



Indian Council of Agricultural Research
Krishi Bhawan, New Delhi

File No : 4/4-2019/Acc-II

Dated : 26.07.2019

To
Director of All ICAR institutes/ATARIs/AICRPs

Sub : Review of implementation of ERP-FMS Finance Module

Sir,

As you are already aware of Council's rigorous and continuous efforts of making ERP-FMS a success, an another first and foremost task in achieving the said target i.e. Data Standardisation and Cleaning has been identified. The process of data standardisation and cleaning constitutes the most important and critical role in effective implementation of ERP-FMS. Looking forward to the vision of cent percent effective implementation of ERP-FMS by March 2020 in ICAR and all constituent units, it is of utmost importance that attention need to be paid on the following mentioned areas/sections of Data Cleaning and Standardisation:-

1. Assets Register
2. Loans and Advances (Schedule-7B)
3. Balances of Externally Funded Schemes (Sub Sch-4)
4. EMD/SMD shown in the balance sheet (Sch-4)
5. Outstanding Liabilities shown in the balance sheet (Sch – 4)
6. Advances shown in the Balance sheet
7. Remittances shown in the Balance sheet
8. Imprests Amount (as shown in Annex G)
9. Accrued Interest (as shown in Sch – 7B)
10. RFS (Revolving Fund Schemes) balances shown in Annexure-G
11. Other items, as per need

The above mentioned list is not exhaustive in nature since many areas/aspects will come across which also would require to be set right in the wake of modification/customisation required in various functionalities of ERP-FMS. However, the above mentioned areas/sections ask for the immediate attention and reconciliation with the manual records available at the institute. Only after 100 percent reconciliation of above mentioned figures, the clean and standardised data can be entered in the ERP-FMS in order to achieve accurate and correct reports/information/annual accounts. *Therefore, you are kindly requested to ensure reconciliation of the figures of above heads/sections with the manual records at the earliest so that it paves the way of effective implementation of ERP-FMS in ICAR.*

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Please also be informed that the top authorities of ICAR have been personally monitoring and reviewing the progress made at your end, hence it is imperative to accomplish the above task in a time bound manner preferably in coming next three months.



G.P.Sharma
Director (Finance)

Copy to :-

- 1. DDG of all SMDs to follow up for compliance**
- 2. Director (SD) for follow up for reconciliation/compliance at ICRA HQ**
- 3. PPS to the DG, ICAR**
- 4. PPS to AS&FA, DARE/ICAR**
- 5. PPS to Secretary, ICAR**
- 6. IASRI/IBM Team for information and necessary action. (Dr Anil Rai, Dr Sudeep Marwaha) and IBM Team Manager**
- 7. All DDFs / DS, GAC / US Cash**
- 8. Head of office of all ICAR institutes**
- 9. Finance & Accounts Officers of all ICAR institutes**
- 10. Spare copies for record**