & CO.

5. Government of India has also introduced mandatory **e-invoicing** system from **1st Oct. 2020**, wherein all the invoices generated by various software, necessitates linking with Invoice Registration portal of **GST**. Accordingly, **WMS should be updated** on **real-time** basis to reflect correct and accurate stock position/registers, which will further

ensure generation of correct invoice from WMS. Thus, **online uses of software including WMS are compulsory now.**

6. Now access of WMS has been given to **Internal Auditor, Statutory Auditor, Vigilance Division and Top Management** including **Ministry**, who are closely monitoring WMS activities, thus, online usage of WMS has to be ensured with no backlogs in the transactions. They can also **remotely access stock** and other registers/reports and **deficiency**, if any noticed can be taken up by these agencies, for which the **official(s) operates the WMS** shall be **solely responsible**. Ensure that the s**tock should be matched in WMS as per the physical verification of stock.**

7. The difficulties in WMS usage should be immediately brought to the notice of WMS helpdesk by generating the tickets. In case the issue is not resolved, escalate the same to the concerned officials of MIS, Commercial, Finance and Technical Division, CO.

8. The entire group A, B, C and D employees have been provided with facility of reimbursement of mobile internet data for online software operations. Further, Computer/Laptop/Tablet, printer, UPS, internet connection, etc, have also been provided by the Regional Managers, by procuring these items locally. Regular training is being imparted. Therefore, any excuses, like, lack of training / computer literacy, hardware is not available, non-functioning internet or non-availability of electric power, etc, shall not be accepted.

9. In light of above, deficiency, if noticed, in usage of software including WMS, would not be accepted. The concerned official(s) shall be held responsible and taken up under staff regulations.

This is issued with the approval of Managing Director, for strict compliance.

GGM (System)

Copy for information please:

1. HoDs, CO, CWC, New Delhi
2. Sr. PA to MD, CWC, New Delhi.
3. SAM (G) to Director (Finance), CWC, New Delhi.