

User Manual of MiniERP

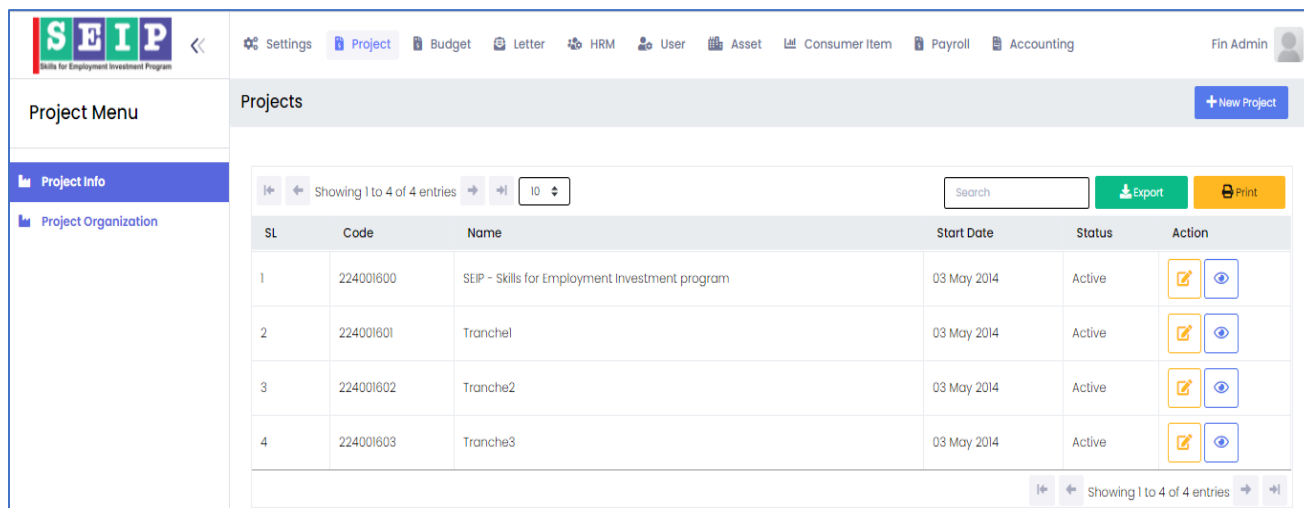
admin

TAPPWARE SOLUTIONS LIMITED

Project Module:

Project Module: The user will enroll new project information from project module. There are two segments in Project Module-

- i) Project information,
- ii) Project Organization.











SL	Code	Name	Start Date	Status	Action
1	224001600	SEIP - Skills for Employment Investment program	03 May 2014	Active	 
2	224001601	Tranche1	03 May 2014	Active	 
3	224001602	Tranche2	03 May 2014	Active	 
4	224001603	Tranche3	03 May 2014	Active	 

Figure-1.1(Project Module)

In this segment, the user will do four tasks.

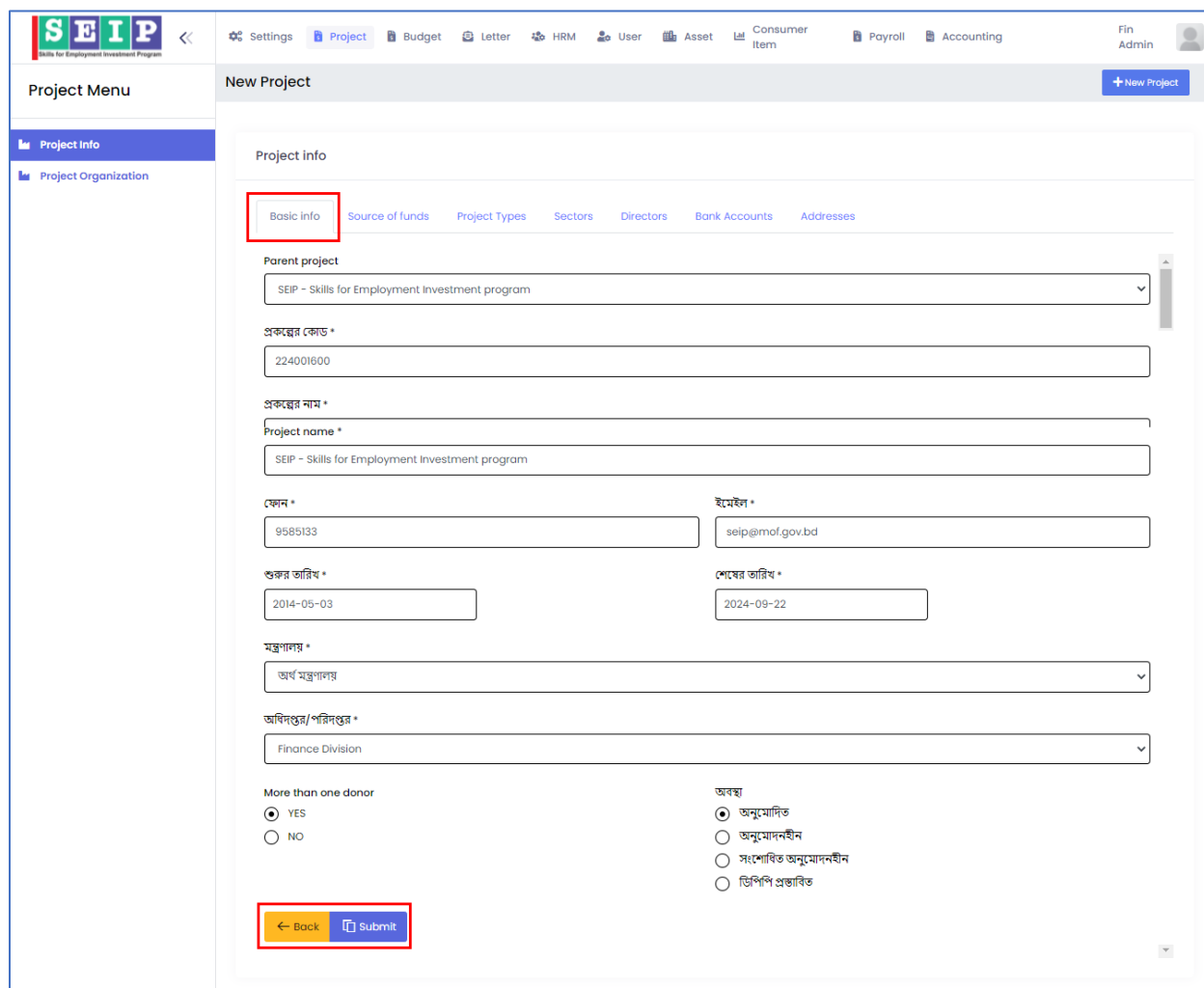
- ✓ Export,
- ✓ Print,
- ✓ Edit,
- ✓ View.

In export button, the user will get three options.

- ✓ Excel,
- ✓ CSV,
- ✓ PDF.

Print: The printed form will be in PDF form.

