



User Manual

REVENUE MANAGEMENT





Contents

Introduction	3
Purpose and Scope.....	3
Organization.....	4
Primary Functions	4
Functionality	5
Sign UP	5
Apply for New License	Error! Bookmark not defined.





Introduction

The purpose of this document is to provide a detailed description of the e- governance application for Commissionerate of Excise in Assam. It describes in detail all the functional and non- functional requirements given by the client. This project's aim is to automate the tracking system of liquor from the time of manufacture to the time of sale with minimal or no human intervention.

Purpose and Scope

The provision of all Information Technologies, Materials, and other Goods as well as the performance of all Services required for the design, development, and implementation (including procurement, quality assurance, assembly, associated site preparation, Delivery, Pre-commissioning, Installation, Testing, and Commissioning) of the System.

The objective of this project is to:

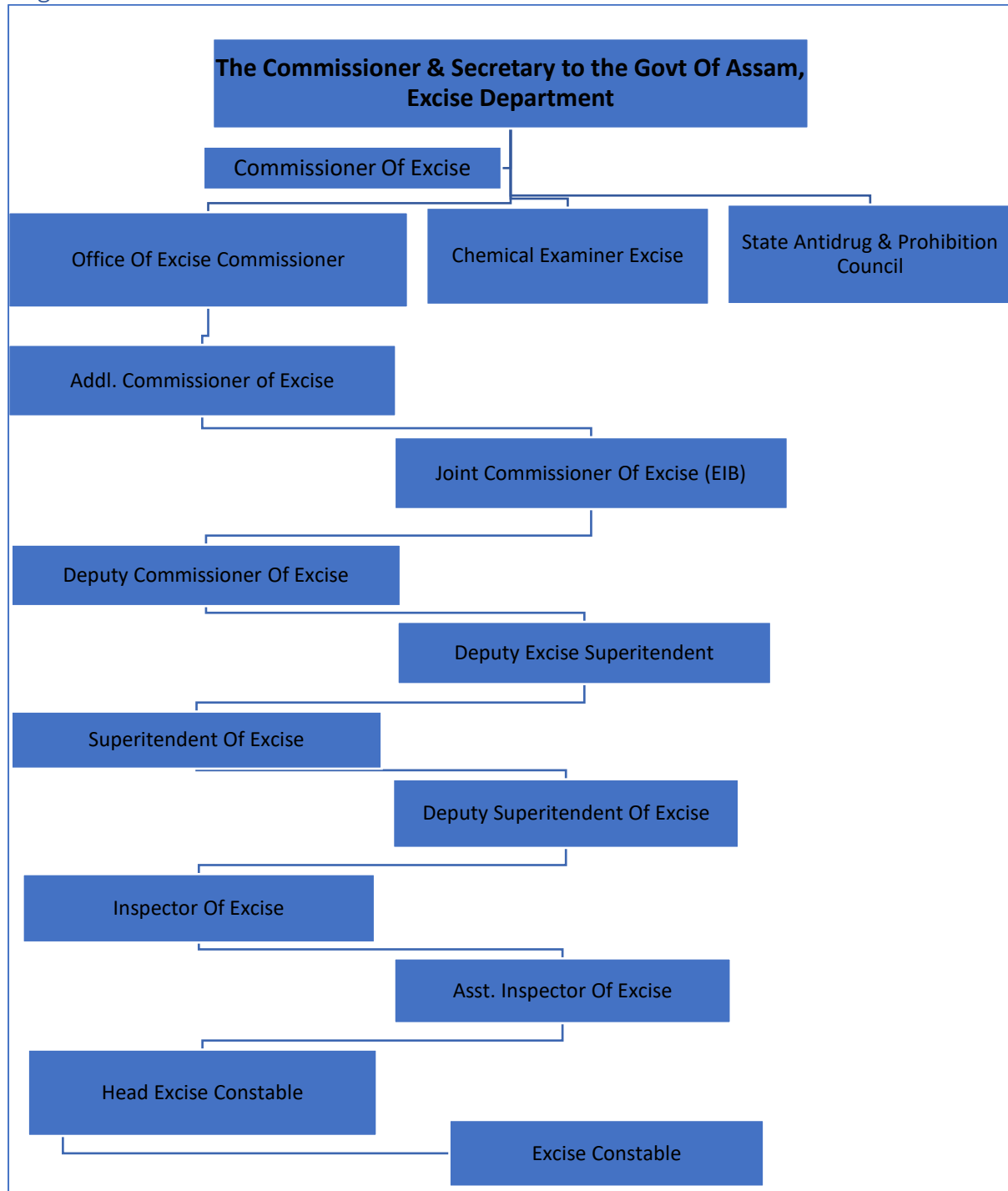
- ✦ Better Compliance Management
- ✦ Effective monitoring of Supply chain related to alcohol in State & in transit through the state
- ✦ Reduction in Revenue Leakages
- ✦ Provision of e-services for stakeholders
- ✦ Increase transparency and accountability across functions and transactions
- ✦ Improve efficiency and effectiveness in the processes
- ✦ Reduce time for transactions through process re-engineering & automation
- ✦ Availability of real-time information on, licenses, payments, permits, passes, cases & other details
- ✦ Business intelligence tools for decision support
- ✦ Providing actionable data for enforcement
- ✦ Automated Reconciliations & Accounting Management
- ✦ Common data master across Department, functions, & other stakeholders
- ✦ Data digitization at source
- ✦ Avoiding paper transactions
- ✦ Integration across other stakeholder Government Departments (Finance & Treasury)
- ✦ Track all the activities of Distilleries, Bottling Units, Wholesale warehouse, label / hologram, manufacturer, and Retailers.

The entire application acts as one platform for complete project which is offering functionalities to the Excise department - Assam, Manufacturers, Wholesale warehouses, and the retailers. The complete information related all the phases of the project can be accessed from the Central application.





Organization



Primary Functions

Implementation of an E-Governance Application for Commissionerate of Excise Function of Assam State for the functionalities in:

- License Management
 - Modification of License
 - Surrender of License
 - Suspension & Cancellation of license
 - Registration of Brands, Labels & Mono-cartons



Functionality

In order to do fresh licensee registration, user has to do the sign up on the state excise portal.

