AERMS
Assam Excise Revenue Management System

User Manual

REVENUE MANAGEMENT

C-TEL INFOSYSTEMS

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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

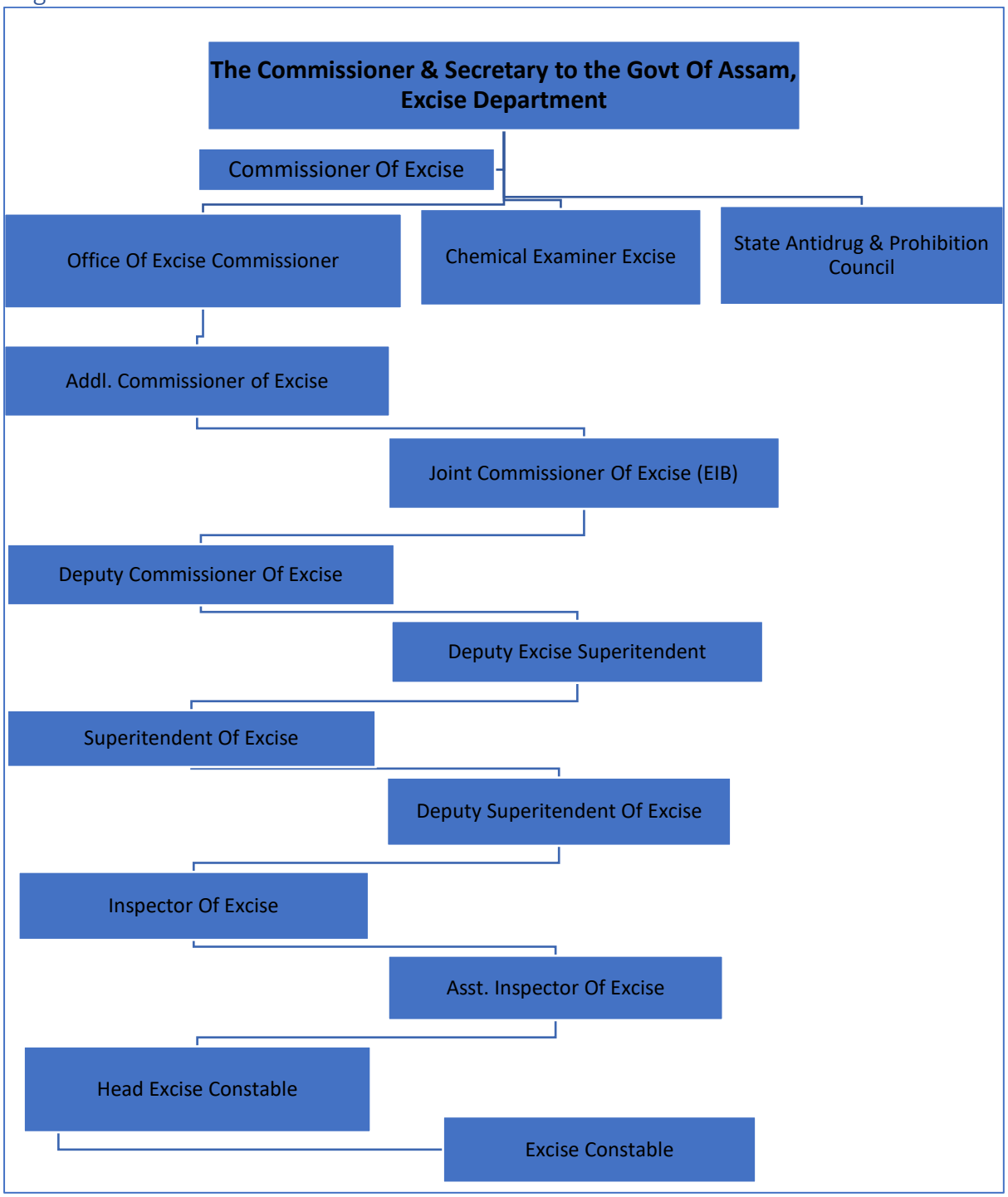
The provision of all Information Technologies, Materials, and other Goods as well as the performance of all Services required for the design, development, and implementation (including procurement, quality assurance, assembly, associated site preparation, Delivery, Pre-commissioning, Installation, Testing,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

