eNccompass™ ERP Solution

WHITE PAPER

from

Godrej | INFOTECH

Table of Contents

eNccompass Software Solution

eNccompass is an integrated suite of business applications tailor-made for organization like yours, which helps in keeping the costs down, improving productivity and enhancing growth potential for your organization.

eNccompass enables you to manage the **"Enquiry to Order to Cash"** cycle in an integrated manner, which reduces cycle time and thus improves your organization's competitiveness.

The package covers all functional areas like planning, purchasing, manufacturing, warehouse management, production, sales, accounts, service, excise, costing, quality, human resource which are essential for surviving in the present competitive environment.
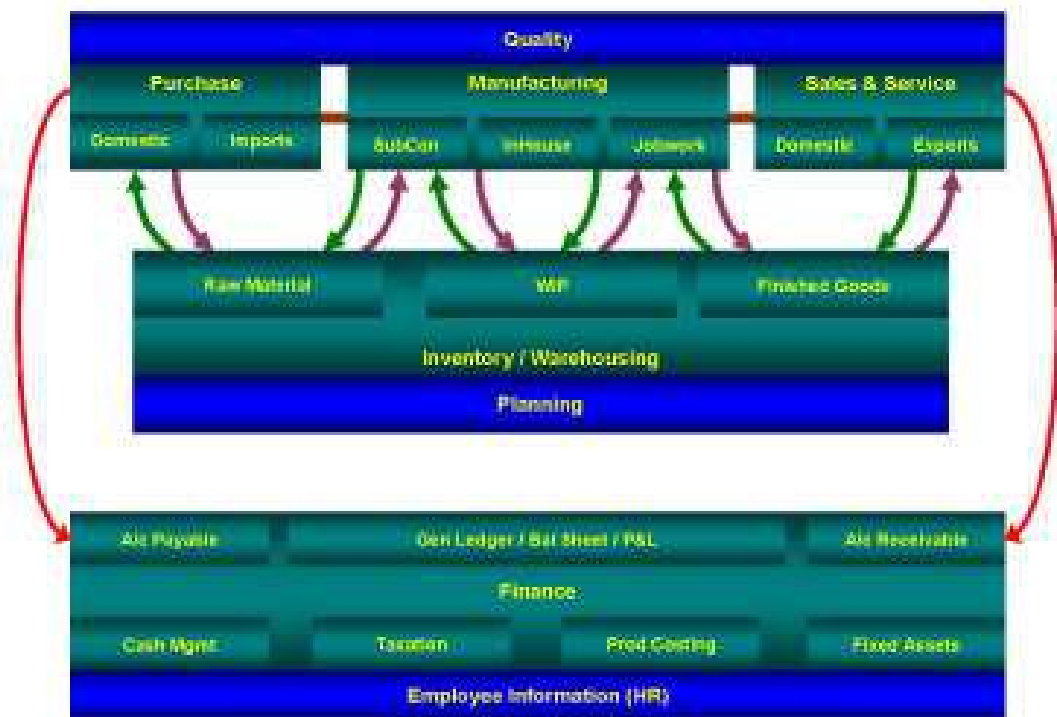
eNccompass is an ERP software which integrates the entire organization into a single cohesive unit to manage its resources in a better and more productive manner by re-engineering and automating many of the basic processes of the company from Shop-Floor to Corporate finance leading to a clear, consistent and on-line view of information.

eNccompass MODULES

- SALES
- EXPORTS
- PLANNING
- PURCHASE
- IMPORTS
- EXCISE
- VAT / SALES TAX
- TDS
- INVENTORY MANAGEMENT
- PRODUCTION MANAGEMENT
- SUB CONTRACTING
- JOB WORK
- TOOLS MANAGEMENT
- FINANCIAL ACCOUNTING
- SERVICE
- QUALITY
- HR
- COMMON MODULE
- ADMIN MODULE

SALES MODULE

The Sales module will enable the organization to manage the complete Sales cycle from receiving Enquiries, creating and tracking Quotations, booking Sales Orders, Processing the same and Invoicing the Customer. It will help you to manage your commitments and improve sales by better targeting and increased responsiveness.