Sign UP

- To access the AERMS application, User need to registered in application.
- Open the State Excise application on any browser by typing the URL:
<https://stateexcise.assam.gov.in>

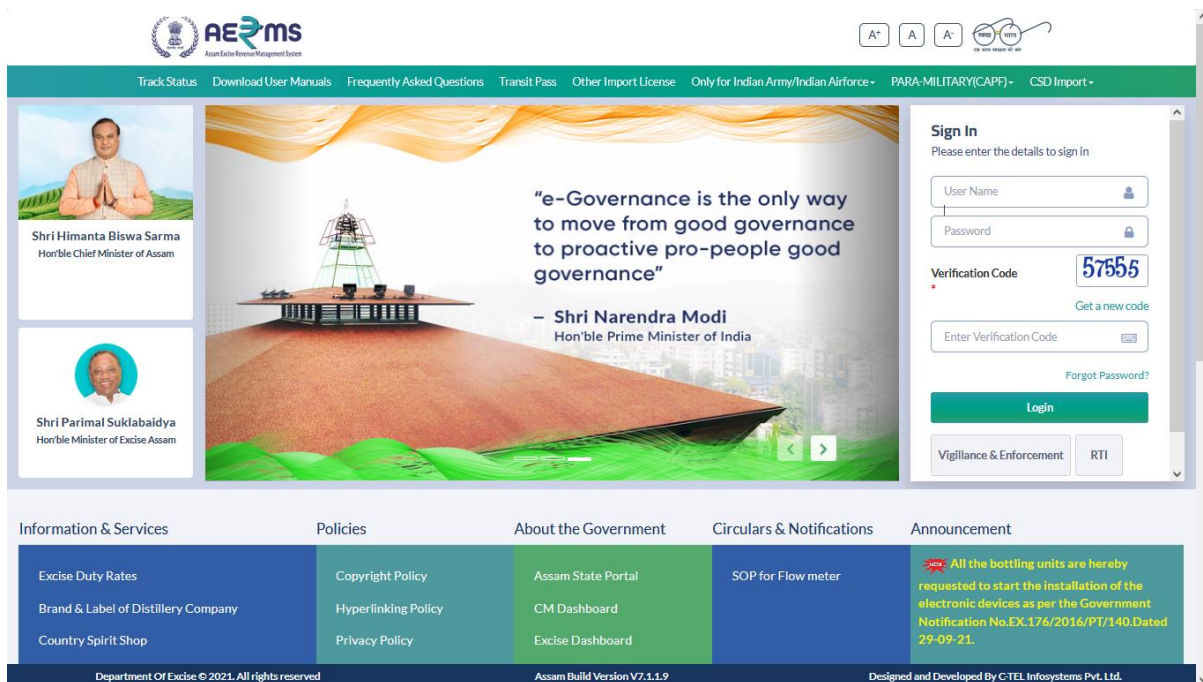


Figure 1: Assam Excise Revenue Management System Website

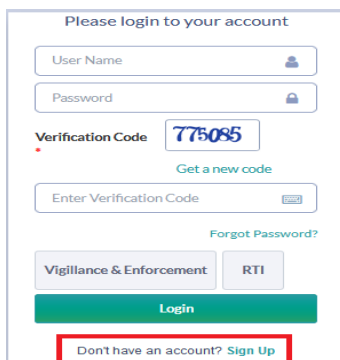


Figure 2: Sign Up

- Click on “Don’t have an account? Sign Up” to sign up.
- Fill the details as requested in the screen



Department Of Excise - Assam

SIGN UP

Applicant Name: * City: *

Email Address: * Block / Circle: *

Mobile Number: * Select State: *

Business Name: * Select District: *

Plot/Building Number: *

Road/Street: *

Landmark:

PAN:

Figure 3: Sign Up Form

- User is required to fill the detail which are required to sign up & click on 'Save' button
- After Clicking on the save button, User will receive the OTP to the registered mobile number
- Users are required to enter the OTP & Click on Save Button

Department Of Excise

SIGN UP

One Time Password

Enter One Time Password:

Business Address: *

PAN: * verify PAN

GSTIN: *



Figure 4: OTP Request

- User will receive the Unique Login Id & Password after successfully Registration
- Click on 'Login' to redirect to the Login page.

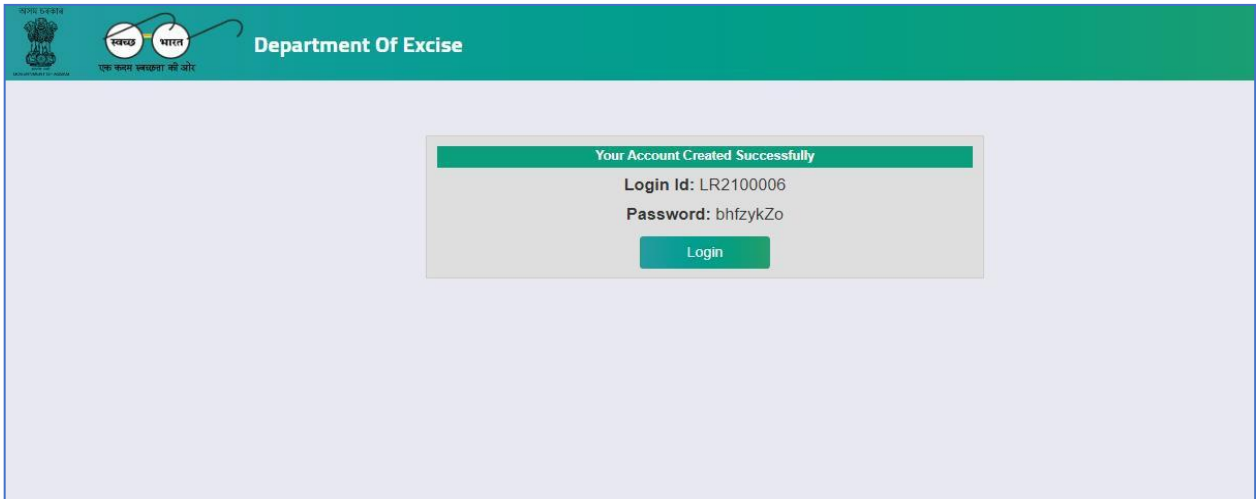


Figure 5: System Generated LR Number and Password

User is required to enter Login Id & Password & click on 'Sign In' button to login