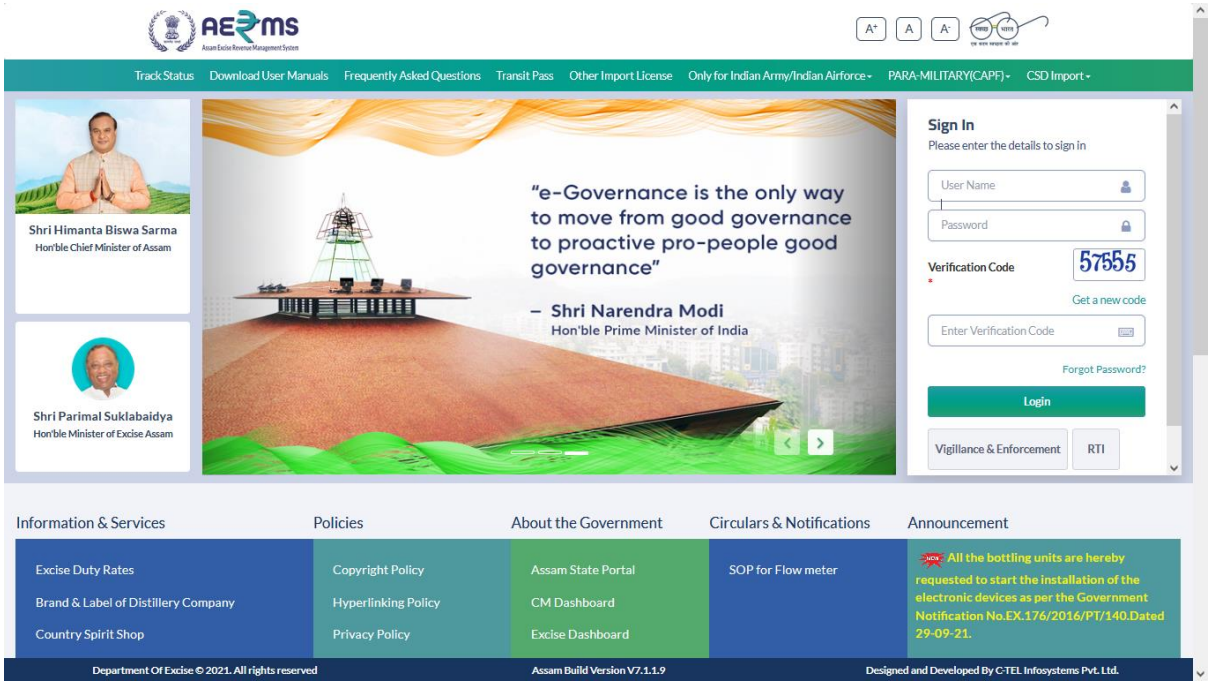


Figure 1: Assam Excise Revenue Management System Website

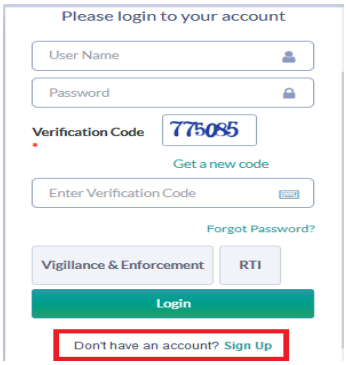


Figure 2: Sign Up

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

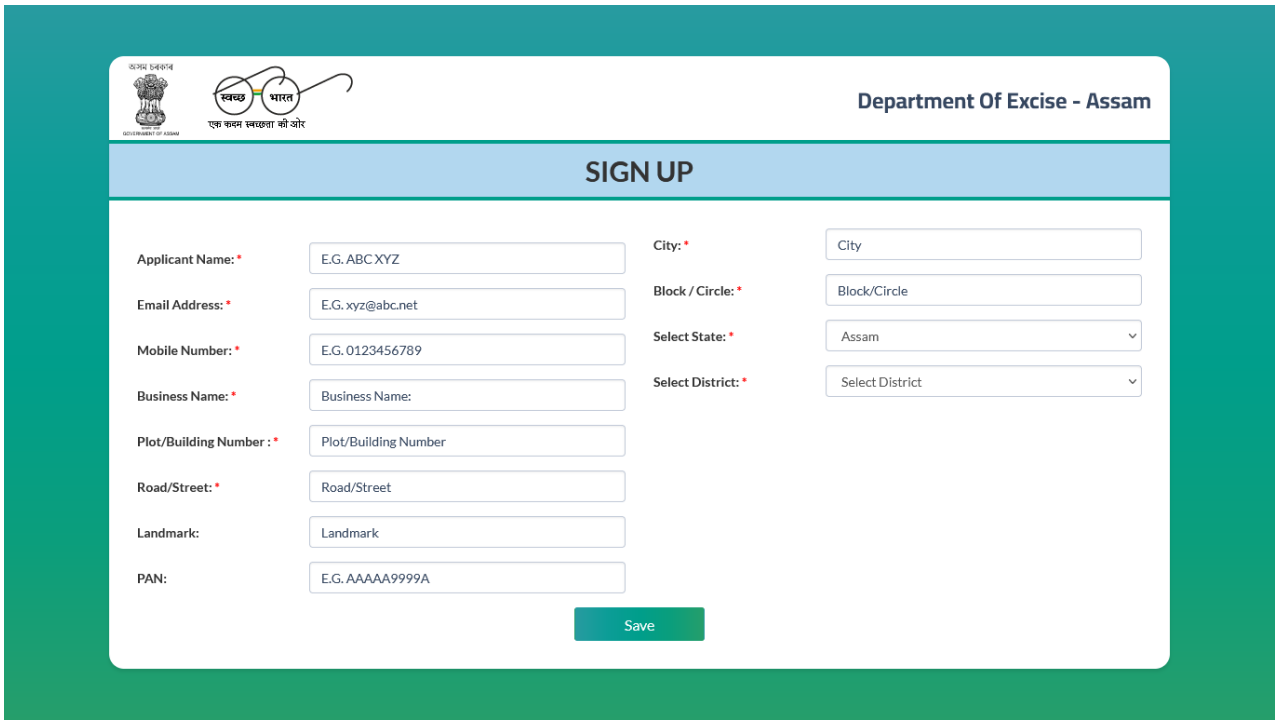


Figure 3: Sign Up Form

- 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

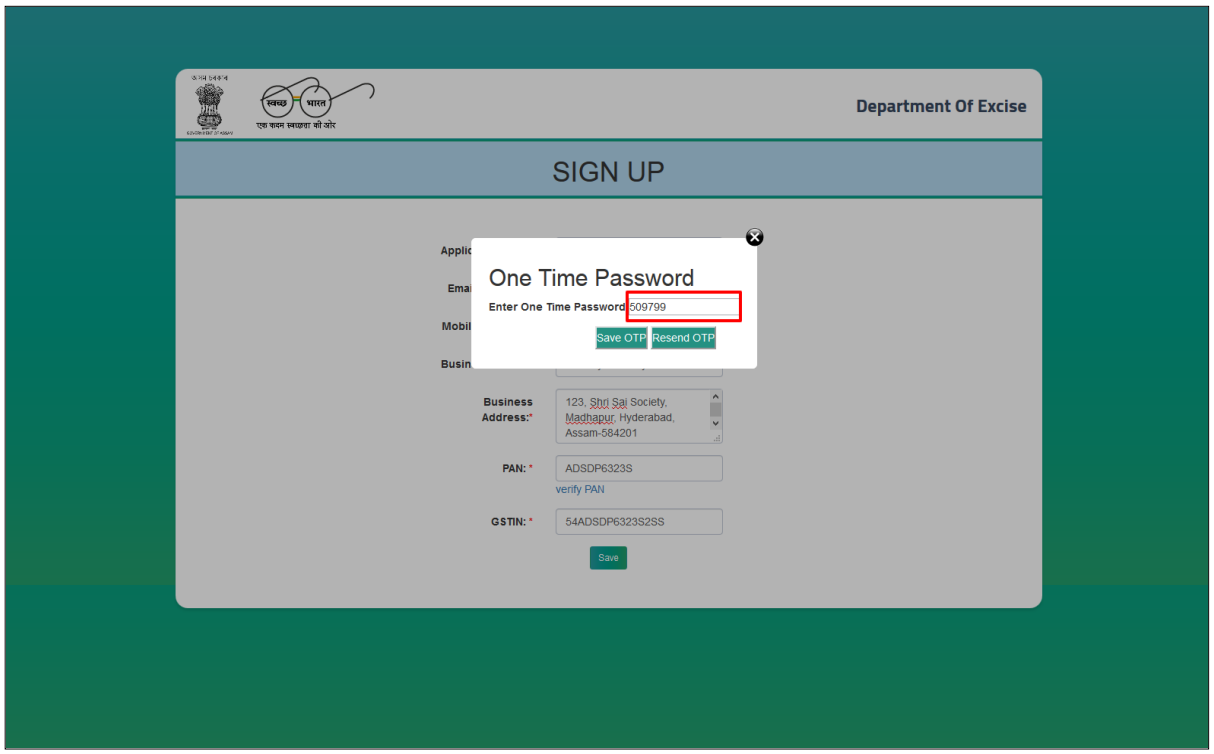


Figure 4: OTP Request

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

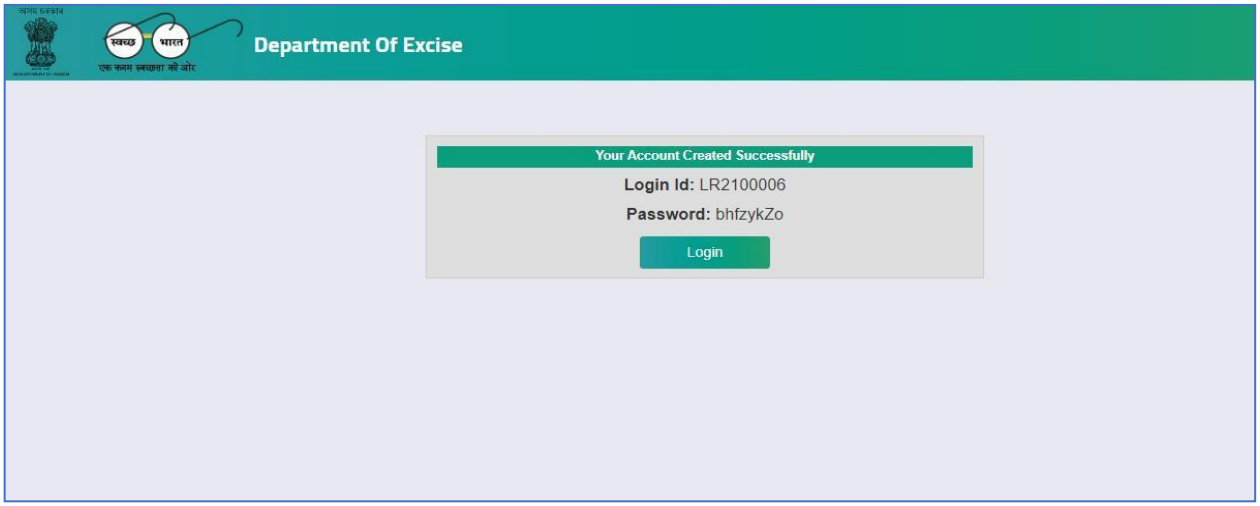


Figure 5: System Generated LR Number and Password

