





# **Brewery**

User Reference Manual

C-Tel Infosystems Pvt.Ltd Hyderabad, Telangana





# 1. Overview:

The purpose of this document is to provide a detailed description of the e-governance application for Commissioner ate of Excise in Assam. It describes in detail all the functional and non-functional requirements given by the client. This project's aim is to automate the tracking system of liquor from the time of manufacture to the time of sale with minimal or no human intervention.

# Purpose and Scope

TheprovisionofallInformationTechnologies,Materials,andotherGoodsaswell as the performance of all Services required for the design, development, and implementation (including procurement, quality assurance, assembly, associated site preparation, Delivery, Pre-commissioning, Installation, Testing, and Commissioning) of the System.

The objective of this project is to:

- → Better Compliance Management
- → EffectivemonitoringofSupplychainrelatedtoalcoholinState&intransit through the state
- → Reduction in Revenue Leakages
- → Provision of e-services for stakeholders
- → Increase transparency and accountability across functions and transactions
- → Improve efficiency and effectiveness in the processes
- → Reducetimefortransactionsthroughprocessre-engineering&automation

Availability of real-time information on, licenses, payments, permits, passes, cases &other details

- → Business intelligence tools for decision support
- → Providing actionable data for enforcement
- → Automated Reconciliations & Accounting Management
- → Common data master across Department, functions, &other stakeholders
- → Data digitizationat source
- → Avoiding paper transactions
- → Integration across other stakeholder Government Departments (Finance &Treasury)





→ Track all the activities of Distilleries, Brewery Units, Wholesale warehouse, label / hologram, manufacturer, and Retailers.

Theentireapplicationacts as one platform for complete project which is offering functionalities to the Excise department - Assam, Manufacturers, Wholesale warehouses, and the retailers. The complete information related all the phases of the project can be accessed from the Central application.

# 2. Helpful Resources:

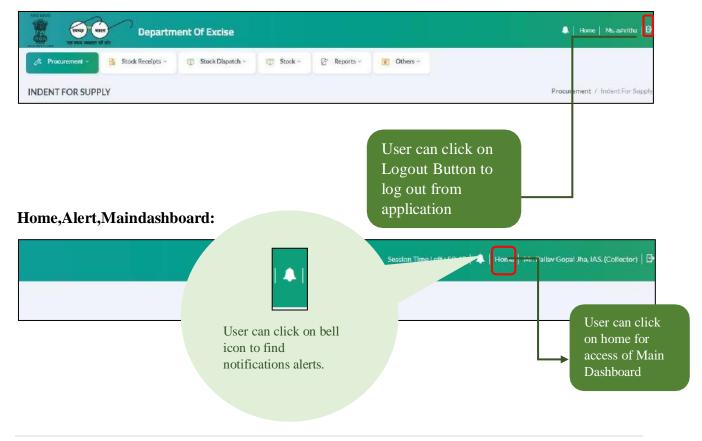
# **System Requirements:**

#### **Operating System**

- UbuntuVersionNo:20.0.4 **Connectivity**
- ForDataTransmissionThereShouldBeConnectivityInstalledatDistilleryLocation
   Browser:
- Application Is Compatible with Latest Mozilla and Chrome Help and Contact Information

\*\*user required to handle all alert pop-up by clicking on ok\*\*

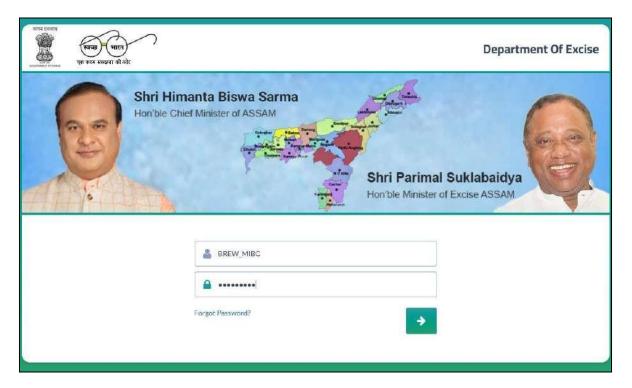
#### Logout:







# 3) Locallpaddress:



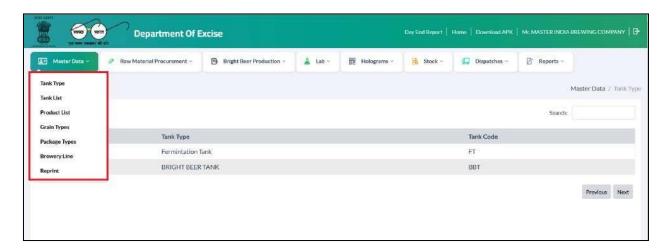
• user need to provide valid credentials and click on "Arrow" button.

## Master Data:



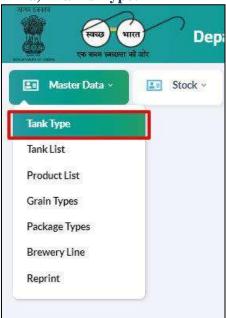
• User required to click on "Master Data" Tab to advance to next screen





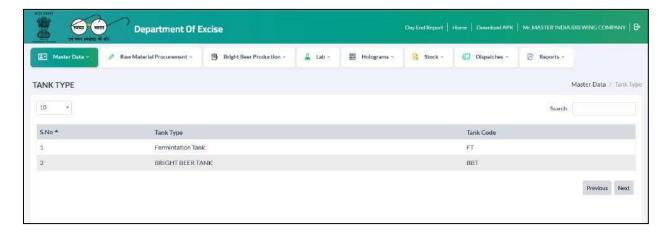
• User can view the Sub tabs in master data as shown in above screen, please select accordingly to perform operations related to sub tabs.

a) Tanks Type:

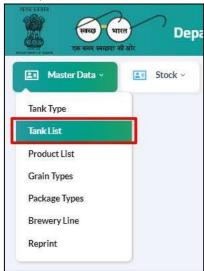


• User required to select "Tank Type" sub tab to view the Tank details as shown below.

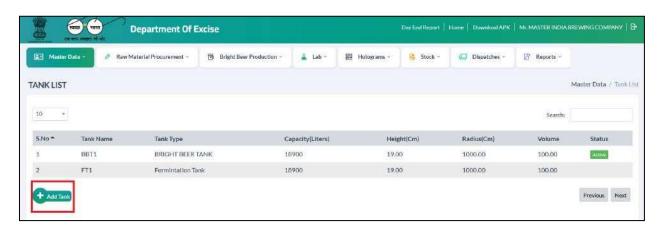




#### b) Tank List:

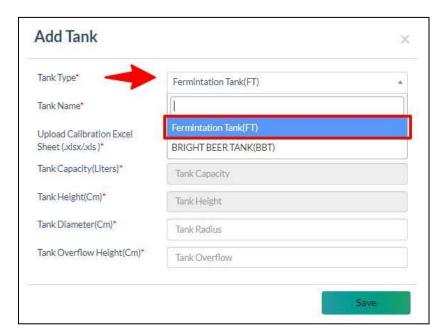


 User required to click on "Tank list" to add tank, and user also has provision to view the all-Tank List Details

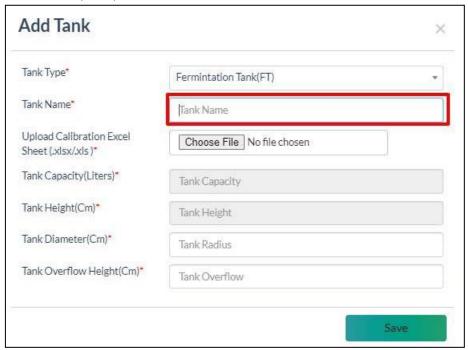


• User must click on "+Add" icon as shown in above screen, After Clicking on +Add a pop-up will be shown.

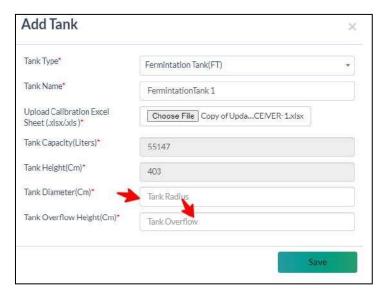




• select Tank Type for Fermentation select Fermentation Tank(FT), for Bright Beer Tank(BBT)



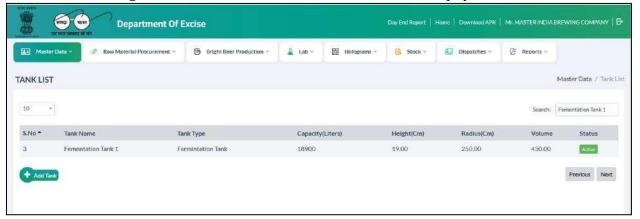




• User required to provide Tank Name and Upload the Valid calibration sheet.



- User need to click on "save".
- After Clicking on save, the User can view the confirmation Popup.





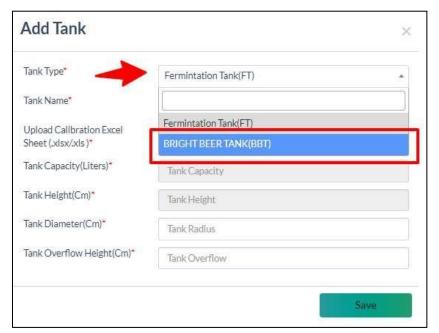


• User can view the Tank detail as shown in above screen.

## **Bright Beer Tank:**

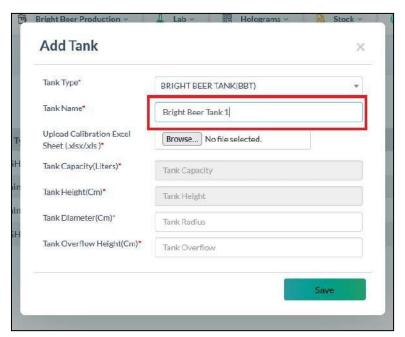


User need to click on "+Add".

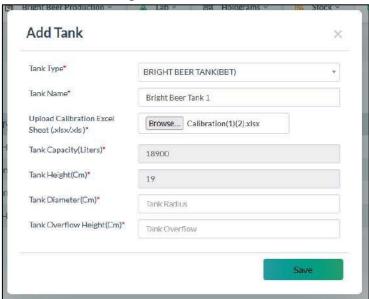


• select Tank Type "Bright Beer Tank(BBT)".



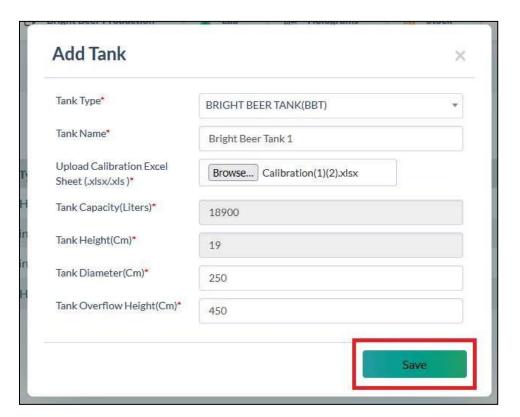


• user need to provide "Tank Name".

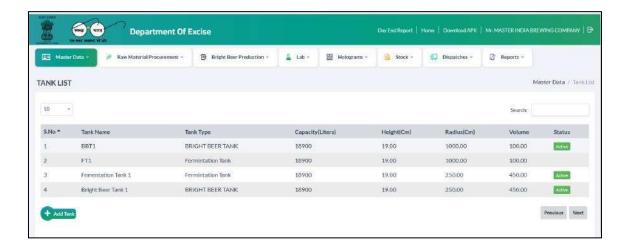


- User need to Upload the calibration sheet in upload field then Tank Capacity and Tank Height will be auto fetched.
- Enter the Tank diameter and Tank Over view Height(Cm).





- User required to click on "save".
- After Clicking on save, the User can view the confirmation Popup.



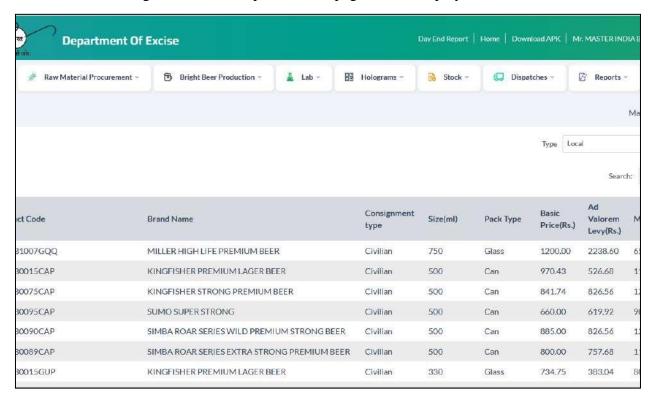




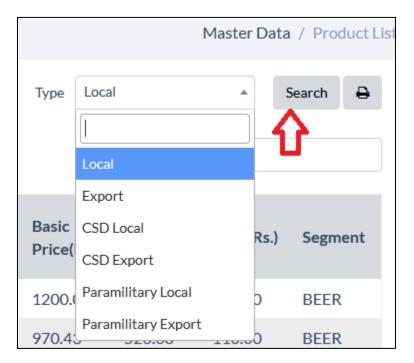
c) ProductList:



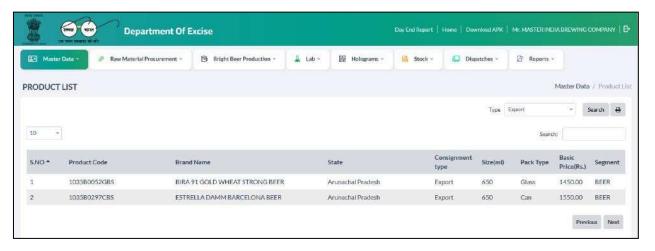
- User required to click on "Product List" from dropdown.
- After selecting Product List, a product List page will be displayed as shown below.







User need to select "Purpose Type" & Click on Search and based on Purpose the registered product list will be displayed

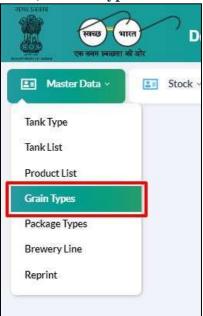


• User can view the registered Product List as shown in above screen.

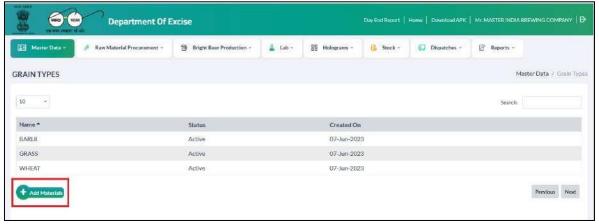




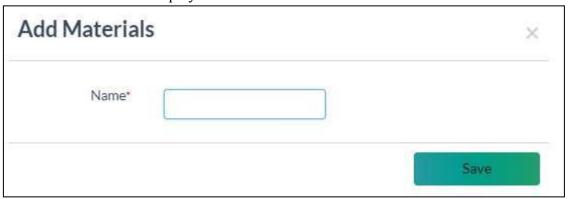
d) Grain Types:



- User required to click on "Grain Types".
- After click on Grain Types, User can view the Add Material view page.



• User must click on "+Add Material" after clicking on +Add Material, a pop up of Add material will be displayed as shown below.





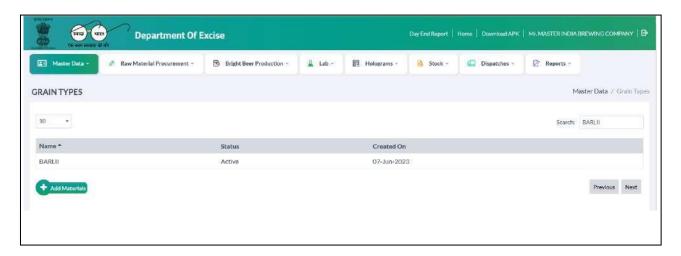




• User required to enter the Material name and click on "Save"



• User is required to click on "**OK**" button of alert message.



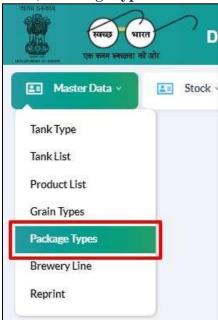
• User can view the Material List as shown in above screen.



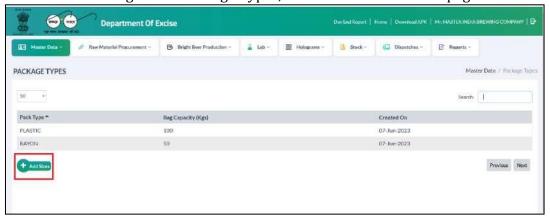




e) PackageTypes:

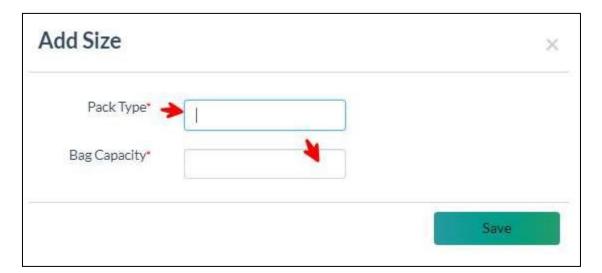


- User required to click on "Package Types" sub-tab.
- After clicking on the Package Types, user can view the below page.



User required to click on "+Add Sizes" after clicking on +Add Sizes, user will be redirected to another page as shown below.

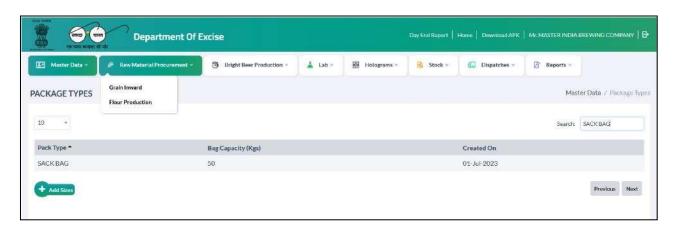




• User required to provide the pack Type & Enter bag Capacity.



• click on "save" user can view confirmation popup, then click on "Ok".

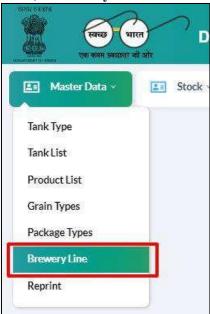




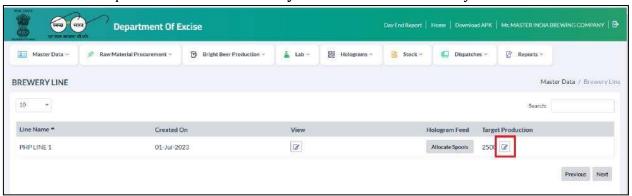


The Data related to material will be displayed as shown in above screen.

f) Brewery Line:



• User is required to click on "Brewery Line" to view the Brewery Line details.



• User has provision to set the "Target Production".

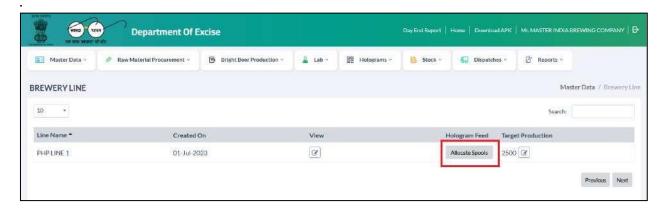


• User can provide Target and Click on "Submit" button.





## **To Allocate Spools:**



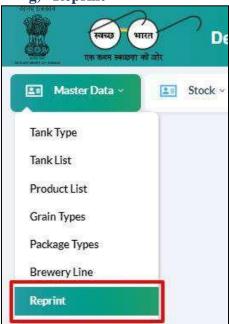
• User required to click on "Allocate spools" as mentioned in above screen.



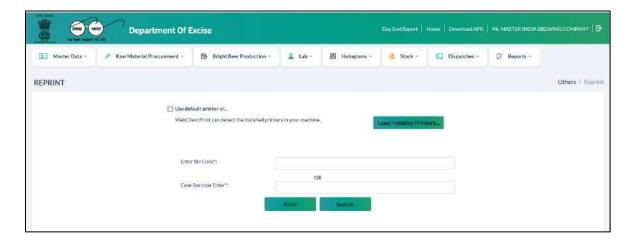
• User need to scan the Spools and click on "Allocate" button; hence spools will be allocated successfully.