The system have following sub-modules

- **Sales Enquiries**
  - Sales Enquiry
  - Sales Quotation
  - Earnest Money Deposit (EMD) tracking
  - Bank Guarantee (BG) tracking

- **Sales Order Processing**
  - Sales Orders
  - Sales Deliveries
  - Excise Invoice (Invoice cum Challan)
  - Goods Inward Note
  - Commercial Invoice
  - Supplementary Invoice

- **Sales Price List**
  - Customer specific Prices
  - Customer specific Discounts

- **Customer Information**
  - Customer Category
  - Customer Classification
  - Sales Territory
  - Customer Master
  - Customer Address (Multiple addresses per Customer)

- **Financial Integration**
  - Integration setup

Reports Generated from Sales Module

- Enquiry Register
- Sales Quotation Register
- Sales Order Register
- Pending Order Register
- Sales Delivery Register
- Sales Invoice Register
- Customer wise Sales Register
- Sales Summary Register

EXPORTS MODULE

The Export module will enable the organization to manage the complete Export order processing from receiving Orders to Invoicing the Customer.

The system will have following

- o Export Masters
    - o Currency Master
    - o Currency Rates (Sales, Purchase & Customs)
    - o Customs Tariffs
    - o Customs Rate
    - o License Master

- o Export Order Processing
    - o Export Orders
    - o Order Acknowledgement

- o Export Shipment
    - o Shipment Data Capture
    - o Pre-Shipment Documents
        - Pre-shipment Invoice
        - Pre-shipment packing slip
        - Shipping Bill (customs Challan)
        - Annexure for Shipping bill
        - Duty Drawback declaration (DEPB, DFRC, Duty Drawback, Advance License)
        - GR Form (SDF form in case of EDI transactions)
        - A.R.E-I
        - Specimen Bill of Lading
    - o Actual Shipment
        - Excise Invoice
        - Running Bond Register

- o Post Shipment Documents
    - o Commercial Invoicing
    - o Packing List
    - o Export Invoice
    - o Certificate of Origin
    - o Covering letter for Bank
    - o GSP – Generalized System for Preference (for SAARC countries on pre-printed format)
    - o Insurance declaration

- o Country specific Invoice (like in case of Nepal, Nigeria as per the Government Trade Agreements)

- o Export Banking
  - o Letter of Credit
  - o Advance (DD/TT)

- o Customer Information
  - o Customer Category
  - o Customer Classification
  - o Sales Territory
  - o Customer Master
  - o Customer Address (Multiple addresses per Customer)
  - o Customer Bankers

- o Financial Integration
  - o Integration setup

Reports Generated from Export Module

- o Export Order Register
- o Pending Export Order Register
- o Export Shipment Register
- o Export Invoice Register
- o Customer wise Export Sales Register
- o Export Sales Summary Register
- o Running Bond Register
- o License Register
- o L/C Register

PLANNING MODULE

The Planning module will enable the organization to manage all their material requirements for purchase as well as for manufacturing items. In addition activities like New Product Development can be tracked using Project Planning.

The system will have following

- **Project Planning**
  - Project Master
  - Tasks/Activities
  - Project Estimates
  - Project Tracking

- **Forecast**
  - Sales Forecasts
  - Simulation Forecasts

- **Multi-Level MRP**
  - Lot sizing
  - Weekly/Daily Time buckets
  - Net Change / Regenerative Planning
  - Planning rules for splitting lots to multiple suppliers

- **Stock Inventory Control (Re-Order Level) Planning**

- **Simulation / 'What if' Analysis**

Reports Generated from Planning Module
  - Time Activity Chart
  - Project Estimation Query
  - Forecast Query
  - MRP Query
  - Stock Inventory Control Level Query
  - Simulation Query

PURCHASE MODULE

The Purchase module will enable the organization to manage both imports and local purchases. The Purchase module will encompass Purchase Indents to Purchase Invoice registration. It will help in better materials management.

The system will have following sub-modules

- **Indents Management**
  - Purchase Indents
  - Approval of Indents

- **Purchase Enquiries**
  - Purchase Enquiries
  - Quotation Entry
  - Quotation Comparison

- **Purchase Order Processing**
  - Purchase Order
  - Purchase Approvals
  - Purchase Receipts
  - Purchase Invoice

- **Purchase Price List**
  - Supplier specific Prices
  - Supplier specific Discounts

- **Supplier Registration**
  - Supplier Category
  - Supplier Classification
  - Supplier Master
  - Supplier Master (Multiple addresses per Supplier)

- **Financial Integration**
  - Integration setup

Reports Generated from Purchase Module

o Purchase Indent Register
o Enquiries Register
o Purchase Order Register
o Pending Purchase Order Register
o Purchase Invoice Register
o Supplier wise Purchase Register
o Purchase Summary Register

IMPORTS MODULE

The Imports module will enable the organization to manage both imports purchases. The Purchase module will encompass Purchase Indents to Purchase Invoice registration.