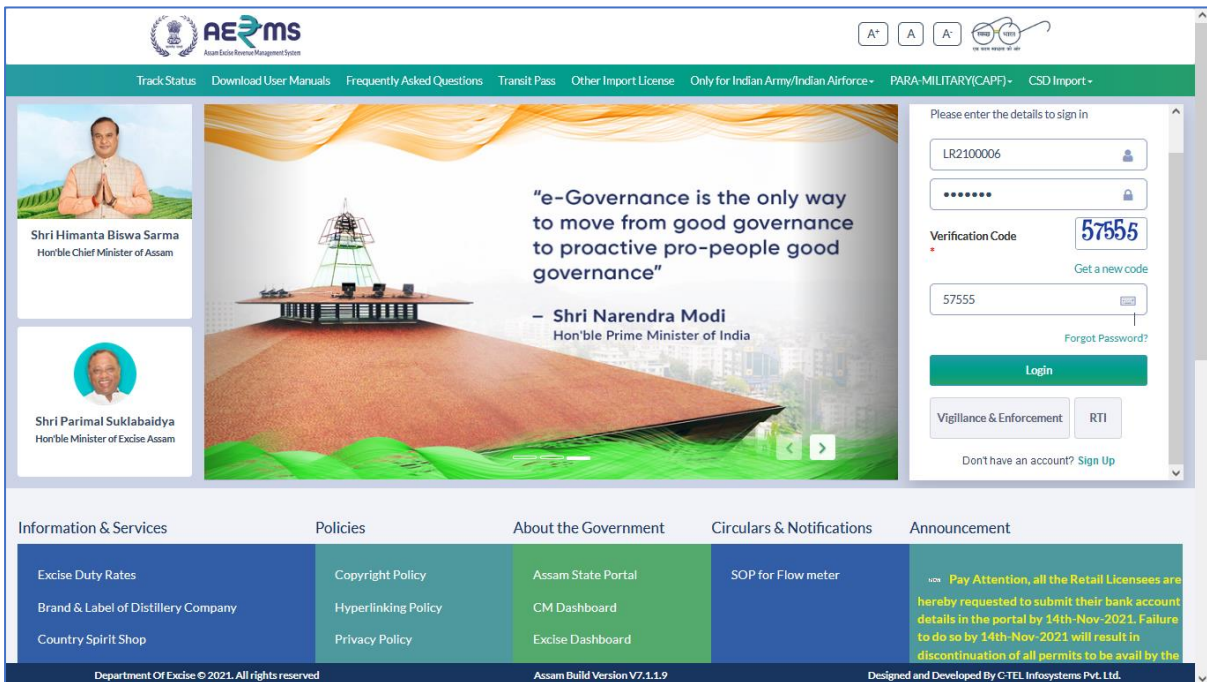


Figure 6: Login Page

Note: For the new user, who login 1st time, application will prompt to change the password:



- Users are required to enter the older password, new password, captcha & click on submit button to reset the Password

सत्यमेव जयते
स्वच्छ भारत
एक कदम स्वच्छता की ओर

Department Of Excise

Username/Password Reset For LR2100006 Login

User Id	<input type="text" value="APPLICANT"/>
Old Password	<input type="password" value="*****"/>
New Password	<input type="password" value="*****"/>
Confirm New Password	<input type="password" value="*****"/>
Verification Code	<input type="text" value="26264"/> Get a new code
	<input type="text" value="Verification Code"/>

Must have at least one capital letter, number and one special character out of set [!@#%*^&*!]

Please enter the digits as they are shown in the image above.
Letters are not case-sensitive.

- A Success message pops out after password reset.

Password Reset For LR2000012 Login

Info! Dear LR2000012 your password has expired. We request you to change your password for security purpose.

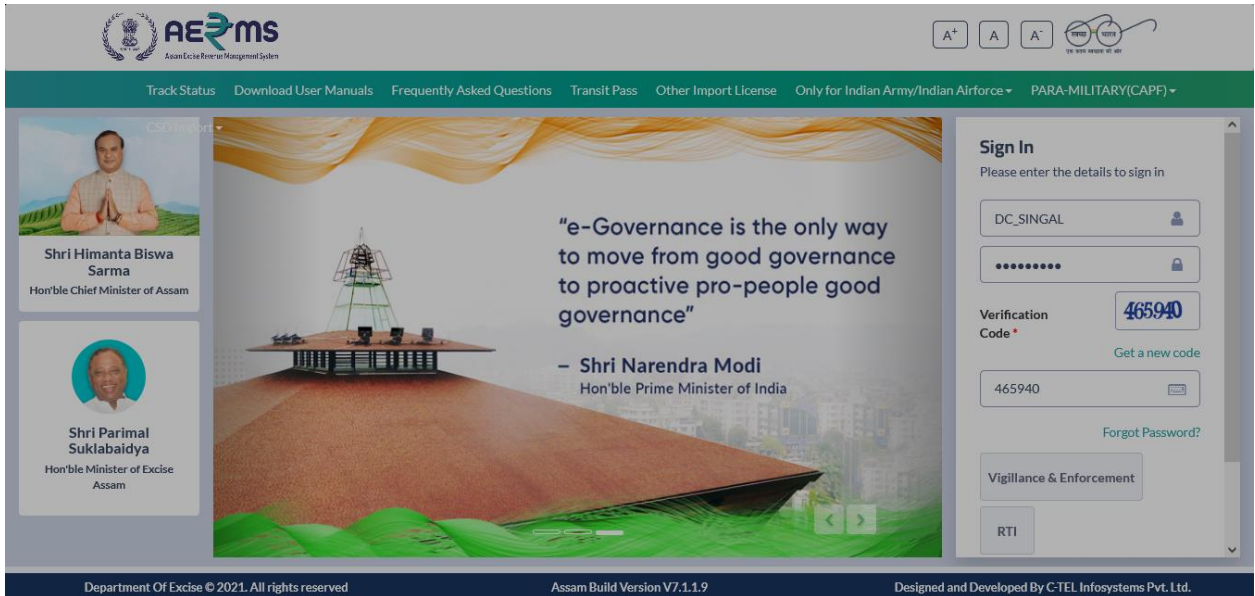
Your password has been reset successfully!