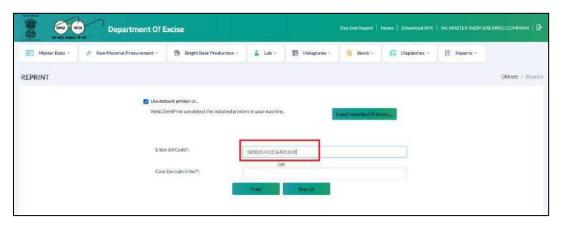


g) Reprint



- User must select "Reprint" from Master Data tab as shown in above screen.
- Select the printer type then enter the SH code or carton Barcode

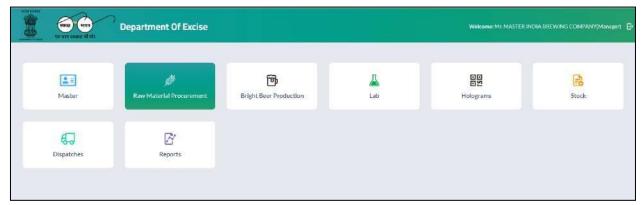




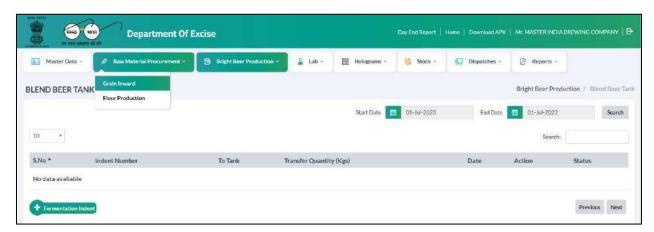




#### **Raw Material Procurement:**

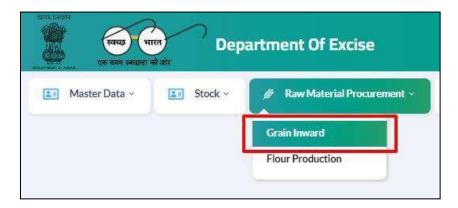


Or



• User required to click on "Grain Inward" tab as mentioned in above screen.

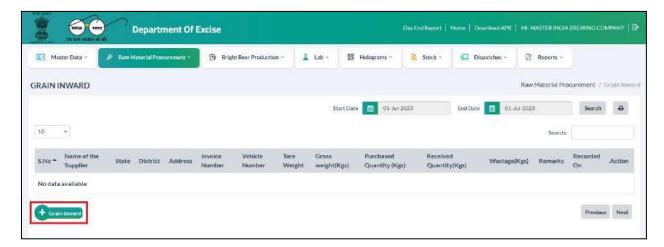
#### a) Grain Inward:



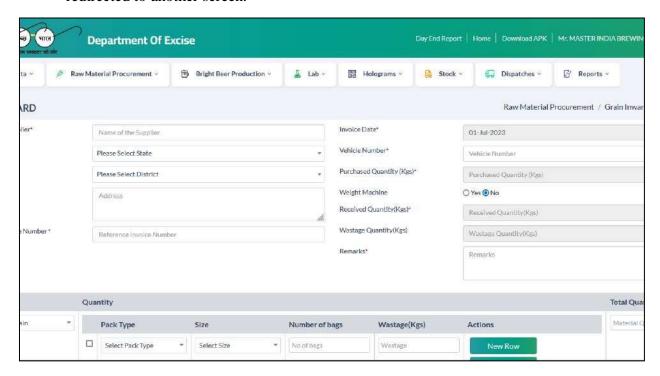
- User required to click on "Grain Inward" Sub-Tab as shown in above screen.,
- After clicking on Grain Inward, user will be redirected to another page as shown below.







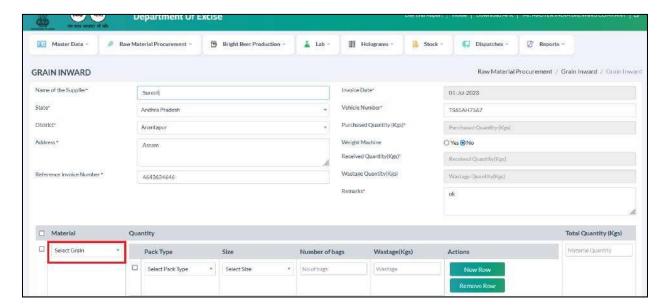
 User need to click on "+Grain Inward" as mentioned in above screen, then user will be redirected to another screen.



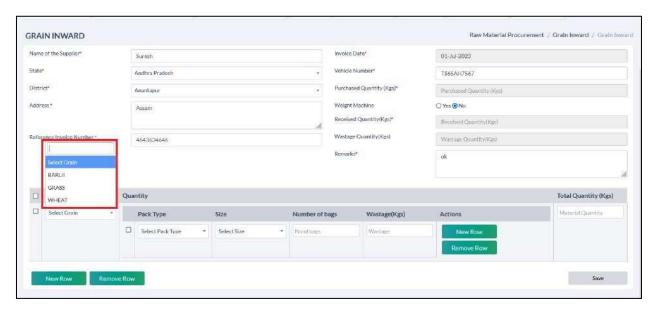
- User need to provide details for more information follow as below.
- User need to provide "supplier name, state, district, address, invoice number, vehicle number". etc..





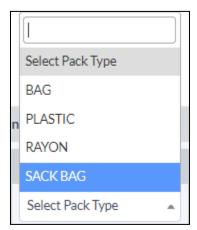


User need to fill all details as mentioned in above figure, clickon "Selectgrain" as mentioned.

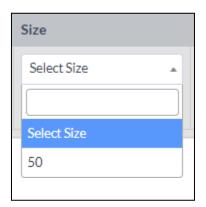


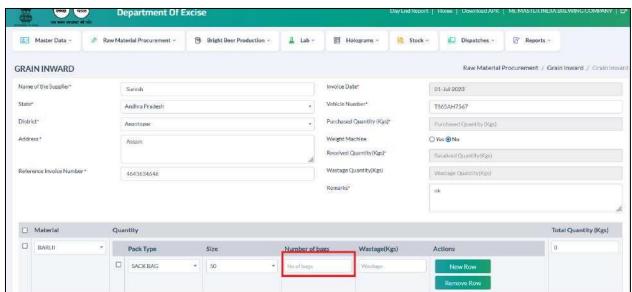
- User need to select grain from drops down.
- User need to "select pack type".





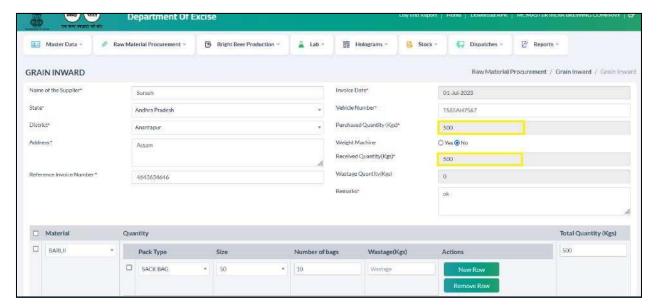
• User required to select Size



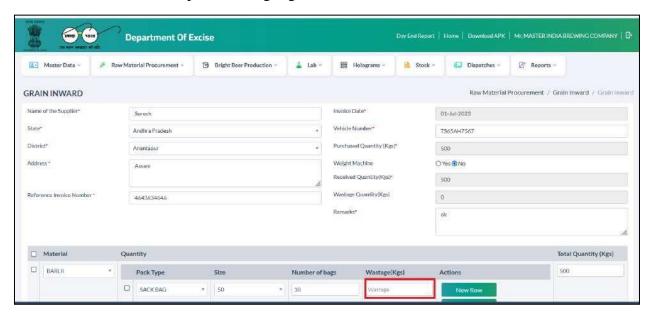


• User required to enter no. of bags as highlighted in figure.





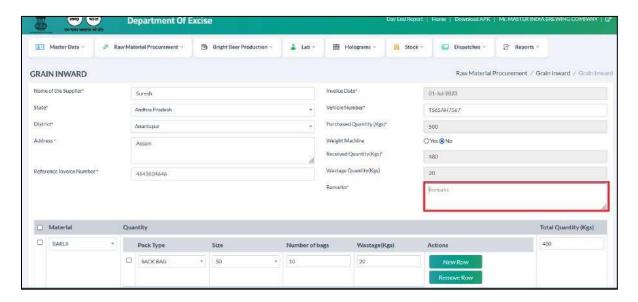
• All details will be updated as highlighted based on selection



User required to provide "wastage".



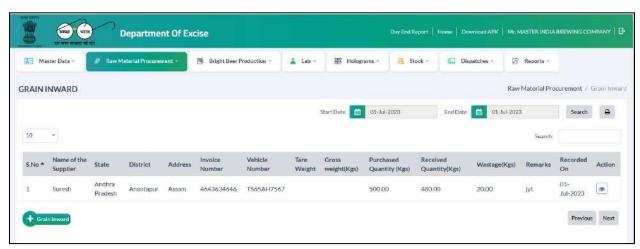




 After completion of all details click on Save, then a confirmation pop-up will be displayed.



• User required to click on "ok"



• The details will be updated as shown in above screen.

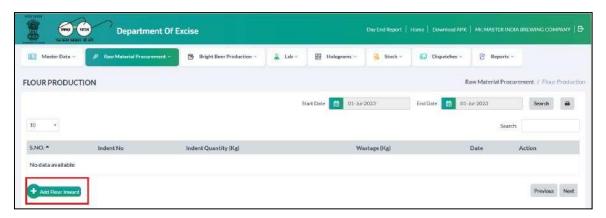




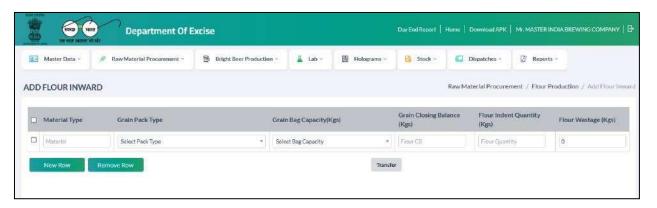
#### **b) Flour Production:**



• User required to click on "Flour Production".



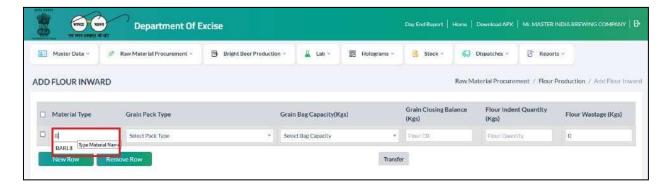
• User required to click on "+Add flour inward".



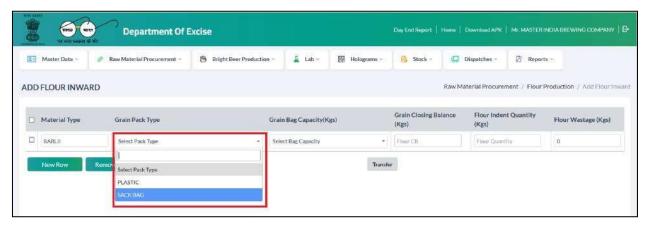
• User must select "material type".



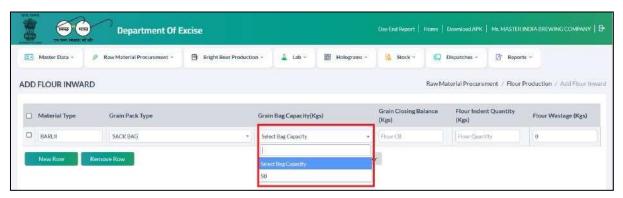




• User required to select material type by typing the material name.



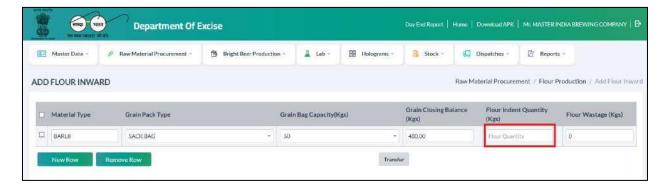
• User need to select "pack type".



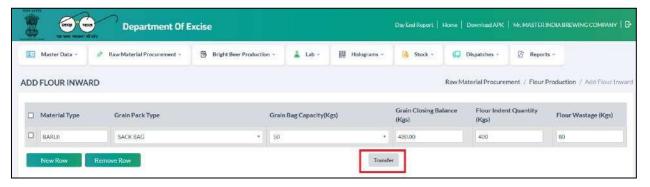
• User required to enter "bag capacity".







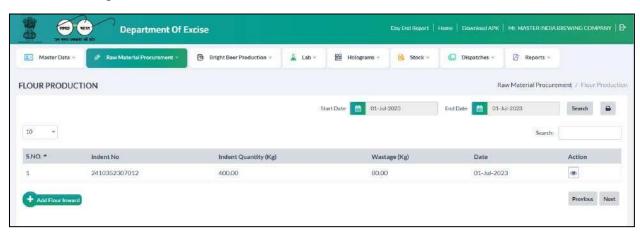
• User must enter "flour quantity".



• After providing valid details click on "transfer".



• User required to Click on "Ok".



• User can view the flour indent is saved successfully.



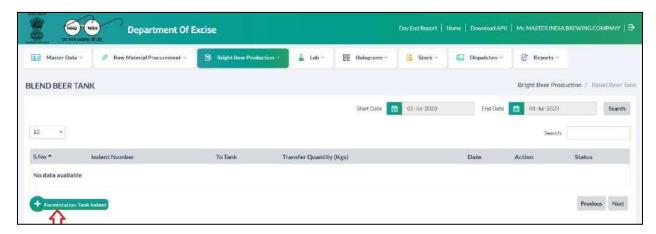


#### **Bright Beer Production:**

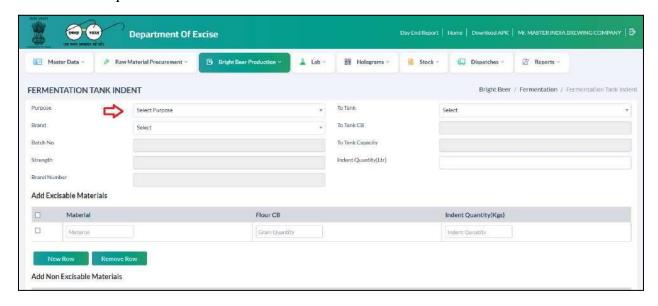
#### Fermentation Tank:



User required to mouse over on "Bright beer Production", a list of all sub tabs will be
displayed as below, user required to select "Fermentation Tank" as shown in above
screen.



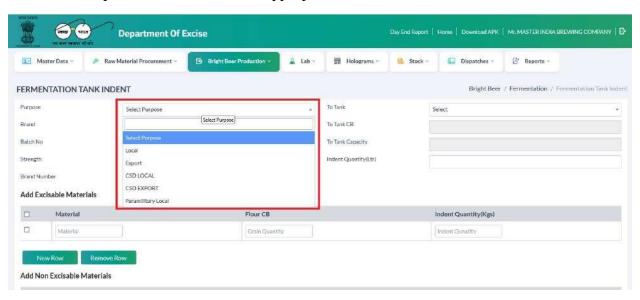
• User required to click on"+Fermentation Tank Indent".



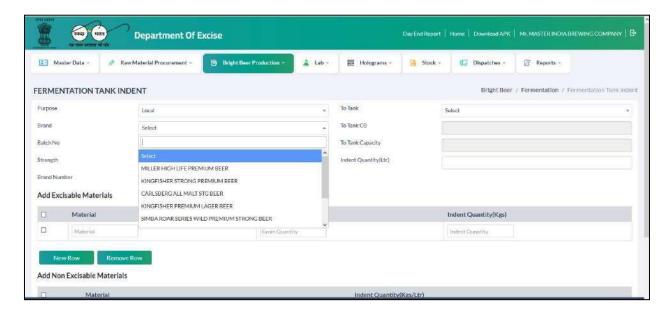




• user required to fill all details in appropriate fields.



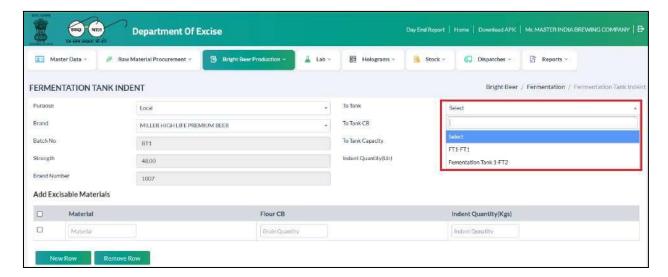
- select the purpose from drop down
- Select the "Brand name" from dropdown.



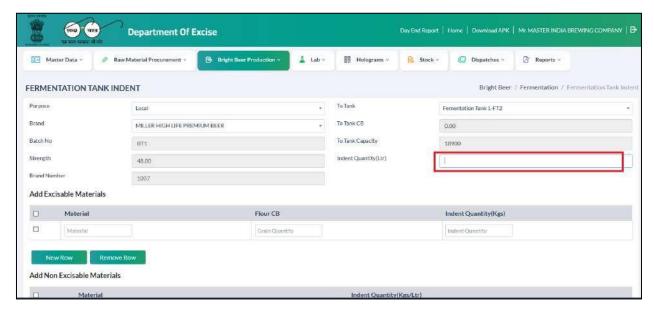
• user need to select "To Tank" as mentioned in above screen.





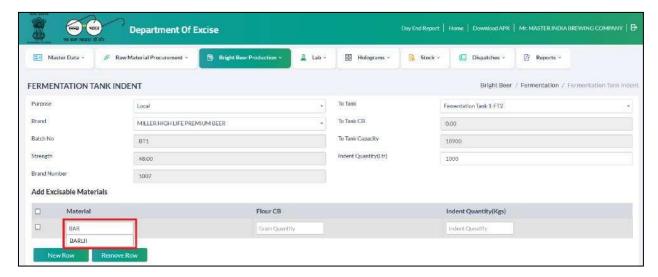


• user required to select "To Tank CB" from dropdown.

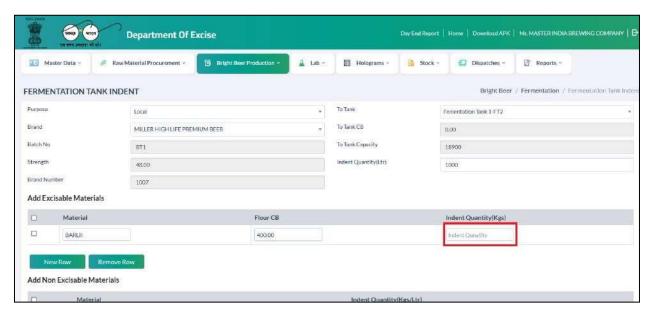


user need to enter "Indent Quantity (ltr)"





• user need to "add material".



• user need to provide "indent quantity".





• click on "Save"



• user required to click on "Ok" button.



• The indent request is raised successfully and forwarded to IOE

#### IOE:





• user need to provide valid credentials and click on "Arrow" button.

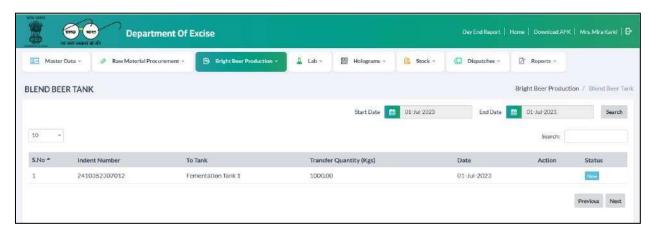


• user need to click on "Bright beer Production" Module as mentioned in above screen.

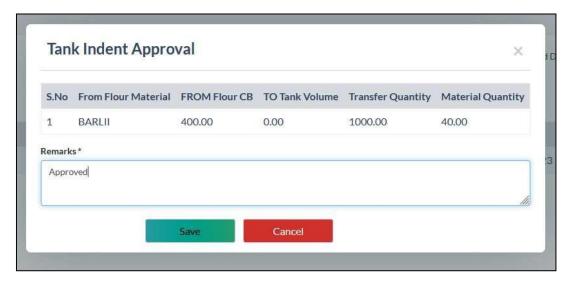




• user need to select "Fermentation Tank" as mentioned in above screen.



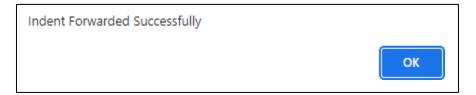
• The indent details will be shown as above, user required to click on "New" button.



• user need to provide valid remarks and click on "Save".







• User need to click on "Ok".



• The request will be forwarded to Manager.

## Manager:



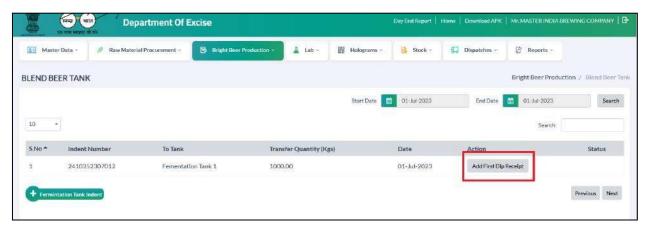
• User need to Login with valid credentials and click on "Arrow" button.





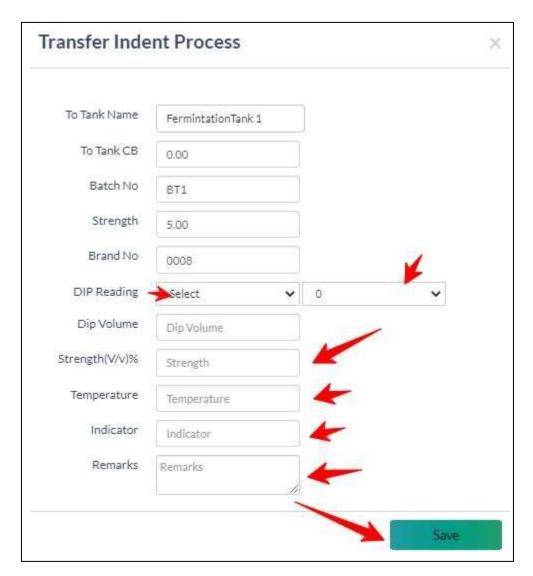


• User need to click on "Bright Beer Production" as mentioned in above screen.

