

USER MANUAL FOR GOODS ISSUE MOBILE APPLICATIONS

Goods Issue web application is designed to process the goods issue from inventory using the mobile application. The document provides the step-by-step instructions for performing the key functions such as selecting the vertical, project, storage location and material codes to create a request and send for approval process.

Workflow process:

Step 1 - SITE ENGINEER: Site Engineer will initiate the goods issue request for the projects / stores assigned to him and send the request for approval process.

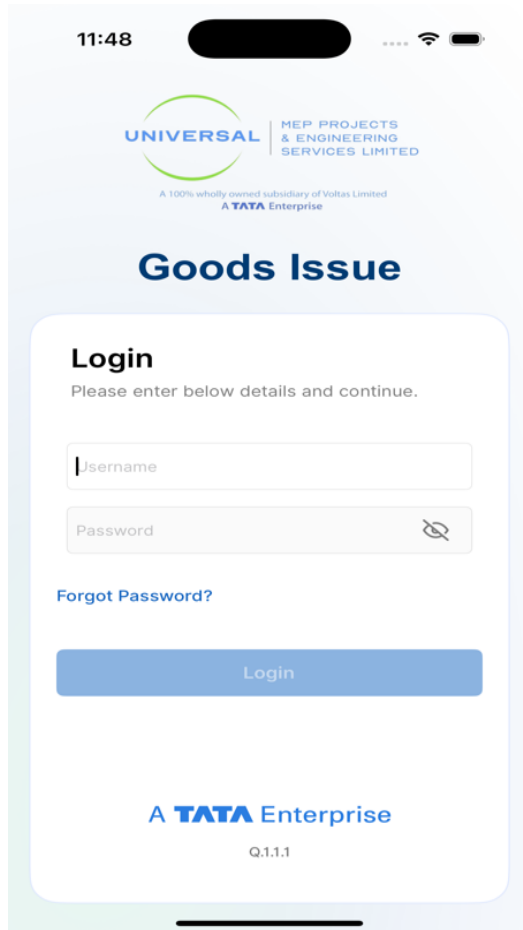
Step 2 – PROJECT MANAGER: This role will perform two different activities as mentioned below,

- a) **Goods Issue process:** Project manager will review the good issue request raised by site engineer and then he will APPROVE / REJECT the request with remarks.
- b) **Cancellation / Reversal process:** Project manager will review the cancellation / partial cancellation request raised by store incharge and then he will APPROVE / REJECT the request with remarks.

Step 3 – STORE INCHARGE: This role will perform 2 different activities as mentioned below,

- a) Store incharge will verify the availability of materials in the store before approving the goods issue request. Once the request is approved by store incharge the goods issue request will be posted to SAP through the application.
- b) Store incharge will initiate the total cancellation / partial cancellation request and send the request to the project manager for approval process.

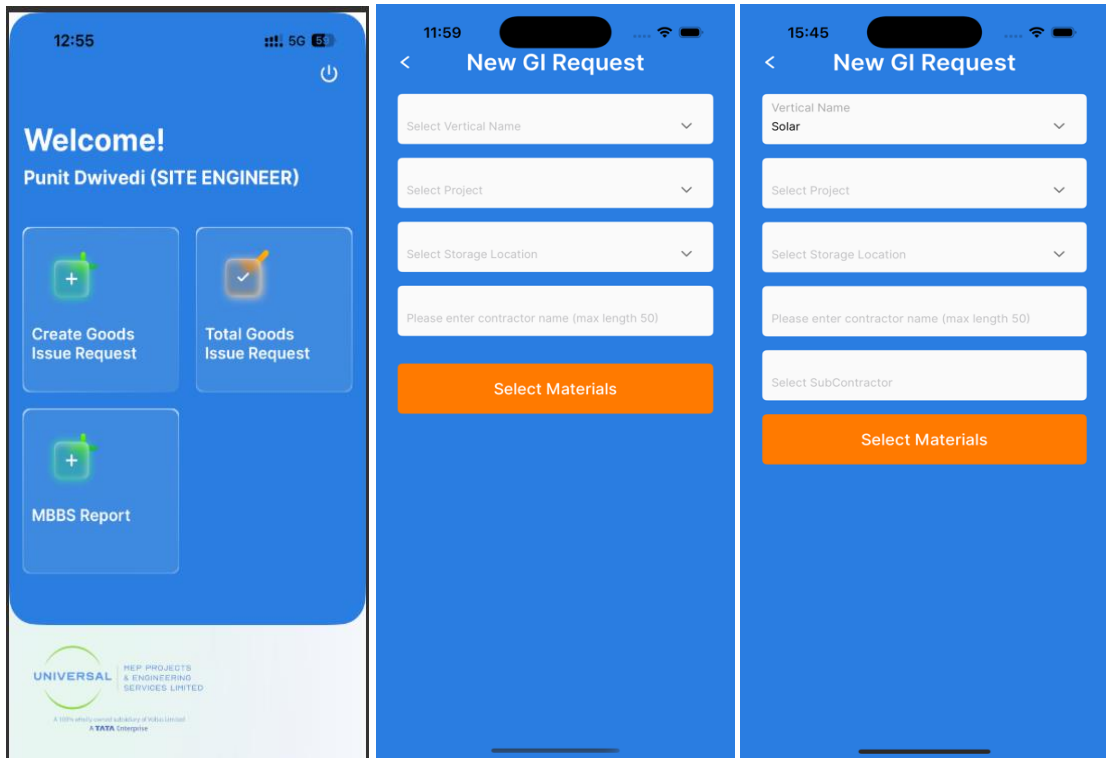
- Login screens will be same for both IOS and Android applications. User has to enter the employee code and AD password (i.e. desktop / windows login password)