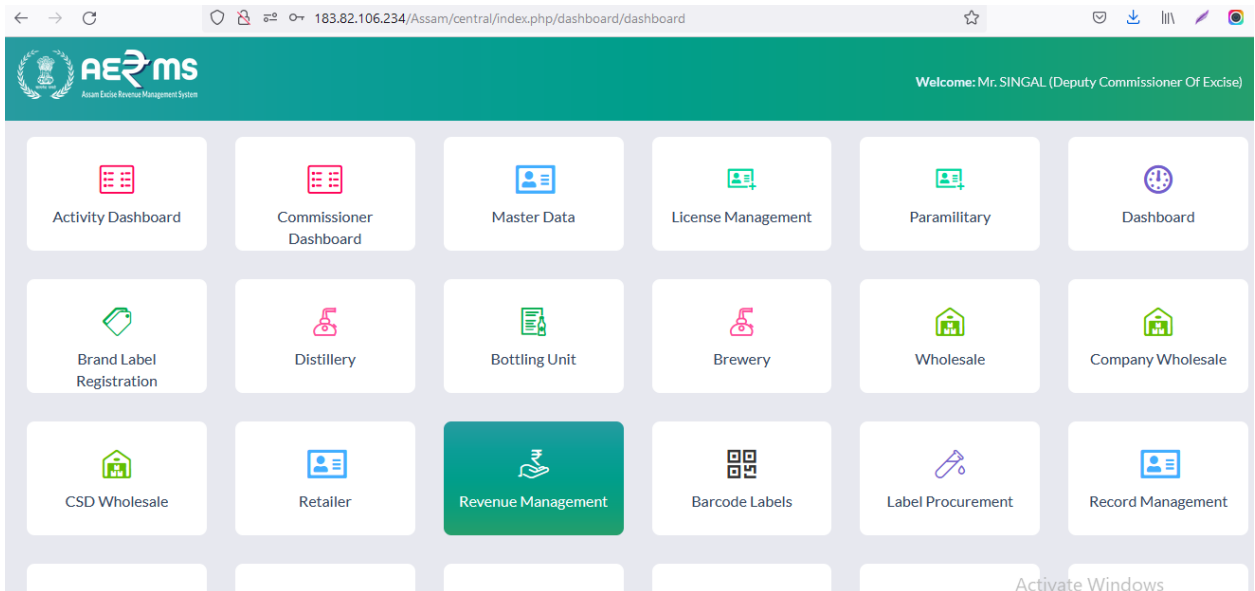


REVENUE MANAGEMENT

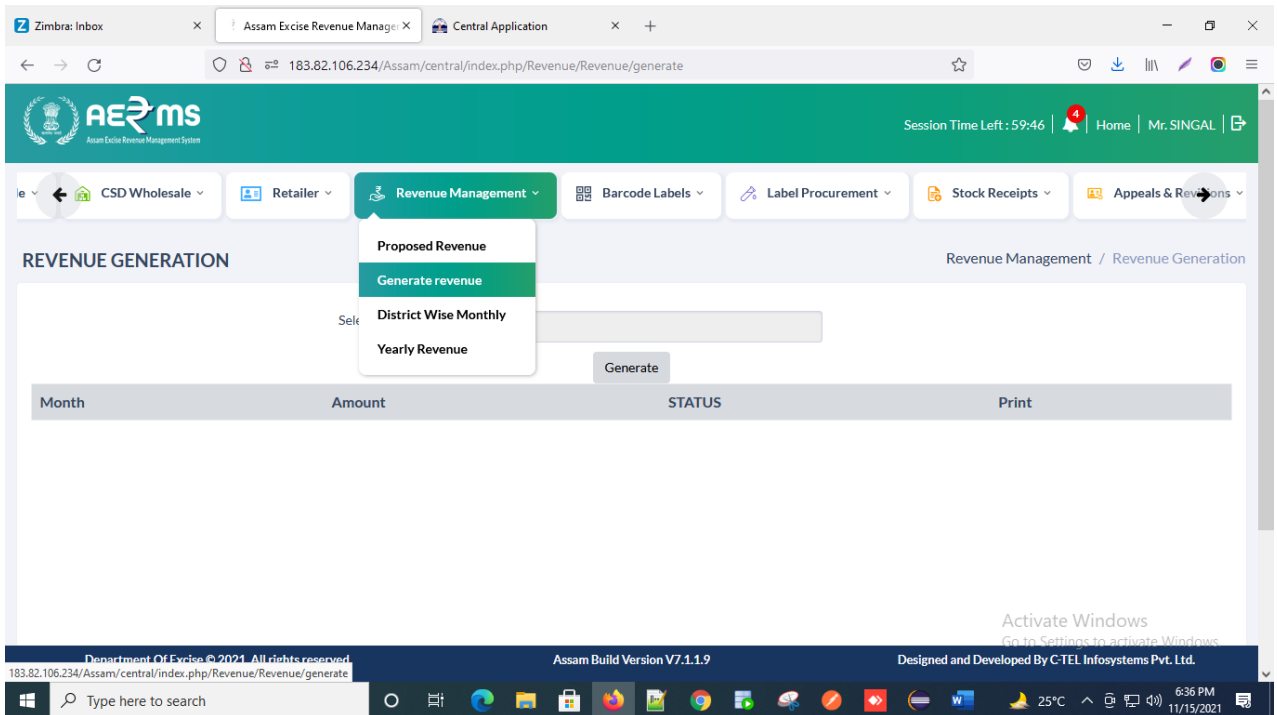
Open the DC login with the respective user credentials in the URL.



After login to the application click on Revenue Management.