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

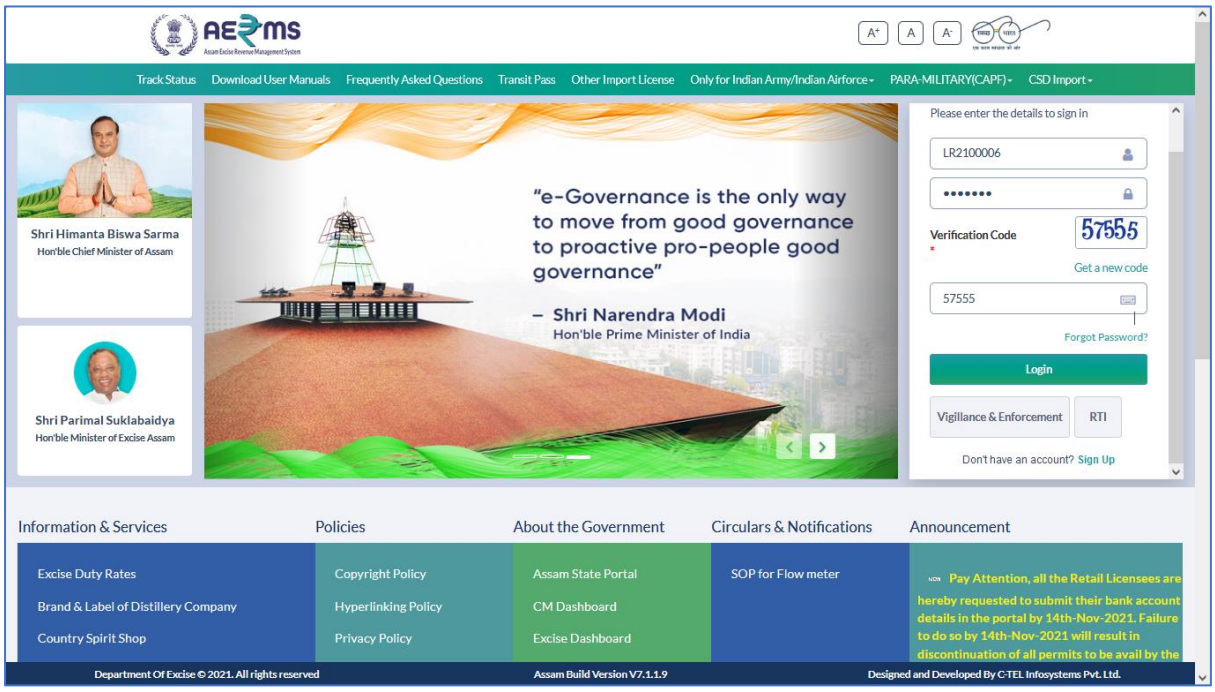


Figure 6: Login Page

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

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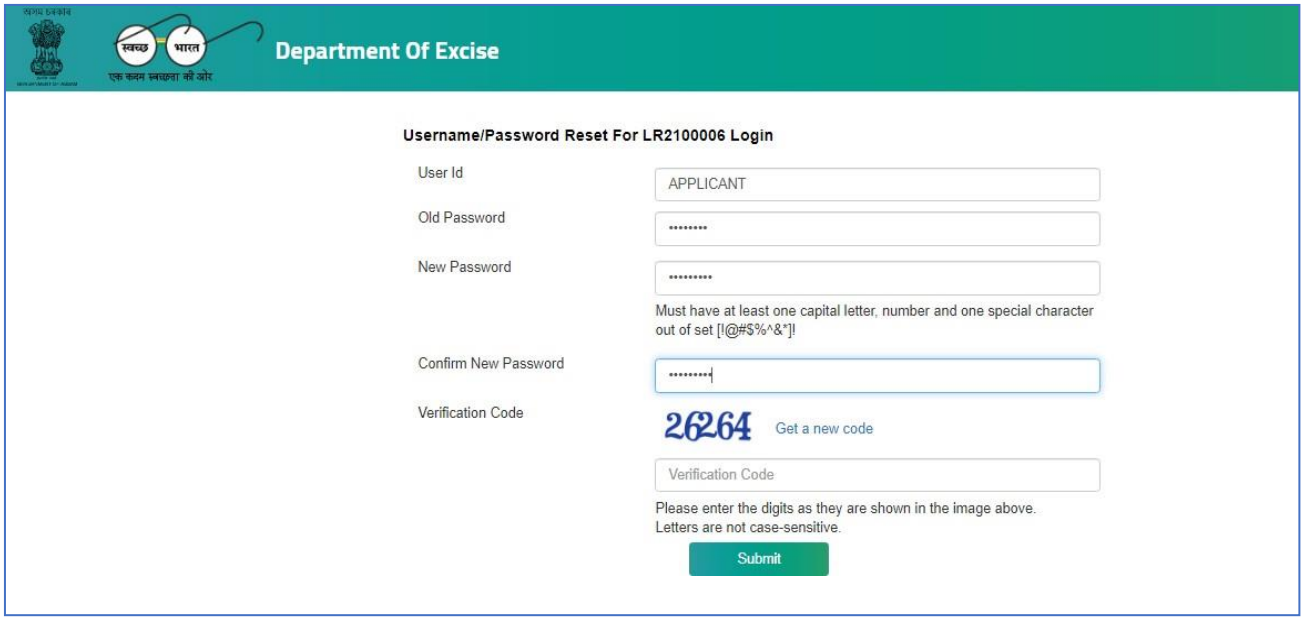
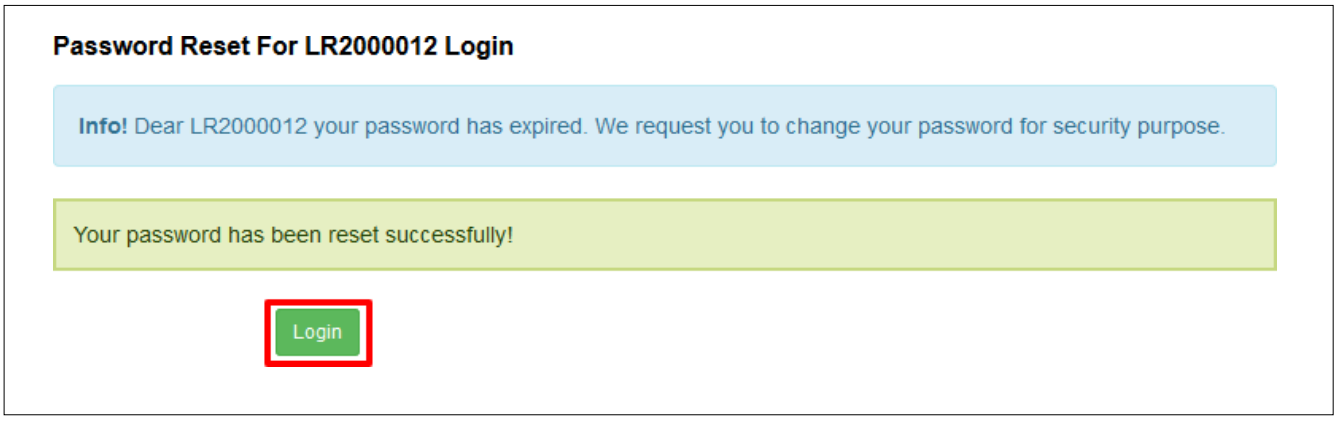
- Users are required to enter the older password, new password, captcha & click on submit button to reset the Password

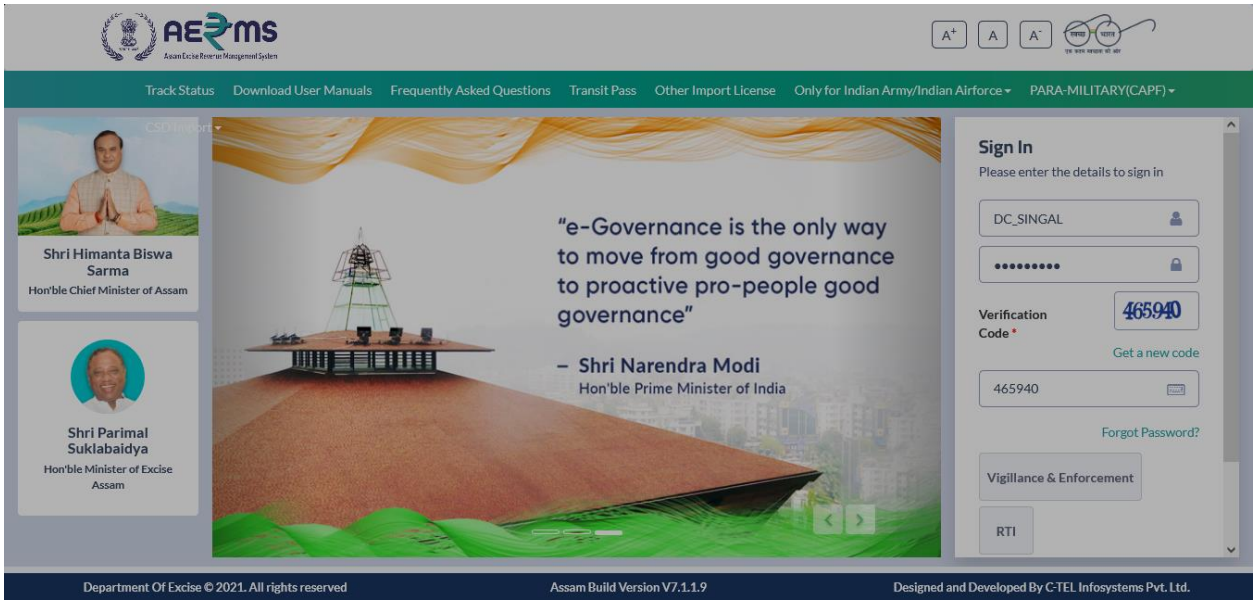


- A Success message pops out after password reset.

