CSI SOP ON ZCGA_RECON T-CODE

❖ Contents:

- ➢ ZCGA_Recon
- ➢ Document Types
- ➢ Other important points

➢ ZCGA_RECON

This T-code facilitates end user to get a report which shows the difference by comparing two reports ZFI_PFMS(data already pushed to PFMS) and ZFI_CASH_NEW (Data as available on current date of execution of report)

T-code	ZCGA_RECON
Role	YS:FA_REPORTS (FA Reports)

1. Execute T-code: ZCGA_RECON
2. Inputs

Company Code	DOPI
DDO code	The DDO code for which report is required
Posting date	The date for which the report is required

3. Click on execute icon to get the report.

CGA & PFMS Reconcilation Report

Selection - Mandatory
Company Code   DOPI
DDO Code   102555
Posting Date   01.03.2023

4. The report will be displayed. Details of the Columns in the report is described below:

Column Details in the report	Description of Columns in the report.
CGA Description	15 digit Head Of Account
CGA Description	No data(Blank column)
CGA receipt	The receipts data available in ZFI_Cash_New T-code.
PFMS receipts amount	The receipts data pushed to PFMS (which is also available in Display option of T-code ZFI_PFMS) .
Receipt difference amount	CGA receipt - PFMS receipts column
CGA payment	The payment data available in ZFI_Cash_New T-code
PFMS payment amount	The payment data pushed to PFMS (which is also available in Display option of T-code ZFI_PFMS) .
Payment difference amount	CGA payment - PFMS payment column

CGA & PFMS Reconcilation Report

CGA Description	CGA Description ∑	CGA Receipt ∑	PFMS RECEIPT AMOUNT ∑	Receipt Differnce Amount ∑	CGA Payment ∑	PFMS PAYMENT AMOUNT ∑	Payment Differnce Amount
844600101930100		25,000.00	25,000.00	0.00	0.00	0.00	0.00
844600102030100		4,807.00	0.00	4,807.00	0.00	0.00	0.00
844600102070100		2,140.00	0.00	2,140.00	0.00	0.00	0.00
845500101020100		41,900.00	41,900.00	0.00	0.00	0.00	0.00
845500101020200		0.00	0.00	0.00	340,450.00	340,450.00	0.00
845500101030100		0.00	0.00	0.00	56.70	57.00	0.30-
855301101400000		1,221.98	1,222.00	0.02-	0.00	0.00	0.00
866100101600100		14,929.11	14,929.00	0.11	0.00	0.00	0.00
866100101600300		14,929.11	14,929.00	0.11	0.00	0.00	0.00
866100101610100		144.45	144.00	0.45	0.00	0.00	0.00
866100101610300		144.45	144.00	0.45	0.00	0.00	0.00
866100101610700		4.50-	5.00-	0.50	0.00	0.00	0.00
866100101620100		15,075.38	15,075.00	0.38	0.00	0.00	0.00
866100101620300		15,075.28	15,075.00	0.28	0.00	0.00	0.00
866100101630100		1,795.43	1,795.00	0.43	0.00	0.00	0.00
866100101630300		1,795.43	1,795.00	0.43	0.00	0.00	0.00
866100101640100		32,147.59	32,148.00	0.41-	0.00	0.00	0.00
866100101640300		32,147.59	32,148.00	0.41-	0.00	0.00	0.00
866100140010100		0.00	3.00	3.00-	4,010,152.00	3,975,743.00	34,409.00
866100140010200		376,219.00	376,219.00	0.00	118,429,336.00	118,429,336.00	0.00
866100140260000		471,909,100.00	471,909,100.00	0.00	143,531,600.00	143,531,600.00	0.00
866100140350000		0.00	0.00	0.00	50.00	50.00	0.00
867000107010000		16,379,180.00	16,379,180.00	0.00	0.00	0.00	0.00
867100102030000		1,107,800.00	1,107,800.00	0.00	3,008,000.00	3,008,000.00	0.00
867700102010000		0.00	0.00	0.00	630,894.00	630,894.00	0.00
878100101030100		78,332.00	78,332.00	0.00	8,395.00	0.00	8,395.00
878100103010000		0.00	0.00	0.00	15,000.00	15,000.00	0.00
878200121010100		292,757,489.97	292,757,490.00	0.03-	505,944,381.82	505,944,382.00	0.18-
878200121010200		0.00	0.00	0.00	361.92	362.00	0.08-
878200121010400		0.00	0.00	0.00	9,659.90	9,660.00	0.10-
867100102010000		0.00	0.00	0.00	3,437,789.25-	3,437,789.00-	0.25-
		· 832,521,311. ·	832,478,508.00 ·	42,803.17	· 832,521,311. · ·	832,478,508.00 ·	42,803.17