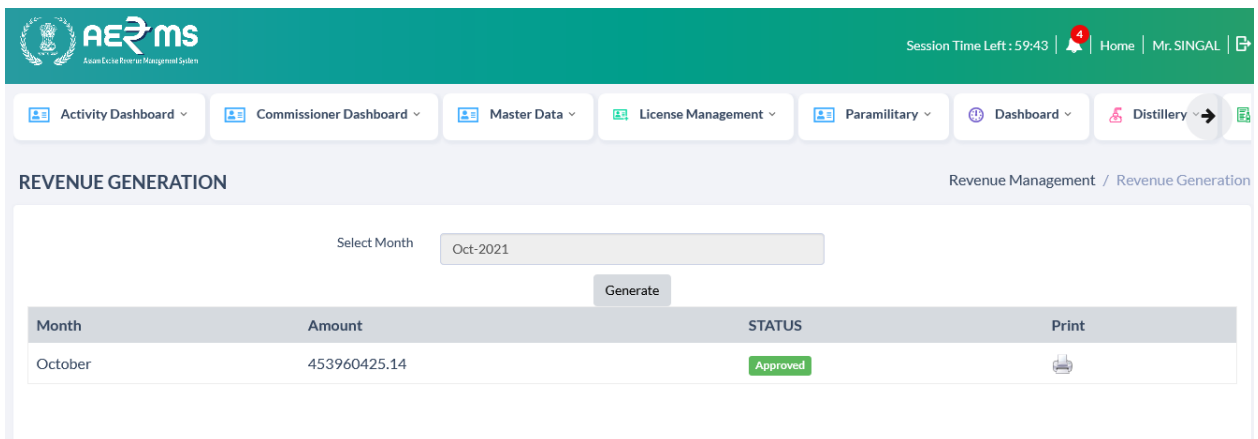


Click on generate revenue in Revenue Management tab.




The screenshot shows the AERMS web application interface. The 'Revenue Management' dropdown menu is open, showing options: 'Proposed Revenue', 'Generate revenue' (highlighted), 'District Wise Monthly', and 'Yearly Revenue'. Below the menu is a 'Generate' button. The main content area shows a table with columns: Month, Amount, STATUS, and Print. The table is currently empty.

Click on Generate Button to generate the revenue.



The screenshot shows the AERMS web application interface after clicking the 'Generate' button. The 'Select Month' dropdown is set to 'Oct-2021'. The 'Generate' button is visible. The table below shows the generated revenue data:

Month	Amount	STATUS	Print
October	453960425.14	Approved	

After clicking on Generate revenue it shows the tabs from which revenue is generated. The tabs are Chemical Process, Spirit Import fee, Availability fee, VAT, Spirit Fee, URC VAT, Excise Duty and URC excise duty and enter the remarks. After entering the remarks click on submit.



GENERATE REVENUE

Revenue Management / Revenue Generation

Revenue Generated(From: 01-Oct-2021 To: 31-Oct-2021)

Chemical Process	<input type="text" value="8380"/>	Spiritfee	<input type="text" value="3160000"/>
Spiritimportfee	<input type="text" value="3631800"/>	URCVAT	<input type="text" value="1082856"/>
AVAILABILITYFEE	<input type="text" value="122500"/>	ExciseDuty	<input type="text" value="269425024.24"/>
Vat	<input type="text" value="174801565"/>	UrcExciseDuty	<input type="text" value="1728299.9"/>
Remarks :	<input type="text" value="Revenue for October month"/>		

Submit

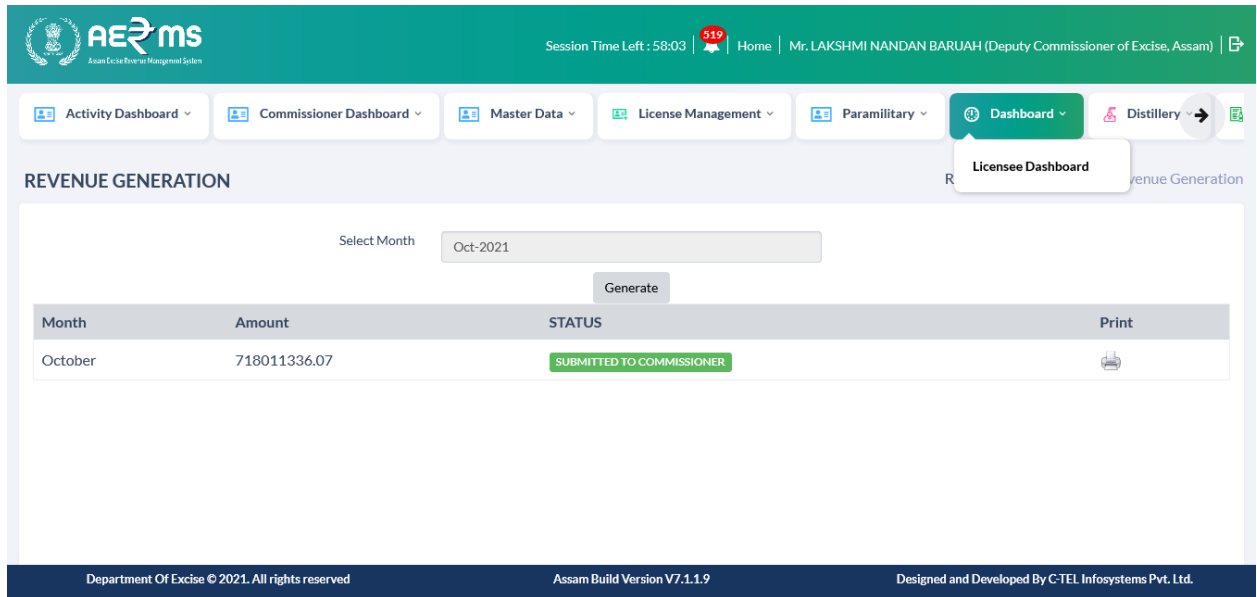
After clicking on submit it will show as submitted successfully.

🌐 183.82.106.234

Submitted successfully



It shows the application is successfully submitted to Commissioner.