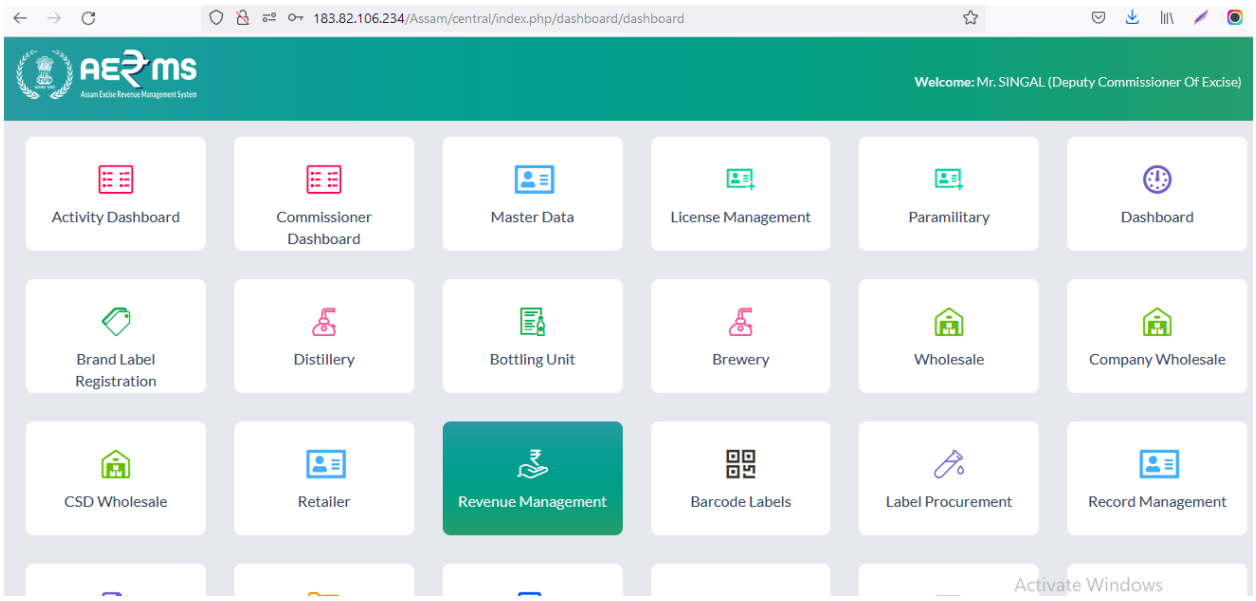


REVENUE MANAGEMENT

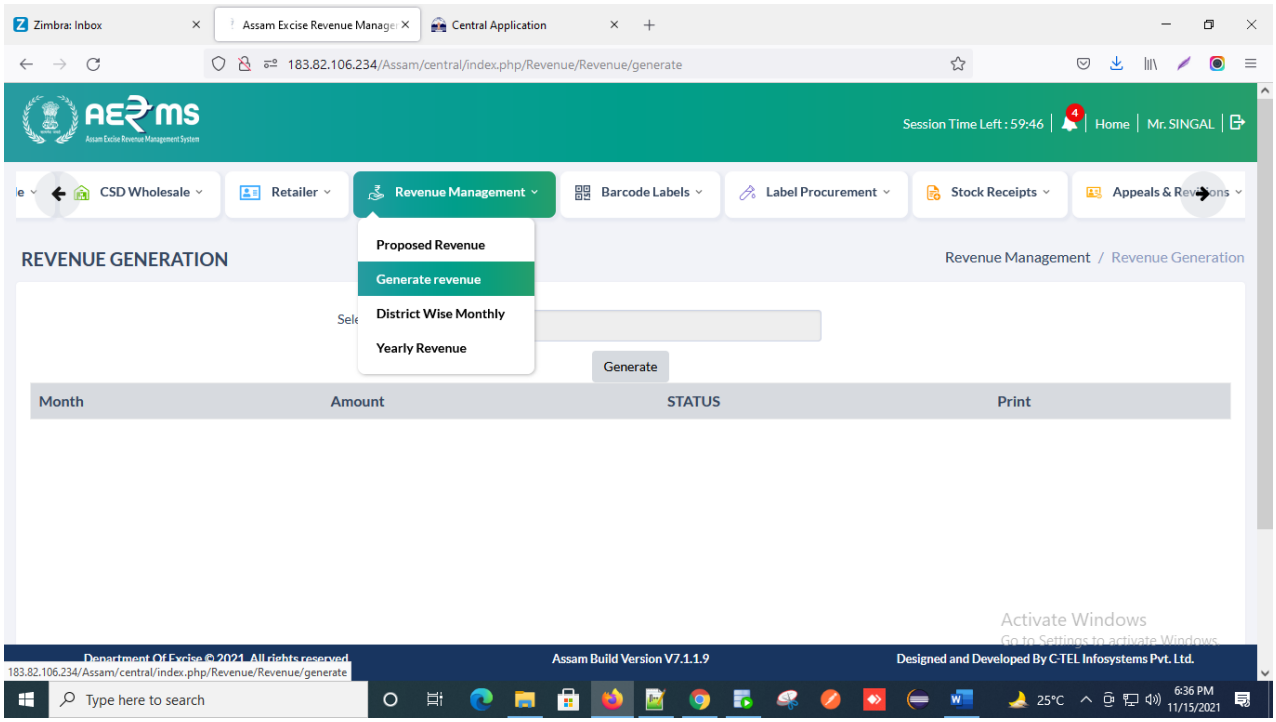
Open the DC login with the respective user credentials in the URL.



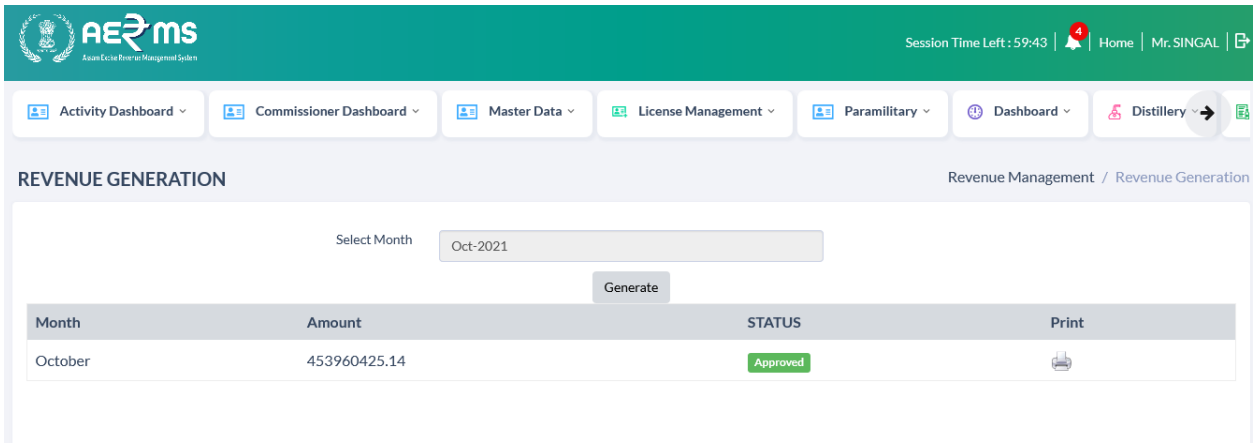
After login to the application click on Revenue Management.



