

HIMACHAL PRADESH STATE ELECTRICITY BOARD LIMITED  
(A State Government Undertaking)



Registered Office Vidyut Bhawan, Shimla-171004 (H.P.)  
CIN U40109HP2009SGC031255  
GST HPSEBL 02 AACCH4894EHZB  
Telephone No. 0177-2657168  
Website address www.hpseb.com

No. HPSEBL/CE (P&M)/SAP-ERP/Logistics/Vol-IV/2026: 1008687 Dated: 29/04/2026

To

All the Division Offices,  
HPSEBL.


**Sub: Implementation of end to end utility for stock issuance & reversal against Maintenance Orders (MO) and issuance & receiving of stock against Stock Transfer Orders (STO).**

In the subject cited matter, it is intimated that the end-to-end utility for issuance, receiving and reversal of stock against Maintenance Orders (MO) and Stock Transfer Orders (STO) has been successfully developed by the ERP Team and is now ready for deployment in the Production Environment of SAP ERP system.

The User Acceptance Testing (UAT) of the said utility has been conducted and duly approved by the competent UAT Committee. Further, comprehensive training on the usage and functionality of the said utility has already been imparted by the IT Cell to all concerned field officers/officials to ensure smooth and efficient operations.

Further, the utility will be made live in the Production Environment w.e.f 05.05.2025 and after Go-Live of this Utility, receiving of stock items against old STOs will be blocked using MIGO T-Code. Accordingly, all field units are hereby intimated to complete the pending activities in respect of in-transit stock. It is worthwhile to mention that after Go-Live of the Utility, all activities related to issuance, reversal, and receiving of stock items against MOs and STOs shall be processed strictly through this utility only using T-Code ZMM140 and current process of issuance and receiving of stock items using standard T-Codes will be disabled.


With regards,

  
(Er. Rakesh Kumar)  
Chief Engineer (P&M),  
HPSEBL, Vidyut Bhawan,  
Shimla-171004.

**Copy to the following for information and necessary action: -**

1. The Chief Engineers, (Operation Zone, HPSEBL, Shimla/Kangra/Mandi/Hamirpur for information and imparting necessary instructions to the officers/officials under their jurisdiction for necessary compliance.
2. The Chief Engineer (Generation), HPSEBL, Sundernagar for information and imparting necessary instructions to the officers/officials under their jurisdiction for necessary compliance.
3. The Chief Engineer (ES), HPSEBL, Hamirpur for information and imparting necessary instructions to the officers/officials under their jurisdiction for necessary compliance.

4. All the Superintending Engineers, HPSEBL for information and necessary compliance please.
5. The Project Manager, M/s TCS Ltd., Conference Hall, F&A Wing, Shimla-4 to ensure the deployment of the newly developed utility in the Production Environment w.e.f 05.05.2026 positively. Further, necessary checks and validations may be implemented in SAP ERP to disable the current process of using the standard T-Codes.

  
Chief Engineer (P&M),  
HPSEBL, Vidyut Bhawan,  
Shimla-171004.



### UAT in respect of customized utility for Goods Issuance and Reversal against Maintenance Order (MO)

1. Test ID

<b>Test Transaction Details</b>	<b>Scenario Description</b>	This utility has been developed to facilitate faster goods issue processing for users in HPSEBL while ensuring complete transparency in the goods issue process. The system incorporates a hierarchical approval mechanism through which all concerned authorities (Sr. EE and SDOs) are informed about the materials issued from their respective plants along with the issued quantity.		
<b>File Name:</b>	<b>Responsibility</b>	Mr. Aryan Sood	<b>Status</b>	Completed
	<b>Start Date:</b>	15.02.2026	<b>Finish Date:</b>	05.03.2025

2. Business Scenario

<b>Brief Description of Process</b>	This utility enables a streamlined and transparent goods issuance process and its reversal through Maintenance Order (MO) in HPSEBL. The Junior Engineer (JE) creates a Material Order (MO) and submits the required quantities through the system. The request then passes through a hierarchical approval workflow where the Sub Divisional Officer (SDO) verifies the quantities and the Sr. Executive Engineer (Sr. EE) reviews and forwards the request to the Store Keeper (STK)/JE Store. The Store Keeper performs the goods issue using MIGO and closes the request. This process ensures proper authorization, monitoring, and transparency in material issuance. In existing process higher authorities like Sr. EE and SDO are not involved in approving of issuance and receiving of materials. Also while issuance of material user has to select movement type and wrong entry may be reflected in accounts if incorrect movement type is selected. These gaps have been removed in the developed utility. The T-Code for the developed Utility is ZMM140.
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UAT of Customized utility in respect of Goods Issuance & Reversal against MO