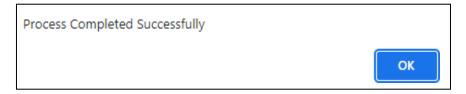


• User required to click on "Add first Dip Receipt".



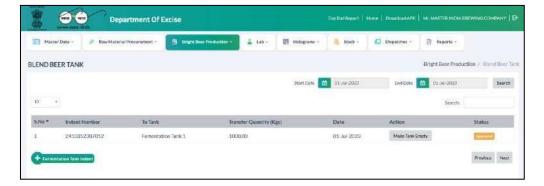


• user need to select all field as mentioned in above screen and click on "Save" button.



• user required to click on "OK" button.

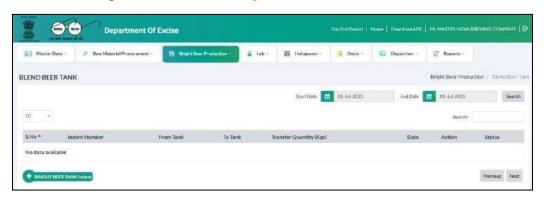




## Bright Beer Tank:

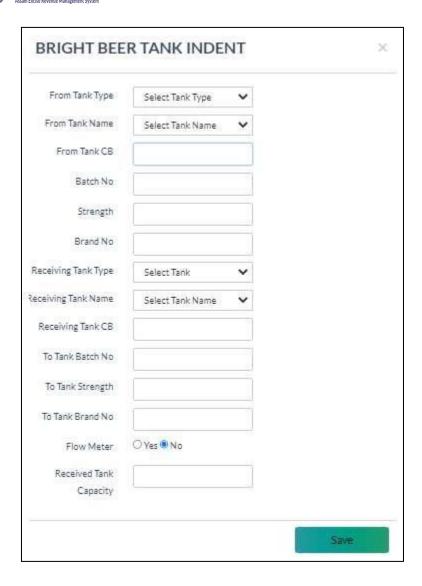


• User required to click on "Bright Beer Tank".

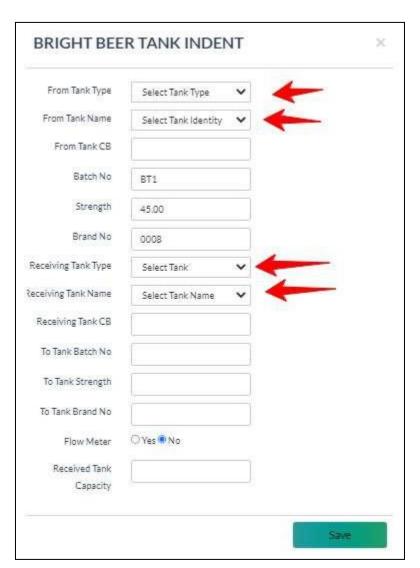


• Click on "+Bright Beer Tank Indent".



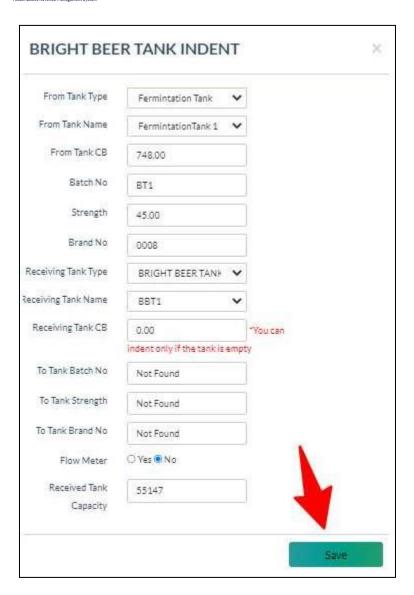






• Enter all the details correctly



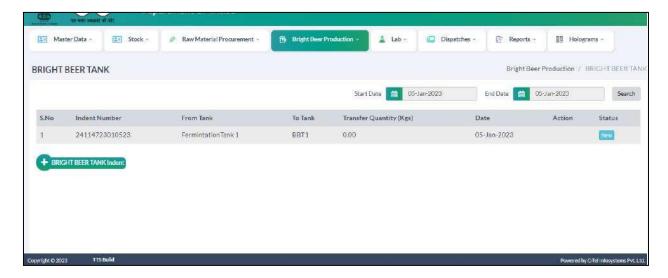


• After fill all details click on "Save" button.

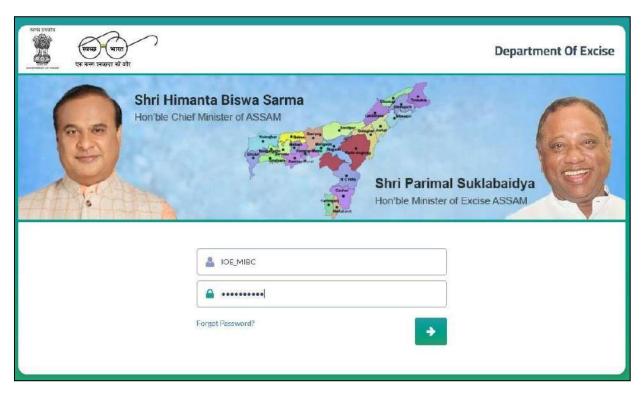


• user need to click on "Ok" button as mentioned in above screen.





## IOE:

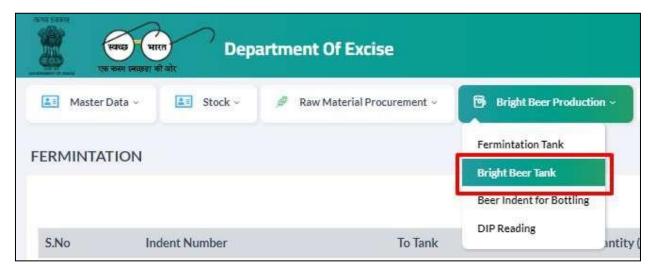


• user required to provide valid credentials and click on "Arrow" button.

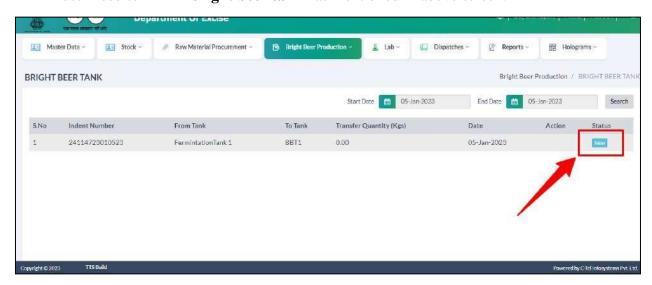




• user need to click on "Bright Beer production" Module as mentioned in above Sscreen,



• user need to select "bright beer tank" as mentioned in above screen.



• The indent detail will be displayed as above, user required to click on "New" button.





• user must provide remarks and click on "Save" button.



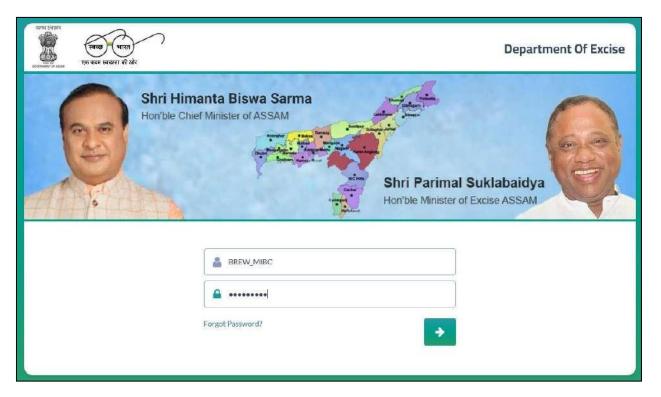
• user need to click on "OK".



• The indent is approved successfully.

## Manager:





• user required to provide valid credentials and click on "Arrow" button.

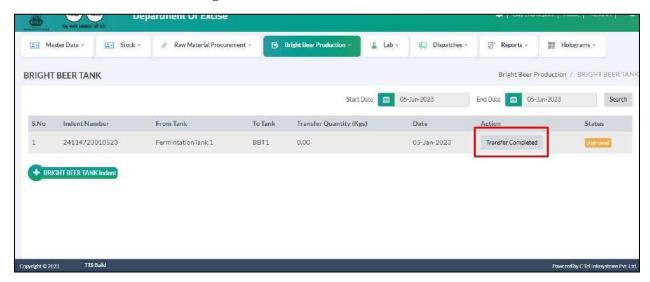


• user need to click on "bright beer production" module as mentioned in above screen.





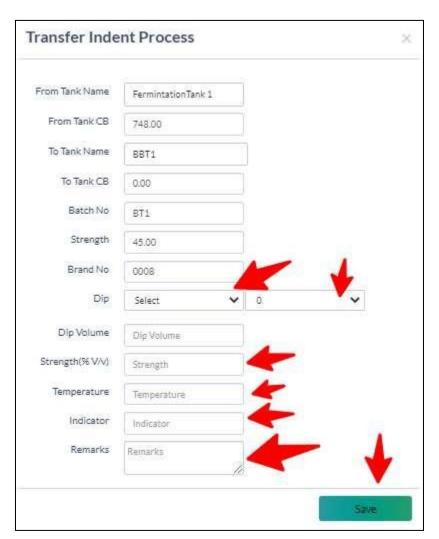
• user need to select "Bright beer tank".



• user need to click on "Transfer Completed".





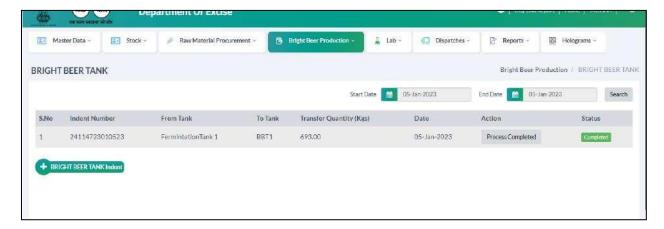


user required fill all field and click on "Save".



user need to click on "Ok".

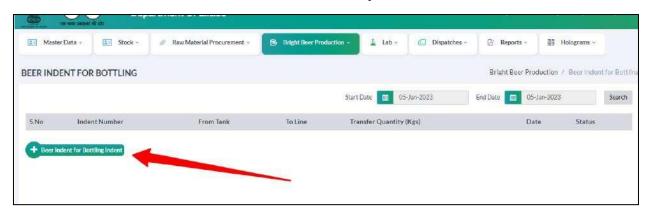




Beer Indent for Brewery:

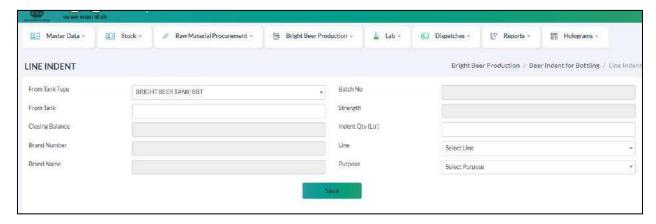


• user need to click on "Beer Indent For Brewery" as mentioned in above screen.

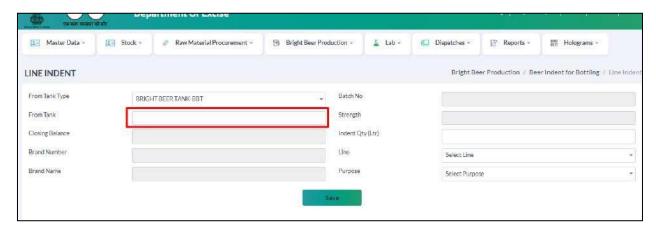


• user required to click on "+Beer Indent for Brewery Indent" as mentioned in above screen.

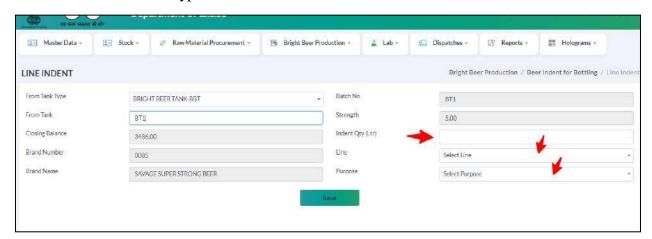




• user required to fill all details.

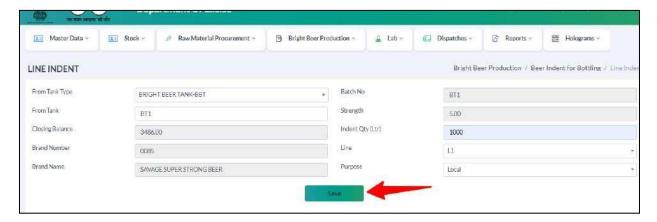


• user need to start type the "From tank".

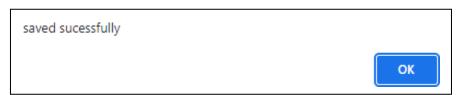


• after selecting the From tank all details will be updated user required to fill fewmore fields.

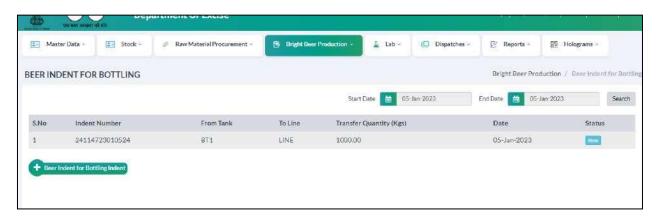




• after completion, user must click on "Save" as mentioned in above screen.



• User need to click on "Ok" button.

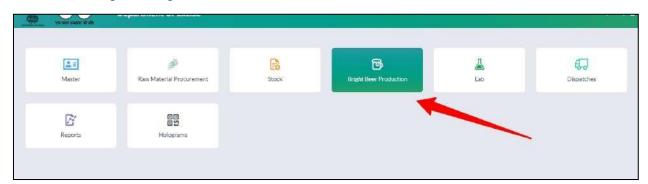


IOE:

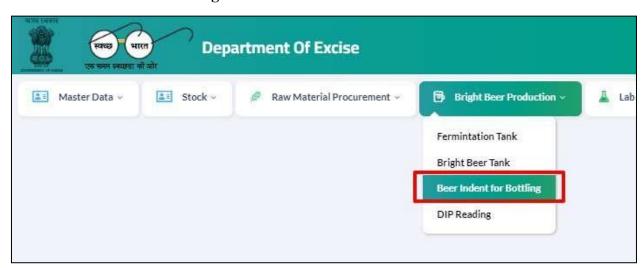




• User required to provide valid credentials and click on "Arrow" button.



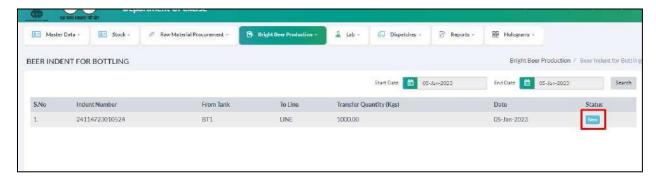
• User must click on "Bright Beer Production" module as mentioned in above.



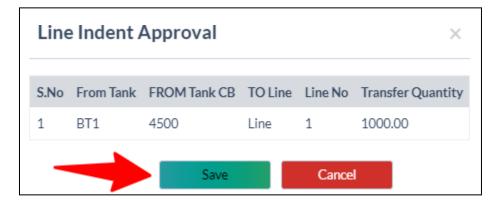




• User need to select "Beer indent for Botting" sub tab as mentioned in above screen.



• User must click on "New" button.



• User required to click on "Save" button.



• User must click on "Ok".



### Hologram

a) Hologram Procurement in Central:



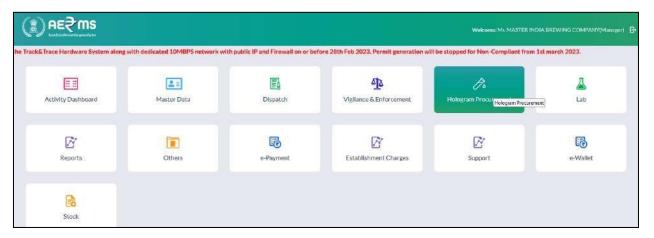


\*\*AtFirstuserrequiredtoraiseindentforHologramprocurement(followasbelowtoraise hologram procurement indent) \*\*

Navigate to Central IP Address: <a href="https://stateexcise.assam.gov.in/index.php/site/login">https://stateexcise.assam.gov.in/index.php/site/login</a>

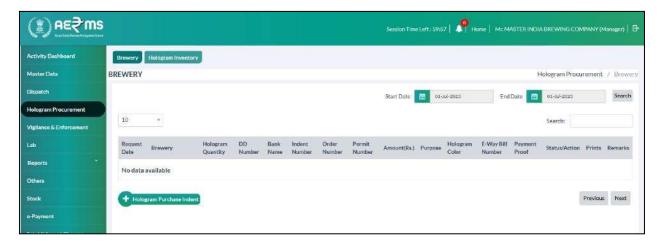


• user required to provide valid credentials and click on "**Login**" button, after successful login user will be redirected to Main Dashboard page.

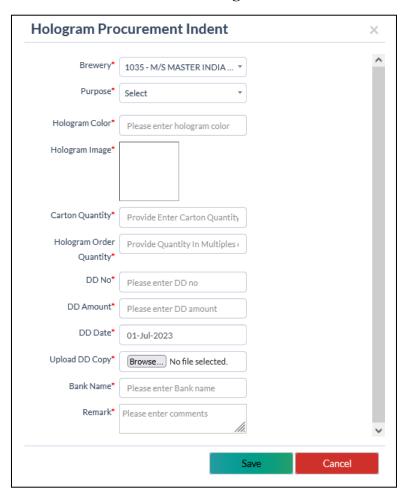


• user need to click on "Hologram procurement" tab as mentioned in above screen.

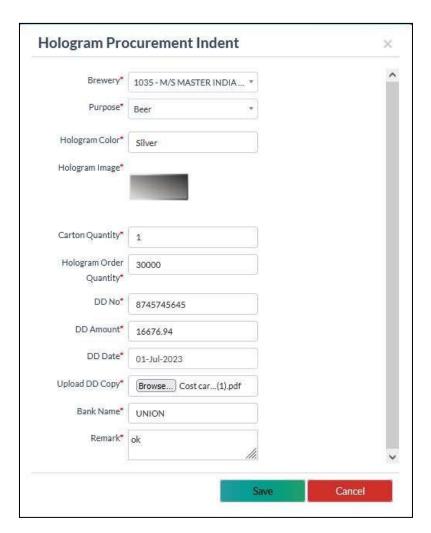




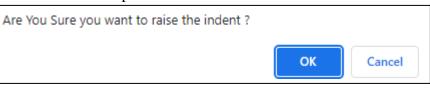
user need to click on +hologram Purchase indent.







• user need to provide valid details and click on "Save" button.



New Hologram Purchase Indent 241147SH23010513 Created

OK

• user required to click on "Ok"





• The indent number is generated and forwarded to IOE as mentioned in above screen.



• For copy of indent request click on Print icon as mentioned in above screen.





### M/S MASTER INDIA BREWING COMPANY Sila Chowki Gate Changsari, Near NDRF CampGuwahati Sadar RevenueAmingaon781101 HOLOGRAM REQUISITION LETTER

Name of the Brewery: M/S MASTER INDIA BREWING COMPANY

Ref 241035SH23070159 Dated 01-JUL-2023

To,

Manufacture- Guwahati (Assam)

Sub:Request for issue of Holograms

Sir,

The subject letter, requested to kindly issue Reference to you are us M/S MASTER INDIA BREWING COMPANY the holograms to affix on the bottles as follows:

Total Holograms : 30000(Nos.)

30000(Nos.)

For this, we have enclosed a DD of Rs. 16676.94 in favour of Manufacture Vide DD No 8745745645 dated 01-JUL-2023 Drawn on UNION.

Ashrija

Mr. MASTER INDIA BREWING COMPANY Sila Chowki Gate Changsari, Near NDRF Camp Guwahati Sadar Revenue Assam Amingaon-781101

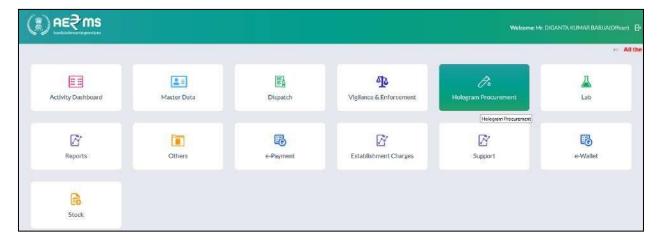
## IOE Login:

Manager

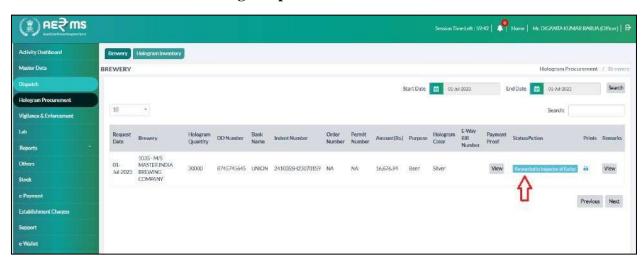


User required to provide valid credentials and click on "Login" button.



