Government of India (Bharat Sarkar)
Ministry of Railways (Rail Mantralaya)
(Railway Board)

No. E(MPP)96/1/15Pt.II Dated: 31.05.2012

Shri R.K. Prasahar, CPO/Central Railway, Mumbai
Shri, Arjun Tabiyar, CPO Eastern Railway, Kolkata
Shri J.S.P. Singh, CPO East Central Railway, Hajipur
Shri Mohd Akhtar, CPO East Coast Railway Bhubaneshwar
Shri S.K. Seth, CPO Northern Railway, New Delhi
Shri Om Prakash North Central Railway, Allahabad
Shri Sanjay Suri, CPO, North Eastern Railway Gorakhpur
Shri C. Saikia, CPO Northeast Frontier Railway Guwahati
Shri S.M.N. Islam, CPO North Western Railway, Jaipur
Shri N. Swaminathan, CPO Southern Railway Chennai
Shri K. Seshasayi, CPO South Central Railway Secunderabad
Shri K. Ponnuswami CPO South East Central Railway Bilaspur
Shri Manoj Pande, CPO South Eastern Railway Kolkata
Shri A.K. Brahmo, South Western Railway, Hubli
Shri S. Bhattacharya, CPO Western Railway Mumbai
Shri B.N. Meena, CPO West Central Railway Jabalpur
Shri Jyoti Kumar CPO/Metro Kolkata
Shri P.C. Nayak, CPO CLW, Chittaranajan
Shri L.B. Rai, CPO DLW, Varanasi
Shri Sukhbir Singh CPO/ DMW, Patiala
Dr. S.X. Sampat Rajan, CPO/ ICF Perambur, Chennai
Shri C.L Bharti, CPO/ RCF Kapurthala
Shri M. Dharmalingam, CPO/ RWF, Bangalore
Shri A.K. Srivastava, CPO/ CORE Allahabad
Ms. Nisha Tewari, CPO/ RDSO Manaknagar Lucknow

Sub: - Manpower Data Entry through Railnet

The manpower data is being collected from the Railways as Annexure to the PCDOs to MS on monthly basis before the 20th day of the following month. Zonal railways are further informed that the work on "Computerization of Training and Manpower Planning Formats at Railway Board" has been awarded to M/s RITES and details are being developed including a web based application for entering the manpower data.

2. In the meanwhile due to non receipt of, manpower data on time, analysis and reporting in Board gets delayed. With a view to tide over this problem an on line application format has been designed to seek manpower information through the **RAILNET**. The following statements can be accessed from the **RAILNET** by referring to **http://10.1.10.21/mpp** : -

(a) Sanctioned Strength Non-gazetted (Annexure-15)
(b) Sanctioned Strength Gazetted (Annexure-15A)
(c) On-roll strength for Non-gazetted (Annexure-16)
(d) On-roll strength for Gazetted (Annexure-16A)
(e) Vacancy Bank (Annexure-17)
(f) Surplus Staff (Annexure-18)
(g) Alternative Employment on Medical Grounds(Annexure-30)

...2/-

3. The Railways will continue to send the above PCDO statements both, on line as well as manual starting from April 2012 for the financial year 2012-13 till July 2012. Thereafter, the above 7 statements of the PCDOs need not be furnished in hard copy to E(MPP) Branch.

4. The data needs to be entered well before the 20th of the following month, beyond which no data will be allowed to be entered.

5. Board(MS) will also be accessing the manpower strength at his end and therefore the data should be entered positively by 20th of the following month. Once the data has been saved/submitted, no changes can be undertaken except with the prior permission of Board. Concerned official/officer will have to be deputed to Board along with an explanatory letter from the CPO inter-alia indicating the reasons for such lapses/failure.

6. Separate login and password has been provided for the Construction Organization. However, it will be the responsibility of the zonal railway to ensure that the data is entered within the stipulated time period. The Division, Workshops & other Units of the Railway should be directed to furnish their data to the HQ well within the stipulated target date which will have to be entered by HQ office.

7. The login and User's password is attached at **Annexure-I**. On receipt of this letter the password should immediately be changed. A brief note on how to access the web-page and enter the data is also enclosed at **Annexure-II**.

8. The above exercise should commence immediately with the above mentioned 7 statements of the PCDO for the month of April 2012 to June 2012 being entered on line, in addition to details currently being sent to Board as per prevailing practice. The PCDO for the month of July 2012 onwards, for the 7 statements, has to mandatorily be sent on line only.

9. In respect of any doubts/clarification, Shri Anil Wason Dy. Director(MPP) can be contacted in Board's office either on **Phone** (i) **Rly**: 44204, (2) **P&T**: 23304304, (3) **Mobile**: 9717649519 or **email**: ddmpp@rb.railnet.gov.in

10. Kindly acknowledge the receipt of this letter.

DA: as above

(R.R. Prasad)
Executive Director (TRG & MPP)
Railway Board

Copy to: -

1. Shri Niraj Kumar, Director General, RSC/Vadodara.
2. Shri M.K. Jain, Director, IRIEEN/Nasik.
3. Shri B.L. Raikwar, Director, IRIMEE/Jamalpur.
4. Shri C.P. Tayal, Director, IRICEN/Pune.
5. Shri Satyendar Kumar, Director, IRISET/Secunderabad.
6. Ms. Ashima Singh, Director, IRITM, Lucknow.
7. Shri P.K. Agarwal, CAO(R)/COFMOW, New Delhi.
8. Shri A.R. Tupe, Executive Director, CAMTECH/Gwalior.

are requested to access the **Railnet** through **http://10.1.10.21/mpp** and enter the Man Power Data as detailed above. The Login and User's Password is attached at **Annexure I.**