The screenshot shows the AEEMS dashboard with the following details:

- Session Time Left: 58:03
- User: Mr. LAKSHMI NANDAN BARUAH (Deputy Commissioner of Excise, Assam)
- Navigation Menu: Activity Dashboard, Commissioner Dashboard, Master Data, License Management, Paramilitary, Dashboard (selected), Distillery
- Section: REVENUE GENERATION
- Form: Select Month (Oct-2021), Generate button
- Table Data:

Month	Amount	STATUS	Print
October	718011336.07	SUBMITTED TO COMMISSIONER	

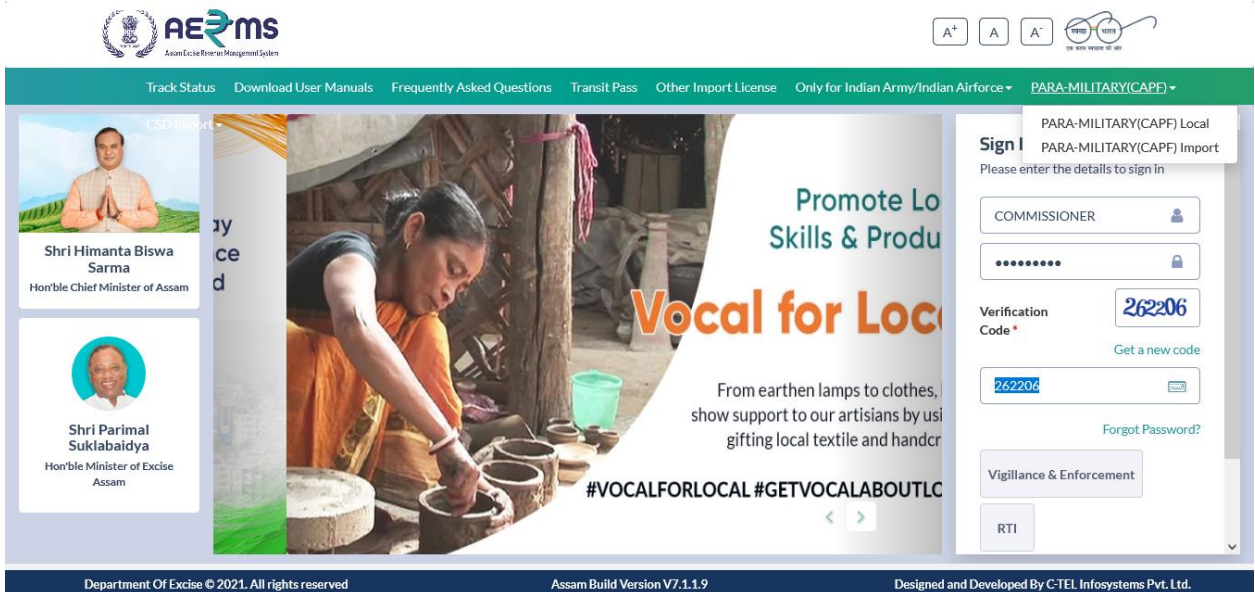
Footer: Department Of Excise © 2021. All rights reserved | Assam Build Version V7.1.1.9 | Designed and Developed By C-TEL Infosystems Pvt. Ltd.

User also can verify the print of the parameters that were calculated.

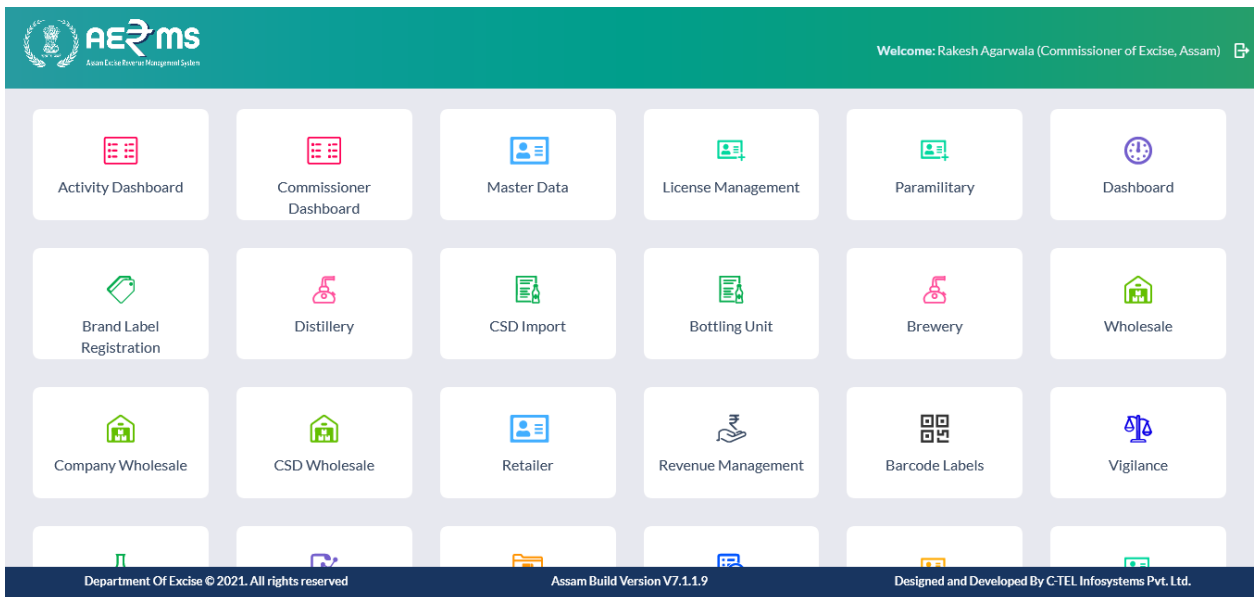
Revenue for the month of October

TYPE OF FEE	AMOUNT
Chemical Process	11920
Spirit Import Fee	3651800
Spirit Fee	3360000
URC VAT	1548502
BOTTLING FEE	10386548
Vat	278286056
Excise Duty	418386262.75
Urc Excise Duty	2330247.32
LABEL SAMPLE PROCESS	50000
Total	718011336.07

User has to open the Commissioner login after the data is forwarded from the Deputy Commissioner.