The system will have following sub-modules

- o Order Processing
  - o Import Order
  - o Import Order Approval
  - o Import Receipts

- o Banking
  - o L/C
  - o Advance tracking
  - o Payment applications

- o Consignment Control

- o Imports Bill
  - o Landed cost calculation
  - o Proforma BOE (Bill of Entry)

- o Supplier Registration
  - o Supplier Category
  - o Supplier Classification
  - o Supplier Master
  - o Supplier Master (Multiple addresses per Supplier)

- o Financial Integration
- o Integration setup

Reports Generated from Imports Module
- o Imports Order Register
- o Pending Imports Order Register
- o LC register
- o Import Invoice Register
- o Supplier wise Import Register
- o Import Summary Register

EXCISE MODULE

The Excise module will enable the organization to ensure Excise compliance to manage all transactions of Sales, Purchase, Production, Warehouse Transfers etc. by helping the organization fulfill its statutory requirements according to latest government regulations.

The system will have the following sub-modules:

- **Excise Masters**
  - Excise Chapters
  - Excise Tariff Codes
  - Excise Categories
  - Excise Rates
  - Excise Balance Register

- **Excise Entries**
  - PLA Transaction
  - CENVAT Transaction (Part I)
  - CENVAT Transaction (Part II)
  - RG-1 Entry
  - RG-1 Adjustments
  - Excise Invoice
    - Sales Delivery
    - Purchase Return
    - Warehouse Inventory Transfer

- **Subcontracting**
  - Subcontracting Deliveries
  - Subcontracting Receipts
  - Pending Material Register
  - Annexure- II

- **Excise Registers**
  - CENVAT Register – Part I
  - CENVAT Register – Part II
  - RG-1 Register
  - PLA Register

VAT / SALES TAX MODULE

The VAT / Sales Tax module will enable the organization to ensure Sales Tax compliance along with Tax form tracking for all its sales / purchases through constant updating of records and determining the tax thereof for goods so as to ensure compliance by the organization on all sales regulations.

The system has following sub-modules:

- **VAT / Sales Tax Masters**
    - VAT / Sales Tax Codes
    - Sales Tax Forms
    - State wise Tax & Forms

- **VAT / Sales Tax**
    - Purchase Order
    - Purchase Return Order
    - Sales Order
    - Sales Return Order

- **Tax Form Tracking**
    - Tax Form Receipt
    - Tax Form Issued
    - Pending Tax form to be received
    - Pending Tax form to be issued

- **Registers**
    - Sales Register
    - Sales Tax register
    - Purchase Register
    - Purchase Tax Register

TDS MODULE

The TDS module will enable the organization to deduct tax at source on various services and make payment of the same to the government authorities in electronic format and help the organization settle tax arrears for all its services.

The system have following sub-modules:

- **TDS Masters**
    - TDS Codes

- **TDS Transactions**
    - Purchase Order
    - Purchase Invoice
    - Expense Voucher
    - TDS Deduction
    - TDS Payment

- **TDS Queries**
    - Pending TDS
    - TDS Paid

INVENTORY MANAGEMENT MODULE

The Inventory management module will enable the organization to manage the Inventory in multiple locations and track the same from Raw material to Finished goods stage so as to help in better decision making and better supply chain management.

The system will have the following sub-modules:

- **Inventory Masters**
  - Item Master
  - Bill of Material
  - Warehouse

- **Lot – Location Control**
  - Warehouse Location Definition
  - Warehouse wise Location wise Inventory Tracking
  - Lot Definition
  - Lot Features
  - Itemwise Lot tracking
  - Itemwise Location wise Lot tracking

- **Inventory Transactions**
  - Purchase Receipts
  - Purchase Rejections
  - Production Receipts
  - Production Rejections
  - Sales Deliveries
  - Sales Returns
  - Warehouse Transfer

- **Inventory Cycle Counting**
  - Inventory Cycle Counting
  - Inventory Adjustment

- **Inventory Planning**
  - Statistical Inventory Control
  - Material Planning

Reports Generated from Inventory Management Module

o Raw Material Stocks
o WIP Stocks
o Finished Goods Stocks
o Warehouse wise stocks
o Stock Issue Register
o Stock Receipt Register
o Stock Adjustment registers
o Material Returns Register
o Material Shortage Register

PRODUCTION MANAGEMENT MODULE

The Production module will enable the organization to manage the Shop floor Production by efficient utilization of valuable resources with minimal wastages and thus reduced losses leading to improved productivity and higher margins.