5. Double click on the 15 digit HOA to get the document details forming the booking figure in CGA

CGA & PFMS Reconcilation Report

CGA Description	CGA Description ∑	CGA Receipt ∑	PFMS RECEIPT AMOUNT ∑	Receipt Differnce Amount ∑	CGA Payment ∑	PFMS PAYMENT AMOUNT ∑	Payment Differnce Amount
002100101020000		10,833.65	10,834.00	0.35-	0.00	0.00	0.00
002100102140000		5,696.00	5,696.00	0.00	0.00	0.00	0.00
002100102150000		2,898.00	2,898.00	0.00	0.00	0.00	0.00
002100506000000		433.35	433.00	0.35	0.00	0.00	0.00
003700800120000		34,787.00	400.00-	35,187.00	0.00	0.00	0.00
007060118000000		560.00	560.00	0.00	0.00	0.00	0.00
120100101010100		170,372.00	170,362.00	10.00	0.00	0.00	0.00
120100101010700		1,060.00	400.00	660.00	0.00	0.00	0.00
120100101020100		67,511.00	67,511.00	0.00	0.00	0.00	0.00

Double click on required HOA to get the document details forming the booking figure in CGA

6. Document details will be displayed in the report.

CGA & PFMS Reconcilation Report

D/C Indicator:
H:Credit
S:Debit

DDO Code	GL	Profit Center	Fiscal Year	Document Number	D/C Indica	Amount	Document Type
003700800120000	8003700020	2111915100	2022	2906623492	H	6,308.00	KZ
003700800120000		2111915100	2022	2906623493		642.00	KZ
003700800120000		2111915100	2022	2906623493		761.00	KZ
003700800120000		2111915100	2022	2906623493		761.00	KZ
003700800120000		2111915100	2022	2906623493		761.00	KZ
003700800120000		2112010000	2022	2906855165		13,519.00	KZ
003700800120000		2111915500	2022	2906960312		2,985.00	KZ
003700800120000		2111915500	2022	2906964123		3,411.00	KZ
003700800120000		2111915500	2022	2906964803		2,132.00	KZ
003700800120000		2111915500	2022	2906964803		2,401.00	KZ
003700800120000		2111915500	2022	2906965697		745.00	KZ
003700800120000		2111915100	2022	1506708478	S	100.00	SA
003700800120000		2111915100	2022	1506708478		100.00	SA
003700800120000		2111915100	2022	1506708478		100.00	SA
003700800120000		2111915100	2022	1506708478		100.00	SA

Note: As the data is already posted in PFMS system for a particular posting date , for any updates DoP user needs to manually post the TE in PFMS for missing amount as per defined process so that CSI and e-lekha are in sync for the particular posting date.

Document types for Manual voucher Postings

➢ Below Document types to be used for manual voucher posting.

Document Type	Description	Purpose
SA	G/L Account Document	For Gl to Gl transaction or any adjustment entry
SK	Cash Document	For cash payment transaction
DR	Customer Invoice	For posting liability on customer
DZ	Customer Payment	Payment of Invoices created through DR document types will be made through document type DZ and if workflow for cheque is processed then document type will be taken automatically
KR	Vendor Invoice	For posting invoice on Vendor
KZ	Vendor Payment	Payment of Invoices created through KR document types will be made through document type KZ and if workflow for cheque is processed then document type will be taken automatically
PL	Postal Life Ins.	All PLI Transactions will be posted through PL document type. If any liability needs to be created in the name of PLI Customer it will create with PL Document type and only for manual payment DZ Document type will be used
PB	Postal Banking	All PBS Transactions will be posted through PB document type. If any liability needs to be created in the name of POSB customer it will create with PB Document type and only for manual payment DZ Document type will be used
AA	Asset Posting	Asset posting is on vendor account .payment to be done using KZ document type

Document types not to be used for manual voucher posting

➢ Below Document types **not to be** used for manual voucher posting.