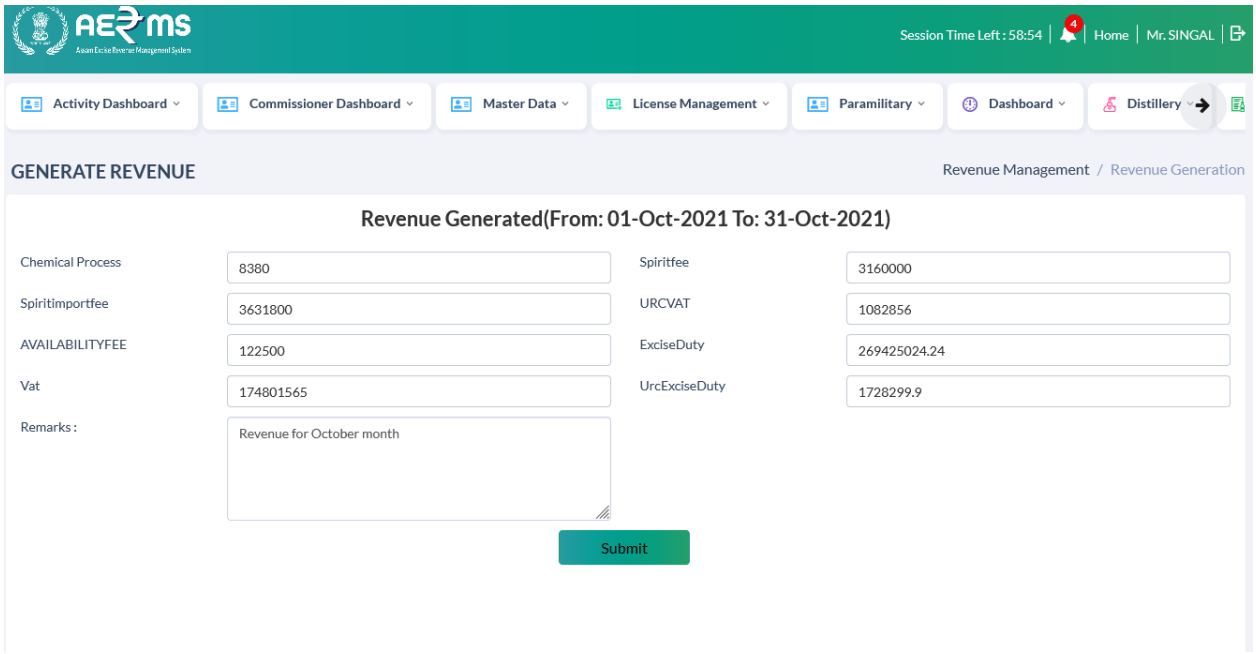
Click on generate revenue in Revenue Management tab.



Click on Generate Button to generate the revenue.

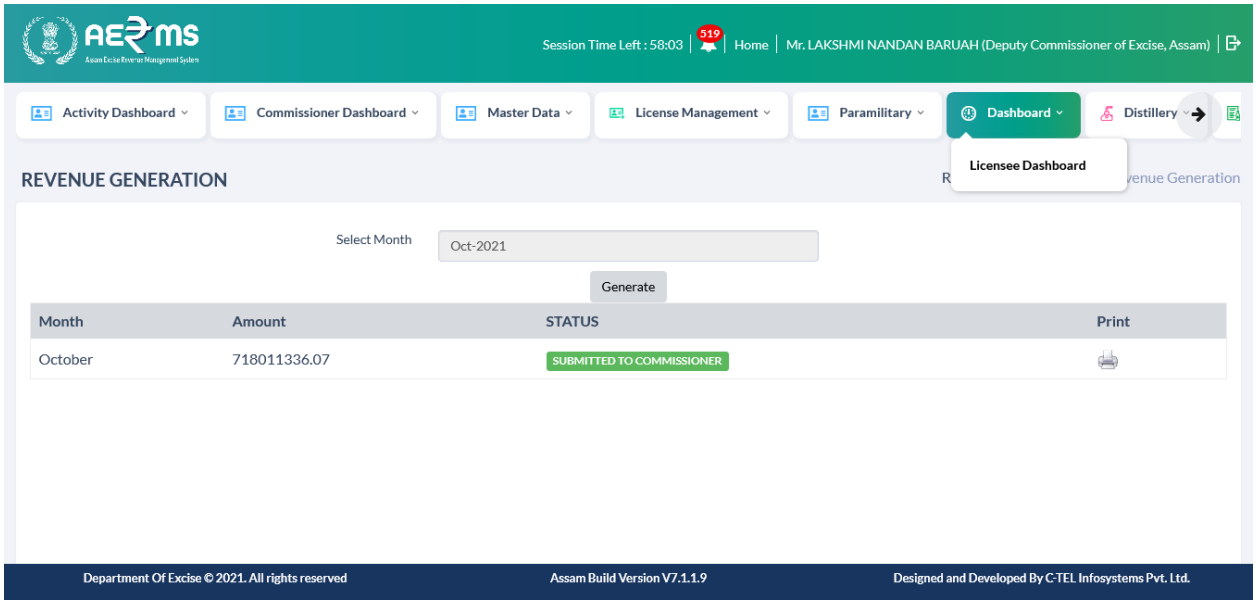


After clicking on Generate revenue it the shows the tabs from which revenue is generated. The tabs are Chemical Process, Spirit Import fee, Availability fee, VAT, Spirit Fee, URC VAT, Excise Duty and URC excise duty and enter the remarks. After entering the remarks click on submit.



After clicking on submit it will show as submitted successfully.

It shows the application is successfully submitted to Commissioner.

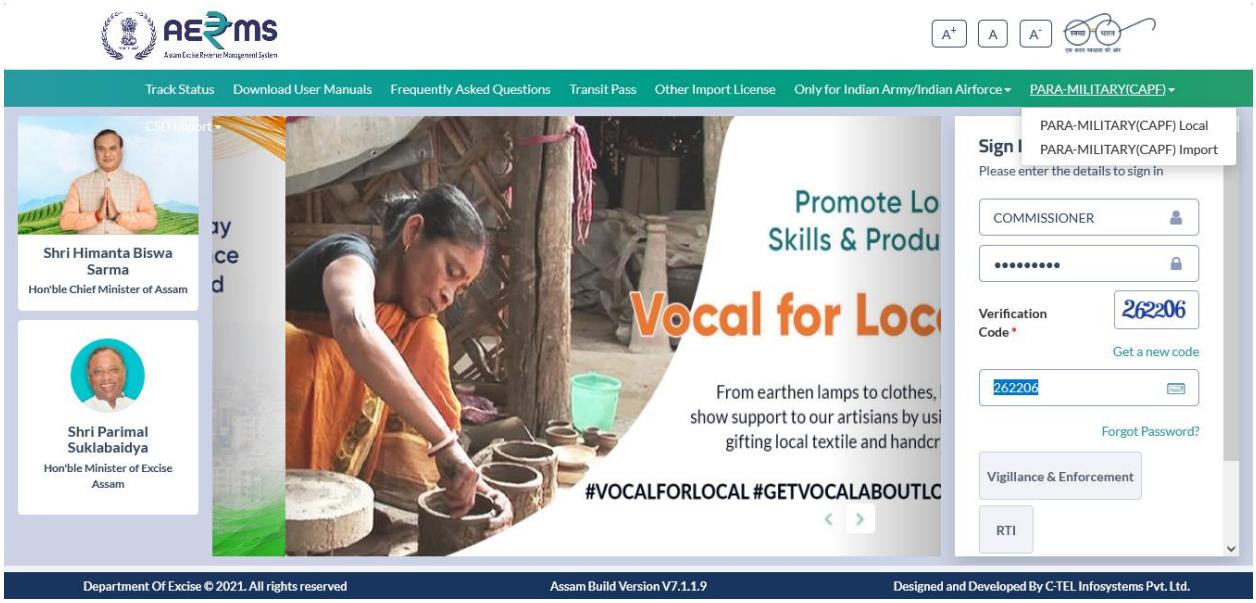


User also can verify the print of the parameters that were calculated.