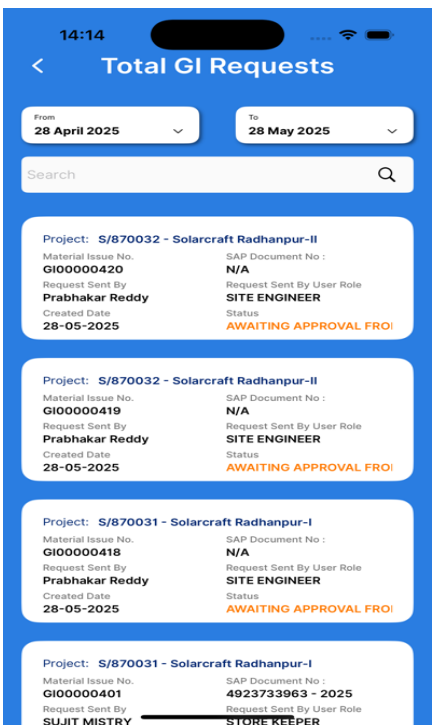
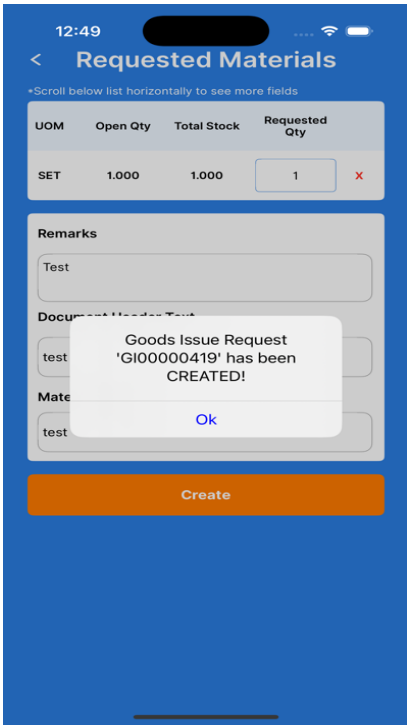
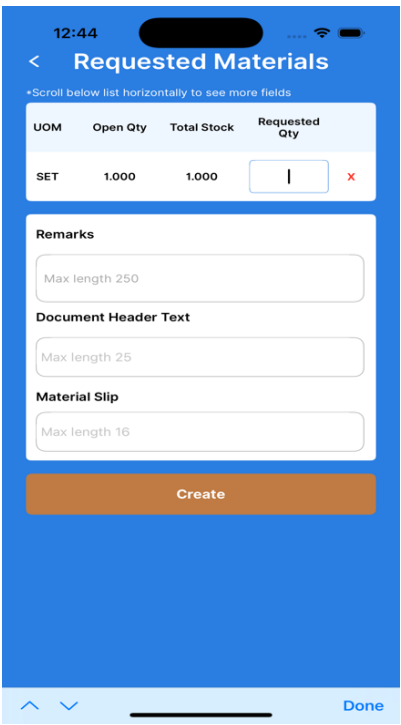
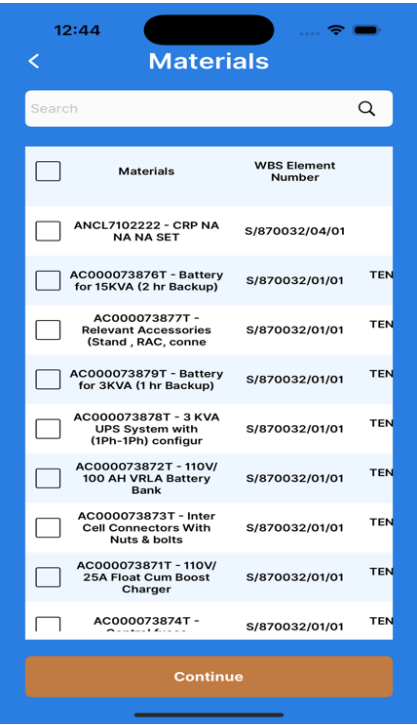
Role of Site Engineer:

- Site engineer will create a goods issue request based on the availability of the stock data.
- The respective vertical & projects are assigned to the site engineer, where he can select the necessary details to create a goods issue request.
- There are 3 different tiles in site engineer login as mentioned below,
 - a) **Create Goods Issue Request:** To generate a new request and send for the approval process.
 - b) **Total Goods Issue Request:** This tile will display the list of all the requests as per the assigned projects to the user.
 - c) **MBBS Report:** This will display the total stock data from SAP on a real time basis.

- To create a new request, Site engineer has to click on first tile 'Create goods issue request' and on the next page he has to select the vertical, project, storage location. For electrical / solar divisions, one additional field selection is mandatory and i.e. subcontractor. (snapshots for reference)

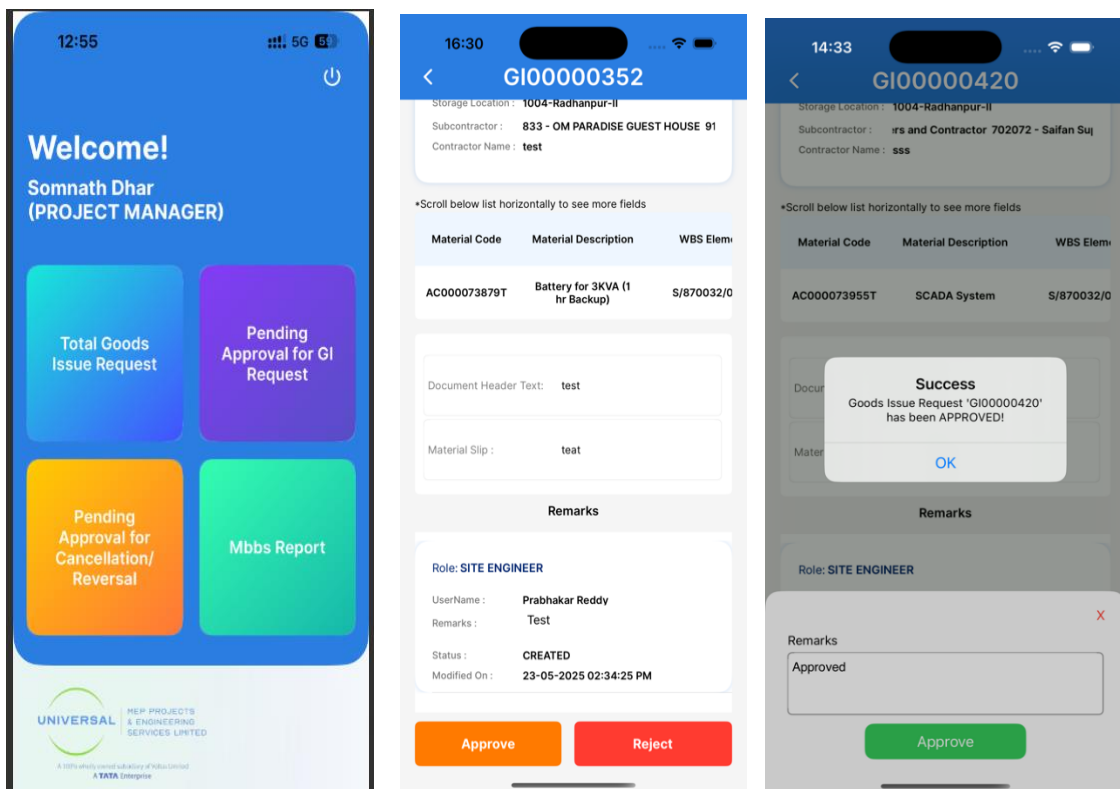


- After selecting the necessary fields, the list of material codes will be displayed against the project / storage locations. The next screen will show the material codes/description, WBS element, Supplier, PO Text, Reservation number, Reservation qty, storage location, UOM, Open reservation qty & Total stock. All these details are fetched from SAP on a real time basis.
- Site engineer has to enter the 'Requested qty', 'Document Header Text' and 'Material Slip' to generate a goods issue request. System will generate a unique number which will be used for tracking the present approval status.