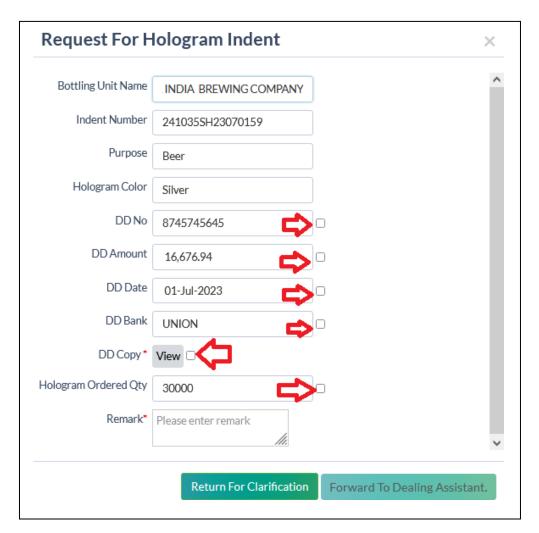


• User need to click on "Hologram procurement" Tab as mentioned in above screen.



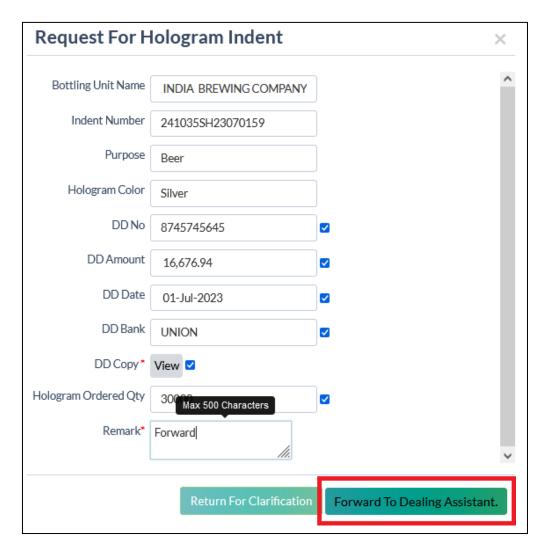
• The indent details will be displayed as shown in above screen, user required to click on "Forwarded to IOE".





• User need to select "checkbox"



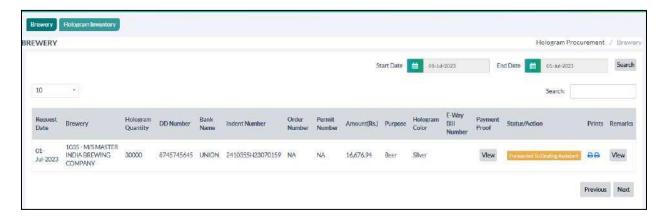


• User need to select check box as mentioned in above screen and provide remarks,then click on "Forward to Dealing Assistant"

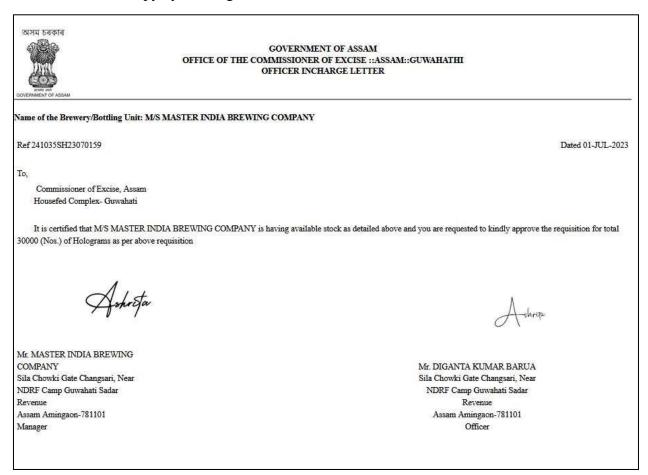


• User must Click on "Ok".





• The indent request is forwarded to Head quarters as mentioned in above screen, user can take a copy by clicking on Print icon.



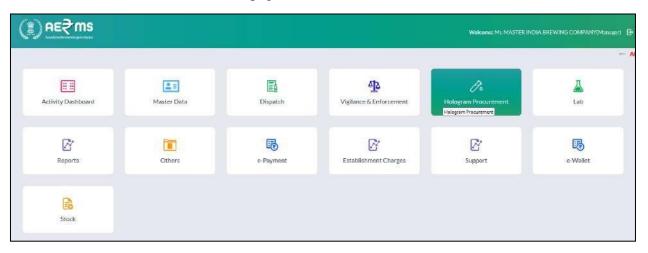
\*\*The indent will be approved by commissioner-manufacturer-hologram IOE-Brewery Manager\*\*



## **Manager Login:**



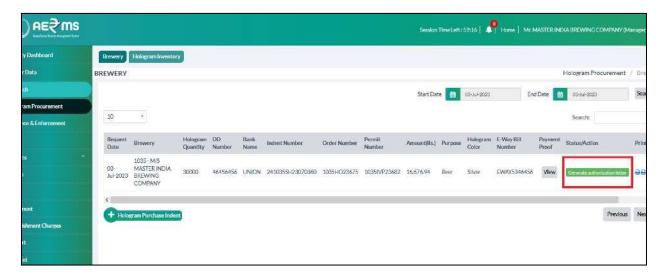
• User required to provide valid credentials and click on "**Login**" button, user will be redirected to main Dashboard page as shown below.



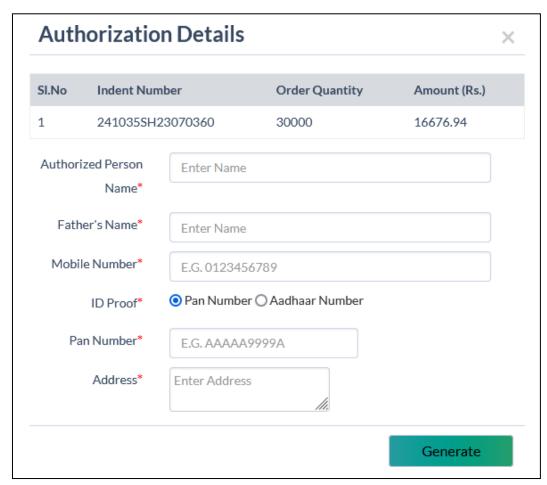
• User need to click on "Hologram procurement" module as mentioned in above screen.





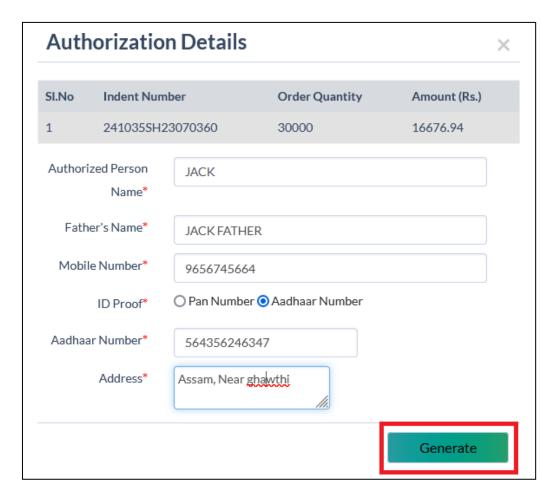


• The indent details will be displayed with status as "Generate Authorization letter" user required to click on Generate Authorize letter.

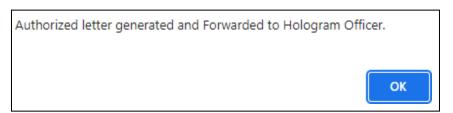


• User required to fill all details.

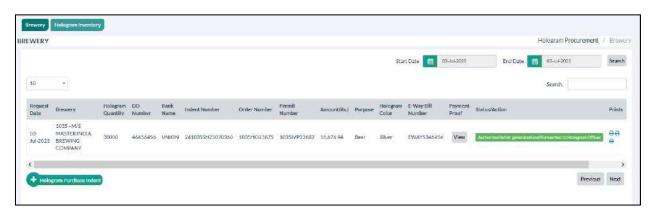




• User must fill as mentioned in above screen and click on "Generate"



• User must click on "Ok"







• The Authorization letter is generated successfully and forwarded to IOE hologram



# GOVERNMENT OF ASSAM OFFICE OF THE COMMISSIONER OF EXCISE ::ASSAM::GUWAHATHI

Authorization Letter
(Authority letter to receive Holograms from the Hologram Unit Guwahati for FY 2023-2024)

To,
Date 03-JUL-23

The Officer-In-Charge, Hologram Unit- Guwahati Department of Excise, Assam

### Details of the Authorized person to receive the Holograms:

Authorized person name : JACK

 Father's Name
 : JACK FATHER

 Address
 : Assam, Near ghawthi

 Mobile Number
 : 9656745664

 Aadhaar Number
 : 504356246347

#### Name & Address of the Brewery:

M/S MASTER INDIA BREWING COMPANY , Sila Chowki Gate Changsari, Near NDRF Camp ,

Guwahati Sadar Revenue , Amingaon , Assam , 781101

- After this hologram indent will be forwarded to hologram IOE then Hologram IOE will dispatch the holograms
- After Hologram are dispatched from Hologram IOE, In Local Node, Brewery IOE required to receive the Hologram.
- b) Hologram Receive in Local:

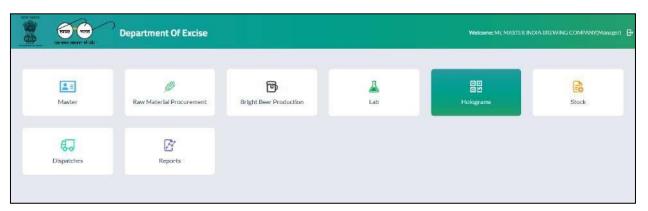
**In Local IP Server:** 

**IOE Login:** 



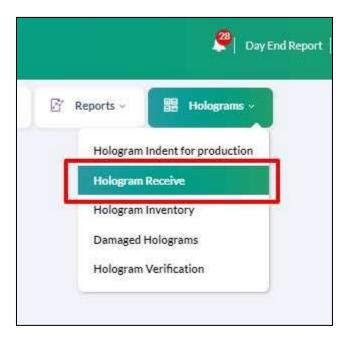


• User required to provide valid credentials and click on "Arrow" button as mentioned in above screen.

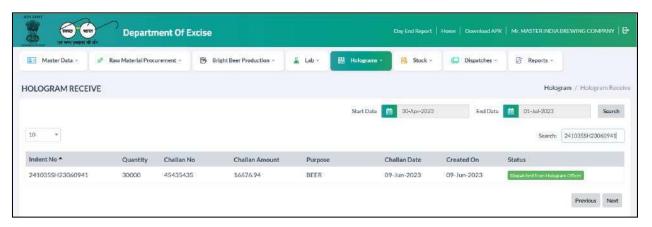


• User required to click on "Hologram" Module.

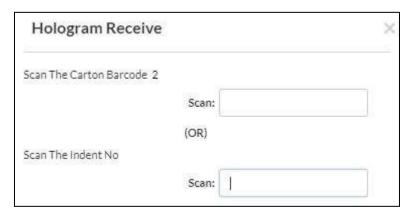




• UserneedtoMousehoveronhologramtabandselect"**Hologramreceive**"subtabto receive the Hologram



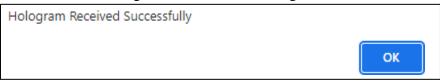
• Userrequiredtoclickon"**DispatchedfromHologramofficer**",apop-upwillbe displayed as below.

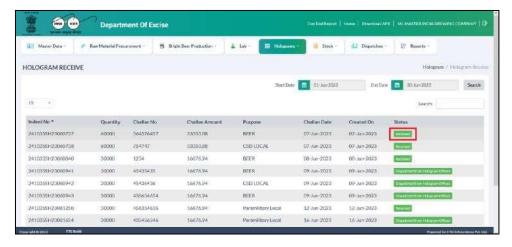




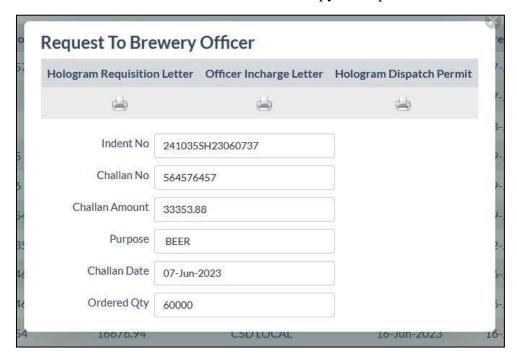


- User need to scan either Cartoon barcode or Indent no
- After scanning the indent no, the hologram will be received successfully.





• User can click on Receive to find the copy of Dispatch memo.



• Below Screen Shows the Dispatch memo







### GOVERNMENT OF ASSAM OFFICE OF THE COMMISSIONER OF EXCISE :: ASSAM:: GUWAHATHI

### HOLOGRAM DISPATCH PERMIT

Brewery Unit Name M/S MASTER INDIA BREWING COMPANY

Indent Number 241035SH23060737

Indented Quantity Purpose BEER 54547657 Invoice number 07-Jun-2023 Issue Date 1035IVP23659 Permit number E-Way Bill number EWAY45436436 Hologram Start No 10352306006690001

Hologram End No

Mr. A jay Kumar Bayan

Hologram Officer 30-Jun-2023 10:57:02 AM



#### GOVERNMENT OF ASSAM OFFICE OF THE COMMISSIONER OF EXCISE :: ASSAM::GUWAHATHI OFFICER INCHARGE LETTER

10352306006750000

Name of the Brewery/Bottling Unit: M/S MASTER INDIA BREWING COMPANY

Ref 241035SH23060737 Dated 07-JUN-2023

To,

Commissioner of Excise, Assam Housefed Complex- Guwahati

It is certified that M'S MASTER INDIA BREWING COMPANY is having available stock as detailed above and you are requested to kindly approve the requisition for total 60000 (Nos.) of Holograms as per above requisition

Mr. MASTER INDIA BREWING

COMPANY Sila Chowki Gate Changsari, Near NDRF Camp Guwahati Sadar Revenue

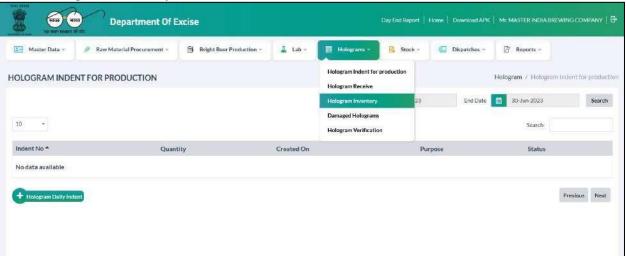
Assam Amingaon-781101 Manager

Mr. DIGANTA KUMAR BARUA Sila Chowki Gate Changsari, Near NDRF Camp Guwahati Sadar Revenue Assam Amingaon-781101 Officer

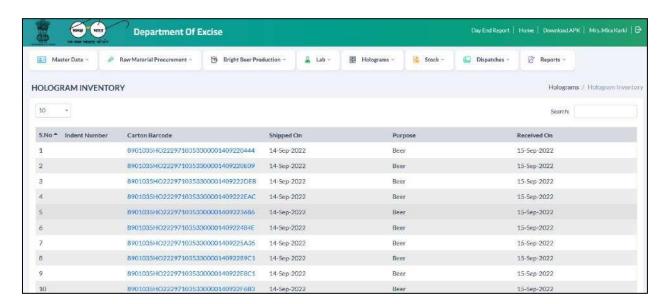




C)Hologram Inventory:



• User required to click on "Hologram Inventory" Tab to view the Hologram Carton details with date.



• User required to click on "Carton Barcode" to view the Spool Barcode details.

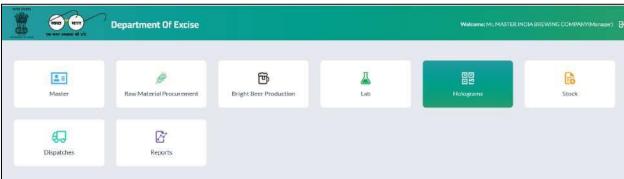




Spoolbarcode	Start Code	End Code
SB1052HO2222S142H10522202066540001	10522202066540001	10522202066550000
SB1052HO2222S143H10522202066550001	10522202066550001	10522202066560000
SB1052HO2222S144H10522202066560001	10522202066560001	10522202066570000

# **Manager Login:**

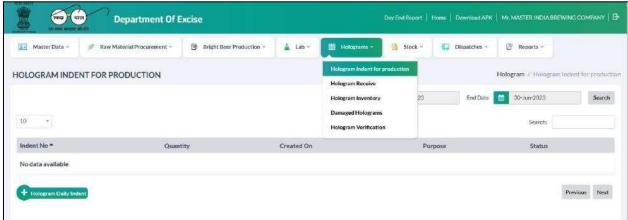




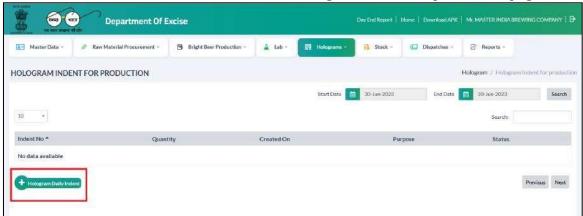




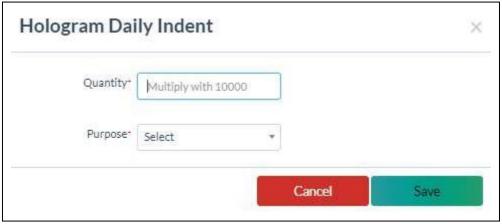
d)Hologram Indent for Production:



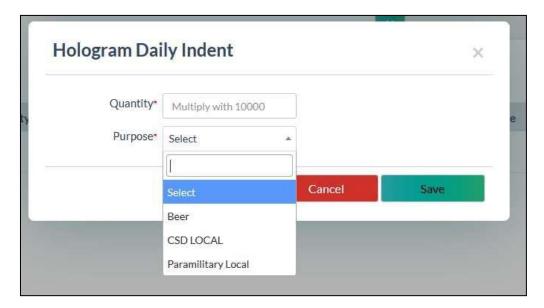
- User is required to click on "Hologram Indent for Production" sub tab.
- After click on Sub tab, User can view the Hologram Indent for production page.



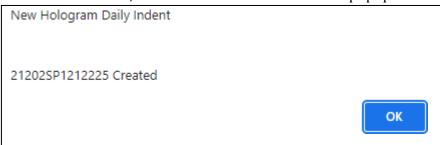
- User is required to click on "+Hologram daily Indent".
- After click on + Hologram Daily Indent, the User can view the Hologram daily indent Pop-up page.



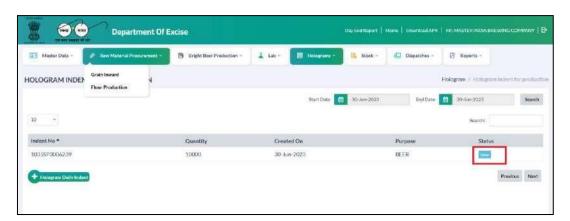




• click on save, User can view the conformation popup with Indent Number.



• User required to click on "**OK**" After click on Ok, User can view the Indent status with New and with indent print.



• The indent is forwarded to IOE for approval.

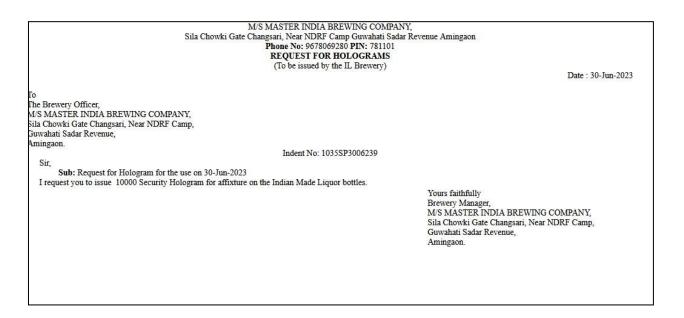
# **Helpful Resources:**

• User is required to click on the status button, after clicking on the status button, theuser can view the Hologram Indent print/Pdf



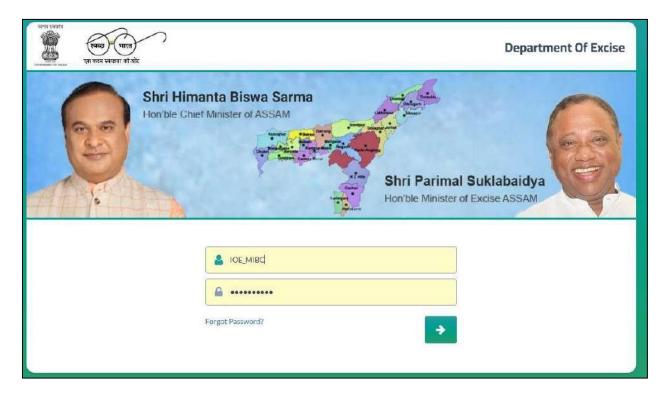


• Userrequiredtoclickonprint,afterclickingonprint,UsercanviewtheHologramdaily indent print.