Project Information: New Project information will enter from “Project Info” submenu. The user will provide the information of new project in chronological order.



The screenshot displays the 'New Project' form in the SEIP system. The 'Basic Info' tab is selected and highlighted with a red box. The form contains the following fields:

- Parent project:** A dropdown menu showing 'SEIP - Skills for Employment Investment program'.
- প্রকল্পের কোড * (Project Code):** A text field containing '224001600'.
- প্রকল্পের নাম * (Project Name):** A text field containing 'SEIP - Skills for Employment Investment program'.
- ফোন * (Phone):** A text field containing '9585133'.
- ইমেইল * (Email):** A text field containing 'seip@mof.gov.bd'.
- শুরুর তারিখ * (Start Date):** A date field containing '2014-05-03'.
- শেষের তারিখ * (End Date):** A date field containing '2024-09-22'.
- মন্ত্রণালয় * (Ministry):** A dropdown menu showing 'অর্থ মন্ত্রণালয়' (Ministry of Finance).
- অধিদপ্তর/পরিদপ্তর * (Directorate/Office):** A dropdown menu showing 'Finance Division'.
- More than one donor:** Radio buttons for 'YES' (selected) and 'NO'.
- অবস্থা (Status):** Radio buttons for 'অনুমোদিত' (Approved) (selected), 'অনুমোদনহীন' (Not approved), 'সংশোধিত অনুমোদনহীন' (Revised not approved), and 'ড্রপিং প্রজেক্ট' (Dropped project).

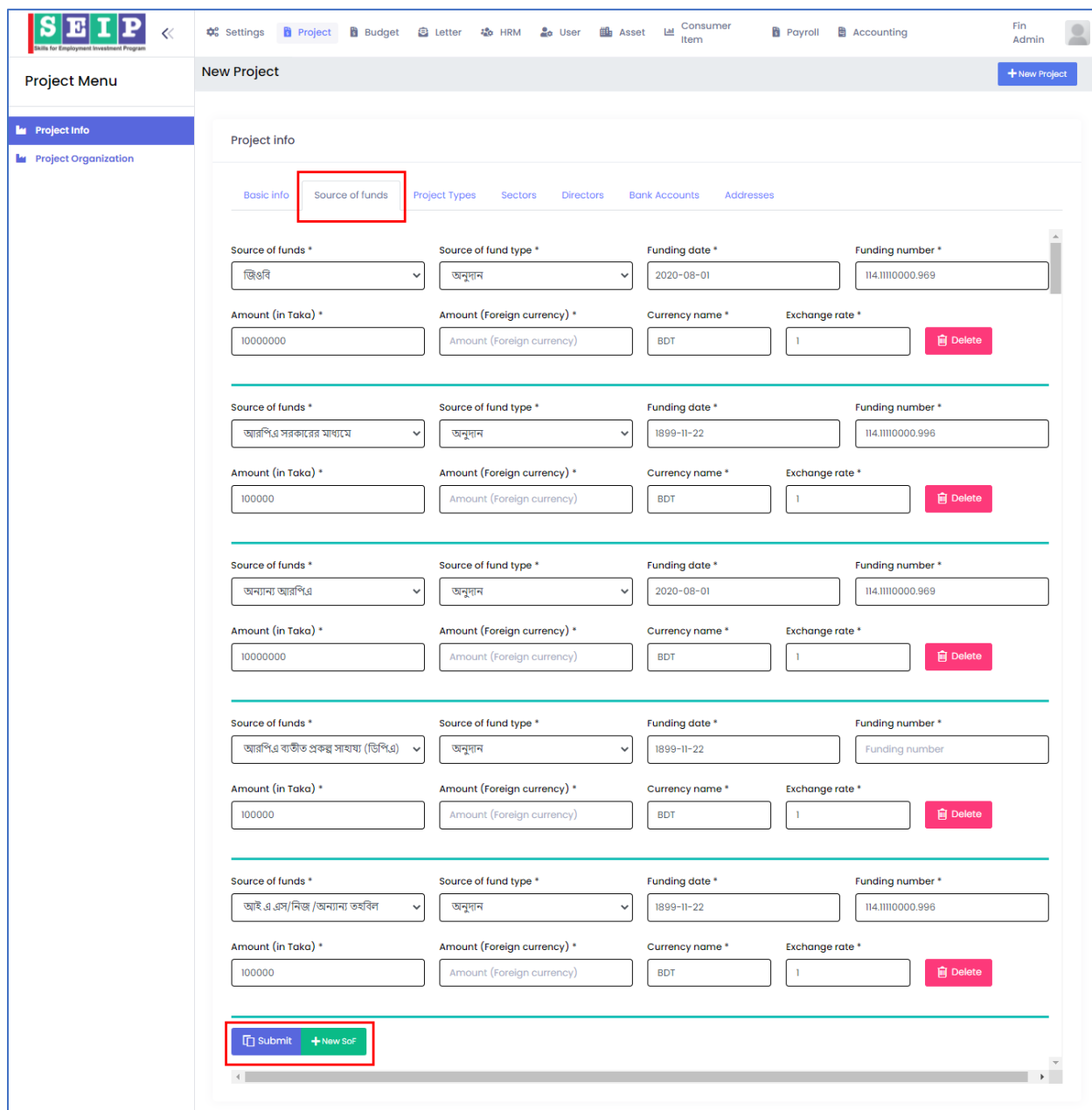
At the bottom of the form, there are two buttons: 'Back' and 'Submit', both highlighted with a red box.

Figure: 1.2(Project Basic Information)

The order will be-

Basic Information> Source of fund>Project types>Sectors>Directors>Bank Accounts> Addresses.

“Source of Funds” will fill up after filling up Basic Information-



SEIP Skills for Employment Investment Program

Settings Project Budget Letter HRM User Asset Consumer Item Payroll Accounting Fin Admin

New Project + New Project

Project Menu

- Project info
- Project Organization

Project info

Basic info **Source of funds** Project Types Sectors Directors Bank Accounts Addresses