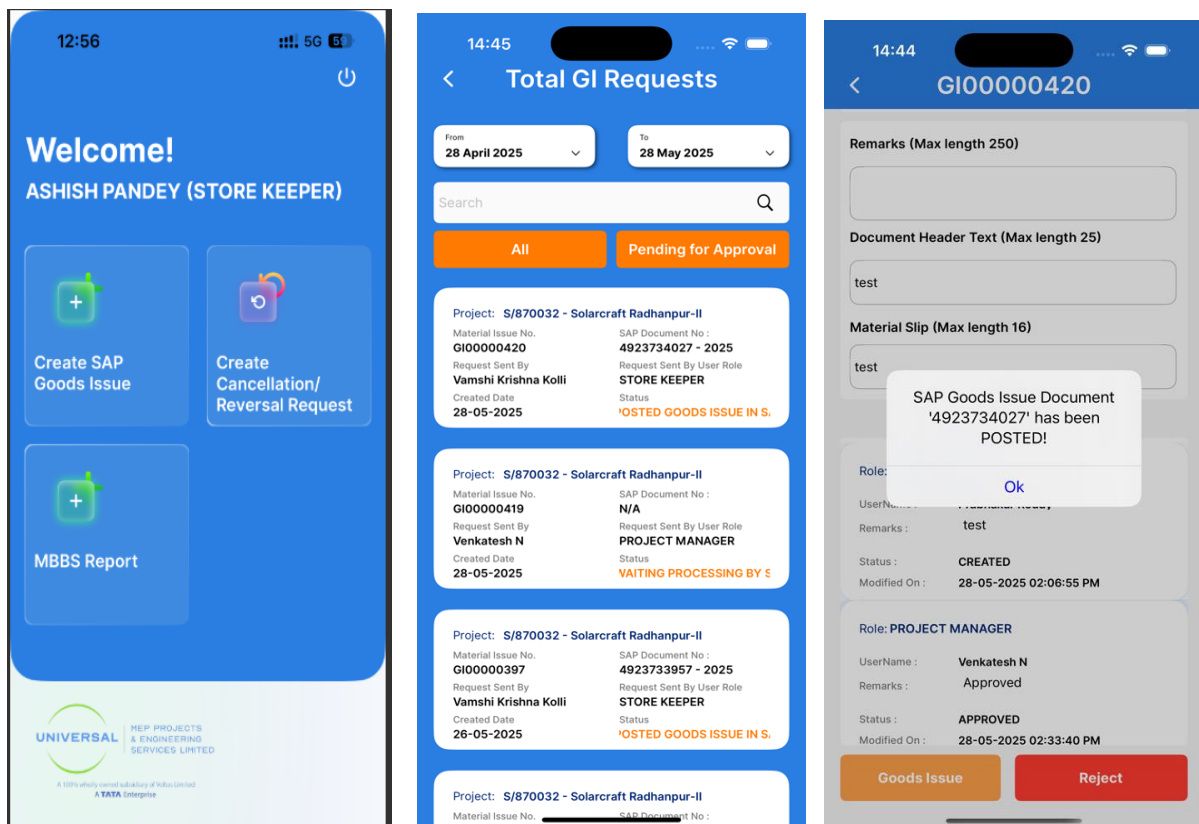
Role of Project Manager:

- There are three different tiles in project manager login screen,
 - a) **Total Goods Issue Request:** This will display the list of all the requests as per the assigned projects to the user.
 - b) **Pending approval for GI request:** This tile will display all the goods issue requests raised by site engineers and pending for approval at project manager.
 - c) **Pending approval for cancellation / reversal:** This tile will display all the cancellation / partial cancellation requests raised by store incharge and pending for approval at project manager.
 - d) **MBBS Report:** This will display the total stock data from SAP on a real time basis.
- Here project manager will perform the two different activities as mentioned below,
 - 1) Project manager will review and approve / reject the goods issue request raised by site engineer. Once the request is approved by project manager the goods issue request will go to the store incharge for further approval process.
 - 2) Project manager will review and approve / reject the cancellation or partial cancellation request raised by store incharge. Once the request is approved by project manager the cancellation request will be posted to SAP through the application



Role of Store Incharge :

- There are three different tiles in store incharge login,
 - a) **Create SAP Goods Issue:** This tile will display all the list of goods issue request which was raised by site engineer and approved by project manager. Store incharge can review the goods issue request and approve / reject the request based on the availability of materials in store. Once the request is approved by store incharge, the goods issue request will be posted to SAP through the application.
 - b) **Create cancellation/reversal request:** This tile will display the list of all the SAP material document numbers which is created through the application and SAP system. Store incharge can raise a cancellation / partial cancellation request and send to the project manager for approval process. And once the request is approved by project manager, the cancellation request will be posted to SAP through the application.
 - e) **MBBS Report:** This will display the total stock data from SAP on a real time basis.



- Store incharge can click ‘Create cancellation / reversal request’ to generate a request for existing SAP material document numbers.

15:01

<

Total SGI Requests

From

28 April 2025

▼

To

28 May 2025

▼

Search

Q

Project: S/870032 - Solarcraft Radhanpur-II

Material Issue No.

SGI00000228

SAP Document No :

4923590721/2025

Request Sent By

Vamshi Krishna Kolli

SAP Cancelled Document No

N/A

Created Date

23-05-2025

Status

MANAGER (VENKATESH N

Project: S/870032 - Solarcraft Radhanpur-II

Material Issue No.

SGI00000211

SAP Document No :

4922906650/2024

Request Sent By

Venkatesh N

SAP Cancelled Document No

4923733853 - 2025

Created Date

22-05-2025

Status

(VENKATESH N) POSTED

Project: S/870032 - Solarcraft Radhanpur-II

Material Issue No.

SGI00000208

SAP Document No :

4923625461/2025

Request Sent By

Venkatesh N

SAP Cancelled Document No

N/A

Created Date

22-05-2025

Status

IP (VENKATESH N) FAILED

Initiate Cancel / Partial Cancel Request

15:07

<

New Request

Select Vertical Name

▼

Select Project

▼

Get SAP Data

15:07

<

SAP GI Data

Search

Q

Materials	Material Slip	SAP Docum
<input type="checkbox"/> PAINT18L	1776-12/14/2024	49235813 - 0001
<input type="checkbox"/> PPE_TYPE0139	1846-11/20/2024	49235751 - 0001
<input type="checkbox"/> AC000067314T	1501-12/26/2024	49235786 - 0001
<input type="checkbox"/> 00475900200020	1946-12/2/2024	49235611 - 0001
<input type="checkbox"/> AC000067314T	1950-12/2/2024	49235786 - 0001
<input type="checkbox"/> PPE_TYPE0139	1957-12/2/2024	49235754 - 0001
<input type="checkbox"/> 00475900200020	1743-12/11/2024	49235611 - 0001
<input type="checkbox"/> ANCL1511222	1746-12/11/2024	49235745 - 0001
<input type="checkbox"/> HWH37090002	1854-11/21/2024	49235624 - 0001

Continue

15:12

<

New Request

Vertical Name

MEP

▼

Project

BA/87026 - SITC of Electrical Low Side work...

▼

Get SAP Data

*Scroll below list horizontally to see more fields

Posting Date	Issued Quantity by store Incharge	Cancelled Qty by store incharge
20/02/2025	1.000	1.000

Remarks

Max length 250

Document Header Text

Max length 25

Material Slip

Max length 16

Create

Done

15:14

<

New Request

Vertical Name

MEP

▼

Project

BA/87026 - SITC of Electrical Low Side work...

▼

Get SAP Data

*Scroll below list horizontally to see more fields

Posting Date	Issued Quantity by store Incharge	Cancelled Qty by store incharge
20/		

Rem

Test

Document Header Text

test

Material Slip

test

Create

Ok

- The application is integrated with SAP to send the pdf copy of goods issue and partial cancellation documents. User can download this document through the mobile application once the request is successfully posted to SAP (snapshots for reference).
- Refer the pdf icon to download the SAP posted document (i.e. Goods Issue and Partial cancellation document).

