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01.135.01 – Asset Master


PROCESS OVERVIEW

This is used to define the main Asset, wherein complete information of each asset with its basic information and association with asset structures such as Accumulate depreciation group, Division, Asset Location, Asset account, Depreciation account, Start up date, Disposal date, Asset age is defined.


This form is used for the asset which are available at year opening date. For new asset purchase other form is used named as Asset Creation from Purchase Bill(Menu Option Code-02.142.04).

PROCESS PRE-REQUISITES


Input Fields	Input Details	General Remarks
Division	User need to select the asset division from LoV	Division Master
Asset Class	Asset Class under which asset is going to create	Asset Class Master
Make	User need to Select Make Code from LoV	Make Master
Asset Code	Auto generated asset code on basis of Asset Class Master	Asset Class Master
Asset Name	User need to enter the name of Asset	Manual input
Asset Details	User need to enter the asset detail for reference purpose	Manual Input
Asset Location	User need to select Asset Location from LoV	Asset Location Master
Asset Id	User need to enter Asset Id if available	Manual Input
Capital Form no	User need to enter capital form no. If available	Manual Input
Date	User need to enter capital form date,if available	Manual Input

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Residual value	User need to enter residual value,	Manual Input
User Seq	User need to enter user sequence	Based on requirement.
Running Shift	User need to select of usage of asset in shifts whether single shift, double or triple shift	Based on requirement.
Cost/Project	User need to select the cost and project of the asset	Cost Center Master
Employee	User need to select employee involve in the asset.	Employee Master
Supplier	User need to select supplier of asset from LoV	Account Master
Received date	User need to enter the asset received date	Manual Input
Amount	User need to enter the amount of asset	Manual Input
Bill Qty	User need to select number of pieces of the asset received	Manual input
Asset Account	User need to select from LoV the asset account which is maintain for account purpose.	Account Master and Asset Schedule Master
Accu. Dep. Account	User need to select from LoV the Accumulated Depreciation account which is maintain for account purpose.	Account master and Asset Accumulated Depreciation Schedule
Dep. Exp. Account	User need to select from LoV the Depreciation account which is maintain for account purpose.	Account Master and Asset Depreciation Master
Party Bill No	User need to enter party bill no	Manual Input
Install Date	User need to enter the installed date for the asset	Manual Input
Party Bill Date	User need to enter the party bill date for the asset	Manual Input
Start up date	User need to enter the start up date for the asset	Manual Input
Asset Age	User need to define asset age which calculate from asset start up date(in years)	Manual input


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Expected Disposal date	If asset age is selected than it will this column filled auto.other wise user need to enter disposal date	Manual Input
Disposal Date	If Expected disposal date and disposal date not same than user need to enter disposal date.With that disposal date depreciation also freeze.	Manual Input
Disposal Remark	User able to enter the remark or reason for disposal of asset	Manual Input
Disposal Flag	User need to select disposal flag after enter the disposal date	Manual check box selection
Remark	User need to enter any other remark relating to the asset	Manual Input
Written off flag	User need to select written of flag for asset which is written off	Manual check box selection
Written off date	User need to enter the written of date	Manual Input
Insurance Company	User need to enter name of insurance company name	Manual Input
Mortgage Amount	User need to enter mortgage amount If asset mortgage	Manual Input
Policy No	User need to enter insurance policy no of the asset	Manual Input
Policy Date	User need to enter insurance policy date	Manual Input
Policy Amount	User need to enter the insurance amount	Manual Input
Policy Expiry date	User need to enter policy expiry date	Manual Input
Premium Amount	User need to enter premium amount	Manual Input
UDC Details	User need to enter the value in the against UDC column	UDC master and manual input