The system will have the following sub-modules:

- **Production Masters**
  - Bill of Material
  - Machines
  - Work centers
  - Operations
  - Routing

- **Production Order Processing**
  - Production Order
  - Production Order Approvals
  - Production Schedule
  - Raw Material Issues
  - Finished Goods Receipts
  - Production Hours Accounting

Reports Generated from Production Management Module

- BOM Report
- Job Card
- Where-Used Report
- Raw Material Issues
- WIP Stocks
- Finished Goods Receipts
- Material Requirement Sheet
- Production Shortages
- Production Report
- Production Activity/Effort Report
- Work Center Loading
- Rejection Report

SUB CONTRACTING MODULE

The Sub Contracting module will enable the organization to sub contract the material processing for the required operation to be executed by external party. Here the material is issued against 57 F4 / 214 / Annexure III Challan. The processed goods are received and material lying at sub contractor's end is tracked based on the consumptions.

The system will have the following sub-modules:

- **Sub Contracting Order Processing**
  - Order Creation
  - Deliveries
  - 57F4 Challan Printing
  - Material Receipt
  - Raw Material Consumption
  - Inspection

Reports Generated from SUB CONTRACTING Module

- Pending Material.
- Sub Con Order
- Annexure IV
- 57 F 4 Challan Report

JOB WORK MODULE

The Job Work module will enable the organization to undertake material processing for the external parties. The material is received against 57F4 / 214 / Annexure III challans. The processed goods are delivered and material consumption is done to track the customer's material in our stock.

The system will have the following sub-modules:

- o **Job Work Order Processing**
  - o Order Creation
  - o Material Receipt
  - o Material Processing
  - o Material Consumption
  - o Job Work Deliveries
  - o Invoice Creation
  - o Payment tracking (through Finance)

Reports Generated from JOB WORK Module

- o Pending Material
- o Annexure V
- o Job work Deliveries
- o Payment Ageing (Customer wise / Invoice wise)

TOOLS MANAGEMENT MODULE

The Tools Management module will enable the organization to track the tools and its calibration.

The system will have following

- Tools Masters
  - Tool Type
  - Tool Master

- Tools Transactions
  - Tools Issue
  - Tools Receipts

Reports/Queries Generated from Tools Management Module

- Tool Master
- Tool Transactions
- Tool Breakage
- Tool Calibration
- Tool Issue report

FINANCIAL ACCOUNTING MODULE

The Financial Accounting module will enable the organization to manage the Books of accounts, Financial Statements and MIS by integrating the resources of the organization so as to achieve better decision-making capability and thus improved cash flow, which in turn will improve the utilization of cash, and other resources.

The system will have the following sub-modules:

- o **Finance Masters**
  - o Company Master

- o **General Ledger**
  - o Journal Entry
  - o Journal Entry Approval
  - o Journal Voucher Printing
  - o Ledger Account
  - o Business Partner Statement

- o **Financial Integration Setup**
  - o Sales Integration
  - o Purchase Integration
  - o Inventory Integration
  - o Production Integration

- o **Cash Management**
  - o Cash Receipt
  - o Cash Payment
  - o Cheque Receipts
  - o Cheque Payments

- o **Bank Reconciliation**
  - o Reconciliation Entries
  - o Pending Receipt Cheques Statement
  - o Pending Issued Cheques Statement
  - o Reconciliation Statement

- o **Accounts Receivables**
  - o Customer Outstanding

- o Customer Receipts
- o Sales Credit Notes
- o Sales Debit Notes

- o **Accounts Payables**
  - o Supplier Outstanding
  - o Supplier Payments
  - o Expense Voucher
  - o Purchase Credit Notes
  - o Purchase Debit Notes

- o **Daily Books**
  - o Cash Book
  - o Bank Book
  - o Sales Ledger
  - o Purchase Ledger
  - o Ledger Accounts

- o **Financial Statements (with Drill down up to Transaction level)**
  - o Trial Balance
  - o Balance Sheet
  - o Balance Sheet Schedule
  - o Profit & Loss Account

- o **Year Ending**
  - o Fiscal Closure
  - o Excise Closure

SERVICE MODULE

The Service module will enable the organization to manage the After Sales Service to be provided to the customers by better tracking of customer requirements through proper record keeping and information sharing. The module can also be used to maintain Installation details of internal plant machinery.