3:11

5G

< GI00000454

Project: Solarcraft Radhanpur-I

Status : **POSTED GOODS ISSUE IN SAP**

Go No : S/870031

Storage Location : 1003-Solarcraft

Subcontractor : 913839 - HOTEL SAI NISARG

Contractor Name :

SAP Document No : 4923734112 - 2025

•Scroll below list horizontally to see more fields

Material Code	Material Description	WBS Eler
CABLE.1CX6SQ MM	CABLE 1CX 6 SQMM	S/870031/

Document Header Text: header stock

Material Slip : material slip

Remarks

Role: SITE ENGINEER

UserName : Tanmoy Das

Remarks : Sai Ram om sai Ram

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VOID

ATATA Enterprise
A 100% wholly owned subsidiary of TATA Limited
(formerly known as TATA Infrastructure Engineering Limited)

VOID

Universal HEP P&E'S Ltd. Goods Issue Challan
220 KV Substation GI Number : 4923734112
Radhanpur Date : 2025-06-03
385340 Purchase Order :

Goods Issue To : Consumption for network from unrestricted project
Vendor : 913839
HOTEL SAI NISARG
SAI MURLI COMPLEX
NAGAR ROAD
SHIRDI
Maharashtra
Doc Header Text : header stock
GO number : S/870031 Solarcraft Radhanpur-I

S.No	SO Position	Item Code	HSN/SAC Code	Material Description	UOM	Reserv. no & Line item	Issued Qty	Total GI Value
1	40	CABLE.1CX6 SQMM	85446030	CABLE 1CX 6 SQMM	M	0004765591 0001	100.111	4,682.21
Total GI value in words: Rupees Four Thousand Six Hundred Eighty Two And Paise Twenty One Only								4,682.21

Issued By: INFRA-GI
Signature
Date

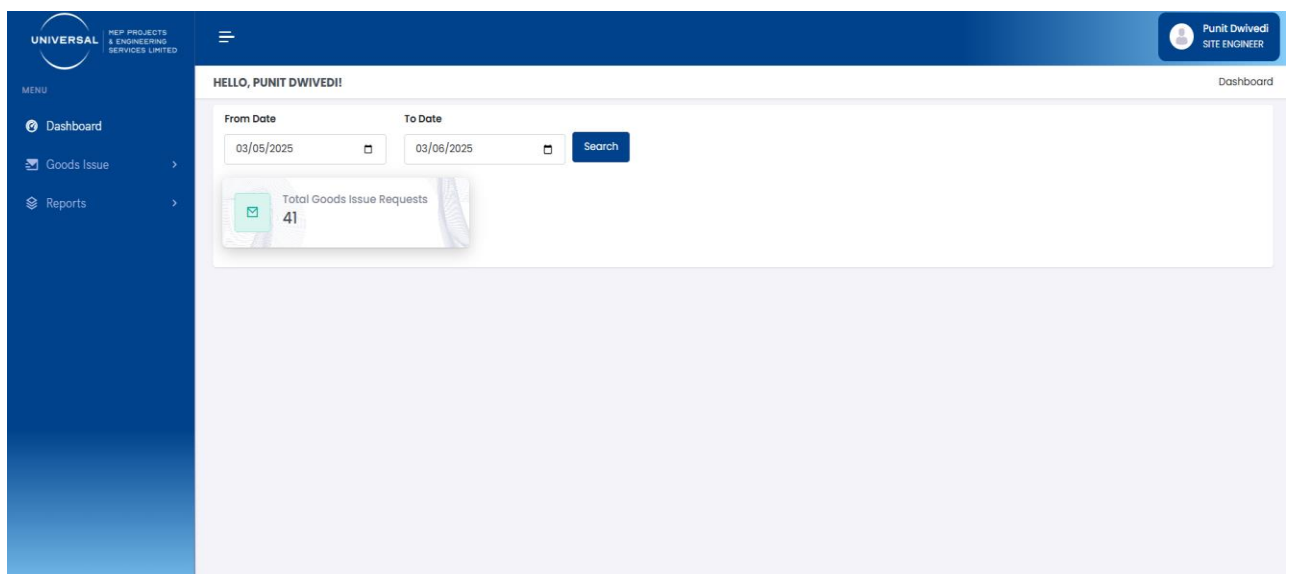
Receipt By:
Signature
Date

- ❖ **The process described in this user manual for mobile application also applies to the web version. Below are snapshots from the web version for reference.**

- Login screens from the web version. User has to enter the employee code and AD password (i.e. desktop / windows login password)



- **Login page of the Site Engineer:** Here user can click on dashboard to check all the list of goods issue requests as per the assigned projects to him.



- To generate a new goods issue request, site engineer has to click on 'Goods Issue' tab -> click on 'Goods Issue Request'.
- This page will display all the list of existing goods issue request and their present status.
- Site engineer can filter project wise, status wise and date wise list of goods issue requests (as per the requirements). For creating a new request, user has to click on 'Create' button.

Vertical: SELECT, Project Name: SELECT, Status: ALL, From Date: 03/05/2025

To Date: 03/06/2025, Search, Download, Create

Show 15 entries

Material Request No	Created Date	Vertical	GO Description	SAP Material Document	Status	Request Sent By	Request Sent By User Role	Modified On	Options
GI00000415	27/05/2025	UMP&ESL - Electrical	R/870095 - TP CENTRAL ODISHA DISTRIBUTION LTD	N/A	AWAITING APPROVAL FROM PROJECT MANAGER (SOMNATH DHAR)	Punit Dwivedi	SITE ENGINEER	27-05-2025	...
GI00000414	27/05/2025	UMP&ESL - Electrical	R/870095 - TP CENTRAL ODISHA DISTRIBUTION LTD	4923733988 - 2025	POSTED GOODS ISSUE IN SAP	ASHISH PANDEY	STORE KEEPER	27-05-2025	...
GI00000413	27/05/2025	UMP&ESL - Electrical	R/870095 - TP CENTRAL ODISHA DISTRIBUTION LTD	4923733987 - 2025	POSTED GOODS ISSUE IN SAP	ASHISH PANDEY	STORE KEEPER	27-05-2025	...
GI00000410	27/05/2025	UMP&ESL - Electrical	R/870146 - JABALPUR FSP LOT-II	N/A	AWAITING APPROVAL FROM PROJECT MANAGER (SOMNATH DHAR)	Punit Dwivedi	SITE ENGINEER	27-05-2025	...
GI00000407	27/05/2025	UMP&ESL - Electrical	R/870146 - JABALPUR FSP LOT-II	4923733974 - 2025	POSTED GOODS ISSUE IN SAP	ASHISH PANDEY	STORE KEEPER	27-05-2025	...

- On the second page, user has to select the required details to display the list of material codes against a particular project / Storage location.