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FM161 -- Asset Master																							
Asset Group / Sub Group																							
Division*		Asset Group Code																					
Asset Class*		Acc Sch Code																					
Make		Depr. Acc Sch Code																					
		Depr Exp Acc Sch																					
Asset / Location Code																							
Asset Code		Asset Id																					
Asset Details		Capital Form No																					
Asset Location*		Date																					
Cost/Project		Residual Value																					
Employee		Depr. Rate																					
		User Seq																					
		Running In Shift																					
Received/Installed/Startup Date																							
Supplier		Party Bill No																					
Received Date		Install Date*																					
Amount		Party Bill Date*																					
Bill Qty		Startup Date*																					
		Asset Age(Yr.)																					
Asset /Depr Code		UDC Details																					
Asset Account *		<table border="1"> <thead> <tr> <th>User Defined Column</th> <th>Value</th> </tr> </thead> <tbody> <tr><td>Characteristics</td><td></td></tr> <tr><td>Location</td><td></td></tr> <tr><td>Remark</td><td></td></tr> <tr><td></td><td></td></tr> <tr><td></td><td></td></tr> <tr><td></td><td></td></tr> <tr><td></td><td></td></tr> <tr><td></td><td></td></tr> <tr><td></td><td></td></tr> </tbody> </table>		User Defined Column	Value	Characteristics		Location		Remark													
User Defined Column	Value																						
Characteristics																							
Location																							
Remark																							
Accu Depr. Account*																							
Depr Exp Account*																							
Expected Disposal Date*																							
Disposal Date																							
Disposal Remark																							
Remarks																							
Write Off Flag																							
Write Off Date																							
Insurance Details																							
Insurance Company																							
Mortgage Account																							
Policy No																							
Policy Date																							
Policy Amount																							
Policy Expiry Date																							
Premium Amount																							
		<input type="checkbox"/> Mandatory Columns <input type="checkbox"/> Validate from List on F9																					
		<input type="button" value="Ok"/> <input type="button" value="Cancel"/>																					

- Step 2. To select Division from LoV.
- Step 3. To select the asset class from LoV.
- Step 4. To select make code from LoV.
- Step 5. Enter the asset name.
- Step 6. Enter the asset details.
- Step 7. To select the asset location from LOV.
- Step 8. To select the Cost/Project from LOV.
- Step 9 To select the employee from the LOV
- Step 10 Enter the asset Id.
- Step 11 Enter Capital form no.
- Step 12 Enter date of recording.
- Step 13 Enter Residual Value.
- Step 14 Select no of shift from drop down menu

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Step 15 Select supplier of asset from LoV

Step 16 Select asset received date

Step 17 Select asset amount and quantity of asset

Step 18 Enter Party bill no.

Step 19 Enter asset install date

Step 20 Enter Party bill date

Step 21 Enter Install date

Step 22 Enter asset startup date

Step 23 Enter Asset age

Step 24 Select asset account code from LoV (Based on Account schedule code define in asset group master)

Step 25 Select accumulated depreciation account code from LoV (Based on Depreciation account schedule code define in asset group master)

Step 26 Select depreciation expenses account code from LoV (Based on Depreciation Expenses account schedule code define in asset group master)

Step 27 Enter expected disposal date

Step 28 Enter disposal date if not same as expected disposal date

Step 29 Enter Disposal remark/reason if any

Step 30 Enter remark other than disposal remark

Step 31 Tick of written off flag when asset going to be written off

Step 32 Enter written off date when asset going to be written off


Step 33 Enter insurance company name if any

Step 34 Enter asset mortgage amount

Step 35 Enter Insurance Policy number

Step 36 Enter Insurance Policy date

Step 37 Enter policy amount

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Step 38 Enter policy expiry date

Step 39 Enter Premium amount of insurance policy


Step 40 Enter details in UDC example, characteristics, size or any other details user may enter in UDC

Step 41 Press ok button to save record


BUTTONS	DESCRIPTION
Show	Show the asset master data with the selected filters.
Other Filter	Select filters for Asset Level.
Add	Add new asset master.
Edit	Edit existence asset details etc.
Delete	Delete existent record
Find	Find the asset master data by code or name.
View	View the asset master data in display mode.
Print	we can print the asset master data .
Exit	Exit from the asset master form.

Input Field Level Information – General Item Code Details


FIELDS	FIELD DETAILS	R/O/C	FIELD VALUE/COMMENTS
Division	User need to select the asset division from LoV	R	Division Master
Asset Class	Asset Class under which asset is going to create	R	Asset Class Master
Make	User need to Select Make Code from LoV	O	Make Master