(R.R. Prasad)
Executive Director (TRG & MPP)
Railway Board

Copy to: DD(TRG), Railway Board

Annexure-I

LOGIN AND PASSWORD FOR THE RAILWAYS

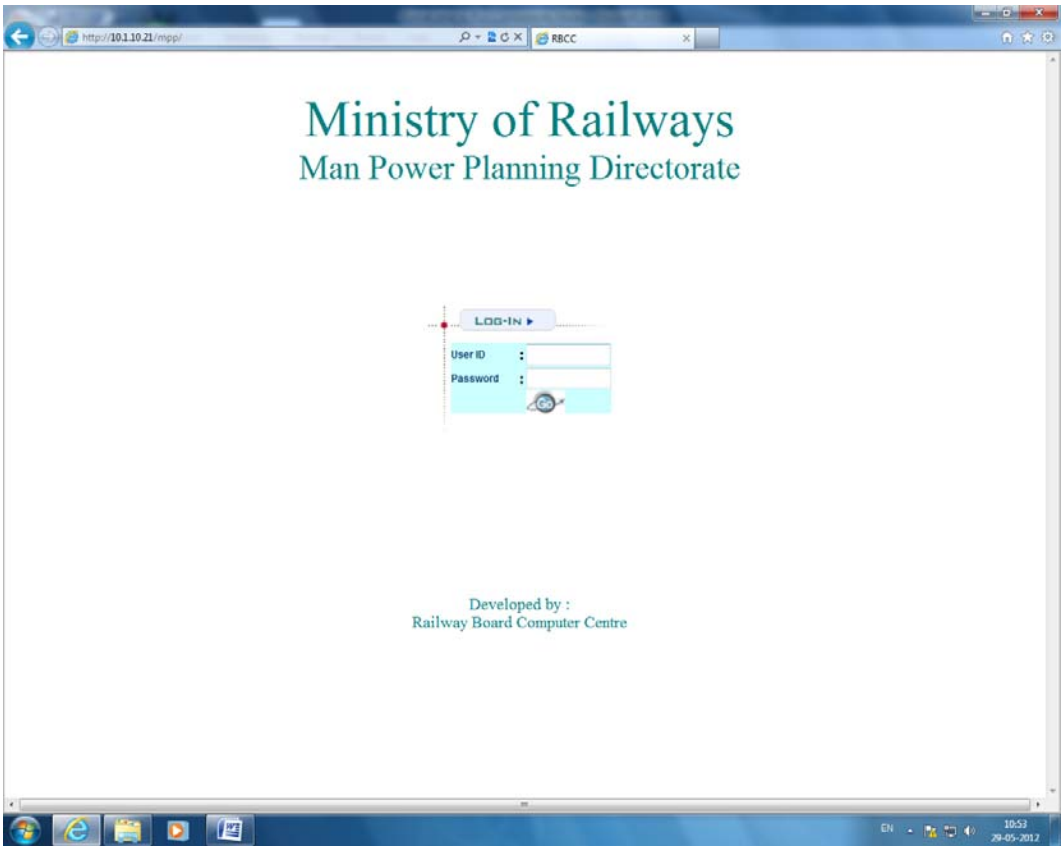
Railway/Unit	***Login***	***Password***
Central	CR	CR
Eastern	ER	ER
East Coast	ECOR	ECOR
East Central	ECR	ECR
Northern	NR	NR
North Central	NCR	NCR
North Eastern	NER	NER
North Frontier	NFR	NFR
North Western	NWR	NWR
Southern	SR	SR
South Central	SCR	SCR
South Eastern	SER	SER
South East Central	SECR	SECR
South Western	SWR	SWR
Western	WR	WR
West Central	WCR	WCR
Metro	MR	MR
Central Const. Orgn.	CRCON	CRCON
Eastern Const. Orgn.	ERCON	ERCON
East Coast Const. Orgn.	ECORCON	ECORCON
East Central Const. Orgn.	ECRCON	ECRCON
Northern Const. Orgn.	NRCON	NRCON
North Central Const. Orgn.	NCRCON	NCRCON
North Eastern Const. Orgn.	NERCON	NERCON

North Frontier Const. Orgn.	NFRCON	NFRCON
North Western Const. Orgn.	NWRCON	NWRCON
Southern Const. Orgn.	SRCON	SRCON
South Central Const. Orgn.	SCRCON	SRCON
South Eastern Const. Orgn.	SERCON	SERCON
South East Central Const. Orgn.	SECRCON	SECRCON
South Western Const. Orgn.	SWRCON	SWRCON
Western Const. Orgn.	WRCON	WRCON
West Central Const. Orgn.	WCRCON	WCRCON
Chittaranjan Locomotive Works	CLW	CLW
Diesel Locomotive Works	DLW	DLW
Diesel Loco Modernization Works	DMW	DMW
Integral Coach Factory	ICF	ICF
Rail Coach Factory	RCF	RCF
Rail Wheel Factory	RWF	RWF
CORE	CORE	CORE
RDSO	RDSO	RDSO
Railway Staff College	RSC	RSC
IRIEEN	IRIEEN	IRIEEN
IRIMEE	IRIMEE	IRIMEE
IRICEN	IRICEN	IRICEN
IRISET	IRISET	IRISET
IRITM	IRITM	IRITM
COFMOW	COFMOW	COFMOW
CAMTECH	CAMTECH	CAMTECH

ANNEXURE-II

Web Based Application on Manpower Data

- The application can be accessed by referring to http://10.1.10.21/mpp



- This interface is available only on railnet and not on internet
- The railways shall access the site with the username and password provided in Annexure-I in small letters (***No capital letters are to be used)***.
- The railways can also change their password for security reasons

- Once login formalities have been completed, the railways will access to the following page: -



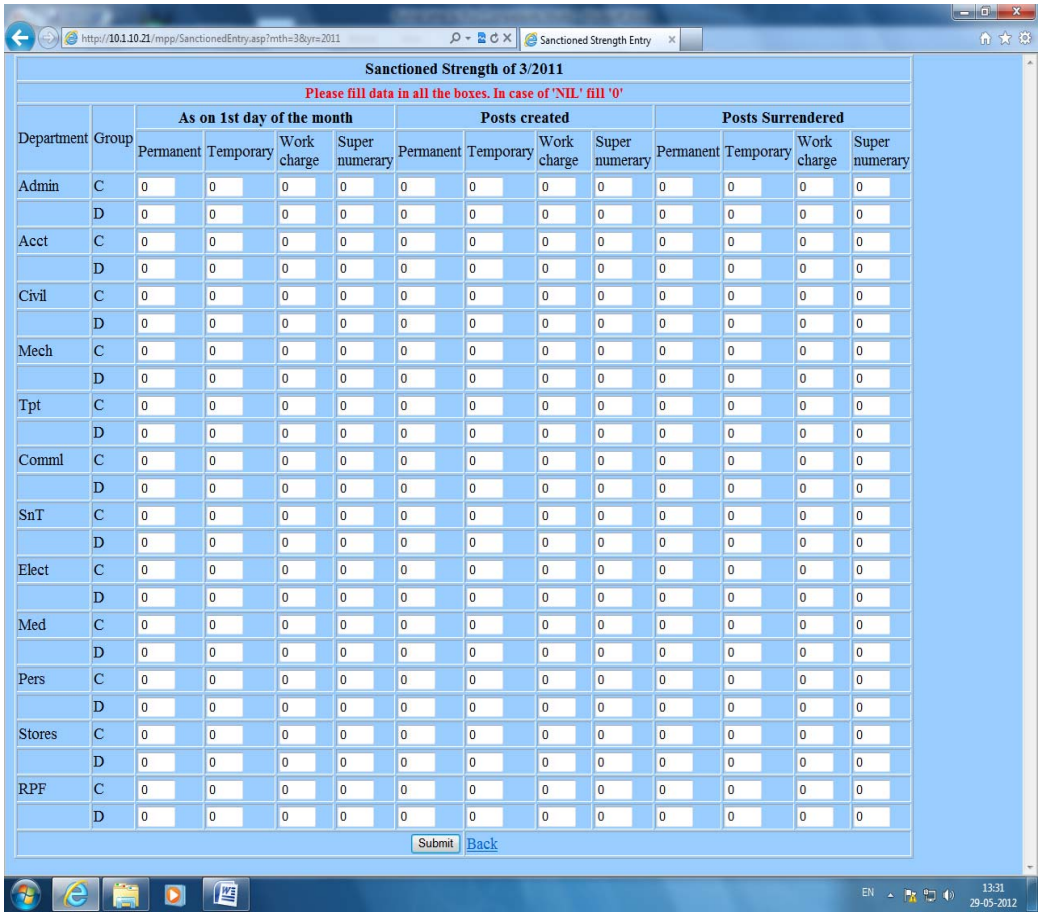
- The concerned railway's page will be displayed wherein the following will have to be entered: -

  - ✓ The PCDO item gives a drop down menu indicating Sanctioned Strength, On roll, surplus staff, etc. which may be selected;

  - ✓ The month and the year for which the data is to be entered or viewed be selected. e.g. if the data is to be entered for April 2012, one needs to select April and then 2012;

  - ✓ The "Continue" button will lead to the next page.