Vertical: UMP&ESL - Electrical, Project Name: R/870146-JABALPUR FSP LOT-II, Storage Location: 1021-FSP-Mandla, Contractor: Contractor name (max len 50)

Sub-Contractor: 910751-Rama Steels

Show 15 entries

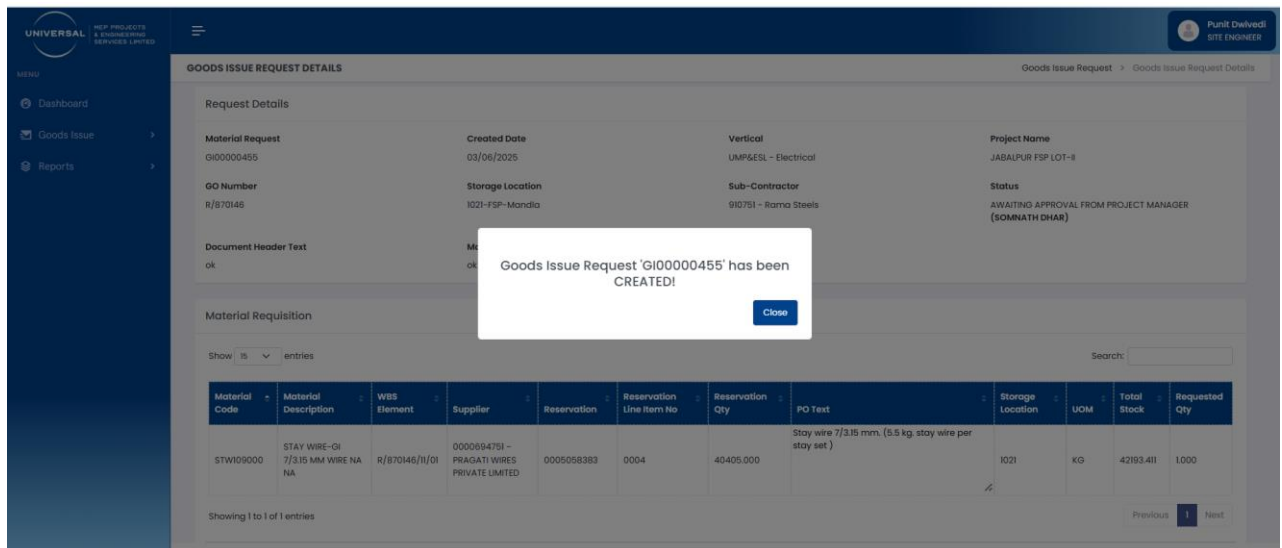
Sr. No.	Material Code	Material Description	WBS Element	Supplier	Reservation	Reservation Qty	PO Text	Storage Location	UOM	Open Stock	Total Stock	Requested Qty
1	STW08000	STAY WIRE-GI 7/4.0 MM WIRE NA NA	R/870146/1/01	0000594751-PRAGATI WIRES PRIVATE LIMITED	000059383-0003	6887.000	Stay wire 7/4.0 mm, (10 kg per stay set)	1021	KG	6,886.900	1,845.931	
2	STW08000	STAY WIRE-GI 7/3.15 MM WIRE NA NA	R/870146/1/01	0000594751-PRAGATI WIRES PRIVATE LIMITED	000059383-0004	40405.000	Stay wire 7/3.15 mm, (5.5 kg stay wire per stay set)	1021	KG	40,396.971	42,193.411	0
3	STW08000	STAY WIRE-GI 7/4.0 MM WIRE NA NA	R/870146/1/01	0000594751-PRAGATI WIRES PRIVATE LIMITED	000059383-0005	5976.000	Stay wire 7/4.0 mm, (10 kg per stay set)	1021	KG	5,964.842	1,845.931	0
4	STW08000	STAY WIRE-GI 7/3.15 MM WIRE NA NA	R/870146/1/01	0000594751-PRAGATI WIRES PRIVATE LIMITED	000059383-0006	1920.000	Stay wire 7/3.15 mm, (5.5 kg stay wire per stay set)	1021	KG	1,908.500	42,193.411	0

Showing 1 to 8 of 8 entries

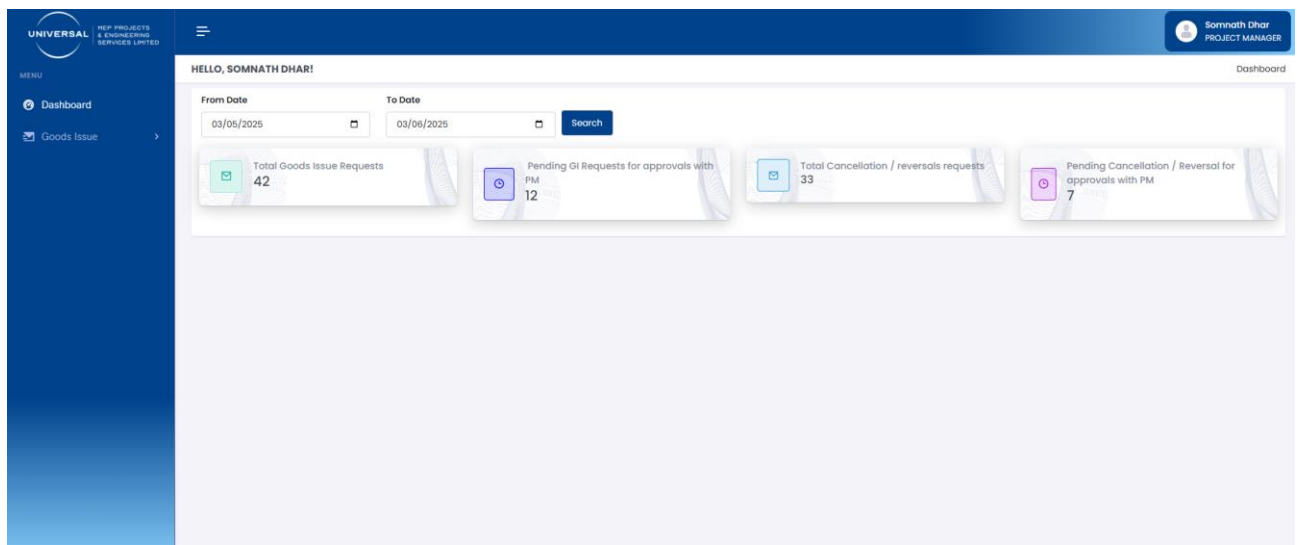
1 row selected

Document Header Text: max length 25, Material Slip: max length 16, Remarks: max length 250

Submit, Cancel



- **Login page of the Project Manager:** There are four different dashboards on project manager login screen.
 - Total Goods Issue Requests:** This tab will display the list of all the goods issue requests raised by site engineer.
 - Pending GI Requests for approvals with PM:** This tab will display the list of goods issue requests raised by site engineer and pending for approval with project manager.
 - Total cancellation/reversals requests:** This tab will display the list of all the cancellation / partial cancellation requests raised by store incharge.
 - Pending cancellation/reversals for approvals with PM:** This tab will display the list of cancellation requests raised by store incharge and pending for approval with project manager.



- Approval screens of the project manager. Project manager can also filter project wise, status wise and date wise goods issue / cancellation reports.