# **IOE Login:**



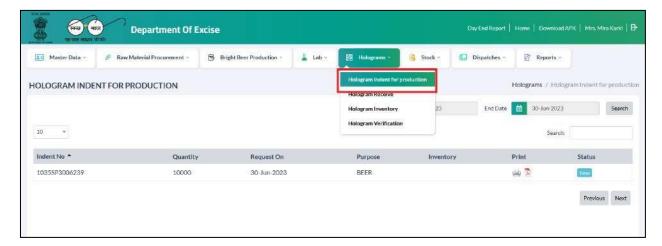


• User must provide valid credentials and click on "Arrow" button as mentioned in above screen.

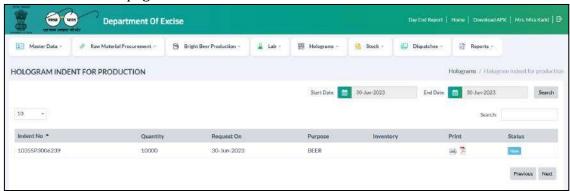


• User required to click on "Hologram Module"





• User required to click on Indent for Production Tab to view the Indent for Production page.

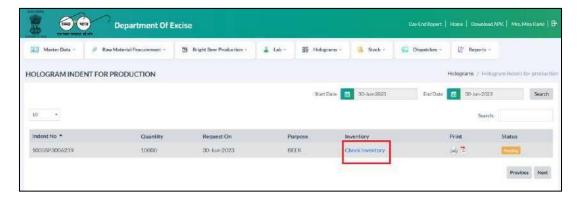


• The indent detail will be displayed, user required to click on Status.



• User must click on "**Approve button**", After clicking on the pending button, the user can view the check Inventory action, status with Pending.





• User required to click on "Check Inventory", scan the spool barcode using with Barcode scanner.



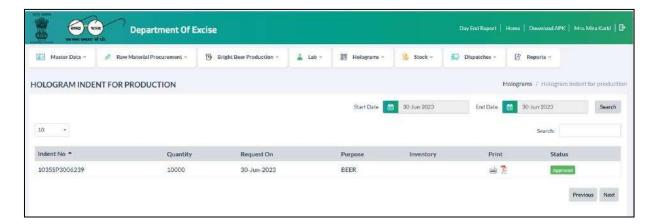
• After scanning the Spool barcode, User can view the No. of spools scanned.



• User required to click on the "Allocate" button to allocate the indent

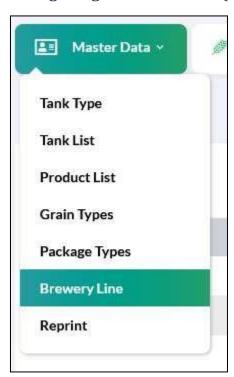






• UserscanviewtheindentstatusupdatedasApproved&Userisrequiredtoclickon Print to view the Hologram daily indent Approval print.

# ManagerLogin:LocalServerIP(ToAllocateSpools,Tosetproductiontarget)

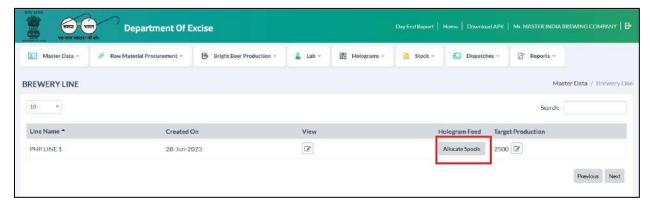


• Userrequiredtoclickon"BreweryLine"toviewtheBreweryLinedetails.

# **ToAllocateSpools:**





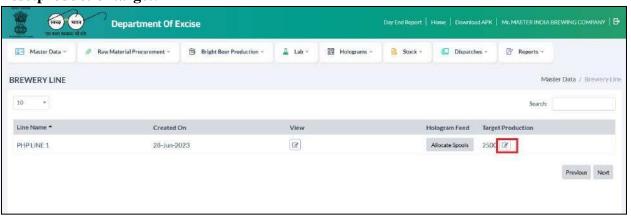


• Userrequiredtoclickon "Allocatespools" asmentioned in above screen.

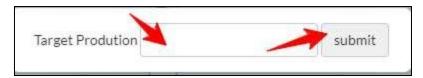


• UserneedtoscantheSpoolsandclickon"Allocate" button,hencespoolswillbe allocated successfully.

# **Tosetproductiontarget:**



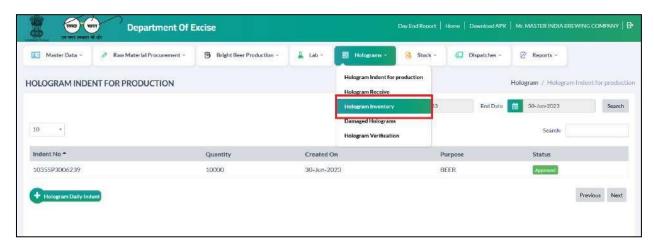
• Userhasprovisiontosetthe "TargetProduction"



 UsercanprovideTargetandClickon"Submit"button,ProductionTargetwillbeset successfully.



# **HologramInventory:**



• Userrequiredtoclickon"**HologramInventory**"subtab.Afterclickonsubtab,usercan view the Spool details.



\*\*Now, userisready forProductionfollow asbelow forproduction\*\*





# 4) InLineIPaddress:



- User required to Login with valid credentials and click on "Arrow" button as mentioned in above screen.
- UserwillberedirectedtoMaindashboardscreen.



• UsercanviewtheMainmodulesin Line application.

#### Production:



- Userrequiredtoclickon"Production".
- AfterClickingonProduction,Userwillberedirectedtoanotherscreenasmentioned below, user must mouse hover on Production tab to find the List of subtabs.







#### Product List:



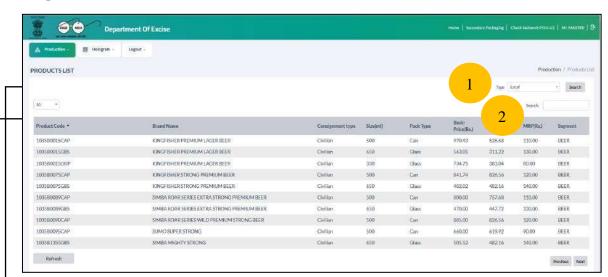
- User is required to click on "**Product List**" sub-tab to view the registered Products.
- After clicking on Product List, User can view the Product Details.





• User required to Select the Type and Click on Search. After click on Search User can View the Consignment wise Product List.

# **Helpful resources:**



- →1) UsercanselectType'sfromdropdowntofindtheProductsListrelatedtoTypei.e.,Local, CSD, Export...etc
- 2) User can enter the Either brand name or product code to find the Product.

&

 AfterbrandandLabelregistration,userrequiredtoclickonRefreshbutton,tofindthe new Product.





# Brewery Line:



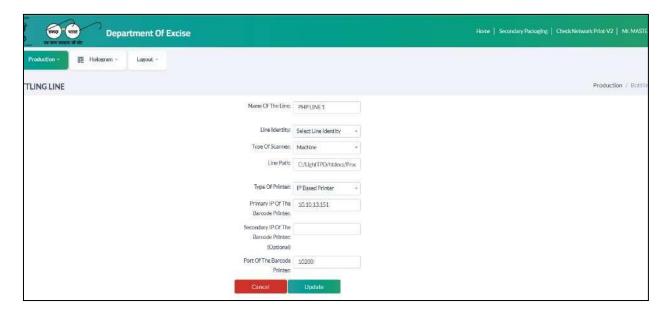
- User required to Click on "Brewery Line".
- After clicking on Brewery Line User can view the Line Information.



 User required to click on "Action". After clicking on Action, A page can view by the User.





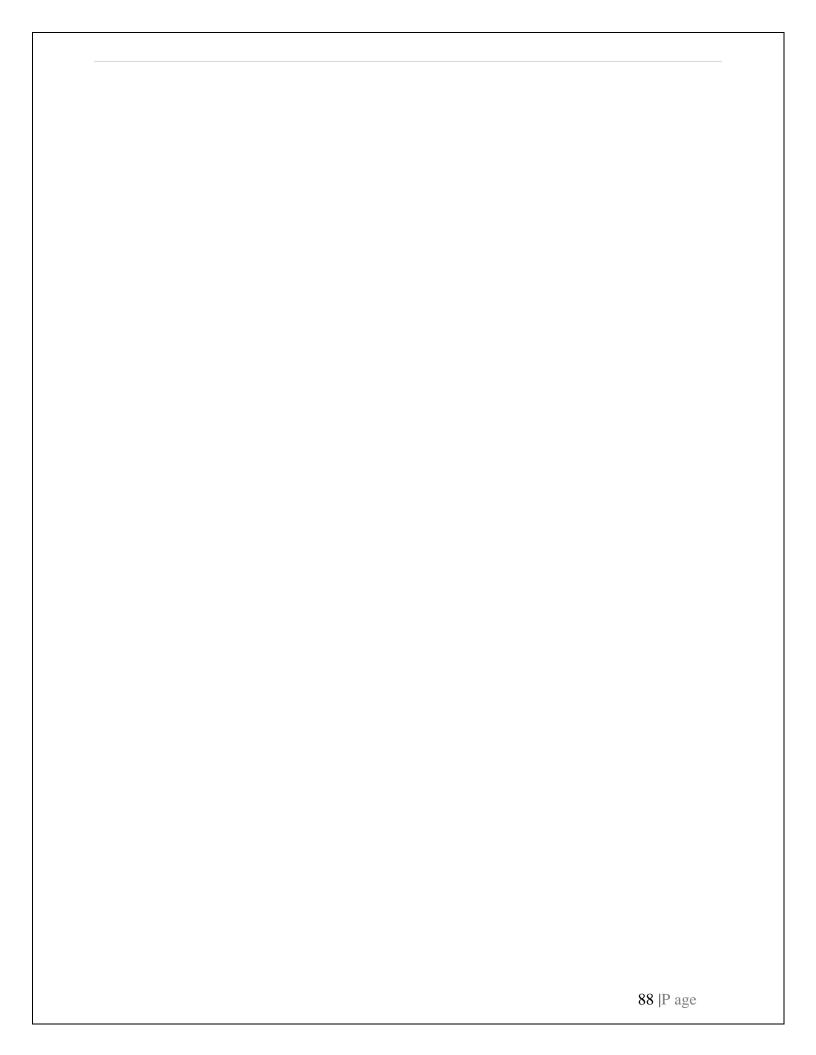


 User can select the Line Identity, Type of scanner, Line path and Type of Printer, after that enter the Required data into the given fields then Click on "Update"

#### **Production Start**



- User needs to mouse hover on "**Production Tab**" and then select Production start subtab.
- After clicking on Production start, user will be redirected to another screen as below.

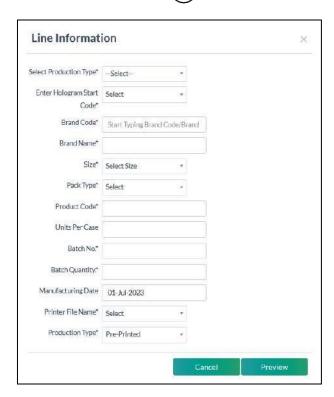






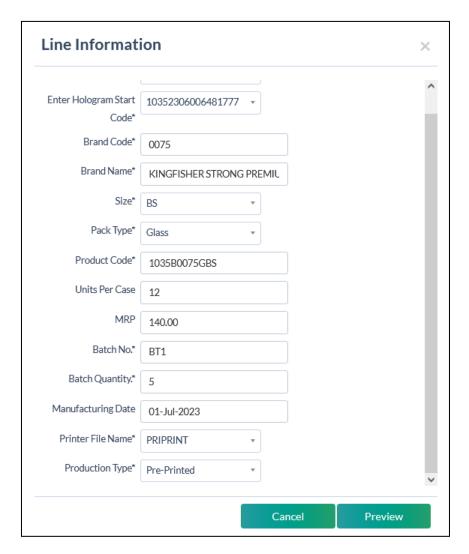


- User needs to click on "Action" to start the production
- After clicking on Action Line information will be displayed

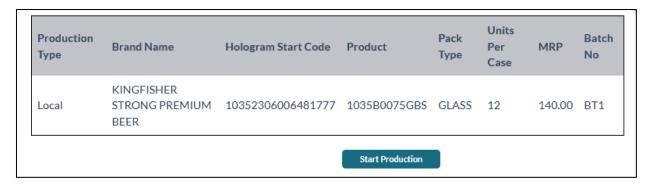


 User needs to Enter required fields like Production Type, Indent Number, Size, Pack Type etc. and click on "Preview" as shown in below screen.





- After clicking on Preview updated details will be displayed as shown below
- User needs to click on "Start production"



 After production start, Status will be changed as Running and Machine type as Printer will be Locked, and case bar code generation screen will be displayed





- User needs to move the carton in to the Printer line
- Generated Case Bar code will be printed on the carton
- User needs to scan the case barcode in **Reading case barcode** field with the help of attached Barcode scanner



- User needs to scan the carton bottles with affixed Hologram's
- Aftersuccessfulscanningofthecarton, Hologram's, scanned casebar code will be assigned to that cart on and the case count increased.
- Production quantity updated against Production Line and Brand





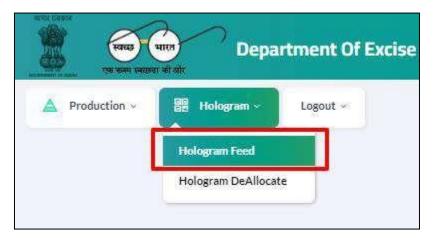
- User needs to click on Stop to complete production.
- After clicking on stop status updated as Stopped as shown below





**4.2) Holograms:** 





# a) Hologram Feed:

- User required to mousehover on Holograms, all sub tabs will be displayed as shown in above screen.
- For Hologram feed, User needs to click on Hologram feed.





- Hologram feed>>>>Refresh
- After clicking on Refresh, a pop-up will be displayed as shown
- After clicking on **OK** Spool details up dated in Hologram Feed

#### Hologram Deallocation:



- User required to click on Hologram De-allocation.
- After clicking on De-allocation, user can view the Hologram De-allocate Page.







User required to select the Spool barcode for De-allocation from the check box.



click on De-allocation spool, a pop-up will be displayed as below



Scan the spool bar code and click on Save



- After click on Save Conformation pop up will be displayed.
- User required to click OK. Then spool will be de-allocated.

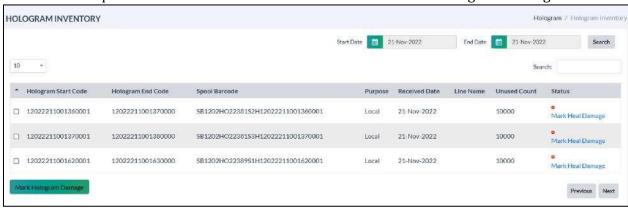






• After completing the Production in Line, User can de-allocate the Spools in Line. After De-allocate the spool in Line Application, User can view the Hologram Status as Partial Completed in Hologram Inventory sub tab.

• User required to click on Check box and then click on mark hologram Damage.



• After click on Mark Hologram Damage, User can view the Popup.



• User required to click on Ok. After click on Ok, User can view the one more conformation Pop up.





Successfully marked the spool barcode (SB1012HO2024S2H10122011003	3400001 ) as damage
	ОК

# Help ful resource:

1) Two things to be done before production:

always refresh the product list and Line indent before production begins to avoid issue.

(To refresh product list, refer pg.: 167-168)

(To refresh Line indent, refer pg.: 177)

# 2) Logout:



#### In Local Server IP:

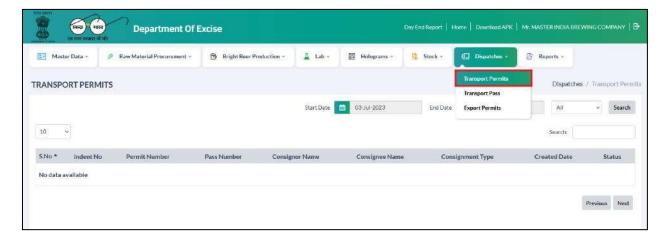
To perform Dispatch Operation, follow as below.

# 3.5)Dispatches

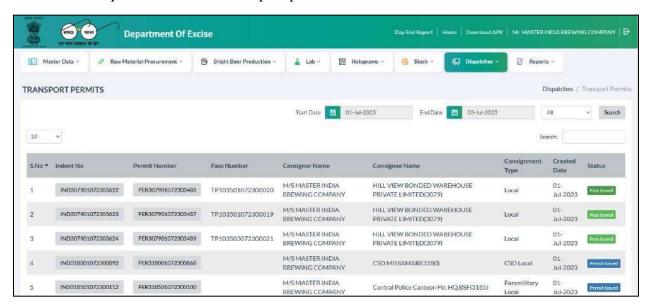


• User required to click on Dispatches as shown in above screen.





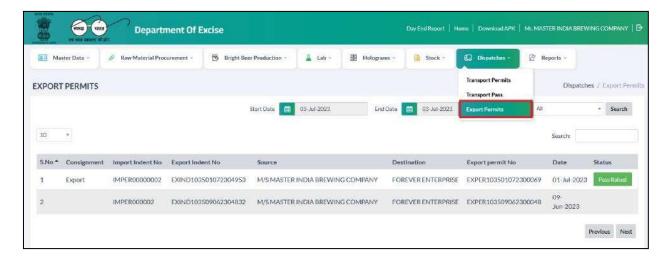
• User required to click on Transport permit as shown in above screen.



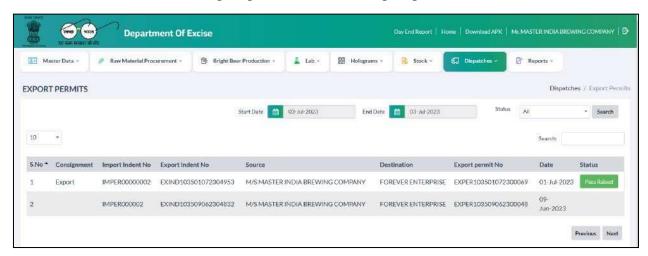
- Transport Permits will be displayed as shown in above screen.
- Against to transport permit status also displayed as "Permit Issued", "Pass Raised", "Pass Issued", "Expired"
- Permit Issued means Trans port permit was issued, permit was ready to do shipment brewery.
- Pass Raised means Transport Pass was raised but not issued.
- Pass Issued means Transport Pass was raised and issued also.
- Expired means Transport Permit was expired





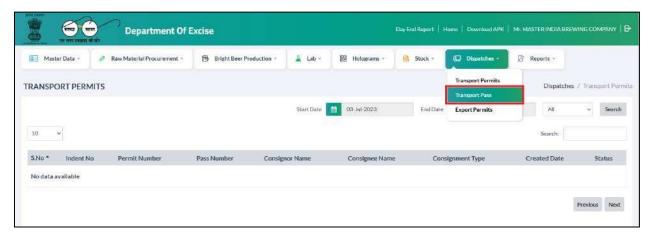


• User need to click on Export permit to view all Export permit.



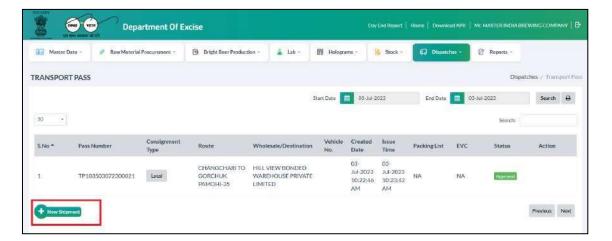
• User can find the Export permits as mentioned in above screen.

\*\*To Initiate shipment to Either Local, CSD Local, CSD Export, Paramilitary Local, Paramilitary Export, Export clicks on transport pass as mentioned below\*\*

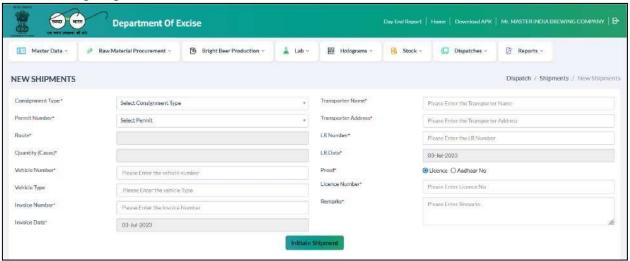


• User need to click on Transport pass to initiate the Shipment.