Source of funds * Source of fund type * Funding date * Funding number *

জিওবি অনুদান 2020-08-01 114.11110000.999

Amount (in Taka) * Amount (Foreign currency) * Currency name * Exchange rate *

10000000 Amount (Foreign currency) BDT 1 Delete

Source of funds * Source of fund type * Funding date * Funding number *

আরপিএ সরকারের মাধ্যমে অনুদান 1899-11-22 114.11110000.996

Amount (in Taka) * Amount (Foreign currency) * Currency name * Exchange rate *

100000 Amount (Foreign currency) BDT 1 Delete

Source of funds * Source of fund type * Funding date * Funding number *

অন্যান্য আরপিএ অনুদান 2020-08-01 114.11110000.999

Amount (in Taka) * Amount (Foreign currency) * Currency name * Exchange rate *

10000000 Amount (Foreign currency) BDT 1 Delete

Source of funds * Source of fund type * Funding date * Funding number *

আরপিএ ব্যক্তিগত প্রকল্প সাহায্য (ডিপিএ) অনুদান 1899-11-22 Funding number

Amount (in Taka) * Amount (Foreign currency) * Currency name * Exchange rate *

100000 Amount (Foreign currency) BDT 1 Delete

Source of funds * Source of fund type * Funding date * Funding number *

আই.এ.এস/মিজ/অন্যান্য তথ্যবিল অনুদান 1899-11-22 114.11110000.996

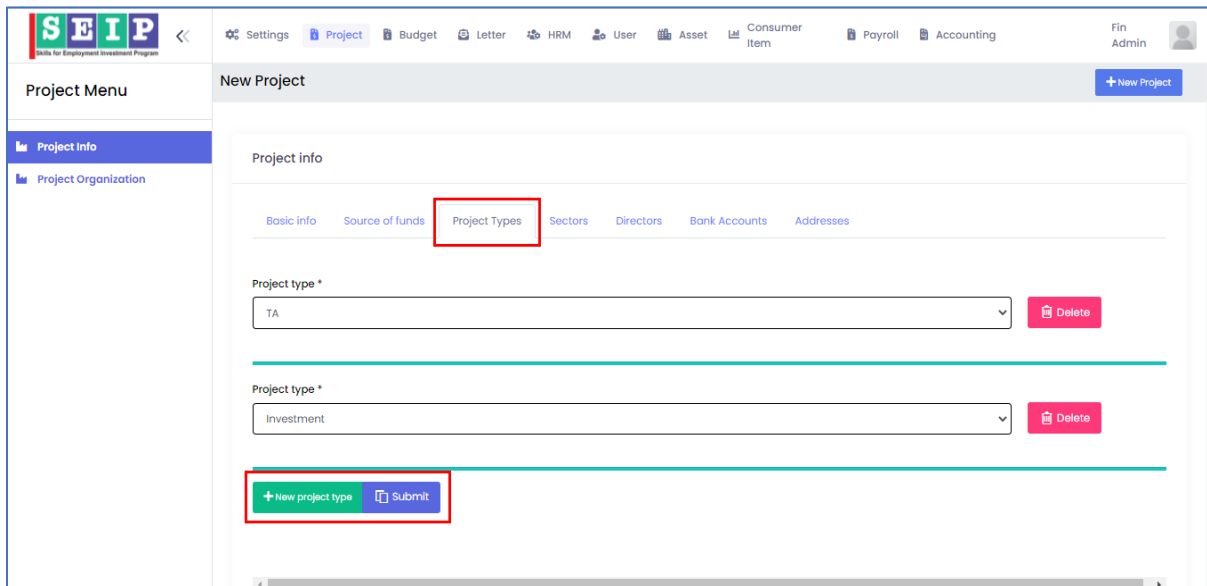
Amount (in Taka) * Amount (Foreign currency) * Currency name * Exchange rate *

100000 Amount (Foreign currency) BDT 1 Delete

Submit + New Sof

Figure: 1.3(Source of Funds)

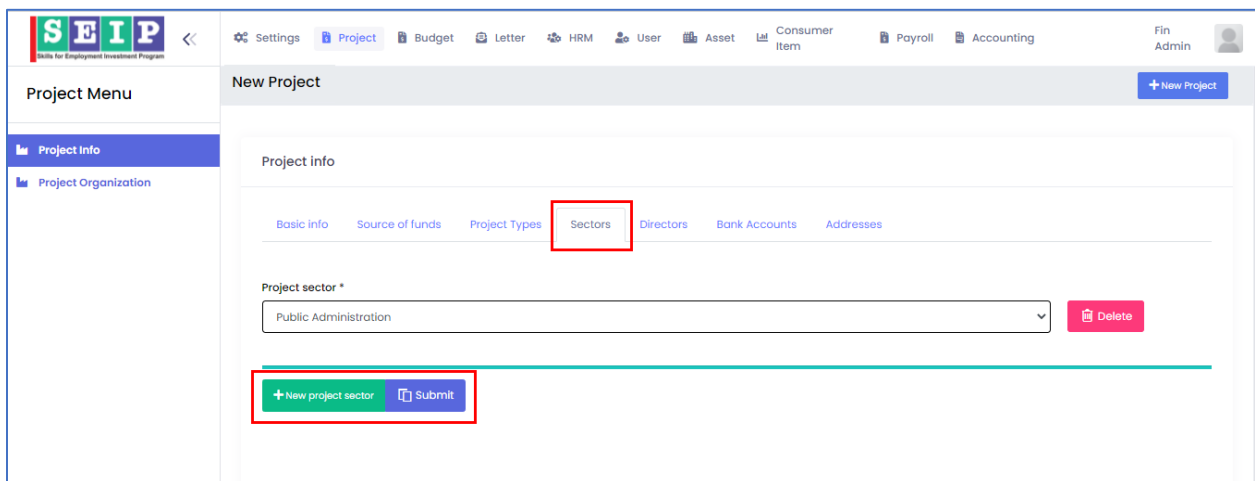
Then, Porject Types will fill up-



The screenshot shows the 'New Project' form in the SEIP system. The 'Project Types' tab is selected and highlighted with a red box. The 'Project type' dropdown menu is set to 'TA'. Below it, another 'Project type' dropdown is set to 'Investment'. At the bottom, the '+ New project type' and 'Submit' buttons are highlighted with a red box.

Figure- 1.4(Project Types)

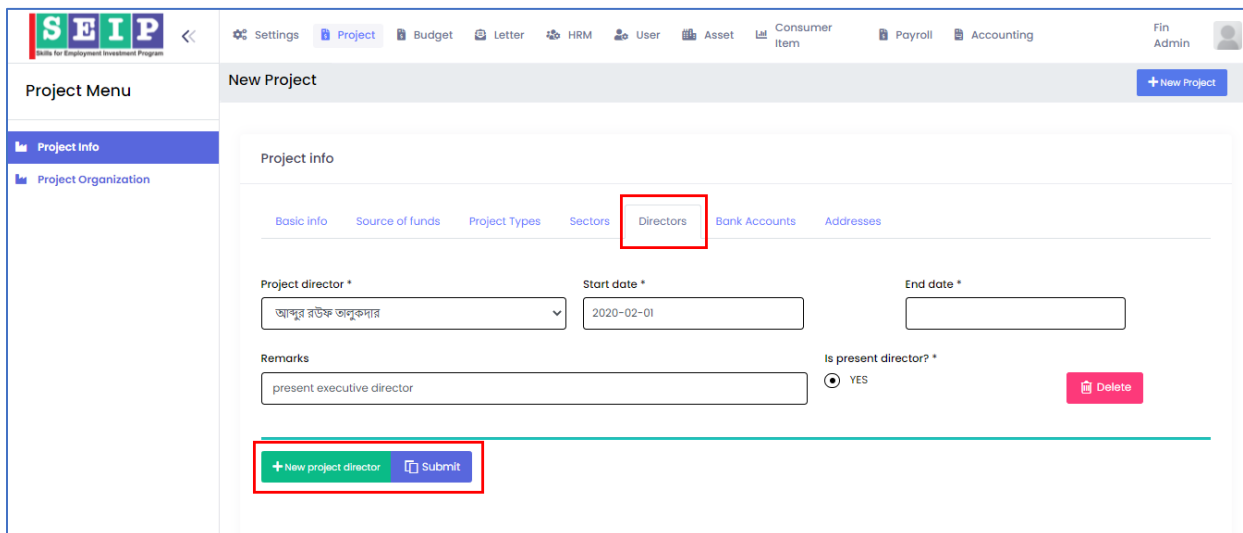
Sector will select after filling up Project Types-



The screenshot shows the 'New Project' form in the SEIP system. The 'Sectors' tab is selected and highlighted with a red box. The 'Project sector' dropdown menu is set to 'Public Administration'. At the bottom, the '+ New project sector' and 'Submit' buttons are highlighted with a red box.