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Asset Code	Auto generated asset code on basis of Asset Class Master	R	Asset Class Master
Asset Name	User need to enter the name of Asset	R	Manual input
Asset Details	User need to enter the asset detail for reference purpose	O	Manual Input
Asset Location	User need to select Asset Location from LoV	R	Asset Location Master
Asset Id	User need to enter Asset Id if available	O	Manual Input
Capital Form no	User need to enter capital form no. If available	O	Manual Input
Date	User need to enter capital form date,if available	O	Manual Input
Residual value	User need to enter residual value,	O	Manual Input
User Seq	User need to enter user sequence	O	Based on requirement.
Running Shift	User need to select of usage of asset in shifts whether single shift, double or triple shift	O	Based on requirement.
Cost/Project	User need to select the cost and project of the asset	O	Cost Center Master
Employee	User need to select employee involve in the	O	Employee Master

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	asset.		
Supplier	User need to select supplier of asset from LoV	O	Account Master
Received date	User need to enter the asset received date	O	Manual Input
Amount	User need to enter the amount of asset	O	Manual Input
Bill Qty	User need to select number of pieces of the asset received	O	Manual input
Asset Account	User need to select from LoV the asset account which is maintain for account purpose.	R	Account Master and Asset Schedule Master
Accu. Dep. Account	User need to select from LoV the Accumulated Depreciation account which is maintained for account purpose.	R	Account master and Asset Accumulated Depreciation Schedule
Dep. Exp. Account	User need to select from LoV the Depreciation account which is maintained for account purpose.	R	Account Master and Asset Depreciation Master
Party Bill No	User need to enter party bill no	O	Manual Input
Install Date	User need to enter the installed date for the asset	R	Manual Input

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Party Bill Date	User need to enter the party bill date for the asset	R	Manual Input
Start up date	User need to enter the start up date for the asset	R	Manual Input
Asset Age	User need to define asset age which calculate from asset start up date(in years)	O	Manual input
Expected Disposal date	If asset age is selected than it will this column filled auto.other wise user need to enter disposal date	R	Manual Input
Disposal Date	If Expected disposal date and disposal date not same than user need to enter disposal date.With that disposal date depreciation also freeze.	O	Manual Input
Disposal Remark	User able to enter the remark or reason for disposal of asset	O	Manual Input
Disposal Flag	User need to select disposal flag after enter the disposal date	O	Manual check box selection
Remark	User need to enter any other remark relating to the asset	O	Manual Input
Written off flag	User need to select written of flag for asset which is written off	O	Manual check box selection

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Written off date	User need to enter the written of date	O	Manual Input
Insurance Company	User need to enter name of insurance company name	O	Manual Input
Mortgage Amount	User need to enter mortgage amount If asset mortgage	O	Manual Input
Policy No	User need to enter insurance policy no of the asset	O	Manual Input
Policy Date	User need to enter insurance policy date	O	Manual Input
Policy Amount	User need to enter the insurance amount	O	Manual Input
Policy Expiry date	User need to enter policy expiry date	O	Manual Input
Premium Amount	User need to enter premium amount	O	Manual Input
UDC Details	User need to enter the value in the against UDC column	O	UDC master and manual input

(R-Required, O-Optional, C-Conditional)

OUTPUT DETAILS

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ASSET CARD

FROM : 01-APR-19 TO: 31-MAR-20

ASSET DETAILS

Asset Code : AA2-10010001	PLANT AND MACHINERY CONTINUOUS	Installation Date : 31-03-2019
Division : C3	COMMON	Startup Date : 31-03-2019
Asset ID :		Exp Disposal Date : 30-03-2024
Capital F. No. :		

PURCHASE DETAILS

Supplier Invoice No. :	Asset A/C : AA208	PLANT & MACHINERY - (NON CONTINUOUS)
Supplier Invoice Date : 31-MAR-19	Depr A/C : AAB01	PROVISION FOR DEPRICIATION
Supplier Invoice Amt. :	Depr Exp A/C : XG001	Depreciation

ASSET ACCOUNT DETAILS

GROSS AMOUNT		DEPRECIATION AMOUNT	
Opening :	0.00	Opening :	0.00
Addition :	1,52,000.00	Addition :	0.00
Deduction :	0.00	Deduction :	0.00
Closing :	1,52,000.00	Closing :	0.00
Net Gross :	1,52,000.00	Tran Opening :	0.00
		Tran Period :	0.00

OTHER DETAILS

Asset Location : JAMURIA PLANT
 Employee Name :
 Depreciation Rate :
 Supplier Name :
 Insurance Company :
 Mortgage Account :
 Policy No :
 Policy Amount :
 Policy Date :
 Policy Expiry Date :
 Premium Amount :