- In case one has selected “Sanctioned Strength”, the following page will be displayed



Sanctioned Strength of 3/2011

Please fill data in all the boxes. In case of 'NIL' fill '0'

Department	Group	As on 1st day of the month				Posts created				Posts Surrendered			
		Permanent	Temporary	Work charge	Super numerary	Permanent	Temporary	Work charge	Super numerary	Permanent	Temporary	Work charge	Super numerary
Admin	C	0	0	0	0	0	0	0	0	0	0	0	0
	D	0	0	0	0	0	0	0	0	0	0	0	0
Acct	C	0	0	0	0	0	0	0	0	0	0	0	0
	D	0	0	0	0	0	0	0	0	0	0	0	0
Civil	C	0	0	0	0	0	0	0	0	0	0	0	0
	D	0	0	0	0	0	0	0	0	0	0	0	0
Mech	C	0	0	0	0	0	0	0	0	0	0	0	0
	D	0	0	0	0	0	0	0	0	0	0	0	0
Tpt	C	0	0	0	0	0	0	0	0	0	0	0	0
	D	0	0	0	0	0	0	0	0	0	0	0	0
Comml	C	0	0	0	0	0	0	0	0	0	0	0	0
	D	0	0	0	0	0	0	0	0	0	0	0	0
SnT	C	0	0	0	0	0	0	0	0	0	0	0	0
	D	0	0	0	0	0	0	0	0	0	0	0	0
Elect	C	0	0	0	0	0	0	0	0	0	0	0	0
	D	0	0	0	0	0	0	0	0	0	0	0	0
Med	C	0	0	0	0	0	0	0	0	0	0	0	0
	D	0	0	0	0	0	0	0	0	0	0	0	0
Pers	C	0	0	0	0	0	0	0	0	0	0	0	0
	D	0	0	0	0	0	0	0	0	0	0	0	0
Stores	C	0	0	0	0	0	0	0	0	0	0	0	0
	D	0	0	0	0	0	0	0	0	0	0	0	0
RPF	C	0	0	0	0	0	0	0	0	0	0	0	0
	D	0	0	0	0	0	0	0	0	0	0	0	0

Submit Back

- The railways need to follow the same methodology as they have been doing while entering data manually in the PCDOs;

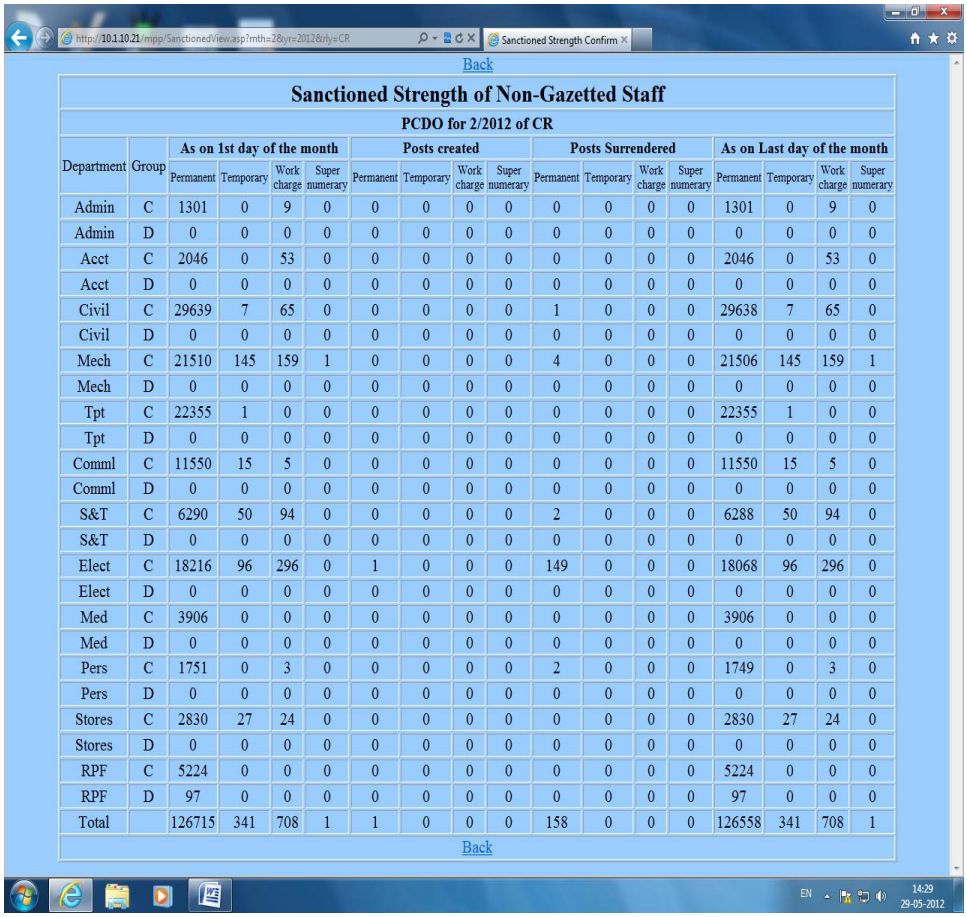
- The railways will need to enter the data as on 01.04.12 only under the heading “As on 1st day of the month”;

- The details regarding posts created, posts surrendered for that month be entered and wherever the data is Nil a zero be entered;

- After filling up the details for the month, page will be saved by entering “Submit”;

- Once logged out no changes in data can be made.

❖ Thereafter one can view the details as under: -



Back

Sanctioned Strength of Non-Gazetted Staff

PCDO for 2/2012 of CR

Department	Group	As on 1st day of the month				Posts created				Posts Surrendered				As on Last day of the month			
		Permanent	Temporary	Work charge	Super numerary	Permanent	Temporary	Work charge	Super numerary	Permanent	Temporary	Work charge	Super numerary	Permanent	Temporary	Work charge	Super numerary
Admin	C	1301	0	9	0	0	0	0	0	0	0	0	0	1301	0	9	0
Admin	D	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Acct	C	2046	0	53	0	0	0	0	0	0	0	0	0	2046	0	53	0
Acct	D	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Civil	C	29639	7	65	0	0	0	0	0	1	0	0	0	29638	7	65	0
Civil	D	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Mech	C	21510	145	159	1	0	0	0	0	4	0	0	0	21506	145	159	1
Mech	D	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Tpt	C	22355	1	0	0	0	0	0	0	0	0	0	0	22355	1	0	0
Tpt	D	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Comml	C	11550	15	5	0	0	0	0	0	0	0	0	0	11550	15	5	0
Comml	D	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
S&T	C	6290	50	94	0	0	0	0	0	2	0	0	0	6288	50	94	0
S&T	D	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Elect	C	18216	96	296	0	1	0	0	0	149	0	0	0	18068	96	296	0
Elect	D	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Med	C	3906	0	0	0	0	0	0	0	0	0	0	0	3906	0	0	0
Med	D	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Pers	C	1751	0	3	0	0	0	0	0	2	0	0	0	1749	0	3	0
Pers	D	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Stores	C	2830	27	24	0	0	0	0	0	0	0	0	0	2830	27	24	0
Stores	D	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
RPF	C	5224	0	0	0	0	0	0	0	0	0	0	0	5224	0	0	0
RPF	D	97	0	0	0	0	0	0	0	0	0	0	0	97	0	0	0
Total		126715	341	708	1	1	0	0	0	158	0	0	0	126558	341	708	1