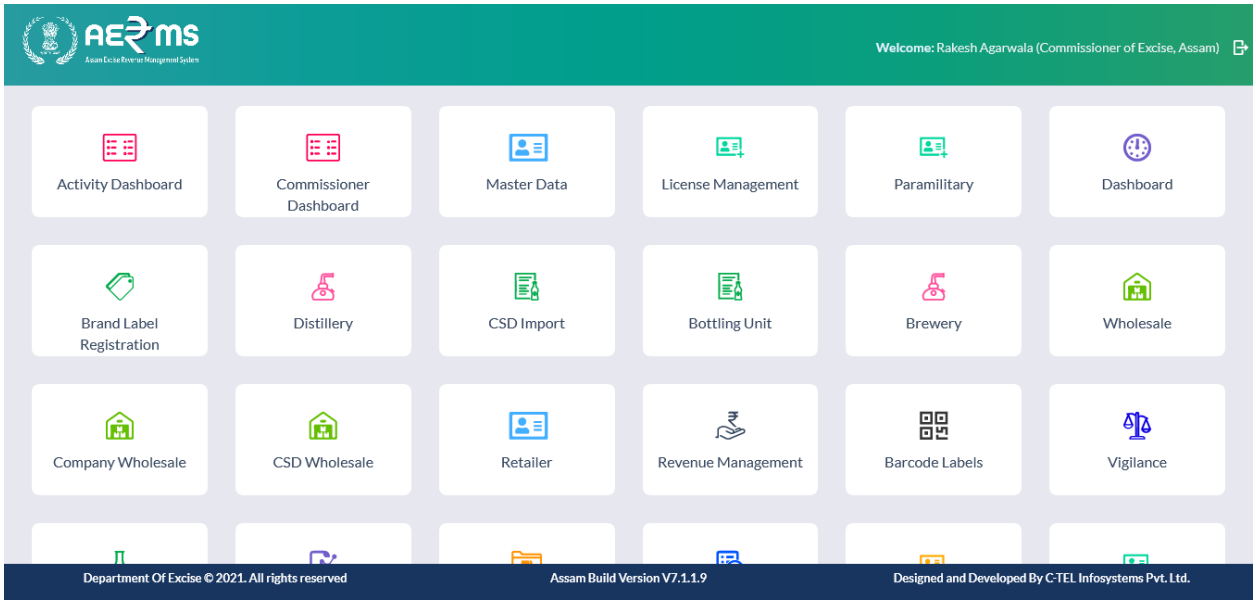
Revenue for the month of October

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**

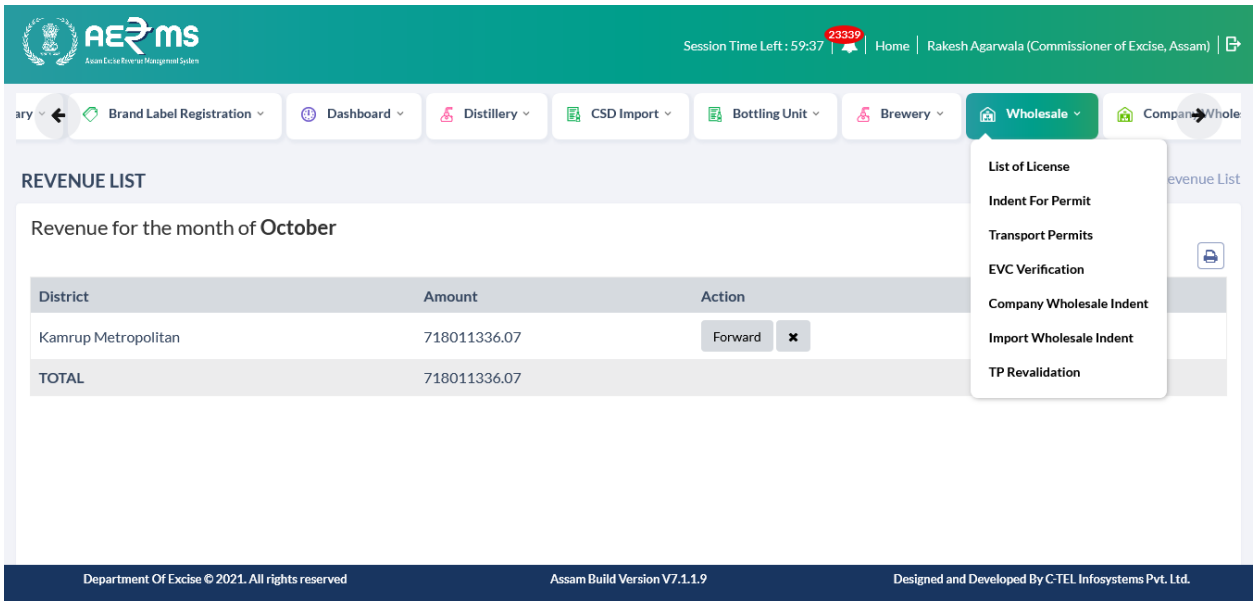
User has to open the Commissioner login after the data is forwarded from the Deputy Commissioner.



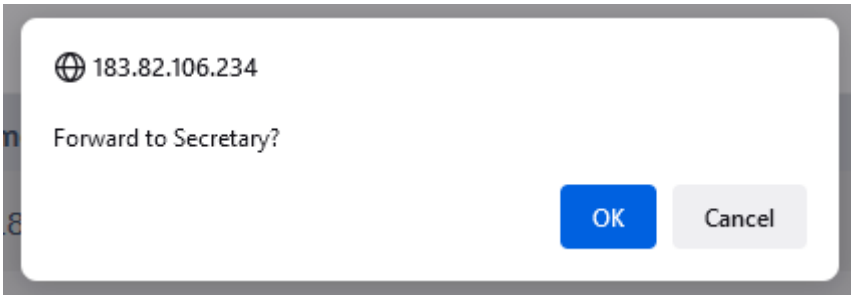
User has to click on revenue management in Commissioner login.



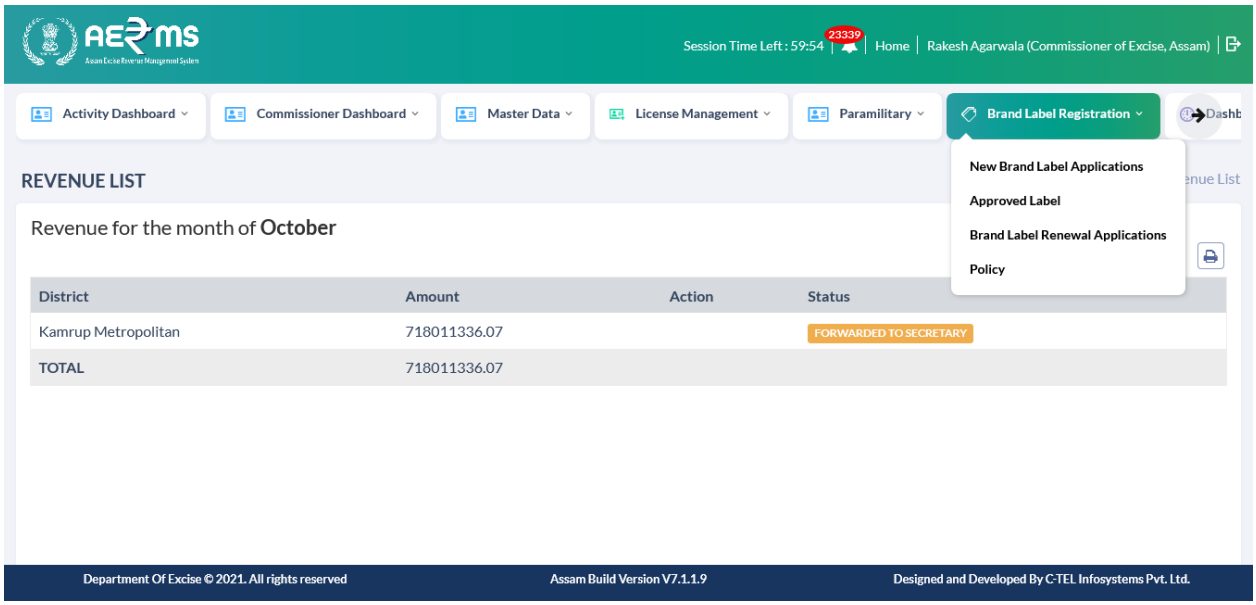
User has to click on revenue list in revenue management tab. Later user has to click on Forward in Action tab.