<b>Business Process (Steps)</b>	<ol style="list-style-type: none"> <li>1. JE will create a MO from the T-CODE iw21 then enter that MO number in the customized screen.</li> <li>2. The quantities will be displayed over the same screen, then JE will save and forward that request to SDO.</li> <li>3. SDO will then verify the Quantities and can Approve or return the ticket.</li> <li>4. Sr. EE can edit the quantities which are entered by JE then send the request with edited quantities to STK/JE Store for goods issue</li> <li>5. STK will then perform MIGO from the Screen and closes the ticket.</li> </ol> <p><b>For return of goods against MO</b></p> <ol style="list-style-type: none"> <li>1. JE will enter the quantity against the same Mo to be returned.</li> <li>2. SDO will verify and approve/return the request.</li> <li>3. Sr. EE can approve or return the request.</li> <li>4. STK/JE Store then do the goods issue against reversal.</li> </ol>
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<b>Trigger Events</b>	
<b>Related Business Scenario(s)</b>	
<b>Test Script Created by:</b>	Mr. Aryan Sood
<b>Test Script Changed by:</b>	Business Process Owner:

3. Setup Data

<b>MOM Requirement Doc</b>					
<b>Environment Details</b>	System	DEV	Client	110	Date

	Data Object	Value/Code	Description	Comments and Notes
Org. Data used	Company Code	1100	HPSEBL	

Page 2 of 11













# UAT of Customized utility in respect of Goods Issuance & Reversal against MO



Step 2:

Accepted

For SDO:

HPSEB STOCK ISSUE AND RETURN UTILITY - OPEN TICKETS

1. SDO will check the open request pending
2. Then SDO will verify the quantities and then approve or return the ticket.
3. The request will then forward to respective Sr. EE.

CURRENT USER DETAILS: [ HS\_SDR\_SDO ] SDO RCT IN USE ED, Sundernagar Elect. Sub-Division S/Str, Sundernagar

Request No.	Req Type	PO No.	Reservation	From Plant	To Plant	Req Stage
100004	MO		591	1214		R2
100012	MOE		591	1214		R2

PROCESS REQUEST

*[Handwritten signatures and initials]*



**UAT of Customized utility in respect of Goods Issuance & Reversal against MO**



<p><b>Step 3:</b></p> <p><b>For Sr. EE:</b></p> <ol style="list-style-type: none"> <li>Sr. EE will verify the quantities.</li> <li>Then after approving the ticket if the owner of the store is same Sr. EE then the request will be forwarded to STK/JE Store else the request is sent to the Store Sr. EE.</li> </ol>	<div style="text-align: right; font-weight: bold;">Accepted</div> <p><b>USER DETAILS:</b> CU SR EE XEJ    <b>JOB IN USE TO:</b> Sadr/Manager    <b>Group:</b> Electrical Division, Sunder Nagar    <b>REQ STAGE:</b> 03    <b>REQ CTR:</b> HPTC DPT.</p> <p><b>Material Order:</b> 00000000000000000000    <b>Issued Qty:</b> 1214.000    <b>Work center:</b> 1214    <b>Electrical Division, Mandi</b></p> <p><b>Material Number:</b> 591    <b>Costcenter:</b> 3101010024    <b>Asset/BN:</b> Electrical Division Mandi</p> <p><b>Main: Unit For Plant:</b> 1214    <b>Electrical Division, Mandi</b></p> <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th>Item</th> <th>Material Number</th> <th>Material Description</th> <th>Req. Reservation Qty</th> <th>Req. Issued Qty</th> <th>Req. Released Qty</th> <th>Returned Qty</th> <th>Accepted Qty</th> <th>Rejected Qty</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>00000000025101</td> <td>PCC POLES 9.75 METR 120KV</td> <td>1214.000.000</td> <td>84.000</td> <td>5.000</td> <td>75.000</td> <td>10.000</td> <td>0.000</td> </tr> <tr> <td>2</td> <td>00000000025101</td> <td>PCC POLES 9 METR 120KV</td> <td>1214.000.000</td> <td>64.000</td> <td>5.000</td> <td>59.000</td> <td>10.000</td> <td>0.000</td> </tr> </tbody> </table> <p><b>Previous User Comments:</b></p> <p><b>Goods Issue Material Occurrence Details:</b></p> <p>SAP Material Doc No: <input type="text"/>    <b>Permit No:</b> <input type="text"/></p> <p>SAP Material Doc Year: <input type="text"/></p>	Item	Material Number	Material Description	Req. Reservation Qty	Req. Issued Qty	Req. Released Qty	Returned Qty	Accepted Qty	Rejected Qty	1	00000000025101	PCC POLES 9.75 METR 120KV	1214.000.000	84.000	5.000	75.000	10.000	0.000	2	00000000025101	PCC POLES 9 METR 120KV	1214.000.000	64.000	5.000	59.000	10.000	0.000
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2	00000000025101	PCC POLES 9 METR 120KV	1214.000.000	64.000	5.000	59.000	10.000	0.000																				