Back

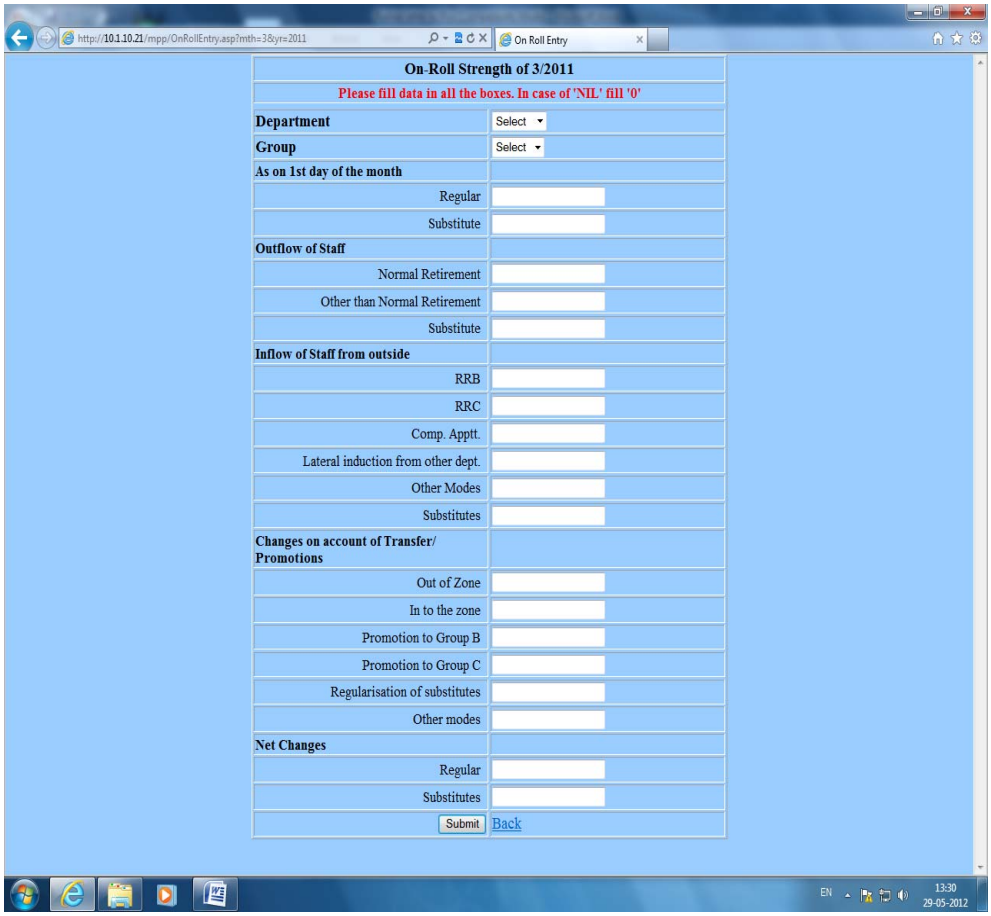
❖ This is a sample data entered in CR;

❖ This can be saved in the PC;

❖ For subsequent months the closing balance will be reflected as opening balance .

❖

❖ In case one has selected “On roll Strength”, the following page will be displayed: -

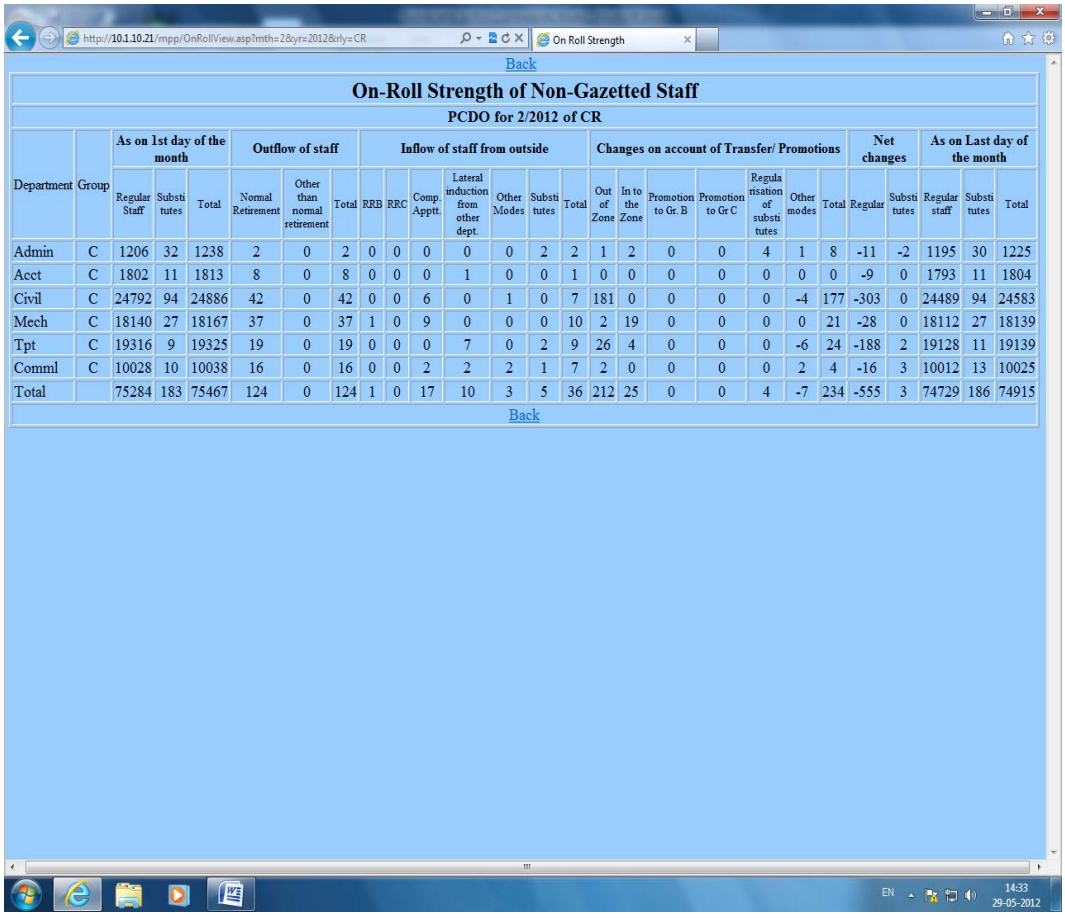


❖ One has to select the department and the Group viz. “C” or “D”;

❖ Thereafter enter the details without leaving anything blank and wherever the data is Nil a zero be punched.