The system will have the following sub-modules:

- **Service Masters**
  - Area
  - Location
  - Installations
  - Service Tasks
  - Standard Service
  - Task by Service
  - Installation Type

- **Service Transactions**
  - Schedule
  - Service Order Processing
  - Assigning & Handling of Service Order

QUALITY CONTROL MODULE

The Quality module will enable the organization to ensure quality control during receipts, manufacturing and delivery of the goods to the customer and help the organization to deliver best-in-class quality at affordable cost to the customers. This will become a very critical factor for the success of any organization in a highly competitive environment.

The system will have the following sub-modules:

- **Masters**
    - Quality Characteristics
    - Tests
    - Quality Plan
    - Option Set
    - Options

- **Transactions**
    - Inspection Orders
        - Receipts
        - Manufacturing
        - Delivery
    - Inspection Results

HUMAN RESOURCE MANAGEMENT MODULE

The Human Resource Management module will enable the organization manage Human Resource of the organization by helping it keep record of its human resources, their qualifications, training needs, cost involved. It also helps the organization in meeting ISO standards.

The system will have the following sub-modules:

o **Masters**
   o Divisions
   o Skills
   o Rewards / Appreciation
   o Complaints / Warning
   o Test
   o Rating
   o Severance
   o Training Code

o **Transactions**
   o Manpower Budgeting
   o Recruitment
   o Employee History
   o Employee Training Schedule
   o Employee Training Details

COMMON MODULE

The Common module will enable the organization to manage the masters required across all the modules of eNccompass to ensure clear, consistent and on-line view of the information which will help to manage the information better and thus help in better decision making capability.

The system will have the following sub-modules:

- **Common**
    - Company Master
    - Employee Master
    - Supplier Master
    - Customer Master
    - Transaction Series

- **Inventory**
    - Item Type
    - Item Category
    - Item Classification
    - Item Sub Classification
    - Item Master
    - Ware House
    - Stock Category
    - Unit of Measure
    - Unit of Measure Conversion

- **Finance**
    - Currency
    - Currency Rates
    - Payment Terms

- **General**
    - Country
    - Region
    - State
    - City
    - General Terms
    - Reason Code

ADMIN MODULE

The Admin module will enable IT department of the organization to manage the users of the application through role based authorization, restricted flow of information, leading to consistent and reliable information at all levels.

The system will have the following sub-modules:

o **Admin Masters**
  o Users
  o Roles

o **Authorisation**
  o Role wise Authorisation
  o User wise Authorisation
  o Company Parameters
  o PC wise Login tracking

o **Backup**
  o Data Backups

SYSTEM REQUIREMENTS

The system requirements for eNccompass are

Server

CPU	Pentium IV Processor, 1 GHz, 1 GB RAM
Operating System	Microsoft Windows 2000 Server with Service Pack 4 **OR** Microsoft Windows 2003 Server with Service Pack 1 **OR** Microsoft Windows XP Server with Service Pack 2
Database	MS SQL 2000 Server with Service Pack 4 **OR** MS SQL 2005 Server