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Somnath Dhar
PROJECT MANAGER

MENU

- [Dashboard](#)
- [Goods Issue Request](#)
- [Cancellation / Reversal Request](#)

GOODS ISSUE REQUEST

Goods Issue Request

Vertical

Project Name

Status

From Date

To Date

Show entries
Search:

Material Request No	Created Date	Vertical	GO Description	SAP Material Document	Status	Request Sent By	Request Sent By User Role	Modified On	Options
GI00000455	03/06/2025	UMP&ESL - Electrical	R/870148 - JABALPUR FSP LOT-II	N/A	AWAITING APPROVAL FROM PROJECT MANAGER (SOMNATH DHAR)	Punit Dwivedi	SITE ENGINEER	03-06-2025	--
GI00000415	27/05/2025	UMP&ESL - Electrical	R/870095 - TP CENTRAL ODISHA DISTRIBUTION LTD	N/A	AWAITING APPROVAL FROM PROJECT MANAGER (SOMNATH DHAR)	Punit Dwivedi	SITE ENGINEER	27-05-2025	--
GI00000414	27/05/2025	UMP&ESL - Electrical	R/870095 - TP CENTRAL ODISHA DISTRIBUTION LTD	4923733988 - 2025	POSTED GOODS ISSUE IN SAP	ASHISH PANDEY	STORE KEEPER	27-05-2025	--
GI00000413	27/05/2025	UMP&ESL - Electrical	R/870095 - TP CENTRAL ODISHA DISTRIBUTION LTD	4923733987 - 2025	POSTED GOODS ISSUE IN SAP	ASHISH PANDEY	STORE KEEPER	27-05-2025	--
GI00000410	27/05/2025	UMP&ESL - Electrical	R/870148 - JABALPUR FSP LOT-II	N/A	AWAITING APPROVAL FROM PROJECT MANAGER (SOMNATH DHAR)	Punit Dwivedi	SITE ENGINEER	27-05-2025	--
GI00000407	27/05/2025	UMP&ESL - Electrical	R/870148 - JABALPUR FSP LOT-II	4923733974 - 2025	POSTED GOODS ISSUE IN SAP	ASHISH PANDEY	STORE KEEPER	27-05-2025	--
GI00000392	23/05/2025	UMP&ESL - Electrical	R/870148 - JABALPUR FSP LOT-II	N/A	AWAITING PROCESSING BY STORES INCHARGE (ASHISH PANDEY)	Somnath Dhar	PROJECT MANAGER	23-06-2025	--

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PROJECTS & ENGINEERING SERVICES LIMITED

MENU

- Dashboard
- Goods Issue

Material Request

G00000455

Created Date

03/06/2025

GO Number

R/870146

Storage Location

102I-FSP-Mandla

Document Header Text

ok

Material Slip

ok

Vertical

UMP&SL - Electrical

Sub-Contractor

910751 - Rama Steels

Project Name

JABALPUR FSP LOT-II

Status

AWAITING APPROVAL FROM PROJECT MANAGER (SOMNATH DHAR)

Material Requisition

Show 15 entries

Search:

Material Code	Material Description	WBS Element	Supplier	Reservation	Reservation Line Item No	Reservation Qty	PO Text	Storage Location	UOM	Total Stock	Requested Qty
STW100000	STAY WIRE-GI 7/3.15 MM WIRE NA NA	R/870146/11/01	0000694751 - PRAGATI WIRES PRIVATE LIMITED	0005058383	0004	40405.000	Stay wire 7/3.15 mm. (5.5 kg. stay wire per stay set)	102I	KG	42193.411	1.000

Showing 1 to 1 of 1 entries

Previous

1

Next

Approve

Reject

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Somnath Dhar

PROJECT MANAGER

MENU

- Dashboard
- Goods Issue

GOODS ISSUE REQUEST DETAILS

Goods Issue Request

Goods Issue Request Details

Request Details

Material Request

GI00000455

Created Date

03/06/2025

Vertical

UMF6ESL - Electrical

Project Name

JABALPUR FSP LOT-II

GO Number

R/870146

Storage Location

1021-FSP-Mandi

Sub-Contractor

910751 - Rama Steels

Status

AWAITING PROCESSING BY STORES INCHARGE (ASHISH PANDEY)

Document Header Text

ok

Material Request

ok

Goods Issue Request 'GI00000455' has been APPROVED!

Close

Material Requisition

Show 15 entries

Search:

Material Code	Material Description	WBS Element	Supplier	Reservation	Reservation Line Item No	Reservation Qty	PO Text	Storage Location	UOM	Total Stock	Requested Qty
STW109000	STAY WIRE-GI 7/3.15 MM WIRE NA NA	R/870146/11/01	0000694753 - PRAGATI WIRES PRIVATE LIMITED	0005058393	0004	40405.000	Stay wire 7/3.15 mm. (5.5 kg. stay wire per stay set)	1021	KG	42193.411	1.000

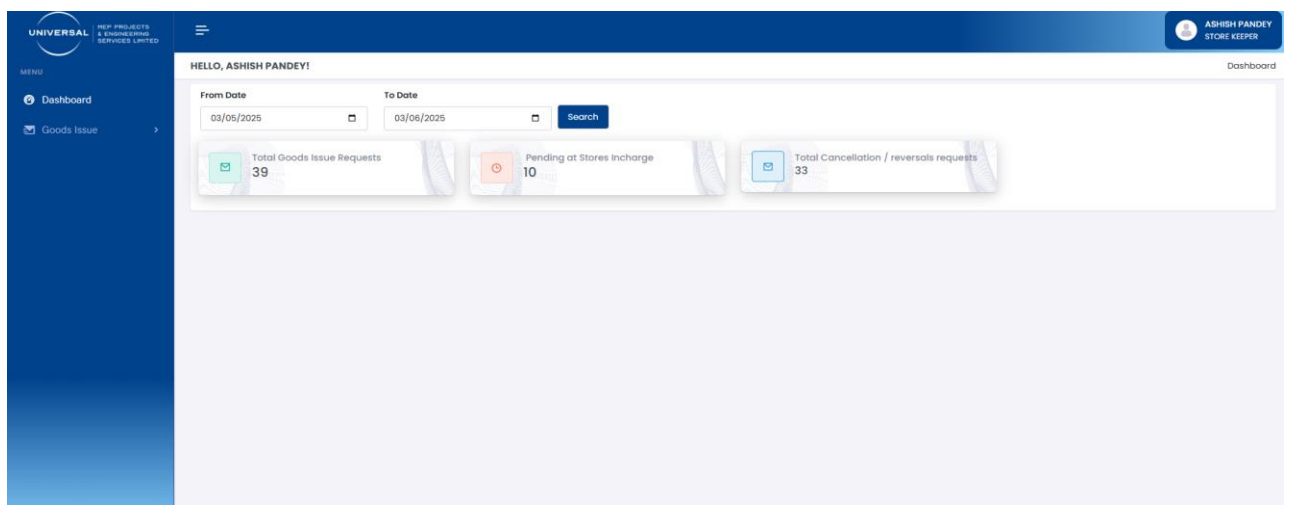
Showing 1 to 1 of 1 entries

Previous

1

Next

- **Login page of store incharge:** There are three different dashboards on store incharge login screen.
 - Total Goods Issue Requests:** This tab will display the list of all the goods issue requests raised by site engineer.
 - Pending at Stores Incharge:** This tab will display the list of goods issue requests raised by site engineer and approved by project manager But pending for approval at store incharge.
 - Total Cancellation/Reversals requests:** This tab will display the list of cancellation requests raised by store incharge and to initiate a new cancellation / partial cancellation request by store incharge.



- Store incharge can filter project wise, status wise and date wise goods issue and cancellation reports.

The screenshot shows the 'GOODS ISSUE REQUEST' table. The header includes the company logo and name. The left sidebar has a menu with 'Dashboard' and 'Goods Issue'. The main content area has a title 'GOODS ISSUE REQUEST' and a search bar. Below the search bar are filters for 'Vertical', 'Project Name', 'Status', and 'From Date'. The table has columns for 'Material Request No', 'Created Date', 'Vertical', 'GO Description', 'SAP Material Document', 'Status', 'Request Sent By', 'Request Sent By User Role', 'Modified On', and 'Options'. The table contains 8 rows of data.