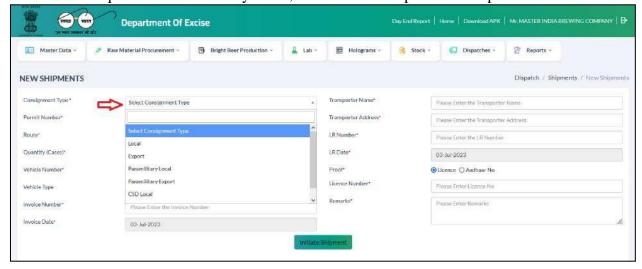




 User need to click on +New Shipment, to raise shipment request based on Transport permit.



• User required to fill necessary fields, follow below steps for Detail process.



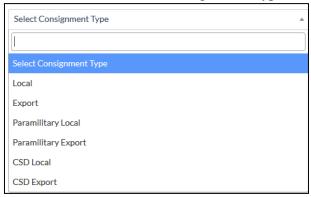
Step1:Userneed to select consignment type i.e., form Dropdown as mentioned in above figure.





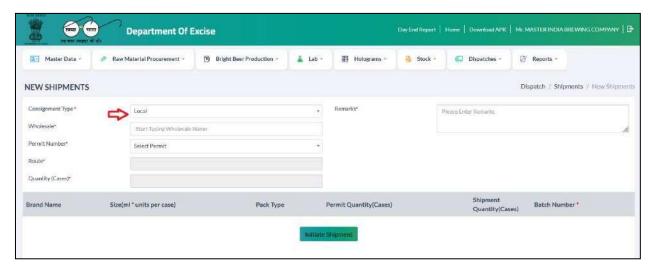
\*\*Note: Before initiating shipment, user required to check permits issued from **Brewery Permits**, **Import Request**, **paramilitary...etc.** subtabs\*\*

Note: user should select Consignment Type from drop down i.e.,



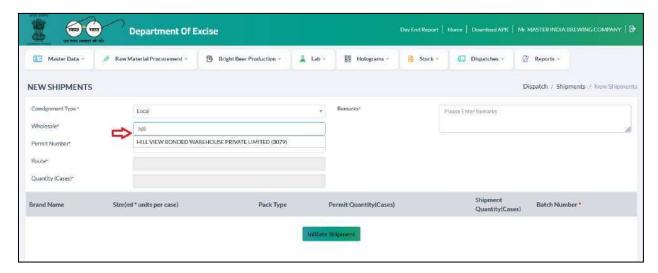
- →if the consignment is **Local** select "**Local**",
- →if the consignment is **Export** select "**Export**"
- →if consignment is Paramilitary Local select "Paramilitary Local",
- →if consignment is **Paramilitary Export** select "**Paramilitary Export**",
- →if consignment is **CSD Local** Select "**CSD Local**",
- →if consignment is **CSD Non-Local** Select "**CSD Export**".

\*\*For demo purpose, "Local" consignment is used\*\*

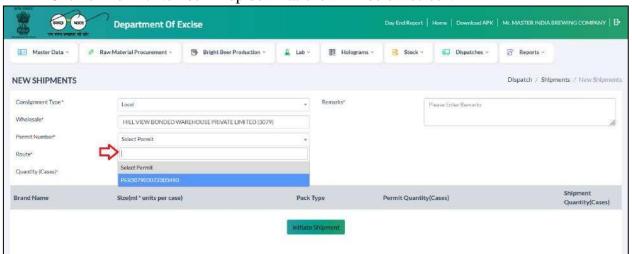


- After selecting consignment type as Local then need to enter the wholesale name
- Enter the first letters of wholesale name the no ptions will be auto displayed against the wholesale text field name as shown in below screen.

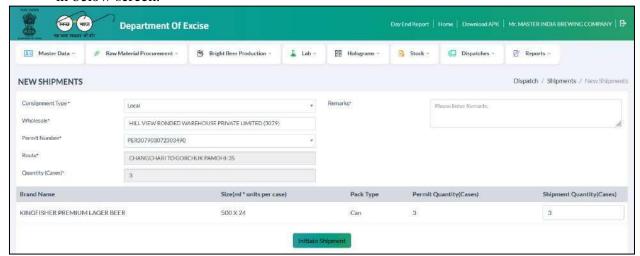




• Click on Permit Number Drop down as shown in below screen.



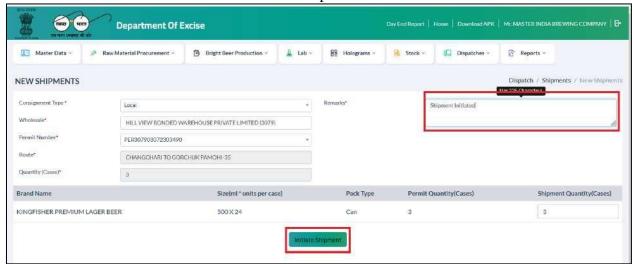
 Select the Permit Number from drop down, then page will be displayed with Route and Quantity(Cases) and Brand Name Size Permit Quantity will be auto displayed as shown in below screen.



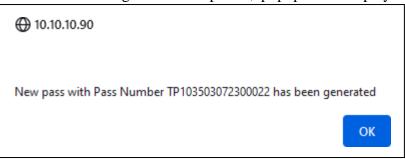




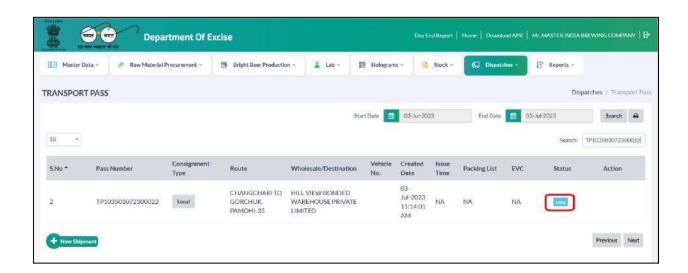
• Enter the remarks and click on initiate shipment button as shown in below screen.



• AfterclickingonInitiateshipment,apopup willbedisplayedasshowninbelowscreen.



• ThenTransportPassstatuswillbedisplayedas"New"asshowninbelow screen.







#### **IOELogin**:

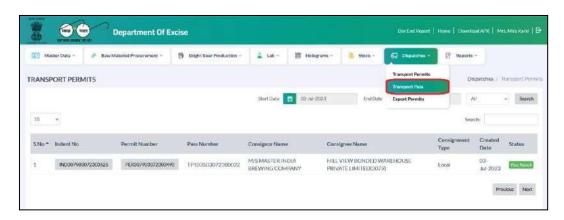
• Enter the valid credentials click on Arrow button to login to the application.



• Click on dispatches tab from home page as shown in below screen.



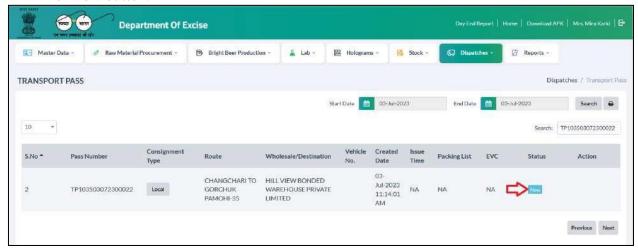
• Click on Transport Pass from drop down.







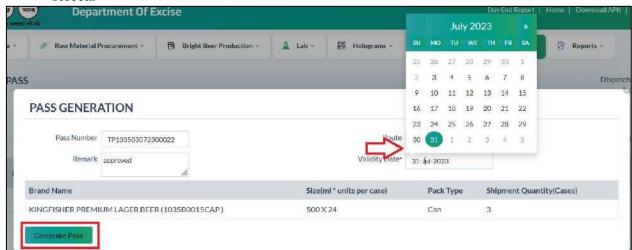
• Transport Pass status will be displayed with "New" as shown in below screen. Click on new button.



• After clicking on new button, a pop up will displayed as shown in below screen.



• Enter the Remarks and select validity date then click on Generate Pass as shown in below screen.







- After clicking on Generate Pass status will be changed to "Approved"
- Next Manager need to do scanning process in HandHeld.

Shipment process in Hand Held:

• The Shipment is Approved successfully and user can track TP by clicking on Track

# TP. handheld:



 ${\it Figure 1:} user required to Loginwith Valid credentials$ 



 ${\color{red} \textit{Figure 2:clickon Shipmenticon}}$ 

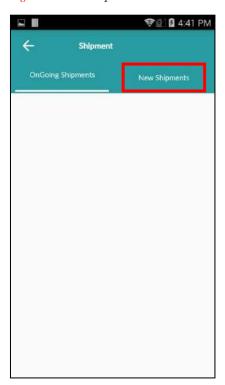
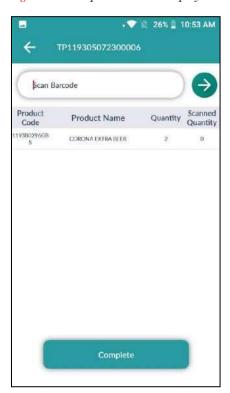


Figure3:Usermustselectnew shipment





 ${\it Figure 4:} New Shipment TP will be displayed as shown in above screen, user required to {\it clickon TP number}$ 



 ${\it Figure 5:} The quantity and product name will be displayed as shown in above screen, users can the {\it Cases as per quantity} and {\it Case as per quantity} and {\it C$ 





 ${\it Figure 6:} A {\it fters canning 1} case the quantity will be updated as shown in above screen.$ 



 ${\it Figure 7:} after completion of scanning all quantity, user must click on Complete button.$ 





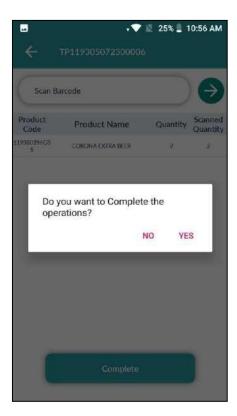


Figure8: Confirmationpop-upwillbeshownasabove, usermustclickon YES



 ${\it Figure 9}: user must capture and upload\ the Image of truck, then click on right symbol to\ upload.$ 



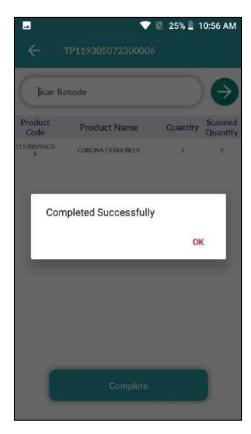
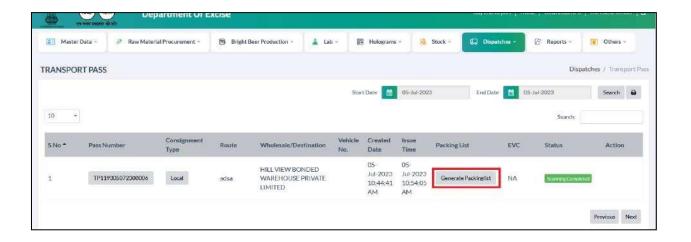


Figure 10: after uploading the image, the shipment will be completed successfully

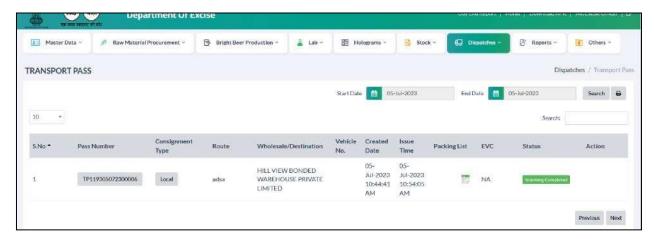
- After completing the hand-held process click on transport pass tab in manager login
- User required to click on **Generate Packing** list as shown in above screen.



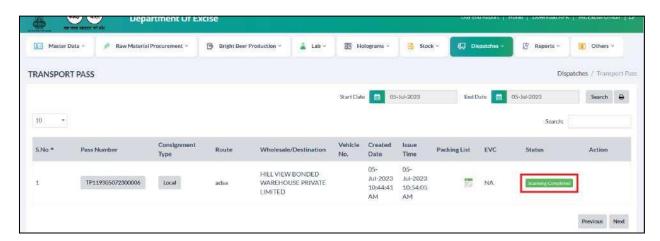




- User required to click on **Generate Packing** list as shown in above screen.
- After clicking on Generate Check List screen will be displayed as below.

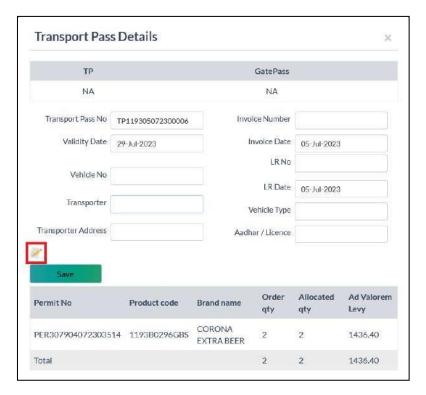


• After generating the packing list Manager need to give the Transporter details by clicking on scanning completed button shown in below screen.

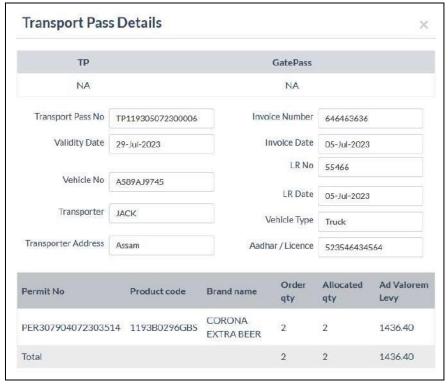


• Popup will be displayed as below.





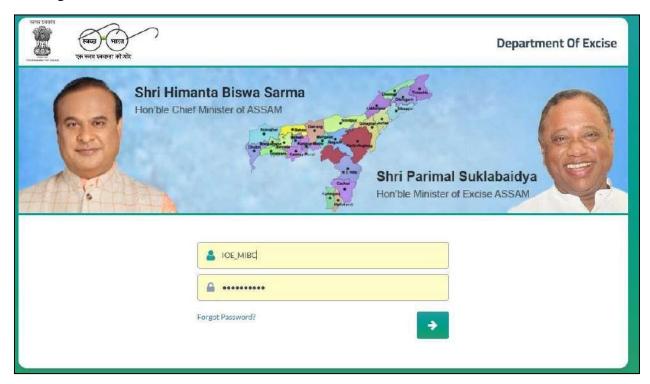
- Click on Edit button as shown in above screen.
- EnterthedetailsofVehicleNo,TransporterName,TransporterAddress,InvoiceNumber, Aadhar / Licensee etc.,







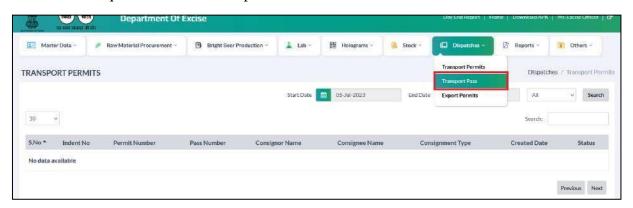
# IOELogin:



• User required to provide valid credentials and click on Arrow button to Login into the Application.

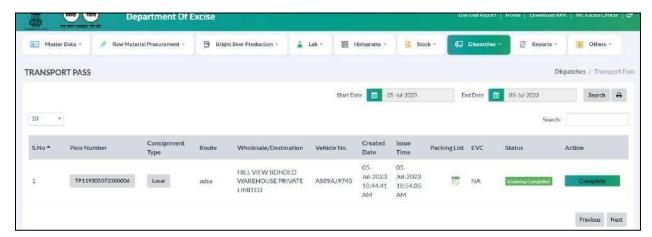


• User required to click on Dispatches Module as shown in above screen.





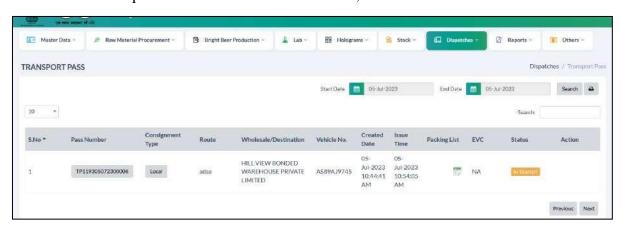
• Userneedtoselect Shipmentsubtabasmentionedinabove screen.



• UserneedtoclickonCompleteButtonasmentionedinabovescreen.



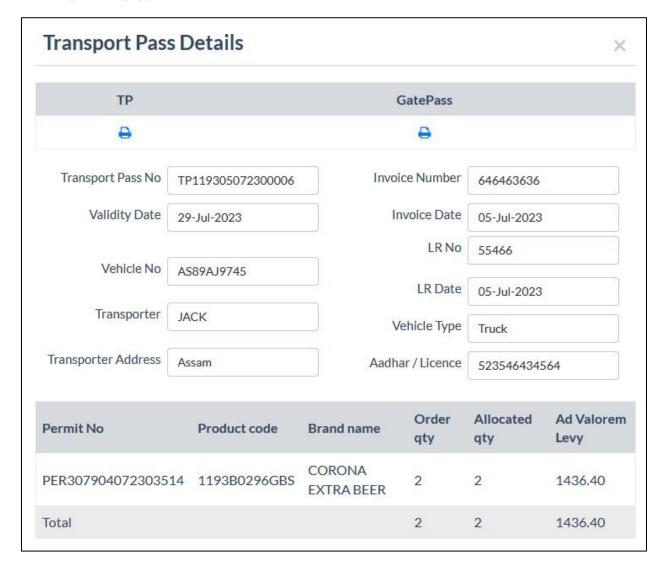
• UserneedtoprovideRemarksandGPS DeviceID,thenclickonSavebutton.







• The Shipment is Dispatched successfully, for copy of prints regarding this Dispatches click on In-Transit



• UsercanclickonTransportPassPrint icon.







# GOVERNMENT OF ASSAM OFFICE OF THE COMMISSIONER OF EXCISE : ASSAM : GUWAHATI

#### TRANSPORT PASS

 Pass Number
 :
 TP119305072300006

 Issue Date
 :
 05-Jul-2023 12:05:06 PM

 Pass Validity Upto
 :
 29-Jul-2023 11:59:59 PM

 Ref. Permit Number
 :
 PER307904072303514

 Permit date
 :
 05-Jul-2023 11:53:35 AM

 Permit Validity Upto
 :
 03-Aug-2023 11:59:59 PM

Name & Address of the Consignee HILL VIEW BONDED WAREHOUSE PRIVATE LIMITED

C/O HILLVIEW COMPLEX, DEOCHATAL, PAMOHI GARCHUK PAMOHI ROAD.

Name & Address of the Consignor : M/S MASTER INDIA BREWING COMPANY
C/O Sila Chowki Gate Changsari, Near NDRF Camp
Transportation route : CHANGCHARI TO GORCHUK PAMOHI-35

 Vehicle Number
 : AS89AJ9745

 Vehicle Type
 : Truck

 Aadhaar Number
 : 523546434564

 District Name
 : Kamrup

 Transporter Name
 : Jack

 Invoice No
 : 64643636

Invoice Date : 05-Jul-2023

 Endorsed Name
 :
 Mr. DIGANTA KUMAR BARUA

 Endorsed Date
 :
 05-Jul-2023 12:05:07 PM

S.No.	Brand Name	Size	Category	Strength	Indent Quantity (Cases)	MRP(Rs)	Batch Number	Shipment Quantity (Cases)	In Cases	In Bottles	Bulk Liters	Total MRP(Rs)	Ad Valorem Levy(Rs)	TPF(Rs)	VAT Amount(Rs)
1	CORONA EXTRA BEER	650 X 12	Premium Beer		2	285	BT1	2	2	24	15.6	6840	1364.58	40	1316.7
							Total	2	2	24	15.6	6840	1364.58	40	1316.7

EWALLET AD VALOREM LEVY Rs : 1364.58

EWALLET TPF Rs: 40

EWALLET VAT AMOUNT Rs: 1316.7

Officer I/C: Mr. DIGANTA KUMAR BARUA

- 1 Loading of product against one permit is not allowed in more than one vehicle.
- 2 Transhipment en route not allowed unless authorized by the Excise Authority.
- 3 Consignee copy must be duly endorsed Online by the Officer in charge.



Ashrita

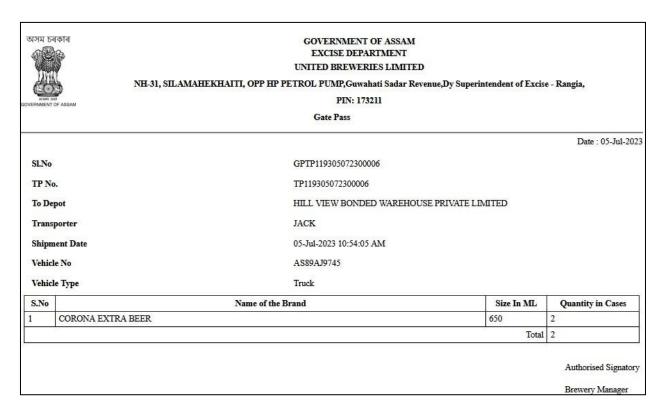
Mr. DIGANTA KUMAR BARUA, Officer.