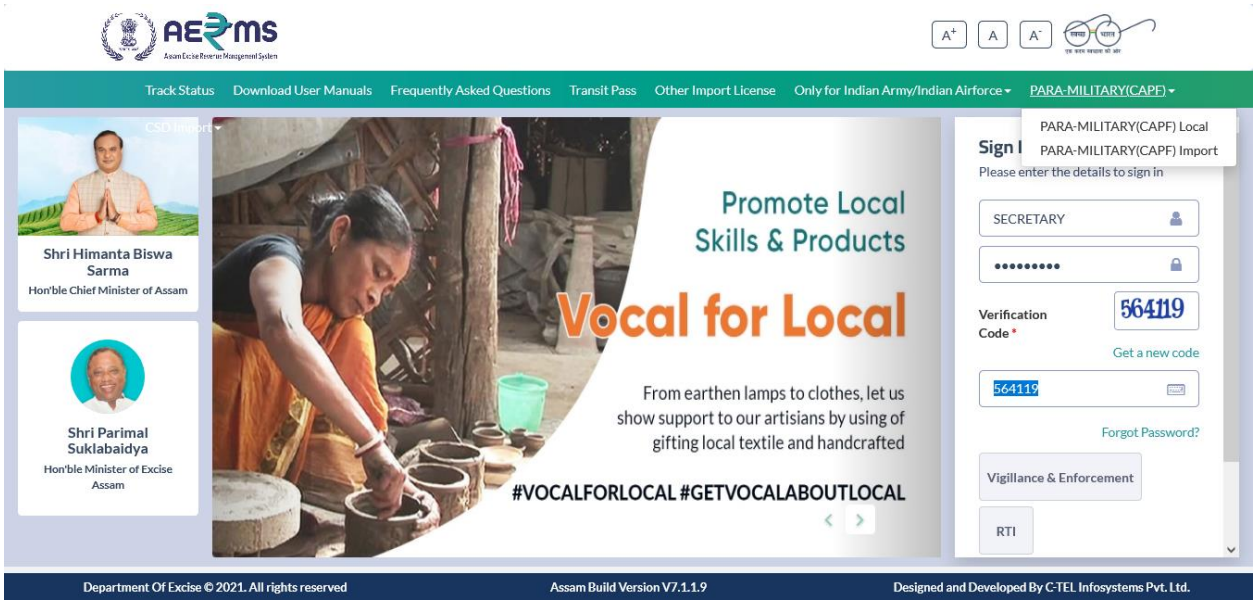
User after clicking on forward button which shows a message as “Forward to Secretary?”



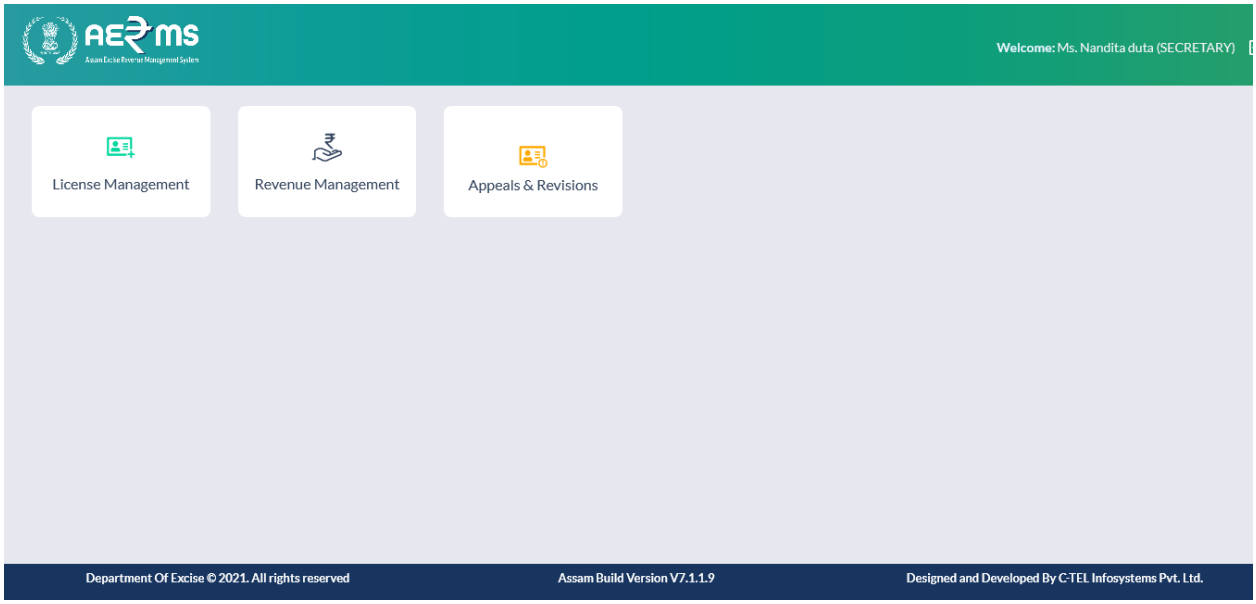
User after clicking on forward will show the message as “Forward to secretary.”



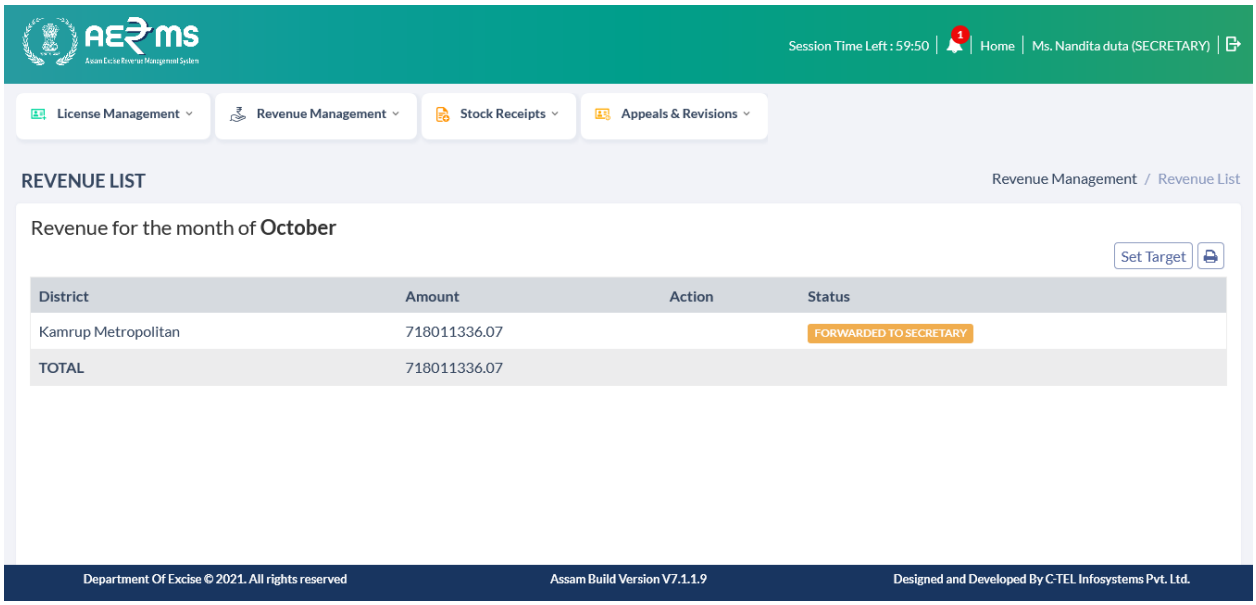
User has to open the URL and open the secretary login details.



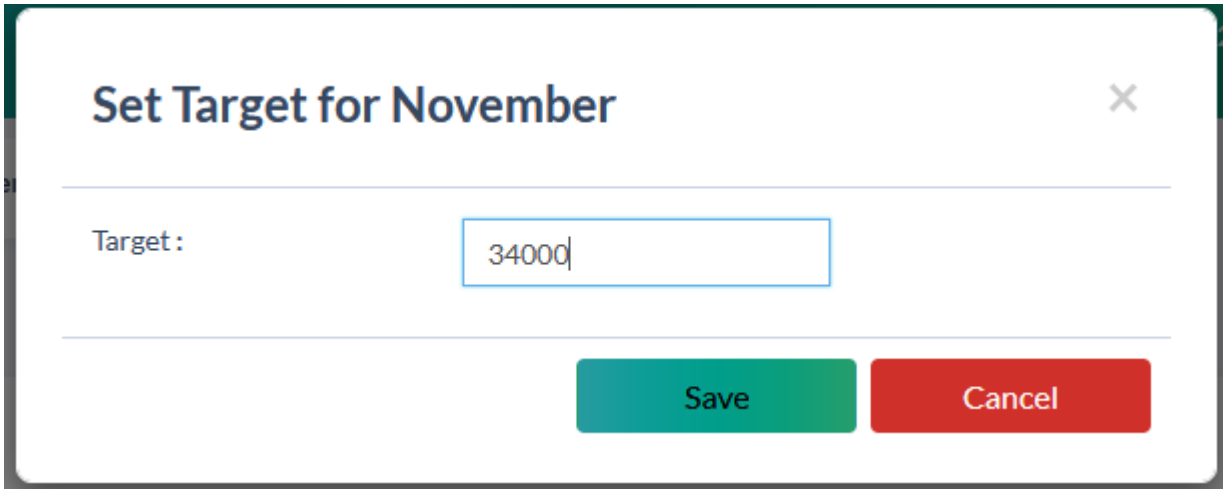
User has to click on Revenue Management in Secretary login.