UAT of Customized utility in respect of Goods Issuance & Reversal against MO



<p>Step 4:</p> <p>For Store keeper/JE Store:</p> <ol style="list-style-type: none"> <li>1. Store keeper/JE Store will perform the goods issue.</li> <li>2. By clicking on the MIGO button in the screen.</li> <li>3. System itself creates the document number against it.</li> <li>4. After saving the request will close and stock will be returned to the store.</li> </ol>	<p>Goods Issue Material Movement Details :</p> <p>SAP Material Doc No      4900000541</p> <p>SAP Material Doc Year    2026</p> <p>Perform MIGO (GO)</p>	<p>Accepted</p>
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*for of [Signature] [Signature] [Signature] [Signature]*





UAT of Customized utility in respect of Goods Issuance & Reversal against MO




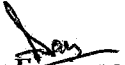
5. Summary of test result


Test Passed / Failed:			
Reasons (if failed):	N.A		
Action to be taken	N.A		
Tested By	ERP Team & field officers/officials of HPSEBL	Acceptance by	ERP Team & field officers/officials of HPSEBL
Tested on:	11.03.2026 & 26.03.2026	Acceptance on:	25.03.2026

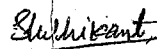
  
Sr. Executive Engineer  
City Electrical Division,  
HPSEBL, Shimla.


  
Sr. Executive Engineer (ERP)  
HPSEBL, Vidyut Bhawan ,  
Shimla 171004.

  
Assistant Executive Engineer (ERP)  
HPSEBL, Vidyut Bhawan ,  
Shimla 171004.

  
Junior Engineer (E)  
Electrical Sub Division,  
Boileauganj,  
HPSEBL, Shimla.

  
Junior Engineer (E)  
Electrical Sub Division, Ridge,  
HPSEBL, Shimla.

  
Junior Engineer (ERP)  
HPSEBL, Vidyut Bhawan ,  
Shimla 171004.

  
Store Keeper,  
Electrical Division No.2,  
HPSEBL, Shimla.



UAT of customized utility in respect of STO for Plant to Plant issuance of Material



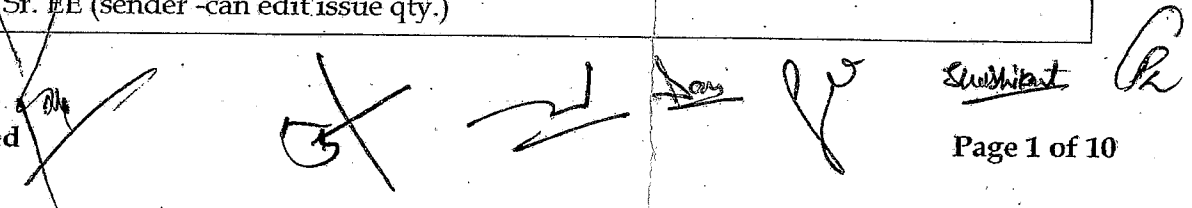

User Acceptance Testing for customized utility in respect of Stock Transfer Order (STO) for Plant to Plant issuance of material

1. Test ID

Test Transaction Details	Scenario Description	Development of customized utility for HPSEBL Stock transfer order to issue material from one plant to another.			
File Name:	Responsibility	Mr. Aryan Sood	Status	Completed	
	Start Date:	24.01.2026	Finish Date:	05.03.2026	