User has to click on revenue management in Commissioner login.



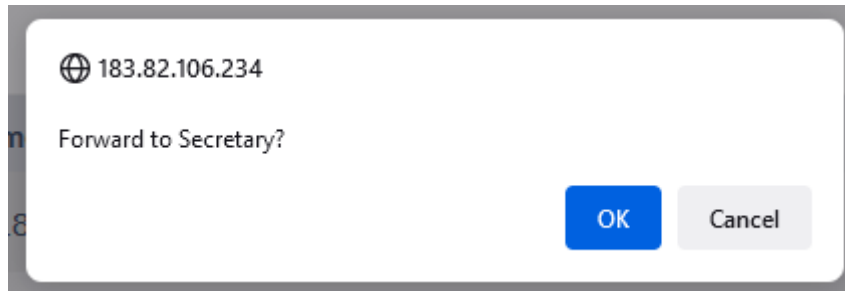
User has to click on revenue list in revenue management tab. Later user has to click on Forward in Action tab.



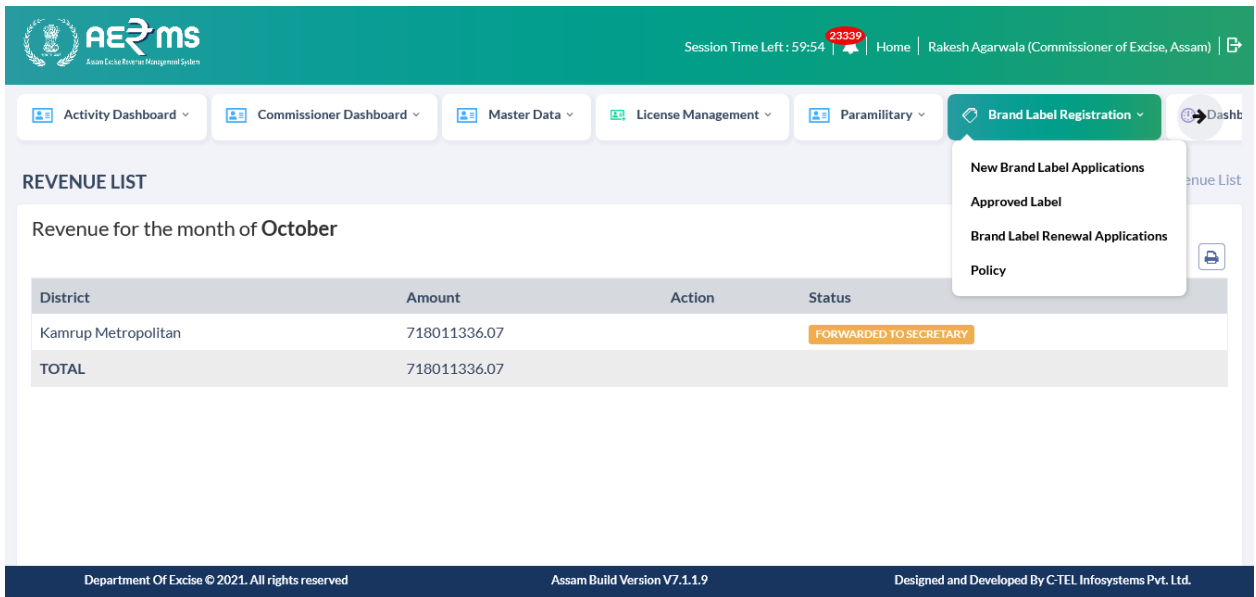
The screenshot shows the AERMS interface with a navigation bar at the top containing various menu items like Brand Label Registration, Dashboard, Distillery, CSD Import, Bottling Unit, Brewery, Wholesale, and Company Wholesale. The main content area displays a 'REVENUE LIST' for the month of October. A table lists the revenue for Kamrup Metropolitan district with an amount of 718011336.07. A 'Forward' button is visible next to the amount. A dropdown menu is open under the 'Wholesale' menu item, listing options such as List of License, Indent For Permit, Transport Permits, EVC Verification, Company Wholesale Indent, Import Wholesale Indent, and TP Revalidation. The footer contains copyright information for the Department of Excise and the software version V7.1.1.9.

District	Amount	Action
Kamrup Metropolitan	718011336.07	Forward <input type="checkbox"/>
TOTAL	718011336.07	

User after clicking on forward button which shows a message as “Forward to Secretary?”



User after clicking on forward will show the message as “Forward to secretary.”



Session Time Left: 59:54 | 23339 | Home | Rakesh Agarwala (Commissioner of Excise, Assam)

Activity Dashboard | Commissioner Dashboard | Master Data | License Management | Paramilitary | Brand Label Registration