Figure- 1.5 (Sectors)

In Director New Director will enter after clicking on New Project Director-



SEIP Skills for Employment Investment Program

Settings Project Budget Letter HRM User Asset Consumer Item Payroll Accounting Fin Admin

New Project + New Project

Project Menu

- Project Info
- Project Organization

Project info

Basic info Source of funds Project Types Sectors **Directors** Bank Accounts Addresses

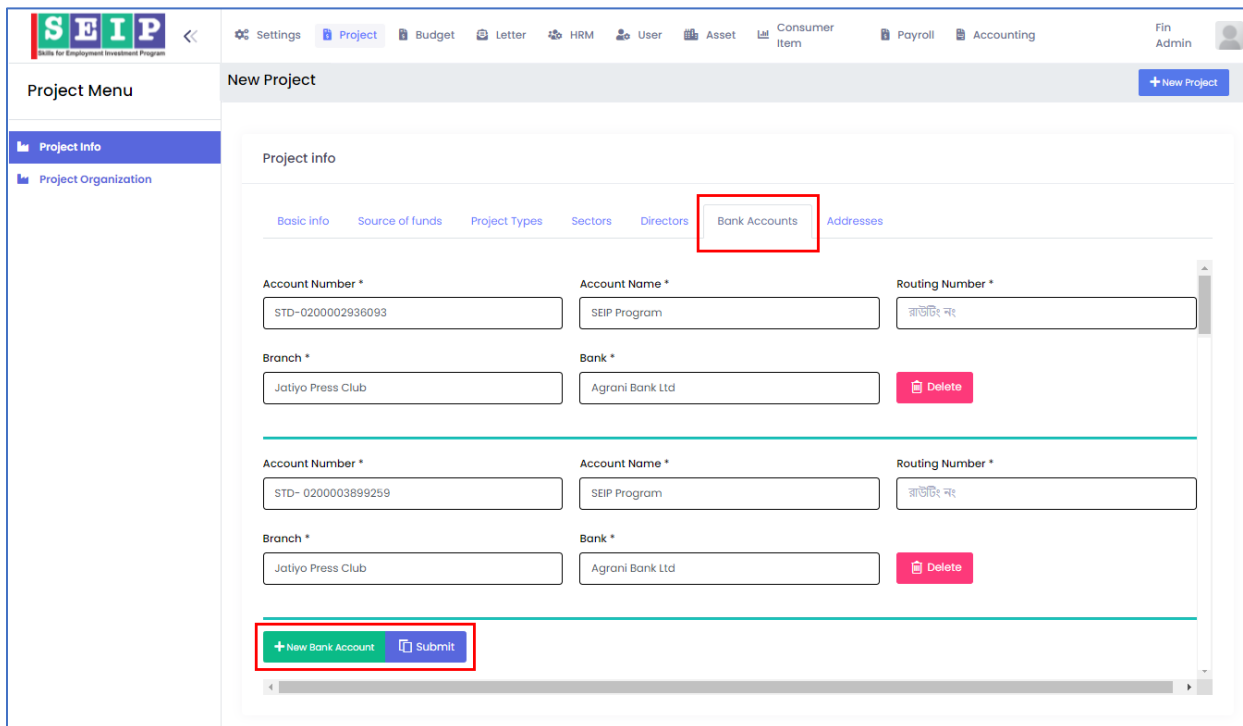
Project director * Start date * End date *

আব্দুল রউফ তালুকদার 2020-02-01

Remarks present executive director Is present director? * YES

+ New project director Submit Delete

Figure- 1.6(Directors)



SEIP Skills for Employment Investment Program

Settings Project Budget Letter HRM User Asset Consumer Item Payroll Accounting Fin Admin

New Project + New Project

Project Menu

- Project Info
- Project Organization

Project info

Basic info Source of funds Project Types Sectors **Bank Accounts** Directors Addresses

Account Number * Account Name * Routing Number *

STD-0200002936093 SEIP Program রাউটিং নং

Branch * Bank *

Jatiyo Press Club Agrani Bank Ltd Delete

Account Number * Account Name * Routing Number *

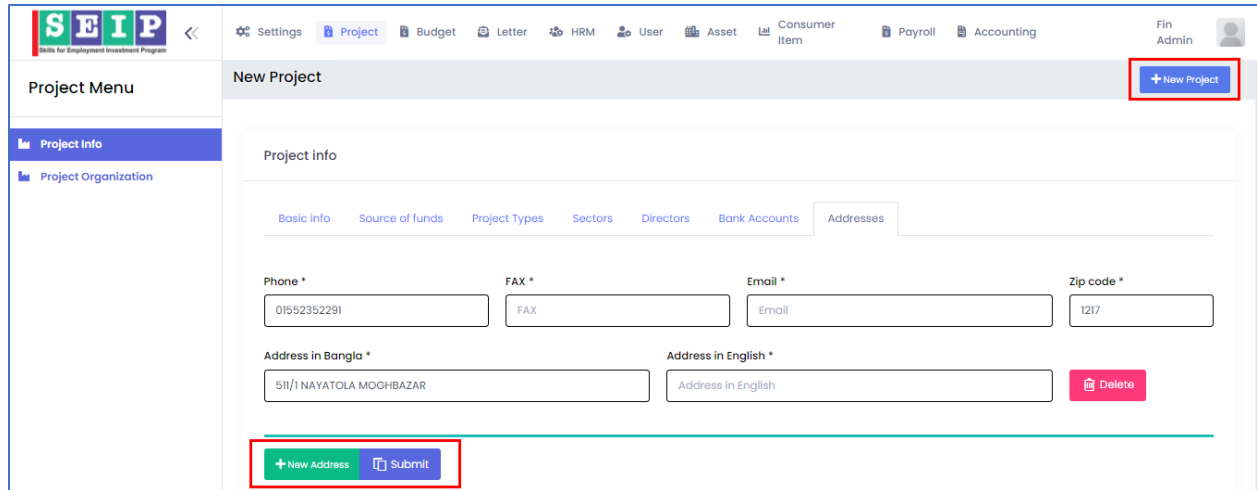
STD-0200003899259 SEIP Program রাউটিং নং

Branch * Bank *

Jatiyo Press Club Agrani Bank Ltd Delete

+ New Bank Account Submit Delete

Figure-1.7(Bank Information)




The screenshot shows the 'New Project' form in the SEIP system. The 'Addresses' tab is selected, displaying fields for Phone, FAX, Email, and Zip code. Below these are fields for Address in Bangla and Address in English. A 'Delete' button is present next to the English address field. At the bottom, there are '+ New Address' and 'Submit' buttons. The top navigation bar includes links for Settings, Project, Budget, Letter, HRM, User, Asset, Consumer Item, Payroll, Accounting, and Fin Admin. The left sidebar shows 'Project Menu' with 'Project Info' and 'Project Organization' options.