Material Request No	Created Date	Vertical	GO Description	SAP Material Document	Status	Request Sent By	Request Sent By User Role	Modified On	Options
GI00000455	03/06/2025	UMP&ESL - Electrical	R/870146 - JABALPUR FSP LOT-II	N/A	AWAITING PROCESSING BY STORES INCHARGE (ASHISH PANDEY)	Somnath Dhar	PROJECT MANAGER	03-06-2025	...
GI00000415	27/05/2025	UMP&ESL - Electrical	R/870095 - TP CENTRAL ODISHA DISTRIBUTION LTD	N/A	AWAITING APPROVAL FROM PROJECT MANAGER (SOMNATH DHAR)	Punit Dwivedi	SITE ENGINEER	27-05-2025	...
GI00000414	27/05/2025	UMP&ESL - Electrical	R/870095 - TP CENTRAL ODISHA DISTRIBUTION LTD	4923733988 - 2025	POSTED GOODS ISSUE IN SAP	ASHISH PANDEY	STORE KEEPER	27-05-2025	...
GI00000413	27/05/2025	UMP&ESL - Electrical	R/870095 - TP CENTRAL ODISHA DISTRIBUTION LTD	4923733987 - 2025	POSTED GOODS ISSUE IN SAP	ASHISH PANDEY	STORE KEEPER	27-05-2025	...
GI00000410	27/05/2025	UMP&ESL - Electrical	R/870146 - JABALPUR FSP LOT-II	N/A	AWAITING APPROVAL FROM PROJECT MANAGER (SOMNATH DHAR)	Punit Dwivedi	SITE ENGINEER	27-05-2025	...
GI00000407	27/05/2025	UMP&ESL - Electrical	R/870146 - JABALPUR FSP LOT-II	4923733974 - 2025	POSTED GOODS ISSUE IN SAP	ASHISH PANDEY	STORE KEEPER	27-05-2025	...
GI00000362	23/05/2025	UMP&ESL - Electrical	R/870146 - JABALPUR FSP LOT-II	N/A	AWAITING PROCESSING BY STORES INCHARGE (ASHISH PANDEY)	Somnath Dhar	PROJECT MANAGER	23-05-2025	...

- Approval screen of store incharge. Store incharge will verify the goods issue request and availability of the materials in store.

GOODS ISSUE REQUEST DETAILS

Request Details

Material Request G00000455	Created Date 03/06/2025	Vertical UMPS&SL - Electrical	Project Name JABALPUR FSP LOT-II
GO Number R/870146	Storage Location 1021-FSP-Mandla	Sub-Contractor 910751 - Rama Steels	Status AWAITING PROCESSING BY STORES INCHARGE (ASHISH PANDEY)
Document Header Text ok	Material Slip ok		

Material Requisition

Show 15 entries

Material Code	Material Description	WBS Element	Supplier	Reservation	Reservation Line Item No	Reservation Qty	PO Text	Storage Location	UOM	Total Stock	Requested Qty	Issue qty by store incharge
STW109000	STAY WIRE-GI 7/3.15 MM WIRE NA NA	R/870146/11/01	0000594751 - PRAGATI WIRES PRIVATE LIMITED	000059383	0004	40405.000	Stay wire 7/3.15 mm. (5.5 kg. stay wire per stay set.)	1021	KG	42193.411	1,000	1,000

Showing 1 to 1 of 1 entries

Document Header Text: ok

Material Slip: ok

Remarks: max length 250

Create OK Reject

- Once the request is approved by store incharge, the goods issue request will be posted to SAP system and material document will be generated through the web portal (snapshots for reference).
- The dotnet portal is integrated with SAP to send the pdf copy of goods issue and partial cancellation documents. User can download this document through the web portal, once the request is successfully posted to SAP.

GOODS ISSUE REQUEST DETAILS

Request Details

Material Request G00000455	Created Date 03/06/2025	Vertical UMPS&SL - Electrical	Project Name JABALPUR FSP LOT-II
GO Number R/870146	Storage Location 1021-FSP-Mandla	Sub-Contractor 910751 - Rama Steels	Goods Issue PDF Click here
Status POSTED GOODS ISSUE IN SAP			SAP Material Document 4923734121-2025

Material Requisition

Show 15 entries

Material Code	Material Description	WBS Element	Supplier	Reservation	Reservation Line Item No	Reservation Qty	PO Text	Storage Location	UOM	Total Stock	Requested Qty	Issue qty by store incharge
STW109000	STAY WIRE-GI 7/3.15 MM WIRE NA NA	R/870146/11/01	0000594751 - PRAGATI WIRES PRIVATE LIMITED	000059383	0004	40405.000	Stay wire 7/3.15 mm. (5.5 kg. stay wire per stay set.)	1021	KG	42193.411	1,000	1,000

Showing 1 to 1 of 1 entries

SAP Goods Issue Document '4923734121' has been POSTED!

Close

- Store incharge can initiate a cancellation / partial cancellation request through the web portal.

GI ID	GI Description	SAP Material Document No	Status	Request Sent By	Modified On	Options
SGI00000231	R/870146 - JABALPUR FSP LOT-II	4923733575	POSTED PARTIAL CANCELLATION IN SAP	Somnath Dhar	23-05-2025	...
SGI00000227	R/870146 - JABALPUR FSP LOT-II	4923733746	POSTED TOTAL CANCELLATION IN SAP	Somnath Dhar	23-05-2025	...
SGI00000228	R/870146 - JABALPUR FSP LOT-II	4923733746	POSTED PARTIAL CANCELLATION IN SAP	Somnath Dhar	23-05-2025	...
SGI00000229	R/870146 - JABALPUR FSP LOT-II	4923733217	FAILED TOTAL/PARTIAL CANCELLATION IN SAP	Somnath Dhar	23-05-2025	...
SGI00000224	R/870146 - JABALPUR FSP LOT-II	4923733217	FAILED TOTAL/PARTIAL CANCELLATION IN SAP	Somnath Dhar	23-05-2025	...
SGI00000223	R/870146 - JABALPUR FSP LOT-II	4923733217	AWAITING PARTIAL CANCELLATION APPROVAL FROM PROJECT MANAGER (SOMNATH DHAR)	ASHISH PANDEY	23-05-2025	...
SGI00000222	R/870146 - JABALPUR FSP LOT-II	4923733217	FAILED TOTAL/PARTIAL CANCELLATION IN SAP	Somnath Dhar	23-05-2025	...

- Store incharge will select the necessary fields i.e. vertical and assigned projects. All the sap material documents will be displayed, so that store incharge can select the material document number to process cancellation and partial cancellation request.

Sr. No.	Material	Material slip	Material document	WBS Element	Reservation	Storage Location	UOM	Posting date	Issued qty by store incharge	Cancel qty by store incharge
1	STW108000-STAY WIRE-GI 7/4.0 MM WIRE NA NA	0005058383-0005	0001 - 4923733217	R/870146/II/01	0003-0005058383	1021	KG	12/05/2025	1.000	0
2	STW108000-STAY WIRE-GI 7/4.0 MM WIRE NA NA	0005058383-0005	0002 - 4923733217	R/870146/II/01	0005-0005058383	1021	KG	12/05/2025	1.000	0
3	STW109000-STAY WIRE-GI 7/3.15 MM WIRE NA NA	GI0000246	0001 - 4923733541	R/870146/II/01	0004-0005058383	1021	KG	16/05/2025	5.000	0
4	STW108000-STAY WIRE-GI 7/4.0 MM WIRE NA NA	GI0000246	0002 - 4923733541	R/870146/II/01	0005-0005058383	1021	KG	16/05/2025	5.000	0
5	STW109000-STAY WIRE-GI 7/3.15 MM WIRE NA NA	GI0000246	0003 - 4923733541	R/870146/II/01	0006-0005058383	1021	KG	16/05/2025	10.000	0
6	STW108000-STAY WIRE-GI 7/4.0 MM WIRE NA NA	GI0000246	0004 - 4923733541	R/870146/II/01	0007-0005058383	1021	KG	16/05/2025	10.000	0

- Once the cancellation request is generated by store incharge after filling the mandatory fields i.e. request for cancelling the qty, material slip and document header text.
- The cancellation request will go to the project manager for approval process. Once the request is approved by project manager, the cancellation request will be posted to SAP through the web portal.