2. Business Scenario

Brief Description of Process	In Stock transfer order one plant can request material from another plant and this process is done by the sender store keeper/JE Store (Good Issue) and receiver store keeper/JE Store (Good receipt) by following the proper hierarchy. In the existing process only Store Keeper/JE store is responsible for issuance and receiving of the materials. Higher authorities like Sr. EE and SDO are not involved. In this utility higher authorities are also involved and are made responsible for approving the issuance and receiving of materials. Also while issuance of material user has to select movement type and wrong entry may be reflected in accounts if incorrect movement type is selected. These gaps have been removed in the developed utility.
Business Process (Steps)	<ol style="list-style-type: none"> <li>1. Receiver Store keeper/JE Store will enter the STO number in the system.</li> <li>2. A request will be generated.</li> <li>3. Then respective SDO will approve and forward to the Sr. EE (receiver).</li> <li>4. Then the request will go to Sr. EE (sender -can edit issue qty.)</li> </ol>


  
 Submitant 



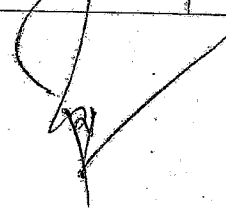

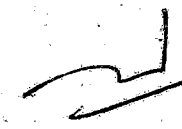
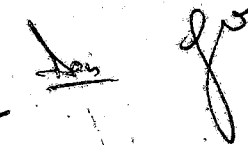

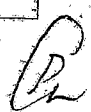
UAT of customized utility in respect of STO for Plant to Plant issuance of Material

	5. Request will then with the sender STK/JE Store (do the GI). 6. Request will then be received by STK/JE Store (Do the GR). Here the ticket will be closed and material will be issued.		
Trigger Events			
Related Business Scenario(s)			
Test Script Created by:	Mr. Aryan Sood		
Test Script Changed by:		Business Process Owner:	

3. Setup Data

MOM Requirement Doc						
Environment Details	System	DEV	Client	110	Date	20.01.2026

	Data Object	Value / Code	Description	Comments and Notes
Org. Data used	Company Code	1100	HPSEBL	



**UAT of customized utility in respect of STO for Plant to Plant issuance of Material**



**4. Test Execution and Results:**

Scenario	Test Step Instructions & Expected Test Results	Output / Actual Result	Ok / Not Okay																																
Step: 1	<p><b>For Storekeeper / JE Store Receiver:</b></p> <p>The user must log in using the Storekeeper ID. After successful login, the user should execute <b>Transaction Code: ZMM140</b>. Upon execution of the transaction code, the initial screen is displayed.</p> <ol style="list-style-type: none"> <li>1. Storekeeper/JE Store will click on Stock issue (plant to plant)</li> <li>2. Fill the STO number as requested in the screen and press enter.</li> <li>3. Storekeeper/JE Store to enter the final request quantity, with that the stock quantity and previous issued quantity is displayed.</li> <li>4. Storekeeper/JE Store fills the</li> </ol>	<table border="1"> <thead> <tr> <th>Del. Date</th> <th>Material</th> <th>UoM</th> <th>Req. Qty</th> <th>Piv Goods Issue</th> <th>Piv Goods Recd</th> <th>In. Stock</th> <th>Final Requested</th> </tr> </thead> <tbody> <tr> <td>30</td> <td>171185002</td> <td>KG</td> <td>1.000</td> <td>0.000</td> <td>0.000</td> <td>4,212.000</td> <td>0.000</td> </tr> <tr> <td>30</td> <td>251040003</td> <td>KG</td> <td>0.000</td> <td>2.000</td> <td>2.000</td> <td>6,646.000</td> <td>0.000</td> </tr> <tr> <td>30</td> <td>251040018</td> <td>KG</td> <td>0.000</td> <td>5.000</td> <td>5.000</td> <td>2,486.000</td> <td>5.000</td> </tr> </tbody> </table>	Del. Date	Material	UoM	Req. Qty	Piv Goods Issue	Piv Goods Recd	In. Stock	Final Requested	30	171185002	KG	1.000	0.000	0.000	4,212.000	0.000	30	251040003	KG	0.000	2.000	2.000	6,646.000	0.000	30	251040018	KG	0.000	5.000	5.000	2,486.000	5.000	Ok
Del. Date	Material	UoM	Req. Qty	Piv Goods Issue	Piv Goods Recd	In. Stock	Final Requested																												
30	171185002	KG	1.000	0.000	0.000	4,212.000	0.000																												
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30	251040018	KG	0.000	5.000	5.000	2,486.000	5.000																												