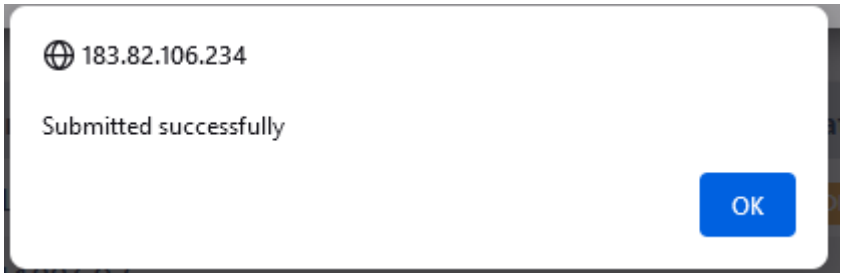
User has to click on Set target.



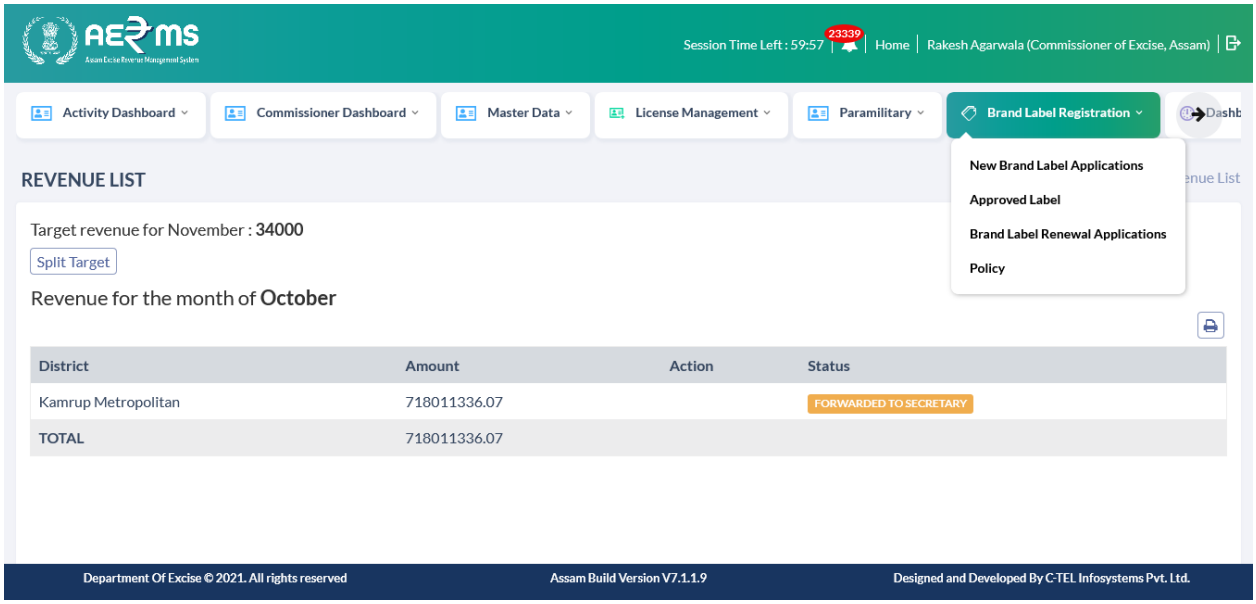
User after clicking on Set Target should enter the target and click on Save button.



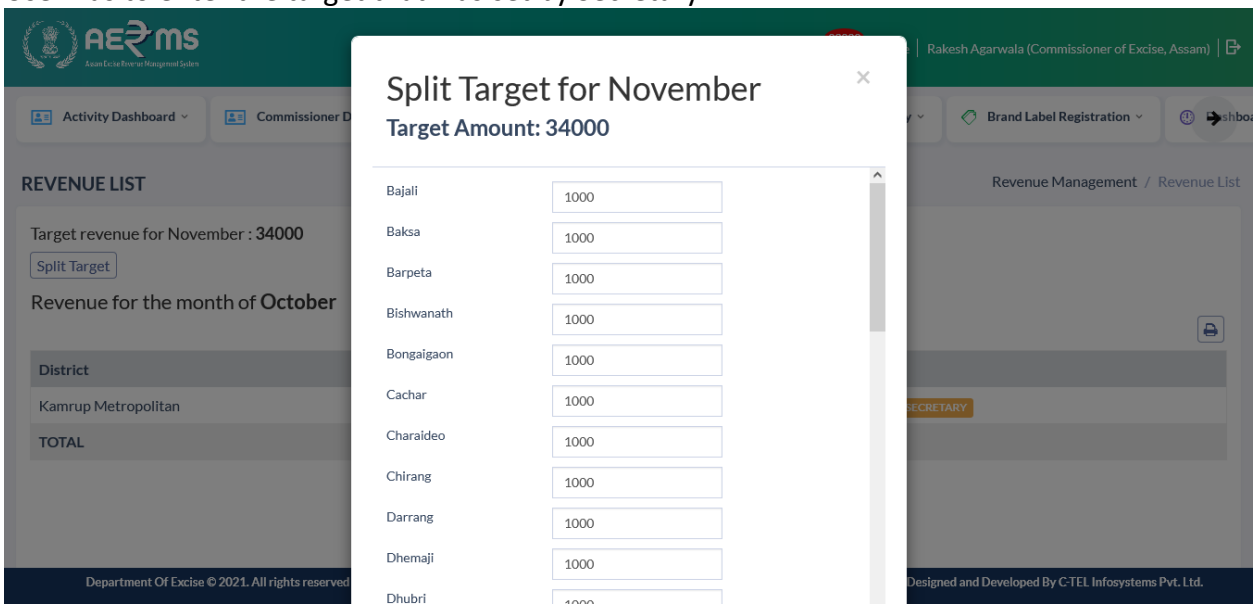
User after clicking on save button will get the message as “Submitted Successfully.” The data is forwarded to Commissioner login.



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

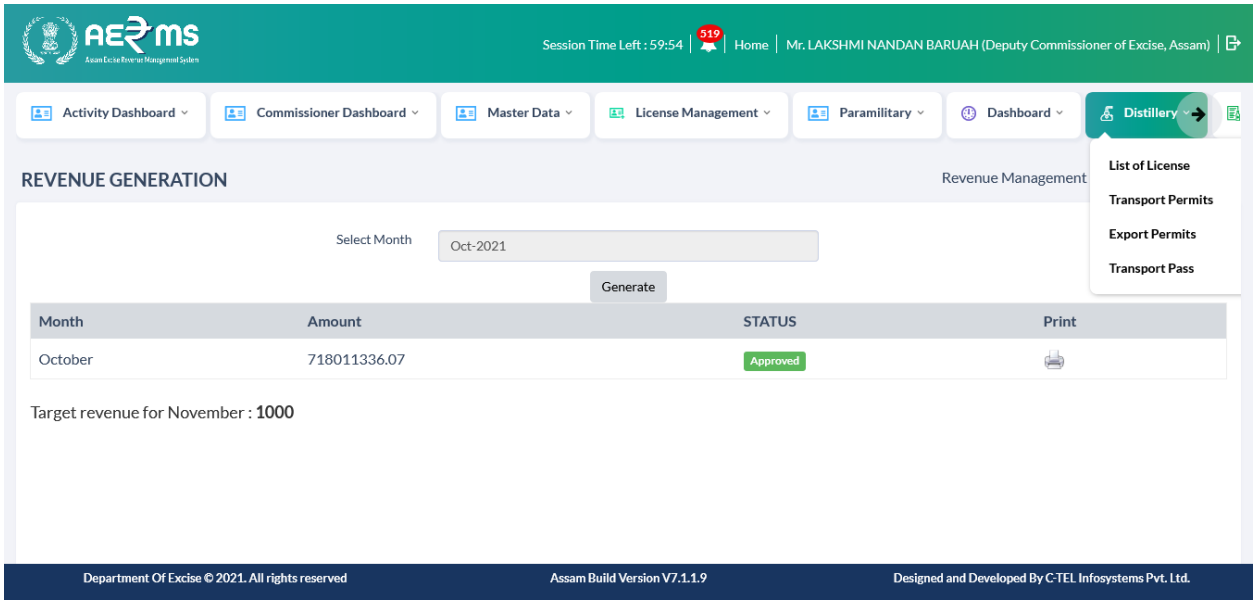


User has to enter the target that was set by Secretary.



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.



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