❖ Similar to the PCDO format, the Net Changes will have to be entered manually.

❖ Thereafter one can view the details as under:-



Back

On-Roll Strength of Non-Gazetted Staff

PCDO for 2/2012 of CR

Department	Group	As on 1st day of the month			Outflow of staff			Inflow of staff from outside							Changes on account of Transfer/ Promotions							Net changes		As on Last day of the month		
		Regular Staff	Substitutes	Total	Normal Retirement	Other than normal retirement	Total	RRB	RRC	Comp. Apptt.	Lateral induction from other dept.	Other Modes	Substitutes	Total	Out of Zone	In to the Zone	Promotion to Gr. B	Promotion to Gr C	Regulasation of substitutes	Other modes	Total	Regular	Substitutes	Regular staff	Substitutes	Total
Admin	C	1206	32	1238	2	0	2	0	0	0	0	0	2	2	1	2	0	0	4	1	8	-11	-2	1195	30	1225
Acct	C	1802	11	1813	8	0	8	0	0	0	1	0	0	1	0	0	0	0	0	0	0	-9	0	1793	11	1804
Civil	C	24792	94	24886	42	0	42	0	0	6	0	1	0	7	181	0	0	0	0	-4	177	-303	0	24489	94	24583
Mech	C	18140	27	18167	37	0	37	1	0	9	0	0	0	10	2	19	0	0	0	0	21	-28	0	18112	27	18139
Tpt	C	19316	9	19325	19	0	19	0	0	0	7	0	2	9	26	4	0	0	0	-6	24	-188	2	19128	11	19139
Comml	C	10028	10	10038	16	0	16	0	0	2	2	2	1	7	2	0	0	0	0	2	4	-16	3	10012	13	10025
Total		75284	183	75467	124	0	124	1	0	17	10	3	5	36	212	25	0	0	4	-7	234	-555	3	74729	186	74915

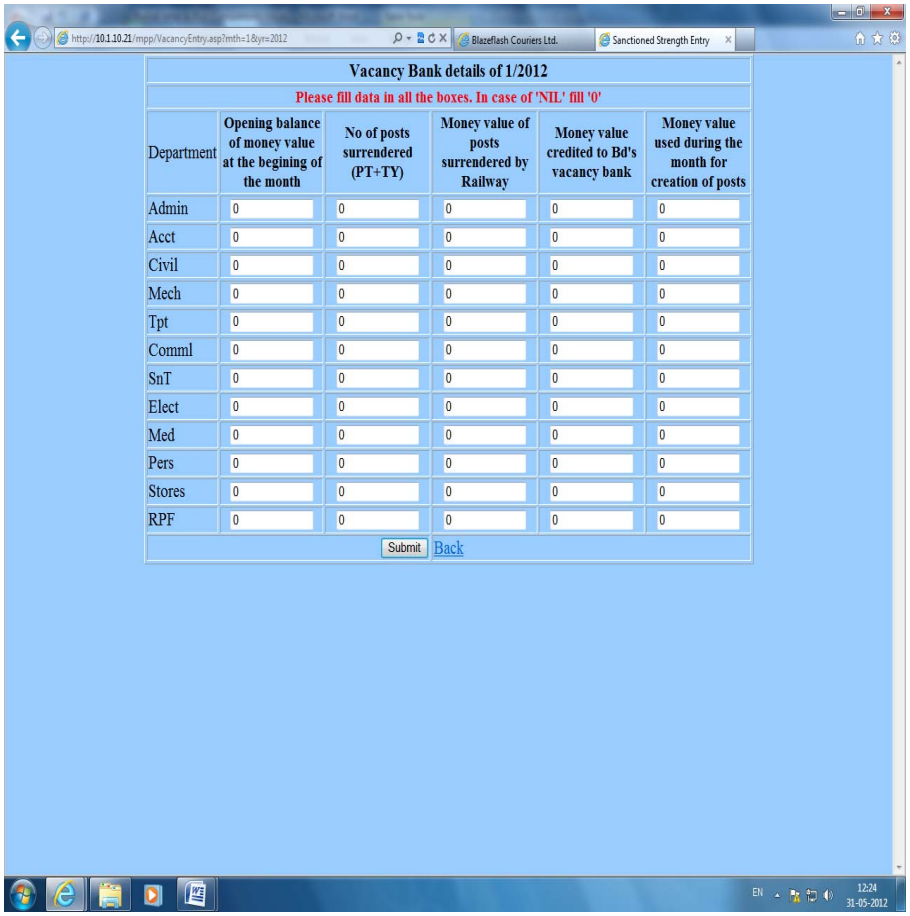
Back

❖ This is a sample data entered in CR;

❖ This can be saved in the PC.

❖ For subsequent months the closing balance will be reflected as opening balance

❖ In case one has selected “Vacancy”, the following page will be displayed: -



Vacancy Bank details of 1/2012

Please fill data in all the boxes. In case of 'NIL' fill '0'

Department	Opening balance of money value at the begining of the month	No of posts surrendered (PT+TY)	Money value of posts surrendered by Railway	Money value credited to Bd's vacancy bank	Money value used during the month for creation of posts
Admin	0	0	0	0	0
Acct	0	0	0	0	0
Civil	0	0	0	0	0
Mech	0	0	0	0	0
Tpt	0	0	0	0	0
Comml	0	0	0	0	0
SnT	0	0	0	0	0
Elect	0	0	0	0	0
Med	0	0	0	0	0
Pers	0	0	0	0	0
Stores	0	0	0	0	0
RPF	0	0	0	0	0

Submit Back

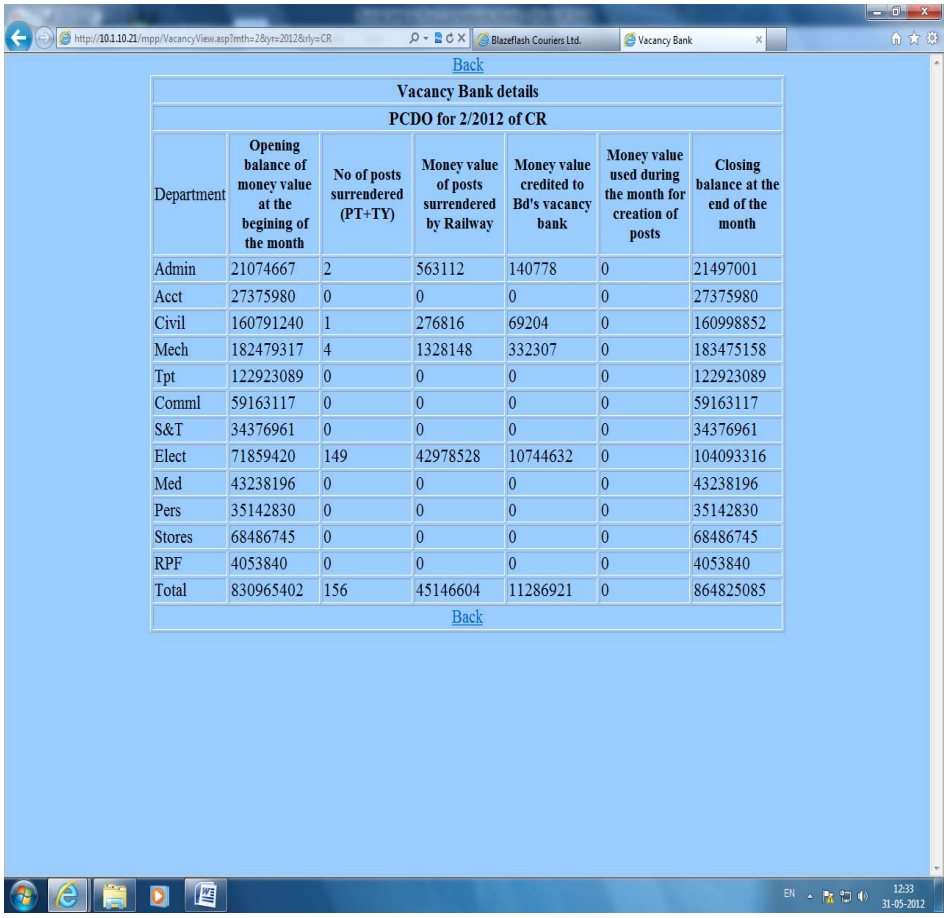
❖ The data as on 01.04.2012 will have to be entered by the railway/unit as Opening Balance;