*[Handwritten signatures and initials]*

*[Handwritten signature]*



# UAT of customized utility in respect of STO for Plant to Plant issuance of Material



	remarks and takes action and then forwards it to SDO.																														
Step 2:	<p><b>For SDO Receiver:</b> SDO can click on the view pending request.</p> <p>1. Click on the request pending with him, verify the quantities and by filling the remarks, taking action(Approve/Return) can forward to Sr. EE or return back to STK/JE Store by pressing the save button.</p>	<table border="1"> <thead> <tr> <th>Material Name</th> <th>Qty</th> <th>Pre Goods Issue</th> <th>Pre Goods Recd</th> <th>Pre Goods Iss</th> <th>Inv Sck Qty</th> <th>Final Goods Issd</th> </tr> </thead> <tbody> <tr> <td>11113002 27K INSULATORS A/R GI 27K BUSY (250000)</td> <td>1.000</td> <td>0.000</td> <td>0.000</td> <td>4,213.000</td> <td>1.000</td> <td>0.000</td> </tr> <tr> <td>25101004 SEC POLES 3 MTR LONG</td> <td>2.000</td> <td>2.000</td> <td>2.000</td> <td>8,016.000</td> <td>0.000</td> <td>0.000</td> </tr> <tr> <td>25102005 SEC POLES 3.75 MTR LONG</td> <td>100.000</td> <td>5.000</td> <td>5.000</td> <td>2,478.000</td> <td>95.000</td> <td>5.000</td> </tr> </tbody> </table>	Material Name	Qty	Pre Goods Issue	Pre Goods Recd	Pre Goods Iss	Inv Sck Qty	Final Goods Issd	11113002 27K INSULATORS A/R GI 27K BUSY (250000)	1.000	0.000	0.000	4,213.000	1.000	0.000	25101004 SEC POLES 3 MTR LONG	2.000	2.000	2.000	8,016.000	0.000	0.000	25102005 SEC POLES 3.75 MTR LONG	100.000	5.000	5.000	2,478.000	95.000	5.000	Ok
Material Name	Qty	Pre Goods Issue	Pre Goods Recd	Pre Goods Iss	Inv Sck Qty	Final Goods Issd																									
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25101004 SEC POLES 3 MTR LONG	2.000	2.000	2.000	8,016.000	0.000	0.000																									
25102005 SEC POLES 3.75 MTR LONG	100.000	5.000	5.000	2,478.000	95.000	5.000																									

*San* *Shukla* *P.*







UAT of customized utility in respect of STO for Plant to Plant issuance of Material



**Step 5: For Sender SDO:**

SDO will click on view pending request

1. Verifies the quantity and can approve or return the request.
2. On clicking on save it will go to sender Sr. EE.

Previous User Comments: ONLY PENDING QUANTITY IS APPROVED

SDS Document No: [ ] View Attached Documents

LOA File Path: [ ]

Save SDS Comments

Goods Issue Material Document Details:

User Comments / Remarks: ONLY APPROVED

SAP Material Doc No: [ ] Perform MIGO (GI)

SAP Material Doc Year: [ ]

Goods Receipt Material Document Details:

SAP Material Doc No: [ ] Perform MIGO (GR)

SAP Material Doc Year: [ ]

Next Approver of Ticket: [ ] [ ] [ ] [ ] [ ] [ ] [ ]

Action taken: APPROVED

GENERAL INSTRUCTION TO USERS:

