

**TAMILNADU GENERATION AND DISTRIBUTION CORPORATION LIMITED**

O/o The Chief Engineer  
Information Technology

**Memo No: JMD/CE/IT/SE/IT2/EE/ERP/F ERP/D I/63/2020 dt 10.12.2020**

Sub: TANGEDCO – IT Wing – Implementation of SAP ERP in TANGEDCO and TANTRANSCO – Master Data and Cut Over Data – Collection of data for upload in the ERP System – Instructions issued – Reg

The Process of Implementation of SAP ERP in TANGEDCO and TANTRANSCO is under progress. Pilot implementation has commenced in Tirupathur Circle of Vellore Region from 01.12.2020. In continuation, it is now proposed to conduct a training session through WebEx for collection of Master and Cut Over data for all the offices of TANGEDCO and TANTRANSCO as per the following schedule:

<b>S.No</b>	<b>Name of the Office</b>	<b>Date &amp; Time</b>
1	All Distributions Regions along with their EDCs	14.12.2020 between 11.00AM to 05.00 PM
2	TANTRANSCO & Generation	15.12.2020 between 11.00 AM to 05.00 PM

It is instructed that officials from the Technical Wing, Accounts Wing and Admin Wing may be nominated from the above offices to attend the training session through WebEx (link will be sent separately) without fail.

One nodal officer for each office may be nominated for collection and submission of master and cut over data. The nodal officer will coordinate with all the wings till uploading of data successfully in the ERP System.

Training will be given on the required data as per annexure.

-/Sd/- dt 10.12.2020  
Joint Managing Director  
TANGEDCO & TANTRANSCO

To  
All Chief Engineers /Distribution Regions  
All Chief Engineers/Thermal Stations  
All Chief Engineers/TANTRANSCO  
All Superintending Engineers/EDCs  
All Superintending Engineers/Hydro and Gas Stations  
All Superintending Engineers/GCC Circles

## **Annexure I**

1. Material Master
2. Vendor Master
3. Service Master (K2 Agreement)
4. Open Purchase Orders
5. Stores Stock balances
6. Open Work Orders
7. Finance related Vendors
8. Customers (Fly ash, Scrap)
9. Balance Sheet GL Data Upload format
10. Profit & Loss GL Balances Upload
11. Vendor Balances (Open invoices)
12. Vendor Advances (Paid/Receipt)
13. Fixed Asset data
14. Employee Personal Details
15. Employee Loan Details
16. Employee GPF/CPS Details
17. Employee leave Details
18. Closing Balance of SPGF as on 31.03.2021