Document Type	Description	Purpose
AB	Accounting Document	
RS	Reversal Doc	
SB	G/L Account Posting	
SU	Adjustment Document	
RV	Billing Doc. Transfer	This will be used for posting billing transactions from

		POS to SAP
AB	Accounting Document	
AF	Depreciation Pstngs	
AN	Net Asset Posting	
BA	Biller Cust Document	This is used for biller customer liability creation when payment is to be done from CSI office
BL	Biller Invoice	This is used for biller customer liability creation when payment is to be done from CSI office
BV	Biller Billing Doc	
BZ	Biller Cust Payment	
HR	HR Posting	Automatically for payroll postings
GD	GDS Substitute	Automatically for payroll postings to GDS
DG	Customer Credit Memo	Automatically posted in case of DZ reversal
KG	Vendor Credit Memo	Automatically posted in case of KZ reversal
RE	Invoice - Gross	Posting of Invoice from Purchase Order though MIRO
WE	Goods Receipt	Posting of Goods Receipt from Purchase Order though MIGO
WL	Goods Issue/Delivery	Posting of Post Goods Issue(PGI) after sale order creation in case of sale of inventory items
ZK	Cash Document	Payment of HR payroll payment postings

Document types for Automatic Workflow Process only and not to be used for manual voucher postings.

> Below document type not to be used in Manual voucher postings.

Document Type	Description	Purpose
BR	Remittance to Bank	For posting entry when Cash is remitted to bank
CR	Cash Request	For posting entry when Cash is requested /sent from one office to other
DB	Drawing from Bank	For posting entry when Cash is drawn from bank
RC	Remittance Cheque	For HO to SO Cheque workflow. Entry is between RSAO and Cheque in Transit

	➤ Other important points

1. The FAGLL03/Trial Balance is accrual based whereas the data to be pushed to PFMS is cash based report.

2. The BNPL bills raised will be available in GL report but will be picked to CGA report only on the date of settlement of bill in CSI.

3. The advance customers' revenue will be available in GL reports on booking dates but revenue will be picked only on the date of settlement in CSI.

4. The expense will reflect on the date of cheque acknowledgment by cheque requesting office through cheque workflow process when liability is raised at one office and payment at another office.

5. Correct flow of all data to CSI from other modules like POS, CBS, CSC, IPPB etc to be confirmed.

6. In case of any issue noticed, the same may be escalated immediately to below referred mail IDs along with service desk ticket number and follow up till resolution of issue.

Sl No	Issue	Email IDs to be referred
1	Non-flow of data from POS to SAP,	PoS.cept@indiapost.gov.in TCSDOP.POS@tcs.com
2	Non-generation of clearing document due to RV-DZ mismatch, Issues in RV document creation	salesndist.cept@indiapost.gov.in tcsdop.sapsd@tcs.com
3	Non-flow of data from CBS to SAP	cbs-cept@indiapost.gov.in helpdesk.cbs@IndiaPost.gov.in
4	Non-flow of data from IPPB to SAP	anshika.p@ippbonline.in panishree.b@ippbonline.in nodalofficeippbdelhi@indiapost.gov.in
5	Non-flow of data from CSC to SAP	shiv.sharma@csc.gov.in vishal.agarwal@csc.gov.in srpmsmho-dl@indiapost.gov.in cscnodalofficesmho.dl@indiapost.gov.in
6	Non-flow of data from HR	hrms.cept@indiapost.gov.in tcsdop.saphr@tcs.com CSIHR.Payroll@tcs.com

7	Discrepancy in CGA report due to technical glitch	finandacc.cept@indiapost.gov.in tcsdop.sapfico@tcs.com
8	Issue in document generation in delivery module	dpms.cept@indiapost.gov.in tcs.dopdpms@tcs.com
9	Issue in cash workflow	finandacc.cept@indiapost.gov.in tcsdop.sapfico@tcs.com
10	Issue in cheque workflow	finandacc.cept@indiapost.gov.in tcsdop.sapfico@tcs.com