Invoice has been checked & all facts verified

Save Ticket View Ticket History Print Ticket

Ok

*[Handwritten signatures and initials]*

*Shashikant*

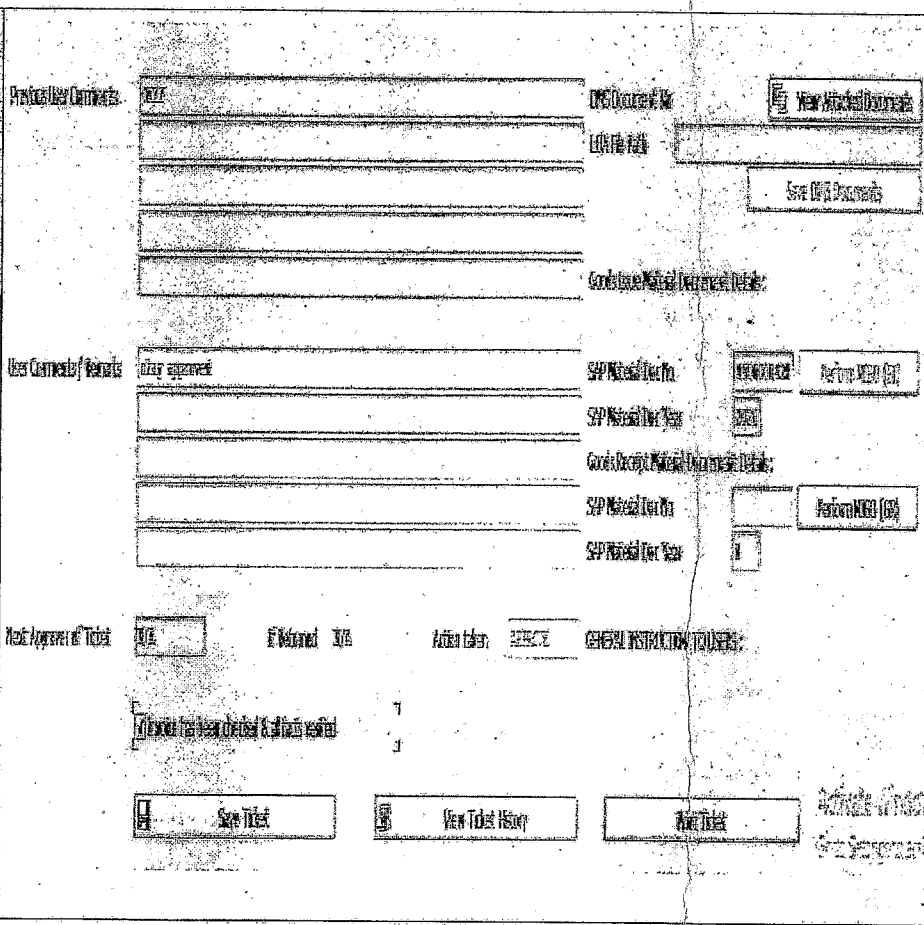


# UAT of customized utility in respect of STO for Plant to Plant issuance of Material



<p><b>Step 6:</b></p> <p><b>For Sender Store keeper:</b></p> <p>Sender Storekeeper/JE Store will select the request from view pending request.</p> <ol style="list-style-type: none"> <li>1. Check the quantities which are approved by Sr. EE and do the good issue using the button in the screen</li> <li>2. A material document will be generated against that.</li> <li>3. Also, Storekeeper/JE Store can attach any document if needed.</li> </ol>	<p>The screenshot shows a web-based interface for STO management. It includes sections for 'Previous User Comments', 'User Comments / Remarks', and 'Next Approver of Ticket'. There are several input fields for document numbers and years, and buttons for 'View Material Documents', 'Perform MIGO (G)', and 'Perform MIGO (G)'. A 'GENERAL INSTRUCTION TO USERS' section is also visible.</p>	<p>Ok</p>
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*[Handwritten signatures and initials]*

<p><b>Step 7:</b></p>	<p><b>For Receiver Store Keeper:</b></p> <ol style="list-style-type: none"> <li>Receiver Store keeper will choose the request from the view pending request button.</li> <li>Then he can perform the good receipt from the button in the screen. Material document number is generated against that and closes the request.</li> </ol>		<p>Ok</p>
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*[Handwritten signatures and initials]*





UAT of customized utility in respect of STO for Plant to Plant issuance of Material

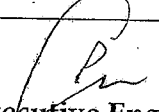



4. Summary of Test Results

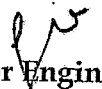
Test Passed/Failed:			
Reasons (if Failed):	NA		
Action to be taken	NA		
Tested By	ERP Team & field officers/officials	Accepted By:	ERP Team & field officers/officials
Tested On:	11.03.2026 & 25.03.2026	Accepted On:	25.03.2026

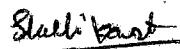
  
Sr. Executive Engineer,  
City Electrical Division,  
HPSEBL, Shimla.

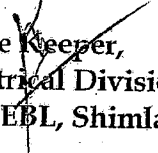
  
Sr. Executive Engineer (ERP),  
HPSEBL, Vidyut Bhawan,  
Shimla 171004.

  
Assistant Executive Engineer (ERP)  
HPSEBL, Vidyut Bhawan,  
Shimla 171004.

  
Junior Engineer (E)  
Electrical Sub Division,  
Boileauganj, HPSEBL, Shimla.

  
Junior Engineer (E)  
Electrical Sub Division, Ridge  
HPSEBL, Shimla.

  
Junior Engineer (ERP)  
HPSEBL, Vidyut Bhawan,  
Shimla 171004.

  
Store Keeper,  
Electrical Division No.2,  
HPSEBL, Shimla.