❖ The details in other column(s) will also have to be entered by the railway.

❖ On entering the “submit” the data will get saved.

❖ For subsequent months the closing balance will be reflected as opening balance

❖ Thereafter one can view the details as under:-



Back

Vacancy Bank details

PCDO for 2/2012 of CR

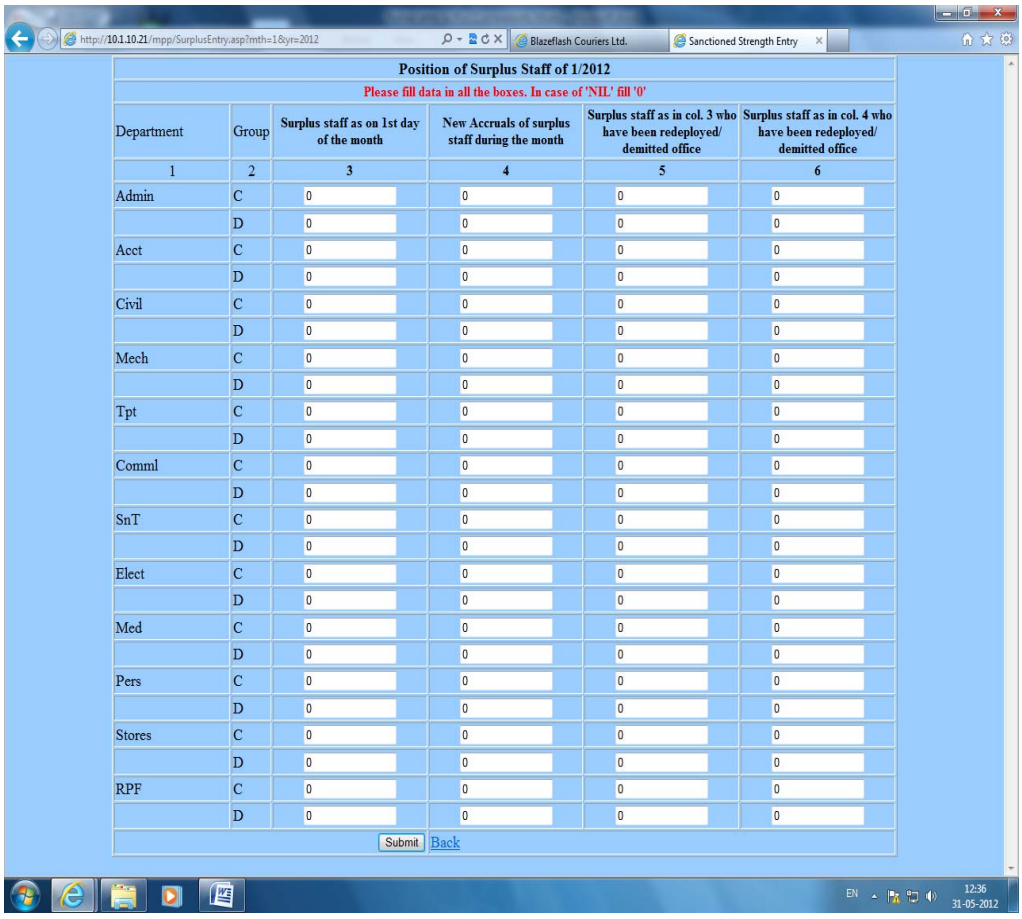
Department	Opening balance of money value at the begining of the month	No of posts surrendered (PT+TY)	Money value of posts surrendered by Railway	Money value credited to Bd's vacancy bank	Money value used during the month for creation of posts	Closing balance at the end of the month
Admin	21074667	2	563112	140778	0	21497001
Acct	27375980	0	0	0	0	27375980
Civil	160791240	1	276816	69204	0	160998852
Mech	182479317	4	1328148	332307	0	183475158
Tpt	122923089	0	0	0	0	122923089
Comml	59163117	0	0	0	0	59163117
S&T	34376961	0	0	0	0	34376961
Elect	71859420	149	42978528	10744632	0	104093316
Med	43238196	0	0	0	0	43238196
Pers	35142830	0	0	0	0	35142830
Stores	68486745	0	0	0	0	68486745
RPF	4053840	0	0	0	0	4053840
Total	830965402	156	45146604	11286921	0	864825085

Back

❖ This is a sample data entered in CR;

❖ This can be saved in the PC.

❖ In case one has selected “Surplus Staff”, the following page will be displayed: -



Position of Surplus Staff of 1/2012

Please fill data in all the boxes. In case of 'NIL' fill '0'

Department	Group	Surplus staff as on 1st day of the month	New Accruals of surplus staff during the month	Surplus staff as in col. 3 who have been redeployed/ demitted office	Surplus staff as in col. 4 who have been redeployed/ demitted office
1	2	3	4	5	6
Admin	C	0	0	0	0
	D	0	0	0	0
Acct	C	0	0	0	0
	D	0	0	0	0
Civil	C	0	0	0	0
	D	0	0	0	0
Mech	C	0	0	0	0
	D	0	0	0	0
Tpt	C	0	0	0	0
	D	0	0	0	0
Comml	C	0	0	0	0
	D	0	0	0	0
SnT	C	0	0	0	0
	D	0	0	0	0
Elect	C	0	0	0	0
	D	0	0	0	0
Med	C	0	0	0	0
	D	0	0	0	0
Pers	C	0	0	0	0
	D	0	0	0	0
Stores	C	0	0	0	0
	D	0	0	0	0
RPF	C	0	0	0	0
	D	0	0	0	0