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Goods Issue

CANCEL CANCELLATION / REVERSALS REQUESTS

Cancel Cancellation / reversals requests

Cancel Cancellation / reversals requests

Vertical*

UMP&ESL - Electrical

Project Name*

R/870146-JABALPUR FSP LOT-II

Materials

Show 2 entries

Search:

Sr. No.	Material	Material slip	Material document	WBS Element	Reservation	Storage Location	UOM	Posting date	Issued qty by store Incharge	Cancel qty by store Incharge
<input checked="" type="checkbox"/> 1	STW108000-STAY WIRE-GI 7/4.0 MM WIRE NA NA	0005058383-0005	0001 - 4923733217	R/870146/II/01	0003-0005058383	1021	KG	12/05/2025	1,000	1,000
<input type="checkbox"/> 2	STW108000-STAY WIRE-GI 7/4.0 MM WIRE NA NA	0005058383-0005	0002 - 4923733217	R/870146/II/01	0005-0005058383	1021	KG	12/05/2025	1,000	0

Showing 1 to 2 of 2 entries (filtered from 31 total entries)

1 row selected

Document Header Text*

max length 25

This field is required.

Material Slip*

max length 16

This field is required.

Remarks

max length 250

Submit

Cancel

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Goods Issue

CANCELLATION / REVERSALS REQUESTS DETAILS

Cancellation / reversals requests

Cancellation / reversals requests Details

Request Details

GI Id

SGI00000300

GO Number

R/870146

Project Name

JABALPUR FSP LOT-II

SAP Material Document

4923733217 -2025

Status

AWAITING TOTAL CANCELLATION APPROVAL FROM PROJECT MANAGER (SOMNATH DHAR)

Document Header Text

ok

Material Slip

ok

Remarks

Material Requisition

Showing 1 to 2 of 2 entries

Search:

Material code	Material description	Material slip	Material document	WBS Element	Reservation	Reservation Line Item No	Document Item no	Storage Location	UOM	Posting date	Issued qty by store Incharge	Canceled qty by store Incharge
STW108000	STAY WIRE-GI 7/4.0 MM WIRE NA NA	0005058383-0005	4923733217	R/870146/II/01	0005058383	0003	0001	1021	KG	12-05-2025	1,000	1,000
STW108000	STAY WIRE-GI 7/4.0 MM WIRE NA NA	0005058383-0005	4923733217	R/870146/II/01	0005058383	0005	0002	1021	KG	12-05-2025	1,000	1,000

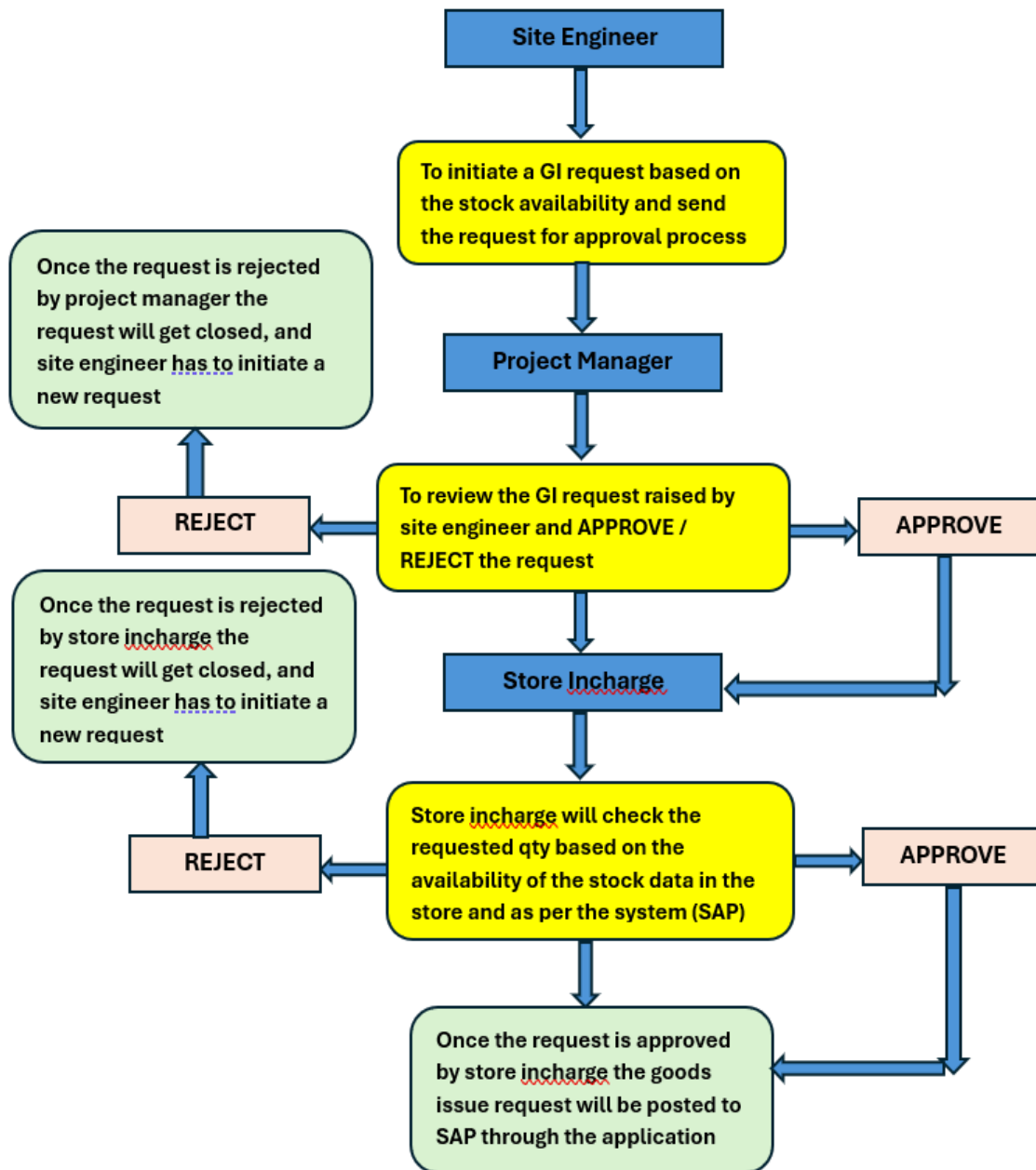
Showing 1 to 2 of 2 entries

Previous 1 Next

Cancellation Request 'SGI00000300' has been CREATED!

Close

❖ **Goods Issue Process:**



❖ **Cancellation / Reversal Process:**