Sila Chowki Gate Changsari, Near NDRF Camp.

• Gate Pass Print will be displayed as below.





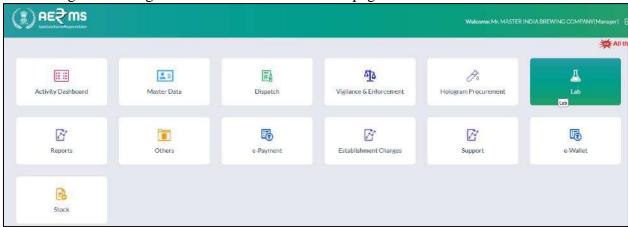


Wholesaler will receive the stocks in local node.

# Helpful resources from Central Application:

#### Lab:

• Login as Manager click on Lab tab from home page as shown in below screen.

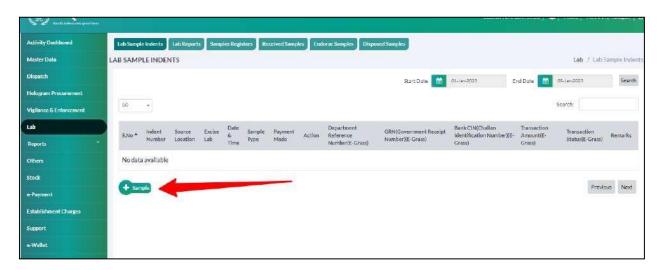


• After clicking on Lab tab sub tabs will be displayed as shown in below screen.





• User required to click on "Lab sample Indent" as mentioned in above figure.



• User must click on"+sample" as shown.

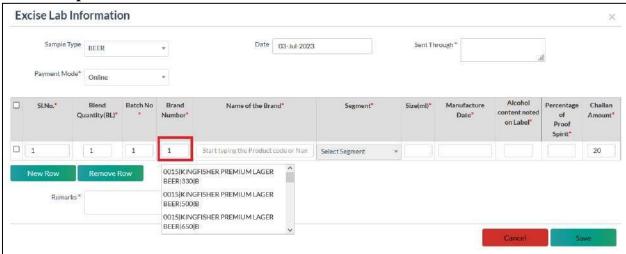




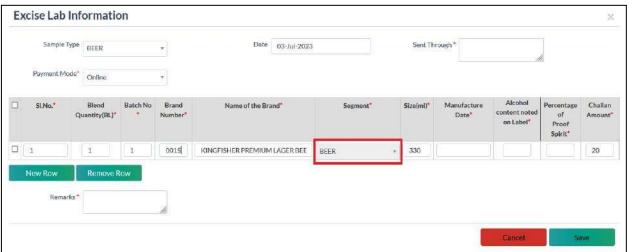




 Userneedtoselect"Sampletype,enterserialnumberandQuantity,description, sample size" ...etc.

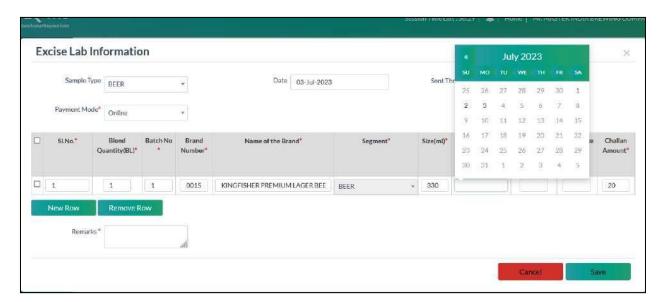


• Userrequiredtostarttypeinbrandnumberandalistwillappear,usershouldselectname of brand from List.

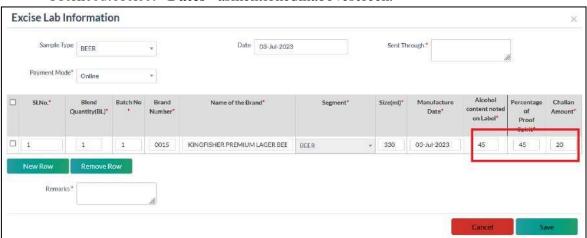


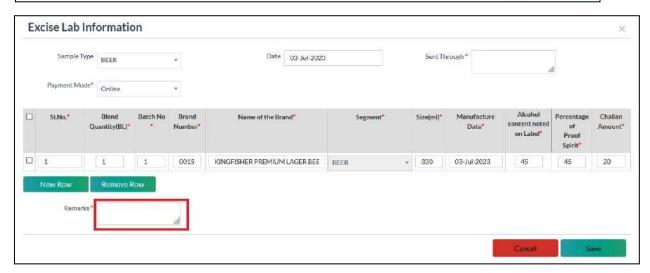
• Segmentandsizewillbe auto displayedasshowninabove screen.



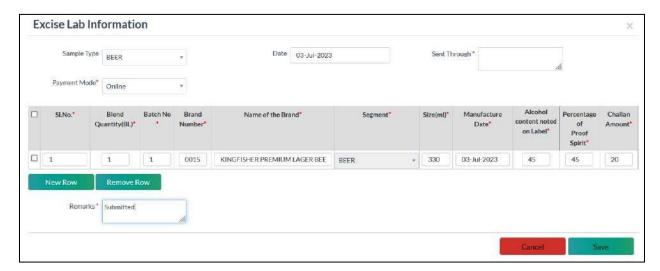


• Userneedtoselect "Dates" asmentionedinabovescreen.

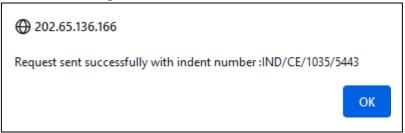




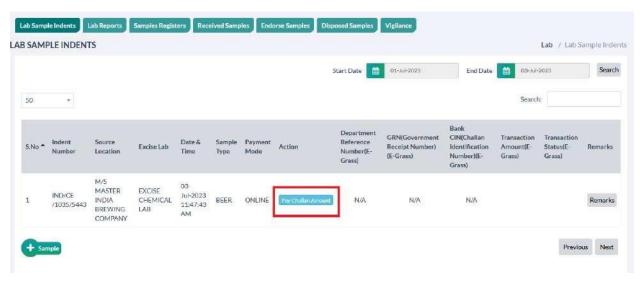




• Aftercompletion, user needto clickon "save".

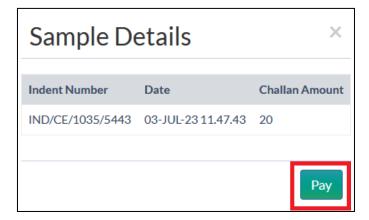


• Userrequiredtoclickon "Ok".

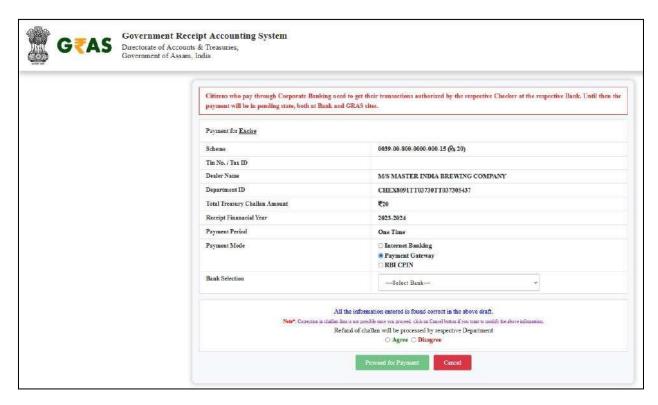


• Thelabsampleindentisraisedanduser needto clickon"paychallanAmount".





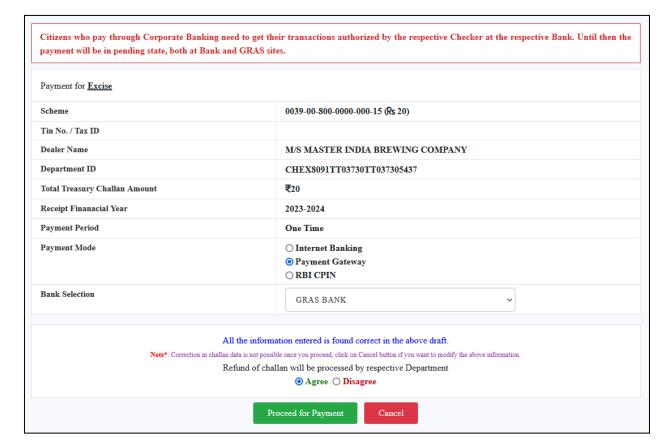
• Userrequiredtoclick on "pay" button as mentioned in above figure.



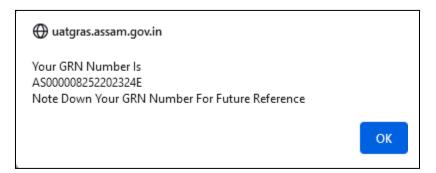
• Usermustselect"paymentmode"and"bank"fromdropdown.







Aftercompletion, usermustselect "agree" and clickon "Proceedforpayment".



• Userneedto clickon "OK".

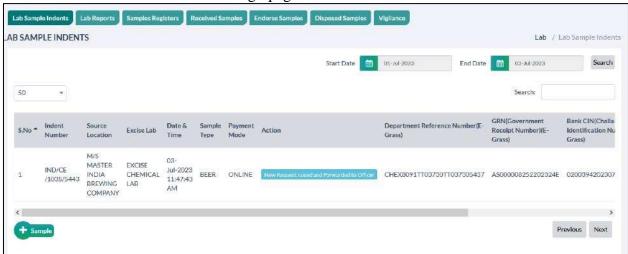






• e-Receiptwillbedisplayedasshown inabove screen.

UserwillberedirectedtoMainLoginpage.

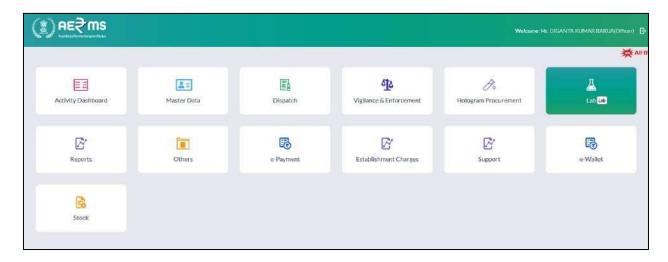


#### **IOE:**





• User required to provide valid credentials and click on "login" button.



• User must click on "Lab" module as displayed in main home Dashboard.

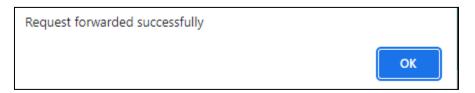


• The Lab Sample indent will be displayed as shown in above and user required to click on "New" button.

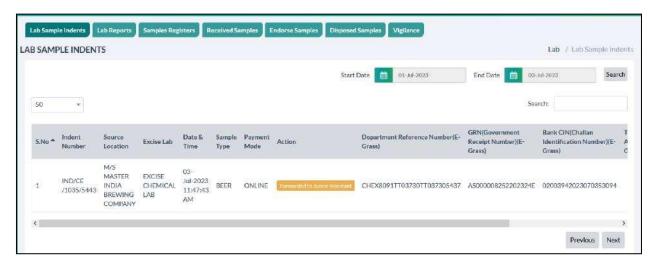




• User must provide "remarks" and click on "Forward" button.



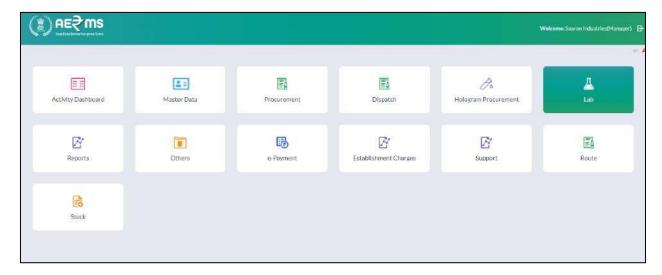
• User need to click on "Ok".



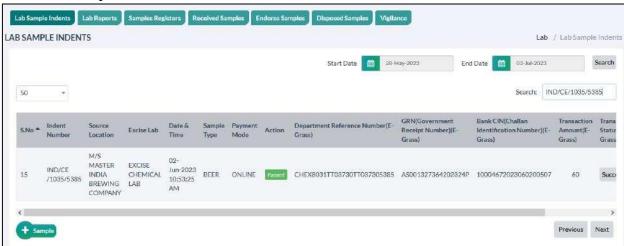
- The Lab Sample indent will be forwarded to Junior Assistant then Chemistand then Final approval of chemical examiner mentioned in above figure.
  - \*\*After Approval of Lab Sample\*\*

# Manager:





• User required to click on "Lab" Module as mentioned in above screen.



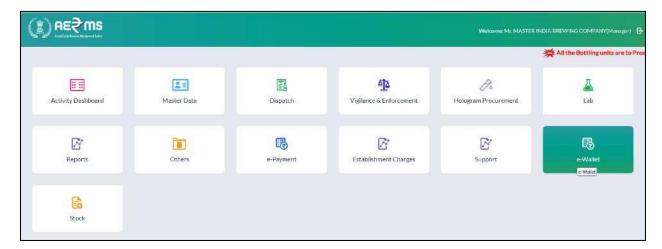
• User can view the approved indent as shown in above screen.

## \*\*Lab Sample is approved Successfully\*\*

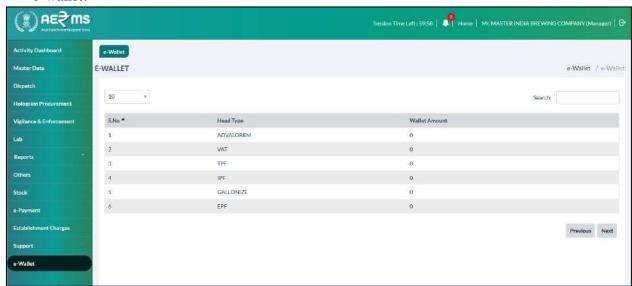
#### E-wallet:

If Any permit is can celled by user, the pending amount will be reflected in E-wallet and user can use while raising another indent.



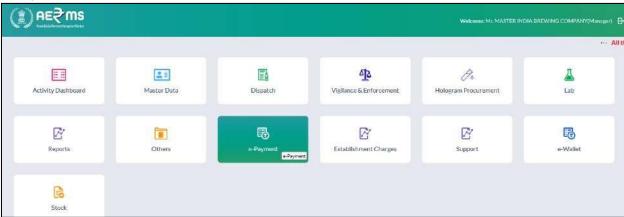


#### e-wallet:



• The wallet amount shall be displayed as shown in above figure.

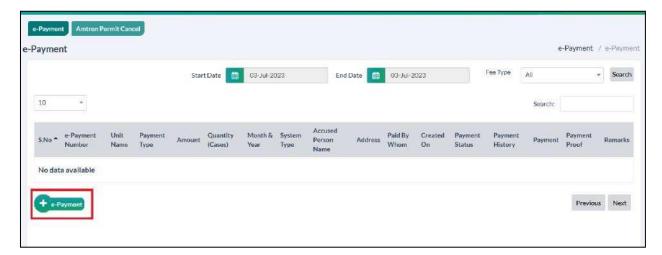
### e-Payment:



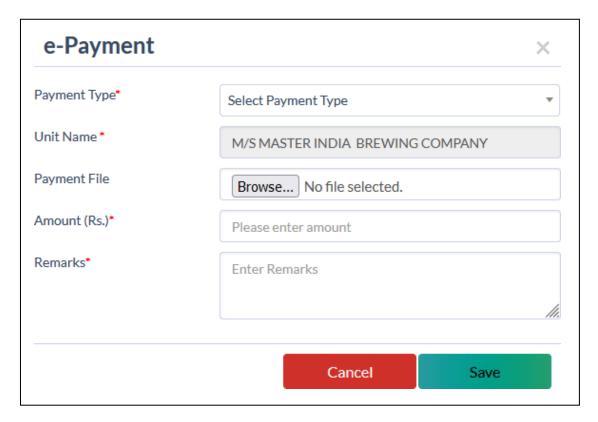




• User required to click on "e-payment" as mentioned in above figure.

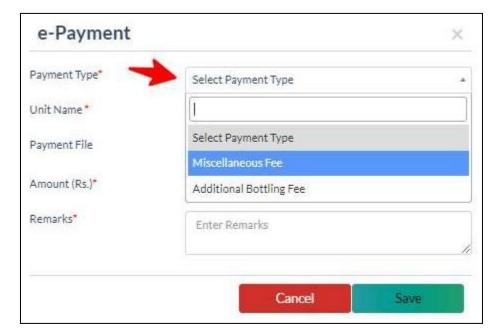


• User must click on"+e-payment" as shown in above screen.

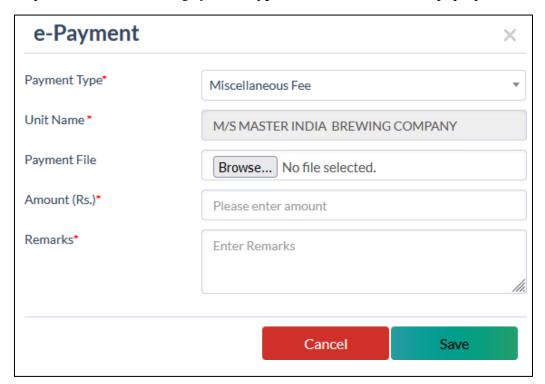


• User need to fill all necessary fields, follow as below for detail information.



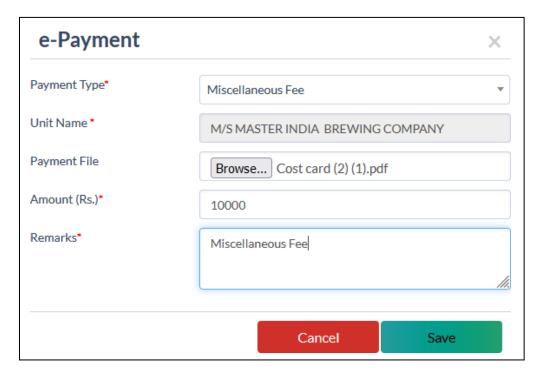


Step1:user need to select "payment Type" as illustrated in above pop-up.

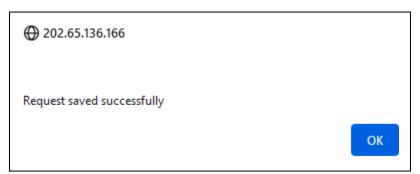


 $Step 2: user\ must\ \textbf{``upload\ challan''}\ and\ \textbf{``Amount''},\ then\ enter\ remarks$ 

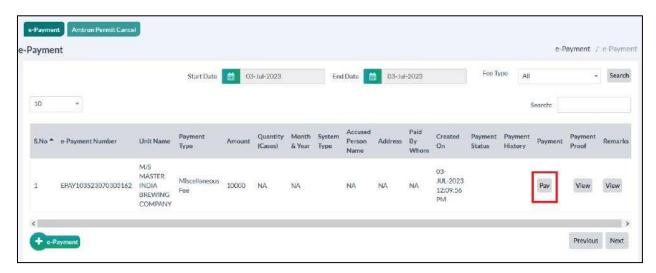




After completion of pop-up, user required to click on "save" button.



• User need to click on "Ok".



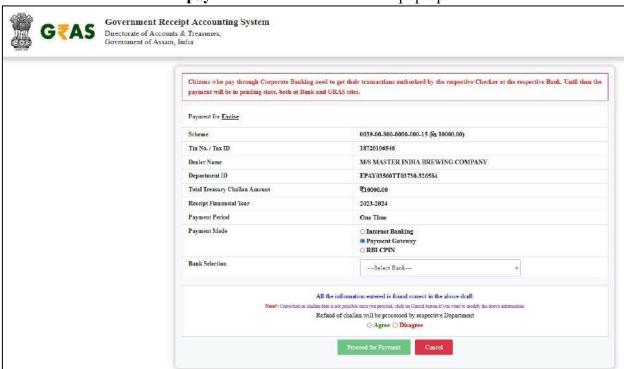




• Thee-paymentrequestisraised successfully and userneed to click on "pay" button for payment.



• Userneed toclick on "pay" button asmentioned in above pop-up.



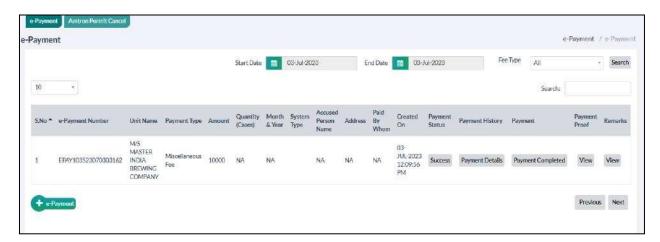
• Usermustselect"**paymentmode**"andselect"**bank**". Andclickonagreeclickon proceed for payment.