Figure-1.8(Addresses)

The information of all these seven forms the user will create a new project.

Prepared Project Information will view in below format-



Settings
Project
Budget
Letter
HRM
User
Asset
Consumer Item
Payroll
Accounting
Accounts Old
Fin Admin

Project Menu

Project Info
Project Organization

Project Details
New Project

PROJECT INFORMATION SHEET

Part 'A' Project Profile

- Reporting Period :
- Sector (According to ADP Book) : Public Administration
- Name of the Implementation Agency : Finance Division
- Name of the Administrative Ministry/Division : Ministry of Finance/Finance Division
- Name of the Aided Project : SEIP - Skills for Employment Investment program
- Sl Number in the ADP(According to 2015-2016 ADP Book) :
- Type of Project :

☒ Investment
☒ TA

Total GoB Taka IAs
203 102 101
- Approval status :

☐ Unapproved
☒ Approved
☐ Revised Unapproved
☐ P.C.P/DPP Recommended
- Project Implementation period : 03.05.2014 to 22.09.2024
- Whether the Project is financed by more than One donor :

☒ YES
☐ NO
- Details of Lined up aid :
 - Title of the Agreement : SEIP - Skills for Employment Investment program
 - Name of the Donor/Agency : RPA - SP Account & IAS/OWN/Others Fund
 - Loan/Grant : RPA - SP Account Grant & IAS/OWN/Others Fund Grant
 - Loan/Grant number and date : RPA - SP Account Grant No.114.III10000.969, 01 August, 2020 & IAS/OWN/Others Fund Grant No.114.III10000.996, 22 November, 1899
 - Amount in donor's currency (Fig. in million) : RPA - SP Account 0 million BDT & IAS/OWN/Others Fund 0 million BDT
Total 0 million BDT

PART - 'B' DONORWISE ALLOCATION AND UTILIZATION STATUS

12. Disbursement and utilization status:

Name of Donor	Total (PA) amount		Total Project Aid (PA) disbursed upto 28/02/2017		Total Project Aid (PA) utilized upto 28/02/2017		Un-disbursed Project aid (PA) as on 01/03/2017	
	Taka (in lakh)	US \$(in million)	Taka (in lakh)	US \$(in million)	Taka (in lakh)	US \$(in million)	Taka (in lakh)	US \$(in million)
RPA - SP Account Grant	100	0						
IAS/OWN/Others Fund Grant	1	0						
Total	101	0						

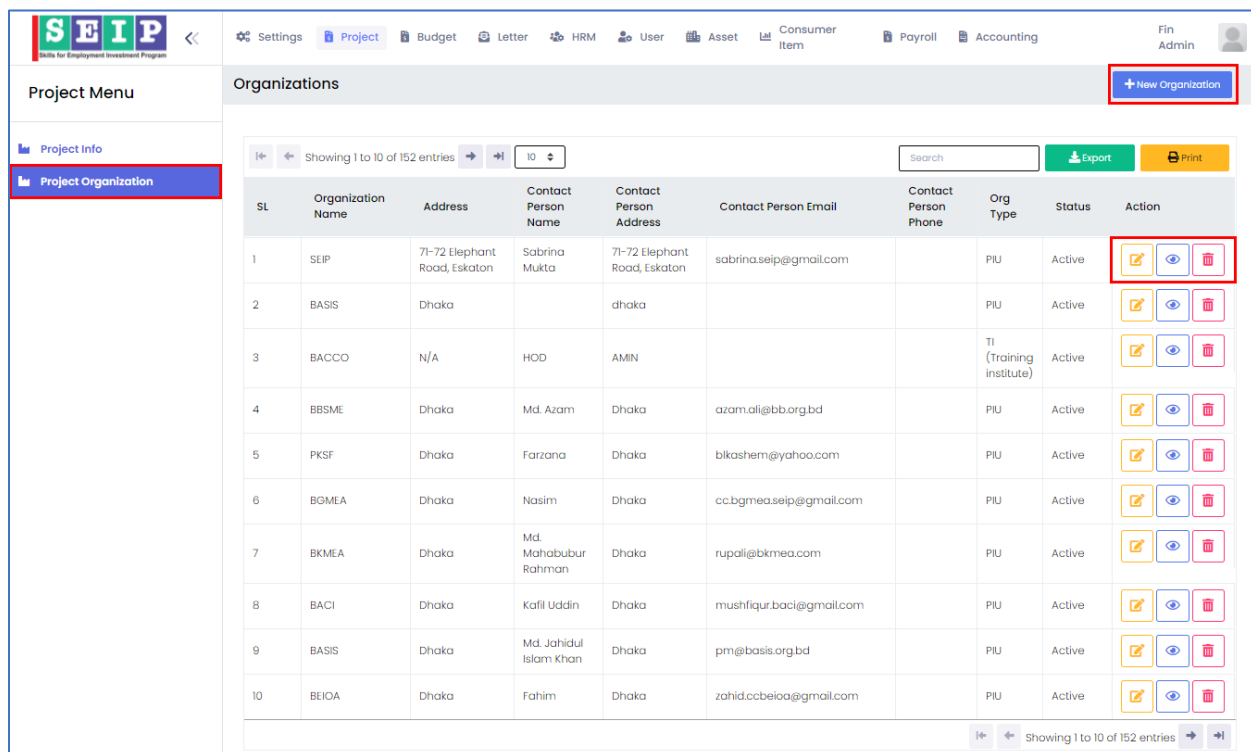
13. Status of allocation and utilization out of CONTASA/SAFE/RPA Accounts for FY 2016/2017 (Taka in Lakh):

- Amount released/allotted by Finance Division :
- (i) Expenditure incurred (RPA) :
- (ii) Balance in the Bank A/C :
- Amount claimed for reimbursement :
- Amount reimbursed by the donor :

(Abdur Rouf Talukder)
Executive Project Director
Phone: 55138753-55
Email: rouf64@yahoo.com

Figure-1.9(View form of Project)

Project Organization: The user will enroll Project Organization from “Project Organization”.

































