



CWC/CO-FD0CA/18/2020-FIN

Dt: 06-09-2021

### **WMS Accounts & Billing Advisory-4**

**Sub.: a. Generation of Invoices at Regional Office level by using Warehouse Management System (WMS) – Incl Payment/ Adjustment of Imprest/Temp Advance**

**b. Blocking of Cash Card ledger (27005) in Tally ERP**

**A. Generation of Invoices at Regional Office level by using Warehouse Management System (WMS) – Incl Payment/ Adjustment of Imprest/Temp Advance**

- i. After the integration of the WMS with Tally in all the Regional Offices, same is being using for Generation of all bills (incl E Invoicing), accounting of Income, realization of invoice and booking of expenses against Imprest & Temporary Advance for all the warehouses of CWC.
- ii. However, it is noticed that as WMS was meant for the billing and other operations for warehouses only, same is not being utilized for generation of Invoices like of Tender Fee, Rent , Sale of Assets ( like Laptop , Mobile etc ) , EMD, SD Forfeiture , Sale of Scrap, Recovery of Penalty etc which are generally dealt at Regional Office level. For generating such invoices (incl E Invoice) , either the Utility of Webtel or TALLY ERP is being used.
- iii. In order to have a single billing software and to further reduce the dependency of RO & CO on adhoc utility of Webtel, it has been decided to use WMS software at Regional Office and Corporate Office level also for Billing/E-invoicing purpose and in case required for adjustment of Imprest/ Temp advance purpose also. This will help in automatic flow of all entries of Regional Office/ CO in Tally.
- iv. In order to start the above, all the Regions may get the warehouse opened in WMS with RO Code and start the billing/ E Invoice generation from WMS only. Same can be utilized for issue and adjustment of Imprest/Temp advance also. The User IDs may be given to all concerned who are doing billing from Regional Office/ CO.

**B. Blocking of Cash Card ledger (27005) in Tally ERP**

Currently, the following groups/ledgers are available in Tally ERP for Imprest/ Temp advance and Cash Card:

- a. 27004- Imprest (Warehouse wise ledger)
- b. 27005- Cash Card in Hand (Single ledger)
- c. 28810- Temporary Advance (Warehouse wise ledger)

Regions where Cash cards are operational, raised an issue regarding flow of WMS Payment entry of Imprest/Temp advance into Imprest/Temp Adv ledger head and they were required to pass an additional Journal Voucher for shifting of balance from Imprest/Temp advance ledger to Cash Card in Hand.

It has now been decided to block the Ledger code 27005- Cash Card in Hand and henceforth all the cash card transactions are to be entered in 27004- Imprest (Warehouse wise ledger)/ 28810- Temporary Advance (Warehouse wise ledger), as the case may be.



केन्द्रीय भण्डारण निगम  
(भारत सरकार का उपक्रम)  
**CENTRAL WAREHOUSING CORPORATION**  
(A Govt. of India Undertaking)  
जन-जन के लिए भण्डारण/Warehousing for Everyone



No separate entry is required to be passed for transferring the balance to Cash Card ledger. The entry flow through WMS will be final and at the time of reconciliation of cash card balance, total of both the ledger of Imprest & Temp advance may be merged.

This issues with the approval of GM (Tax & CA).

Yours faithfully

Sachin Gupta  
For GM (Tax & CA)

To

**The Accounts Incharge**  
**All regions of CWC**

Copy to for kind information:

1. Dir (F)/ MD CWC, CO New Delhi
2. GGM (System)/GGM (Fin), CWC, CO New Delhi
3. GM (Tax & CA), CWC, CO New Delhi
4. DGM (CA), CWC, CO New Delhi
5. Manager (CA), CWC, CO New Delhi
6. The Regional Manager, All Regions of CWC for information please.