Client PCs

CPU	Pentium IV, 128 MB RAM
Operating System	Windows 98 and above

Connectivity

Single Server Installation with Sinlge Location
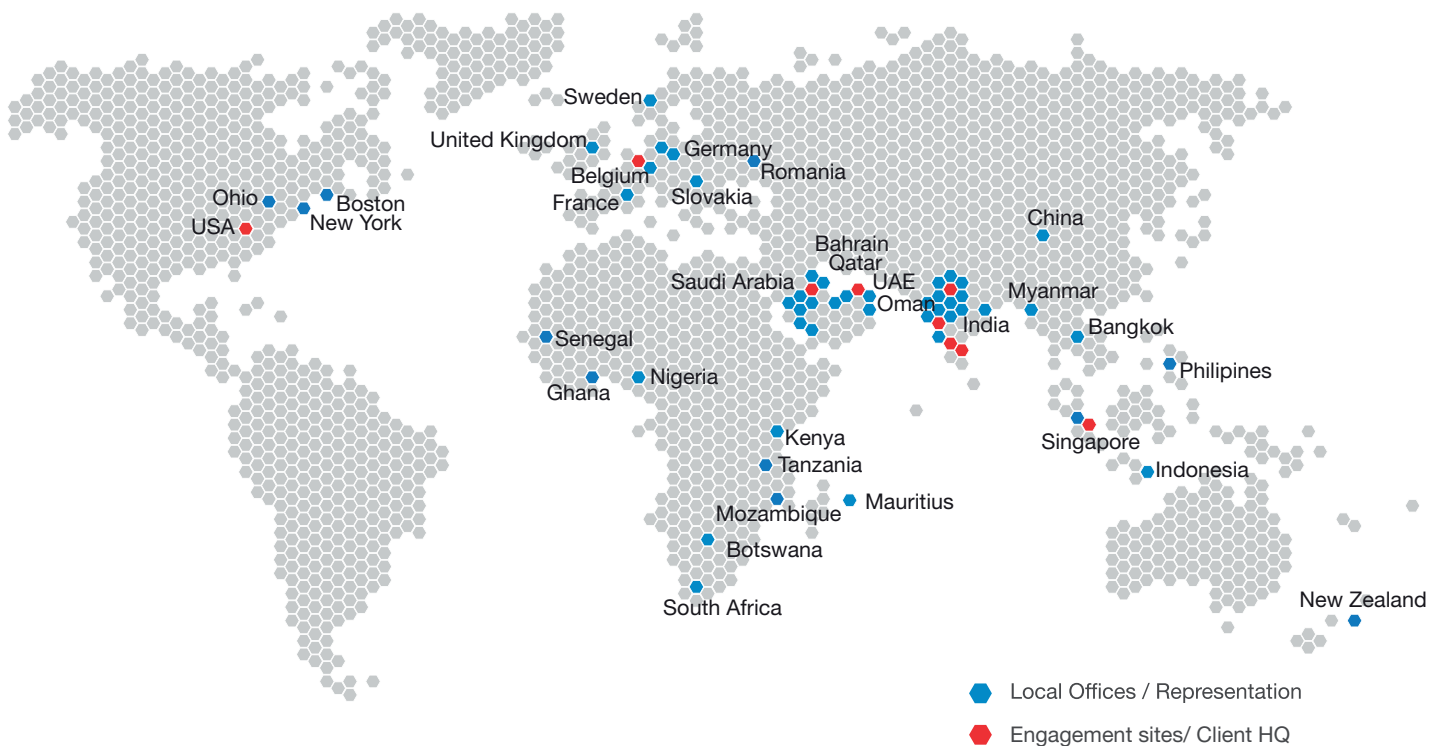
- Connectivity through LAN

Single Server Installation with Multiple Locations

- Connectivity through VPN / Leased Line / Broadband
- Go-Global Server with clients installed at remote locations for access to central server

WHY GODREJ INFOTECH

Godrej Infotech Limited, part of the $4.1 Bn. Godrej group is one of the leading IT service providers specializing in End-to-End IT solutions & services. Strategic partnership with industry leaders like Microsoft, Infor, LS Retail, & Oracle have played an instrumental role in making the organization a mature IT partner that understands the value of business process automation. Our service offerings - Business Consulting, ERP Implementation & Support, App Development, Integration, Digital transformation, Analytical services, Mobile App Development, Infrastructure Management, & e-Commerce. We have domain & technology expertise in the manufacturing, retail, trading, distribution, logistics, hospitality, project, & service industries. An ISO 9001:2015 certified company, GITL is headquartered in Mumbai, India with presence in Middle East, APAC, Europe, US & customer footprints extending across multiple geographies.

OUR LOCATIONS

Sweden
United Kingdom
Germany
Belgium
Romania
France
Slovakia
Ohio
Boston
New York
USA
China
Bahrain
Qatar
Saudi Arabia
UAE
Myanmar
Oman
India
Bangkok
Senegal
Philipines
Nigeria
Ghana
Singapore
Indonesia
Kenya
Tanzania
Mauritius
Mozambique
Botswana
New Zealand
South Africa

⬡ Local Offices / Representation
⬡ Engagement sites/ Client HQ

India

Head office

Godrej Infotech Ltd.
Plant 10, Pirojshanagar,
Vikhroli (West),
Mumbai- 400 079, India.
Tel. : +91-22-67964086 / 4087
Fax : +91-22-25181728