SL	Organization Name	Address	Contact Person Name	Contact Person Address	Contact Person Email	Contact Person Phone	Org Type	Status	Action
1	SEIP	71-72 Elephant Road, Eskaton	Sabrina Mukta	71-72 Elephant Road, Eskaton	sabrina.seip@gmail.com		PIU	Active	  
2	BASIS	Dhaka		dhaka			PIU	Active	  
3	BACCO	N/A	HOO	AMIN			TI (Training institute)	Active	  
4	BBSME	Dhaka	Md. Azam	Dhaka	azam.ali@bb.org.bd		PIU	Active	  
5	PKSF	Dhaka	Farzana	Dhaka	blkasheem@yahoo.com		PIU	Active	  
6	BGMEA	Dhaka	Nasim	Dhaka	cc.bgmea.seip@gmail.com		PIU	Active	  
7	BKMEA	Dhaka	Md. Mahabubur Rahman	Dhaka	rupali@bkmea.com		PIU	Active	  
8	BACI	Dhaka	Kafil Uddin	Dhaka	mushfiqur.baci@gmail.com		PIU	Active	  
9	BASIS	Dhaka	Md. Jahidul Islam Khan	Dhaka	pm@basis.org.bd		PIU	Active	  
10	BEIOA	Dhaka	Fahim	Dhaka	zahid.ccbeioa@gmail.com		PIU	Active	  

Figure:1.5 Project Organization


In this segment, the user will do four tasks.

- ✓ Export,
- ✓ Print,
- ✓ Edit,
- ✓ View.

In export button, the user will get three options.

- ✓ Excel,
- ✓ CSV,
- ✓ PDF.

Print: The printed form will be in PDF form.



[Settings](#)
[Project](#)
[Budget](#)
[Letter](#)
[HRM](#)
[User](#)
[Asset](#)
[Consumer Item](#)
[Payroll](#)
[Accounting](#)

Fin Admin

Project Menu

[Project Info](#)
[Project Organization](#)

Edit Organization

+ New Organization

Name*

SEIP

Address*

71-72 Elephant Road, Eskaton

Contact person

Sabrina Mukta

Contact person email

sabrina.seip@gmail.com

Contact person address

71-72 Elephant Road, Eskaton

Contact person phone

Contact person phone

Organization type*

PIU

Status

☒ Active
 ☐ Inactive

← Back

Save

Figure- 1.6(Project Organization Entry Form)

Budget Module: This module consists of twelve features. These features will prepare different kinds of ADB, ADP budget reports.

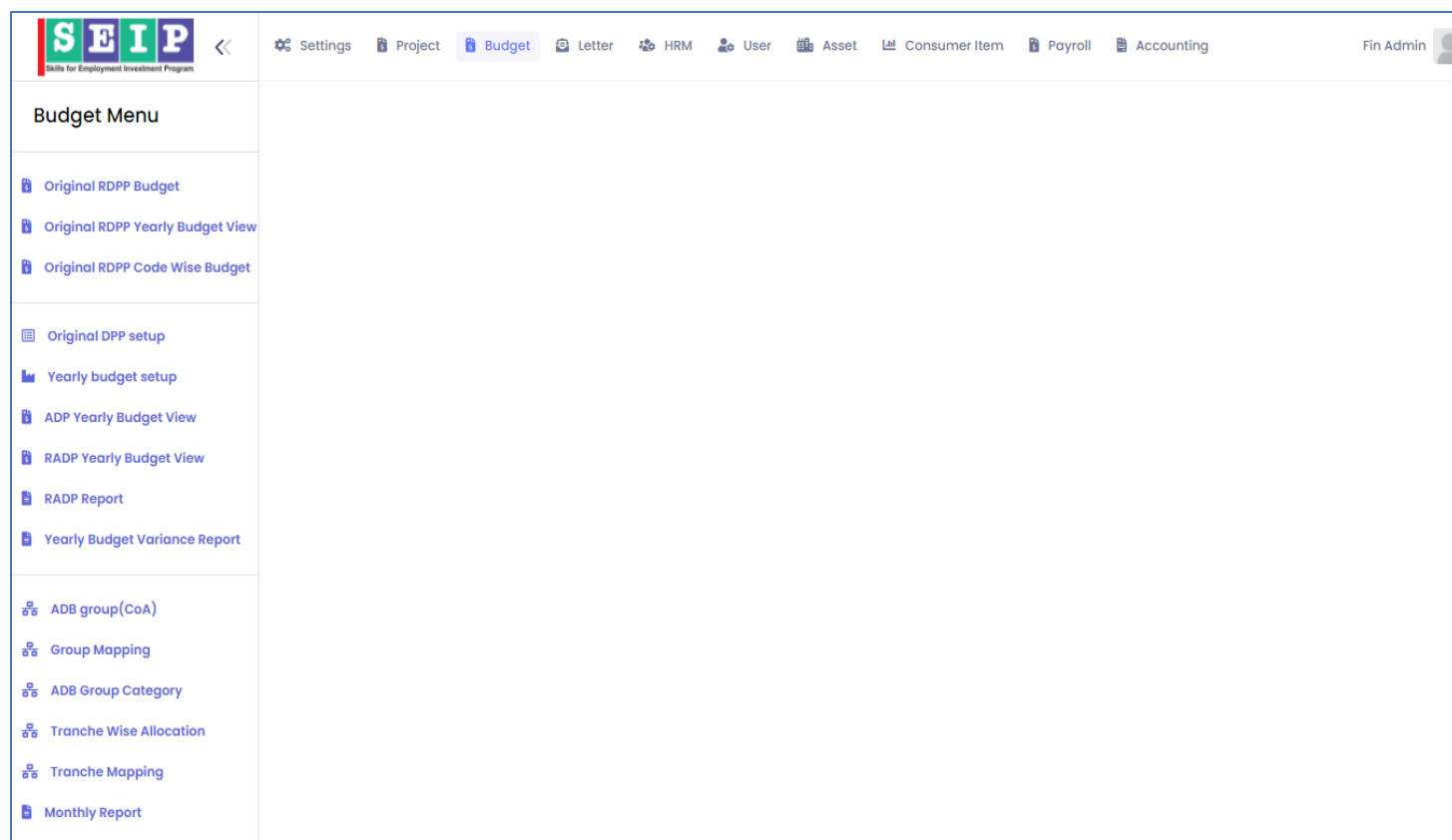


Figure-2.1 Budget Module

Original RDPP Budget: This feature consists of conglomerate budgets of ten years. From 2014-2015 to 2023-2024. In this budget feature, the user will get second revised RDPP Budget, Actual Expenditure up to and budgets of ten years from 2014-2015 to 2023-2024. Choose- Code. Two Tasks initiates- Export (Excel, PDF and CSV) and Print.