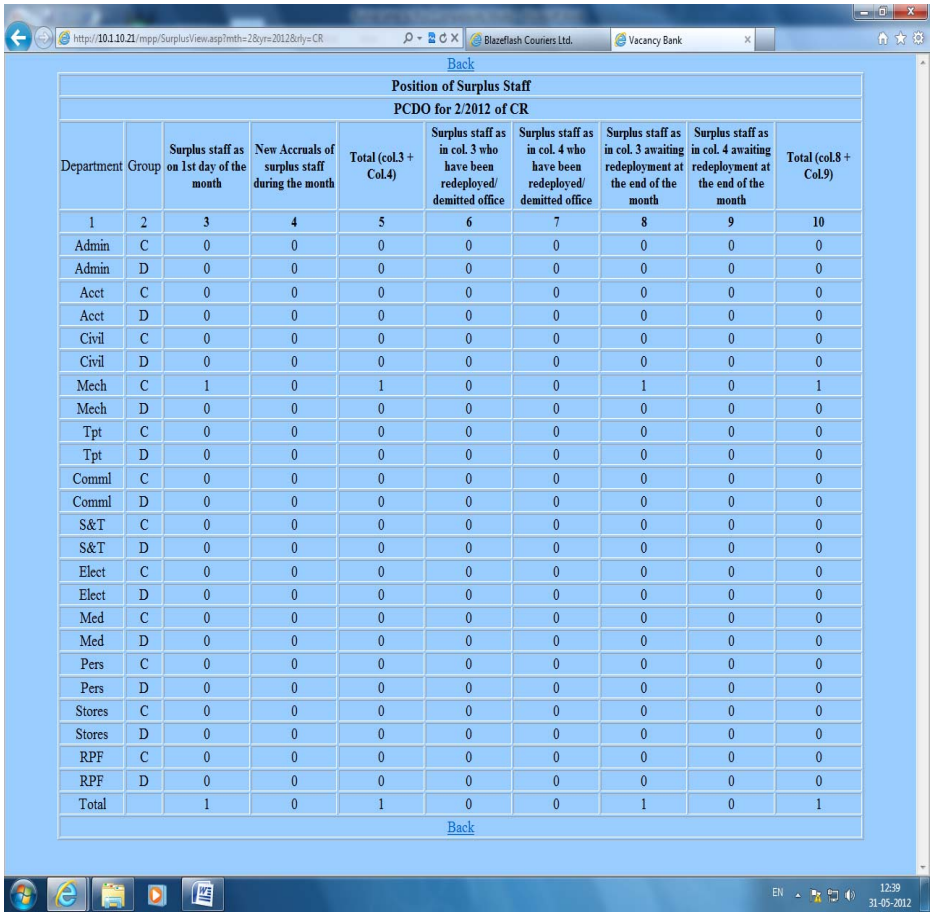
Submit Back

❖ The data as on 01.04.2012 will have to be entered by the railway/unit in Column ‘3’;

❖ On entering the “submit” the data will get saved.

❖ For subsequent months the closing balance will be reflected as opening balance

❖ Thereafter one can view the details as under:-



Back

Position of Surplus Staff

PCDO for 2/2012 of CR

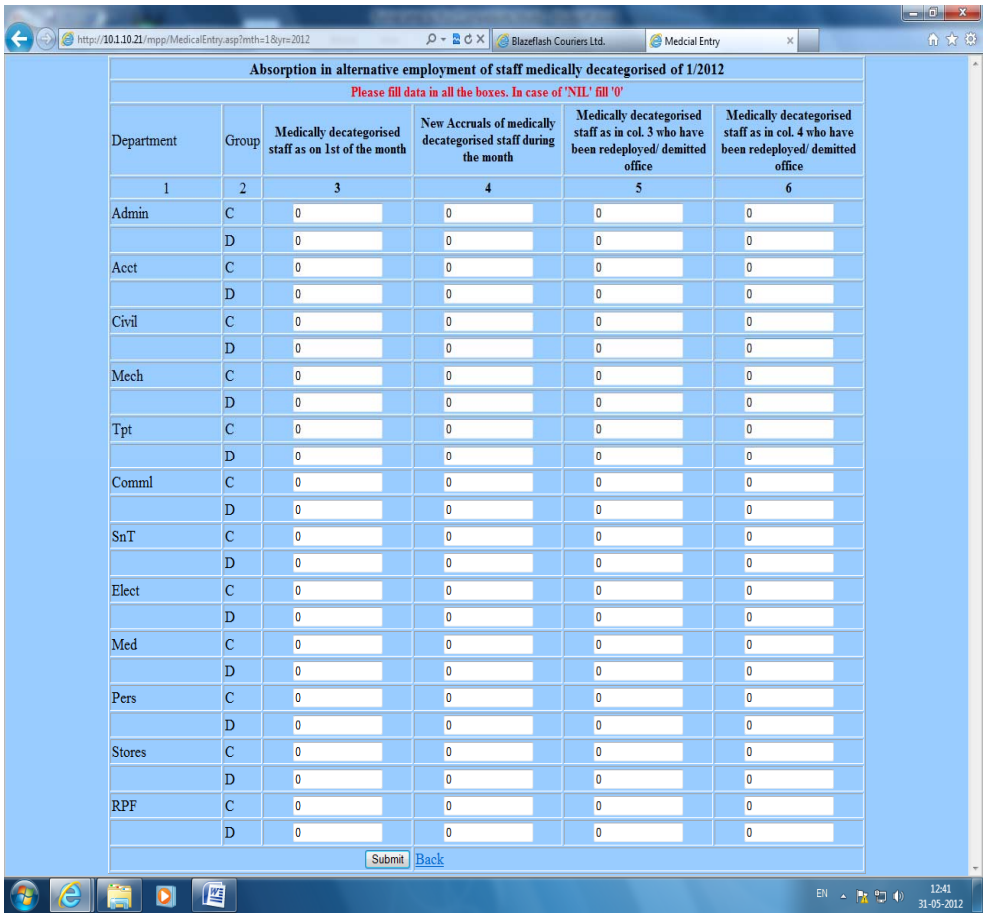
Department	Group	Surplus staff as on 1st day of the month	New Accruals of surplus staff during the month	Total (col.3 + Col.4)	Surplus staff as in col. 3 who have been redeployed/ demitted office	Surplus staff as in col. 4 who have been redeployed/ demitted office	Surplus staff as in col. 3 awaiting redeployment at the end of the month	Surplus staff as in col. 4 awaiting redeployment at the end of the month	Total (col.8 + Col.9)
1	2	3	4	5	6	7	8	9	10
Admin	C	0	0	0	0	0	0	0	0
Admin	D	0	0	0	0	0	0	0	0
Acct	C	0	0	0	0	0	0	0	0
Acct	D	0	0	0	0	0	0	0	0
Civil	C	0	0	0	0	0	0	0	0
Civil	D	0	0	0	0	0	0	0	0
Mech	C	1	0	1	0	0	1	0	1
Mech	D	0	0	0	0	0	0	0	0
Tpt	C	0	0	0	0	0	0	0	0
Tpt	D	0	0	0	0	0	0	0	0
Comml	C	0	0	0	0	0	0	0	0
Comml	D	0	0	0	0	0	0	0	0
S&T	C	0	0	0	0	0	0	0	0
S&T	D	0	0	0	0	0	0	0	0
Elect	C	0	0	0	0	0	0	0	0
Elect	D	0	0	0	0	0	0	0	0
Med	C	0	0	0	0	0	0	0	0
Med	D	0	0	0	0	0	0	0	0
Pers	C	0	0	0	0	0	0	0	0
Pers	D	0	0	0	0	0	0	0	0
Stores	C	0	0	0	0	0	0	0	0
Stores	D	0	0	0	0	0	0	0	0
RPF	C	0	0	0	0	0	0	0	0
RPF	D	0	0	0	0	0	0	0	0
Total		1	0	1	0	0	1	0	1

Back

❖ This is a sample data entered in CR;

❖ This can be saved in the PC.