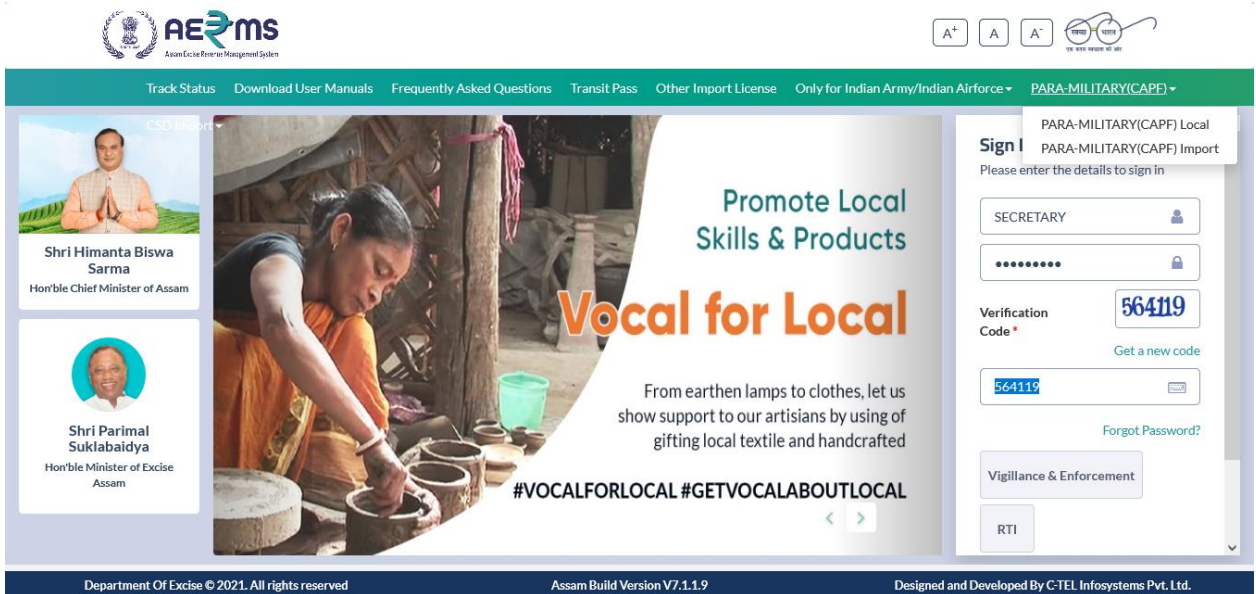
REVENUE LIST

Revenue for the month of October

District	Amount	Action	Status
Kamrup Metropolitan	718011336.07		FORWARDED TO SECRETARY
TOTAL	718011336.07		

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User has to open the URL and open the secretary login details.



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Promote Local Skills & Products

Vocal for Local

From earthen lamps to clothes, let us show support to our artisans by using of gifting local textile and handcrafted

#VOCALFORLOCAL #GETVOCALABOUTLOCAL

Sign In
PARA-MILITARY(CAPF) Local
PARA-MILITARY(CAPF) Import
Please enter the details to sign in

SECRETARY

.....

Verification Code * **564119**
Get a new code

564119

Forgot Password?

Vigilance & Enforcement

RTI

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User has to click on Revenue Management in Secretary login.

User has to click on Set target.

District	Amount	Action	Status
Kamrup Metropolitan	718011336.07		FORWARDED TO SECRETARY
TOTAL	718011336.07		



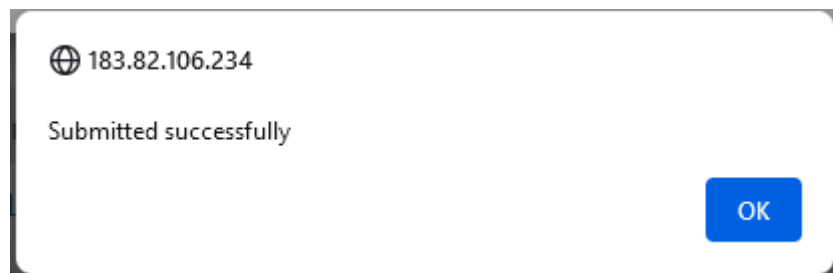
User after clicking on Set Target should enter the target and click on Save button.

Set Target for November ×

Target:

Save **Cancel**

User after clicking on save button will get the message as “Submitted Successfully.” The data is forwarded to Commissioner login.





User has to click on Split target in Revenue list tab.

The screenshot shows the AERMS interface. At the top, there is a navigation bar with the AERMS logo and user information: "Session Time Left: 59:57 | 23339 | Home | Rakesh Agarwala (Commissioner of Excise, Assam)". Below the navigation bar, there are several menu items: "Activity Dashboard", "Commissioner Dashboard", "Master Data", "License Management", "Paramilitary", and "Brand Label Registration". The "Brand Label Registration" menu is open, showing options: "New Brand Label Applications", "Approved Label", "Brand Label Renewal Applications", and "Policy".

The main content area is titled "REVENUE LIST". It displays "Target revenue for November : 34000" and a "Split Target" button. Below this, it shows "Revenue for the month of October". A table lists the revenue for the month of October:

District	Amount	Action	Status
Kamrup Metropolitan	718011336.07		FORWARDED TO SECRETARY
TOTAL	718011336.07		

At the bottom of the page, there is a footer with the text: "Department Of Excise © 2021. All rights reserved", "Assam Build Version V7.1.1.9", and "Designed and Developed By C-TEL Infosystems Pvt. Ltd."

User has to enter the target that was set by Secretary.

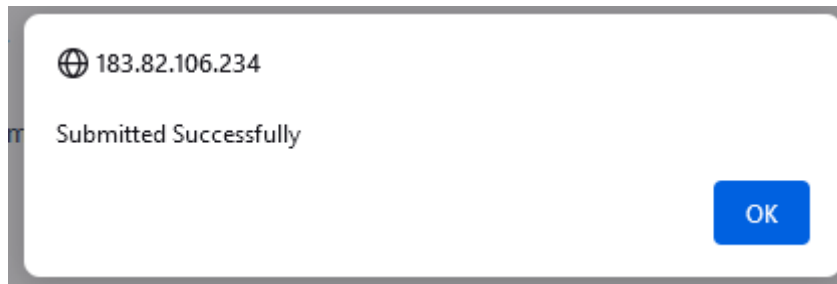
The screenshot shows the AERMS interface with a "Split Target for November" modal open. The modal title is "Split Target for November" and the subtitle is "Target Amount: 34000". The modal contains a list of districts and their respective target amounts:

District	Target Amount
Bajali	1000
Baksa	1000
Barpeta	1000
Bishwanath	1000
Bongaigaon	1000
Cachar	1000
Charaideo	1000
Chirang	1000
Darrang	1000
Dhemaji	1000
Dhubri	1000

The background shows the "REVENUE LIST" page with the "Split Target" button highlighted. The footer text is the same as in the previous screenshot.



User has to click on submit button after entering the data. The data gets forwarded to commissioner login.



The set target reached the Deputy commissioner login and the status is shown as approved.

Session Time Left : 59:54 | 519 | Home | Mr. LAKSHMI NANDAN BARUAH (Deputy Commissioner of Excise, Assam)

Activity Dashboard | Commissioner Dashboard | Master Data | License Management | Paramilitary | Dashboard | Distillery

REVENUE GENERATION

Select Month: Oct-2021

Generate

Month	Amount	STATUS	Print
October	718011336.07	Approved	

Target revenue for November : 1000

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THE END