Original RDPP Budget													
Code *													
New code													
Show/Filter													
Export													
Eco code	Eco sub code	Eco name	Unit	Qnt	Total	GoB	2nd Revised DPP (Amount in Lakh)	RPA Through GoB	RPA - SP Account	DPA	IAS/OWN/Others Fund	Unit	Qnt
	31101	Basic pay (Officer)			5,359.99	20.00		0.00	5,359.99	0.00	0.00		0.00
	311201	Basic pay (Employee)			2,902.41	10.00		0.00	2,902.41	0.00	0.00		0.00
	311336	Other Allowances			76.00	5.00		0.00	70.00	0.00	0.00		0.00
		Subtotal - Wages and salaries in cash			8,237.40	35.00		0.00	8,202.40	0.00	0.00		0.00
321		Administrative Expenses											
	321006	Entertainment			60.00	5.00		0.00	55.00	0.00	0.00		0.00
	321007	Transport hiring			1,039.99	10.00		0.00	1,029.99	0.00	0.00		0.00
	321011	Seminar and Conference Expenses			405.00	5.00		0.00	400.00	0.00	0.00		0.00
	321013	Electricity			150.00	0.00		0.00	150.00	0.00	0.00		0.00
	321015	Water			30.00	0.00		0.00	30.00	0.00	0.00		0.00
	321019	Postage			5.00	0.00		0.00	5.00	0.00	0.00		0.00
	321020	Telephone			120.00	0.00		0.00	120.00	0.00	0.00		0.00
	321025	Advertising Expenses			450.00	300.00		0.00	150.00	0.00	0.00		0.00
	321029	Office Building Rental			915.10	15.10		0.00	900.00	0.00	0.00		0.00
	321031	Salary (Out Sourcing)			255.00	5.00		0.00	250.00	0.00	0.00		0.00
		Subtotal - Administrative Expenses			3,430.09	340.10		0.00	3,089.99	0.00	0.00		0.00
3221		Fees, charges and commissions											
	322102	License Fee			1,600.00	1,600.00		0.00	0.00	0.00	0.00		0.00
	322106	Bank Charges			60.00	0.00		0.00	60.00	0.00	0.00		0.00
		Subtotal - Fees, charges and commissions			1,660.00	1,600.00		0.00	60.00	0.00	0.00		0.00
3231		Training											
	3231201	Domestic Training			46,598.81	37,990.66		0.00	8,608.15	0.00	0.00		0.00
	3231301	Foreign Training			8,170.00	120.00		0.00	8,050.00	0.00	0.00		0.00
		Subtotal - Training			54,768.81	38,110.66		0.00	16,658.15	0.00	0.00		0.00
3241		Domestic travel and transfer											
	324101	Domestic travel expenses			353.00	3.00		0.00	350.00	0.00	0.00		0.00
		Subtotal - Domestic travel and transfer			353.00	3.00		0.00	350.00	0.00	0.00		0.00
3255		Printing and Stationary											
	3255001	Computer Consumables			85.00	5.00		0.00	80.00	0.00	0.00		0.00
	3255002	Printing and Binding			250.00	10.00		0.00	250.00	0.00	0.00		0.00
	3255004	Stamps and Seals			9.15	2.00		0.00	7.15	0.00	0.00		0.00
	3255005	Other Stationary			2,914.90	109.49		0.00	2,805.41	0.00	0.00		0.00
	3255006	Others Expenses			560.94	0.00		0.00	560.94	0.00	0.00		0.00
	3255007	Miscellaneous - PU/SDCMU			142.01	0.52		0.00	141.49	0.00	0.00		0.00
		Subtotal - Printing and Stationary			3,952.00	127.01		0.00	3,824.99	0.00	0.00		0.00
3257		Professional services, honorariums and special expenses											
	3257001	Consultancy			19,404.01	797.75		0.00	18,606.26	0.00	0.00		0.00
	3257006	Honorarium/remuneration			105.00	5.00		0.00	100.00	0.00	0.00		0.00
		Subtotal - Professional services, honorariums and special expenses			19,509.01	802.75		0.00	18,706.26	0.00	0.00		0.00
3258		Repairs and Maintenance											
	3258001	Motor vehicles			300.00	300.00		0.00	0.00	0.00	0.00		0.00
	3258002	Furniture			45.00	20.00		0.00	25.00	0.00	0.00		0.00
	3258003	Computer			21.00	1.00		0.00	20.00	0.00	0.00		0.00
	3258005	Machineries and Equipment			224.17	20.00		0.00	204.17	0.00	0.00		0.00
	3258007	Non-residential buildings			0.00	0.00		0.00	0.00	0.00	0.00		0.00
	3258008	Other buildings & Structures			4,805.13	4,800.00		0.00	5.13	0.00	0.00		0.00
		Subtotal - Repairs and Maintenance			5,395.30	5,141.00		0.00	294.30	0.00	0.00		0.00
3411		Interest on Foreign Loan											
	341101	Interest on Foreign Loan			11,376.00	0.00		0.00	0.00	11,376.00	0.00		0.00
		Subtotal - Interest on Foreign Loan			11,376.00	0.00		0.00	0.00	11,376.00	0.00		0.00
3821		Current transfers not elsewhere classified											
	382103	Municipal rates and taxes			0.00	0.00		0.00	0.00	0.00	0.00		0.00
	382104	VAT			3,500.00	3,500.00		0.00	0.00	0.00	0.00		0.00
	382102	Training Grants			181,447.85	4,000.00		17,180.18	164,267.67	0.00	8,400.00		0.00
	382107	Scholarship			5,866.00	0.00		0.00	5,866.00	0.00	0.00		0.00
	382105	Income Tax			1,512.36	1,512.36		0.00	0.00	0.00	0.00		0.00
		Subtotal - Current transfers not elsewhere classified			192,348.01	9,012.36		17,180.18	167,765.42	0.00	8,400.00		0.00
4111		Buildings and Structures											
	411101	Non Residential Buildings			17,532.70	0.00		0.00	17,532.70	0.00	0.00		0.00
		Subtotal - Buildings and Structures			17,532.70	0.00		0.00	17,532.70	0.00	0.00		0.00
4112		Machinery and Equipment											
	4112002	Computer & Accessories			60.28	15.28		0.00	45.00	0.00	0.00		0.00
	4112003	Electrical Equipment			97.68	7.15		0.00	90.52	0.00	0.00		0.00
	4112004	Engineering and other Equipments			22,229.56	8,996.13		0.00	13,233.43	0.00	0.00		0.00
	4112010	Office Equipment			3,599.16	12.18		0.00	3,587.00	0.00	0.00		0.00
	4112014	Furniture			3,358.00	2,788.00		0.00	570.00	0.00	0.00		0.00
		Subtotal - Machinery and Equipment			29,344.68	11,811.73		0.00	17,525.95	0.00	0.00		0.00
9999		Contingencies											
	9999001	Physical Contingencies			3,130.00	442.00		0.00	2,688.00	0.00	0.00		0.00
	9999020	Price Contingencies			20,196.00	2,012.00		0.00	17,684.00	0.00	0.00		0.00
		Subtotal - Contingencies			23,326.00	2,454.00		0.00	20,372.00	0.00	0.00		0.00
		Grand total			371,233.00	69,944.61		17,180.18	264,332.16	11,376.00	8,400.00		0.00

Figure-2.2(Original RDPP Budget)

Original RDPP Yearly Budget View: Ten Years RDPP Budget will show separately in this feature. The user will search the budget from drop down list of Original RDPP Yearly Budget view. Choose- Fiscal Year, Code. Two Tasks initiates- Export (Excel, PDF and CSV) and Print.