❖ In case one has selected “Alternative Employment on Medical Ground”, the following page will be displayed: -



Absorption in alternative employment of staff medically decategorised of 1/2012

Please fill data in all the boxes. In case of 'NIL' fill '0'

Department	Group	Medically decategorised staff as on 1st of the month	New Accruals of medically decategorised staff during the month	Medically decategorised staff as in col. 3 who have been redeployed/ demitted office	Medically decategorised staff as in col. 4 who have been redeployed/ demitted office
1	2	3	4	5	6
Admin	C	0	0	0	0
	D	0	0	0	0
Acct	C	0	0	0	0
	D	0	0	0	0
Civil	C	0	0	0	0
	D	0	0	0	0
Mech	C	0	0	0	0
	D	0	0	0	0
Tpt	C	0	0	0	0
	D	0	0	0	0
Comml	C	0	0	0	0
	D	0	0	0	0
SnT	C	0	0	0	0
	D	0	0	0	0
Elect	C	0	0	0	0
	D	0	0	0	0
Med	C	0	0	0	0
	D	0	0	0	0
Pers	C	0	0	0	0
	D	0	0	0	0
Stores	C	0	0	0	0
	D	0	0	0	0
RPF	C	0	0	0	0
	D	0	0	0	0

Submit Back

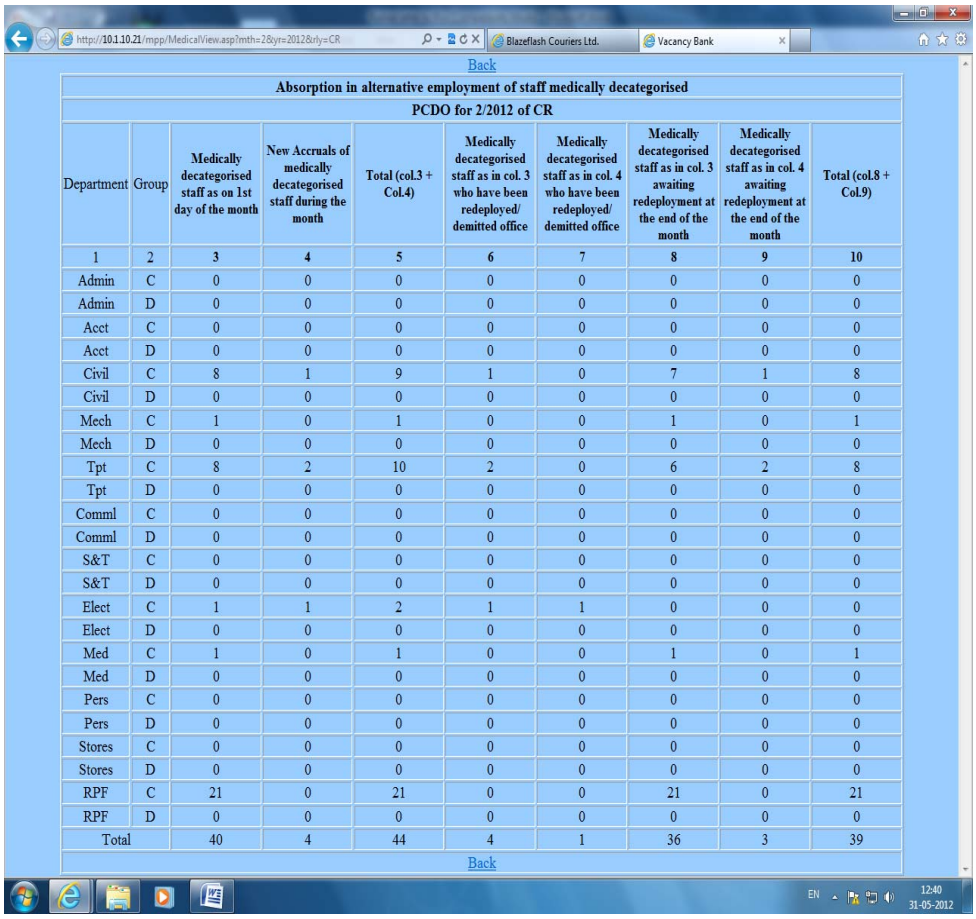
❖ The data as on 01.04.2012 will have to be entered by the railway/unit in Column ‘3’;

❖ Thereafter the details for other column(s) may be entered

❖ On entering the “submit” the data will get saved.

❖ For subsequent months the closing balance will be reflected as opening balance

❖ Thereafter one can view the details as under:-



Back

Absorption in alternative employment of staff medically decategorised

PCDO for 2/2012 of CR

Department	Group	Medically decategorised staff as on 1st day of the month	New Accruals of medically decategorised staff during the month	Total (col.3 + Col.4)	Medically decategorised staff as in col. 3 who have been redeployed/ demitted office	Medically decategorised staff as in col. 4 who have been redeployed/ demitted office	Medically decategorised staff as in col. 3 awaiting redeployment at the end of the month	Medically decategorised staff as in col. 4 awaiting redeployment at the end of the month	Total (col.8 + Col.9)
1	2	3	4	5	6	7	8	9	10
Admin	C	0	0	0	0	0	0	0	0
Admin	D	0	0	0	0	0	0	0	0
Acct	C	0	0	0	0	0	0	0	0
Acct	D	0	0	0	0	0	0	0	0
Civil	C	8	1	9	1	0	7	1	8
Civil	D	0	0	0	0	0	0	0	0
Mech	C	1	0	1	0	0	1	0	1
Mech	D	0	0	0	0	0	0	0	0
Tpt	C	8	2	10	2	0	6	2	8
Tpt	D	0	0	0	0	0	0	0	0
Comml	C	0	0	0	0	0	0	0	0
Comml	D	0	0	0	0	0	0	0	0
S&T	C	0	0	0	0	0	0	0	0
S&T	D	0	0	0	0	0	0	0	0
Elect	C	1	1	2	1	1	0	0	0
Elect	D	0	0	0	0	0	0	0	0
Med	C	1	0	1	0	0	1	0	1
Med	D	0	0	0	0	0	0	0	0
Pers	C	0	0	0	0	0	0	0	0
Pers	D	0	0	0	0	0	0	0	0
Stores	C	0	0	0	0	0	0	0	0
Stores	D	0	0	0	0	0	0	0	0
RPF	C	21	0	21	0	0	21	0	21
RPF	D	0	0	0	0	0	0	0	0
Total		40	4	44	4	1	36	3	39

Back

❖ This is a sample data entered in CR;

❖ This can be saved in the PC.

❖ For subsequent months the closing balance will be reflected as opening balance

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