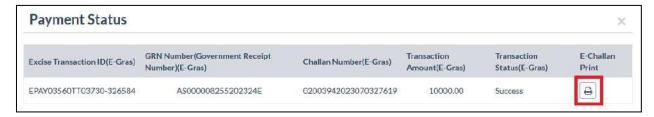


- E-Receipt will be generated as above and user need to click on "Home" button.
- User will be redirected to e-payment page as shown in below.



• Thee-payment is successfully completed and user required to click on "Success" button for a copy of payment.



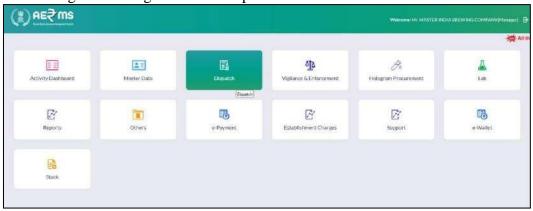


• User need to click on "print icon".

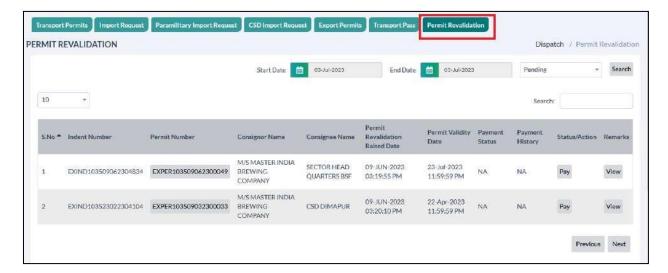


#### Permit Revalidation:

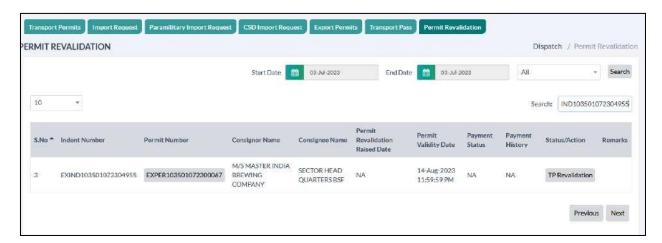
• Login as manager click on dispatches tab.







• User required to click on "Permit Revalidation" as mentioned in above figure.



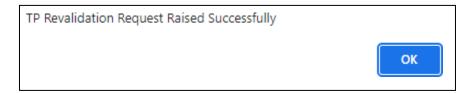
• The TP shall Be displayed as mentioned in above figure and user required toRevalidate the TP by clicking on "TP Revalidation"



• User required to provide valid credentials and click on "Save" Button.

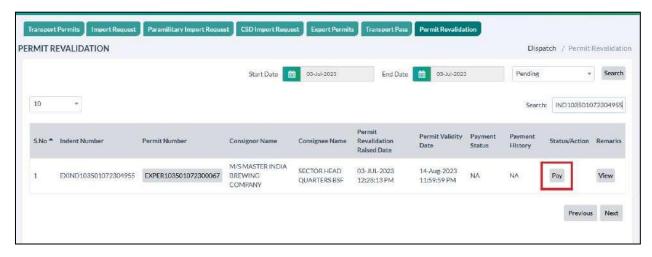






• User required to click on "Ok" button.

### \*\*TP Revalidation Request is Raised Successfully\*\*



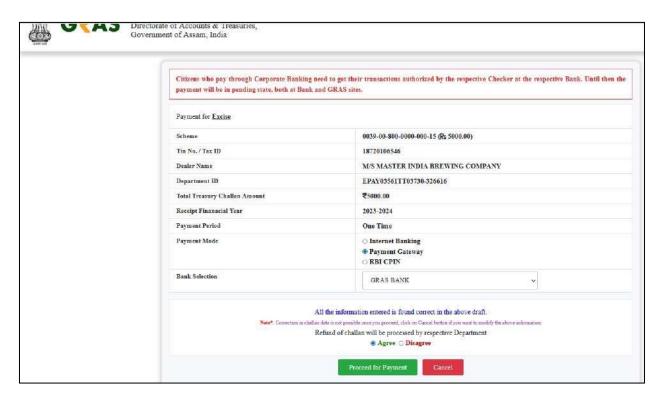
• After Request is raised successfully, User need to click on "pay" button.



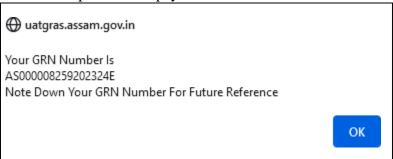
- User must click on "Pay" button in pop-up as displayed in above figure.
- User shall be redirected to Assam Portal as shown below.







• User required to select "Payment Mode" and select "bank" and click on agree button then proceed for payment button





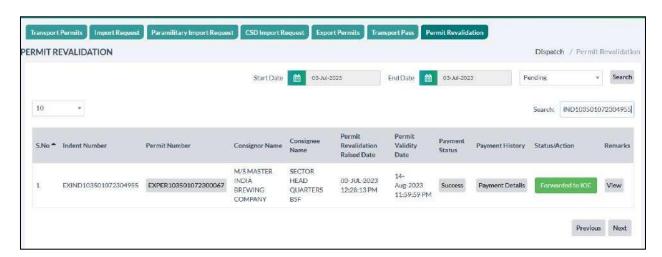




• E-Receipt shall be Generated as shown in above figure and user required to click on "**Home**" button.

#### Now User will be Redirected to Dispatches Page

• "Permit validation" page will be displayed as shown in below screen.



• User can Able to view, the TP revalidation request is "**Forwarded to IOE**" as shown in above screen.



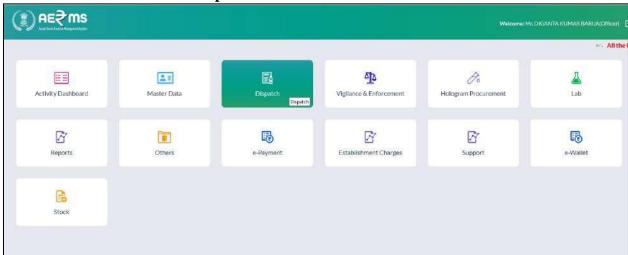


# **IOE Login:**

• User required to provide valid credentials and click on "Login" button.

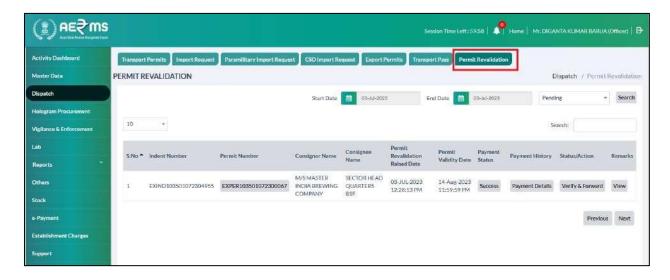


• User should click on "Dispatch" tab.

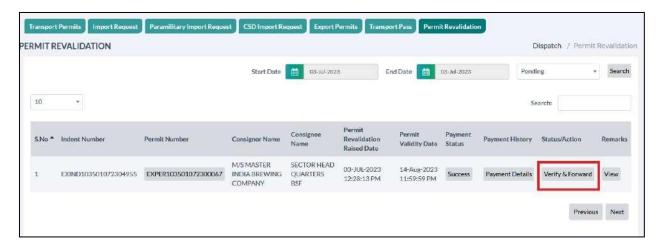


• User required to click on "Permit Revalidation".

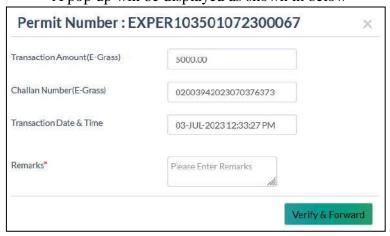




- The Permit request for Revalidation will be displayed as below.
- Click on Verify & Forward Button as shown in below screen.



• A pop up will be displayed as shown in below



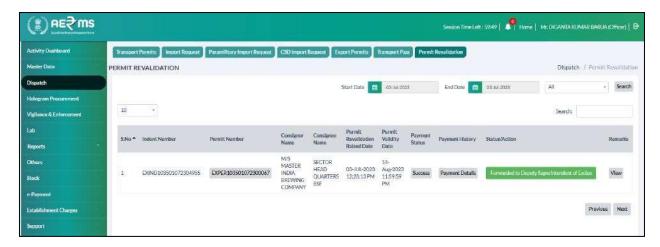




User must provide Remarks and click on "Verify & Forward"

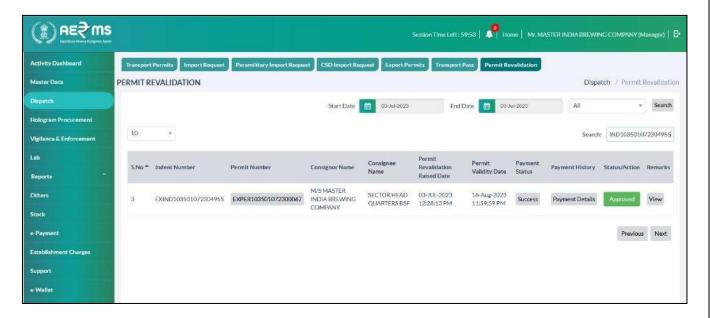


• User need to click on "Ok".



- The Revalidation request is Successfully Forwarded to Deputy Superintendent of Excise as mentioned in above screen.
- DSOE will forward the Permit revalidation indent to DA.
- DA will forward to Headquarters.
- Head quarters will approve the permit revalidation
- After approval the permit revalidation is displayed in manager login as shown in below.





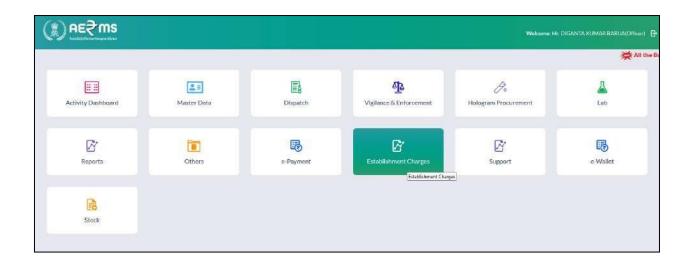
\*\*\*\*\*Permit Revalidation is completed successfully\*\*\*\*\*\*

# **EstablishmentCharges**:

- Superintendent Of Excise Will Raise the Request to the Brewery unit.
- After raising the request, The Demand node will be forwarded to the Brewery unit Excise Officer and Manager.

### **Inspector Of Excise Login:**

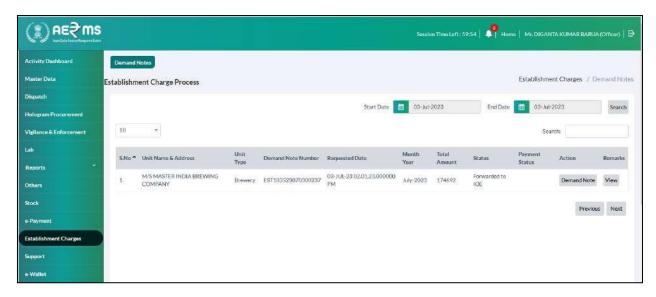
• IOE Login into the application and click on the Establishment Charges tab from the home page.



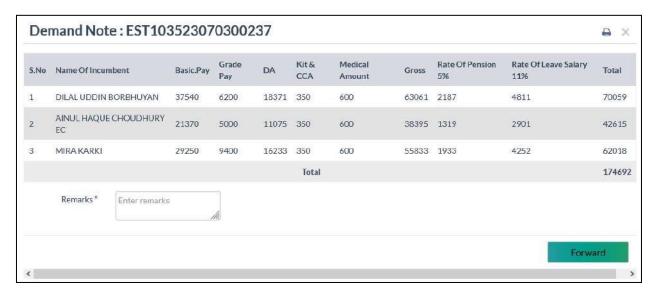




 After clicking on the tab, the User can view the below screen with Demand note details.

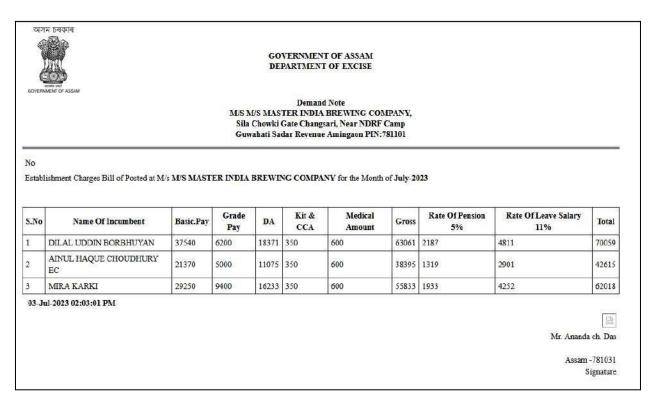


- User is required to select demand note status with Forwarded to IOE then click on the Action button.
- After clicking on the button, the User can view the below screen with a Print icon.

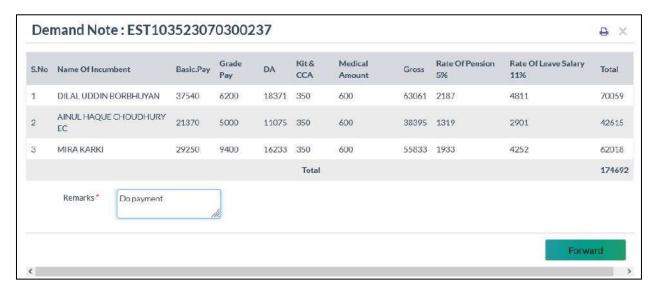


• To verify the Indent print, the User is required to click on the print icon.





 User is required to enter the remarks and Click on the Forward button for Payment Purpose.



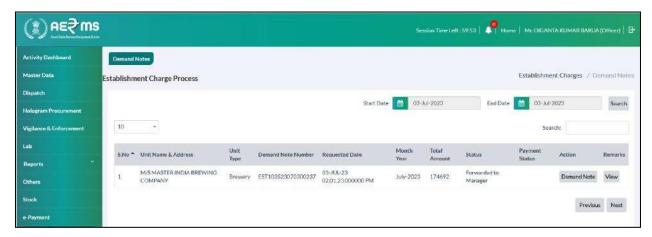
 After clicking on the forward button, the User can view the Conformation popup with the "Demand Note Forwarded Successfully" message.







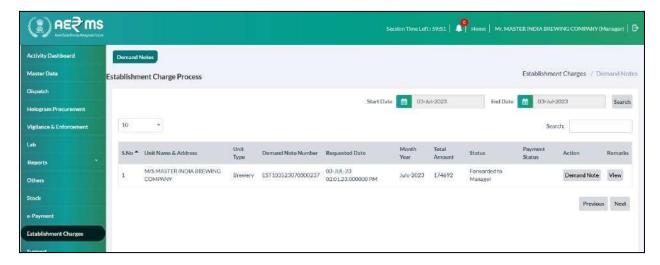
- User is required to click on the OK button.
- After clicking on the Ok button, the User can view the Demand note in the List view status with "Forwarded to manager".



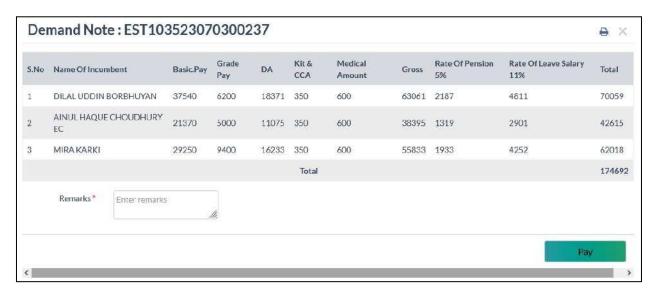
#### ManagerLogin:

- Brewery Manager Login into the application and click on the Establishment Charges tab from the home page.
- After clicking the Tab, Manager User can view the below screen with Demand note request.



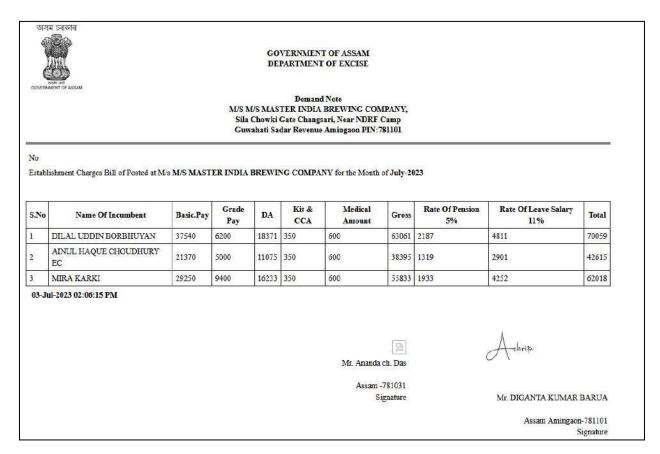


• User is required to select demand note status with Forwarded to Manager then click on the Demand Note button.

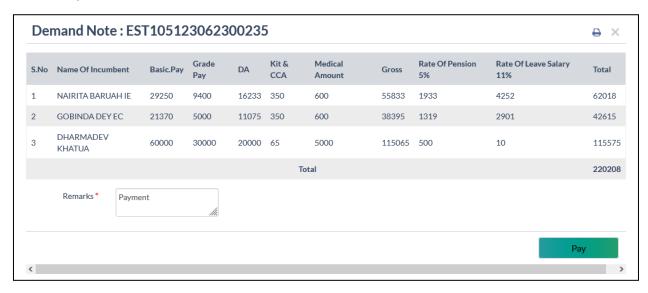


 After clicking on the button, the User can view the below screen with a Print icon.





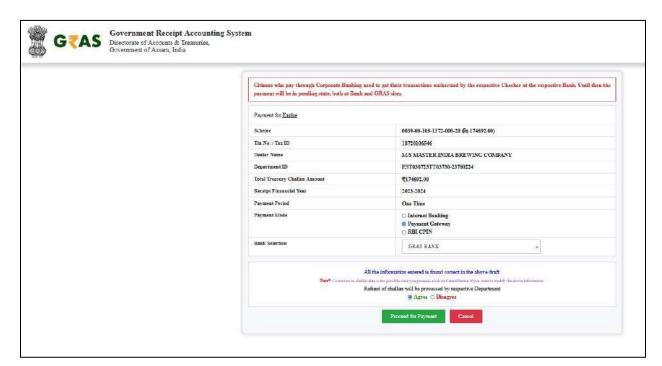
 User is required to enter the remarks and Click on the Pay button to do the Payment Process.



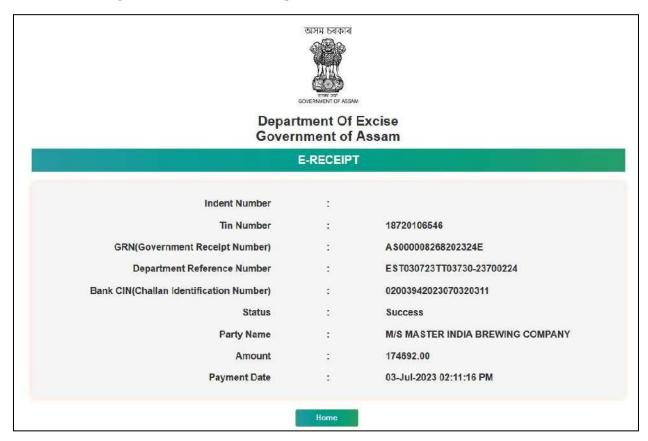
- User shall be redirected to the Payment Gateway URL as shown below.
- User is required to select Payment Mode and Select bank as mentioned in above screen.







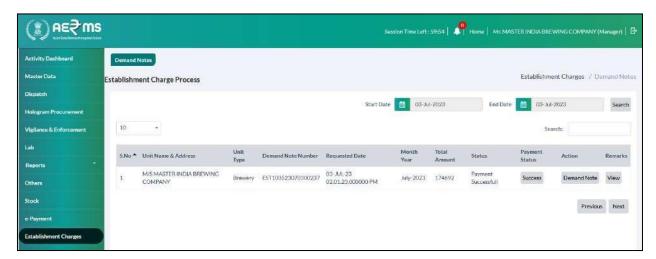
• AftercompletingthePayment,theE-Receiptshallbegeneratedasshowninthe above figure, and the user is required to click on home button.







• After clicking on the home button, the Page will be redirected to the demand note list view and the demand note is displaying in the list view status with payment Successful.



• User can view the payment details by clicking on success button.



• Click on print button so that user can view the challan print as shown in below screen.





#### GOVERNMENT OF ASSAM DEPARTMENT OF EXCISE

		Challan NO	02003942023070320311 03-JUL-2023 02:11:16 PM			
	E-CHALLAN	Date				
		Excise Transaction ID	EST030723TT03730-23700224			
Name	On whose behalf money is paid	FULL PARTICULARS	Amount	Head Account		
	M/S MASTER INDIA BREWING COMPANY	Payment of Establishment Charge Fee	174692.00	0039-00-105-1372-000-20		
GRN NO: AS000008268202324E		PRN NO :203115009374331307	Bank Transaction No :NA			

Bank Name :GRAS BANK

Amount in words: One Lakh Seventy Four Thousand Six Hundred Ninety Two only



03-Jul-2023 02:10:47 PM