SEIP

State e-Procurement

Settings

Budget

Letter

HRM

User

Asset

Consumer Item

Payroll

Accounting

Fin Admin

Original RDPP Budget

Original RDPP Yearly Budget View

Original RDPP Code Wise Budget

Original DPP setup

Yearly budget setup

ADP Yearly Budget View

RADP Yearly Budget View

RADP Report

RADP Yearly Budget View

RADP Report

Yearly Budget Variance Report

ADB group(CoA)

Group Mapping

ADB Group Category

Tranche Wise Allocation

Tranche Mapping

Monthly Report

Fiscal Year *

2021-2022

Code *

New code

Show/Filter

Export

Print

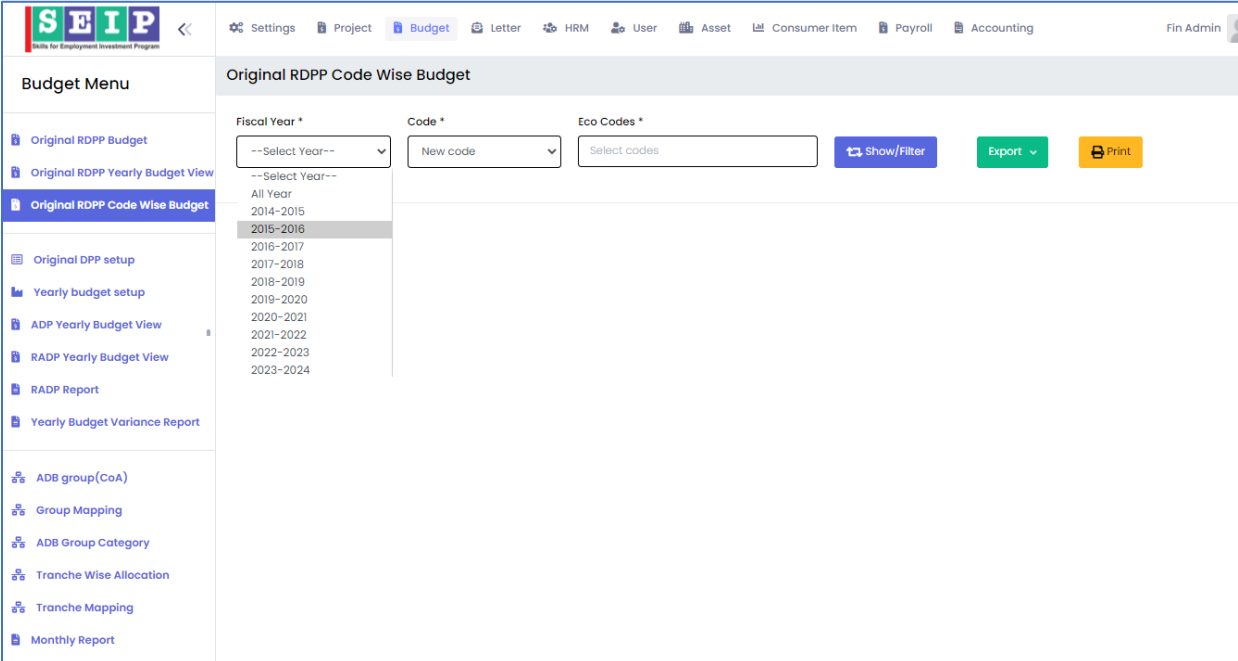
Eco code	Eco sub code	Eco name	Unit	Qnt	Total	2021-2022 (Amount in Lakh)				
						GoB	RPA Through GoB	RPA - SP Account	DPA	IAS/OWN/Others Fund
3111		Wages and salaries in cash								
	311101	Basic pay (Officer)			716.85	2.25	0.00	714.00	0.00	0.00
	3111201	Basic pay (Employee)			413.31	0.94	0.00	412.37	0.00	0.00
	3111301	Other Allowances			11.48	1.00	0.00	10.48	0.00	0.00
		Subtotal - Wages and salaries in cash			1,141.64	4.19	0.00	1,137.45	0.00	0.00
3211		Administrative Expenses								
	321105	Entertainment			11.49	1.10	0.00	10.39	0.00	0.00
	321107	Transport hiring			174.84	0.00	0.00	174.84	0.00	0.00
	321109	Seminar and Conference Expenses			40.00	0.00	0.00	40.00	0.00	0.00
	321113	Electricity			27.04	0.00	0.00	27.04	0.00	0.00
	321115	Water			5.78	0.00	0.00	5.78	0.00	0.00
	321119	Postage			0.80	0.00	0.00	0.80	0.00	0.00
	321120	Telephone			19.50	0.00	0.00	19.50	0.00	0.00
	321125	Advertising Expenses			82.06	59.24	0.00	22.82	0.00	0.00
	321129	Office Building Rental			138.14	0.00	0.00	138.14	0.00	0.00
	321131	Salary (Out Sourcing)			46.84	0.00	0.00	46.84	0.00	0.00
		Subtotal - Administrative Expenses			546.49	60.34	0.00	486.15	0.00	0.00
3221		Fees, charges and commissions								
	322102	License Fee			56.23	56.23	0.00	0.00	0.00	0.00
	322108	Bank Charges			10.35	0.00	0.00	10.35	0.00	0.00
		Subtotal - Fees, charges and commissions			66.58	56.23	0.00	10.35	0.00	0.00
3231		Training								
	3231201	Domestic Training			7,375.03	6,187.05	0.00	1,187.98	0.00	0.00
	3231301	Foreign Training			1,131.75	18.21	0.00	1,113.54	0.00	0.00
		Subtotal - Training			8,506.78	6,205.26	0.00	2,301.52	0.00	0.00
3241		Domestic travel and transfer								
	324101	Domestic travel expenses			66.27	0.65	0.00	65.62	0.00	0.00
		Subtotal - Domestic travel and transfer			66.27	0.65	0.00	65.62	0.00	0.00
3255		Printing and Stationary								
	3255101	Computer Consumables			10.06	0.00	0.00	10.06	0.00	0.00
	3255102	Printing and Binding			44.35	2.13	0.00	42.22	0.00	0.00
	3255104	Stamps and Seals			1.81	0.44	0.00	1.37	0.00	0.00
	3255105	Other Stationary			577.56	23.63	0.00	553.93	0.00	0.00
	3255106	Others Expenses			0.00	0.00	0.00	0.00	0.00	0.00
	3255107	Miscellaneous Expenses			0.00	0.00	0.00	0.00	0.00	0.00
		Subtotal - Printing and Stationary			633.78	26.20	0.00	607.58	0.00	0.00
3267		Professional services, honorariums and special expenses								
	3267101	Consultancy			2,738.86	90.80	0.00	2,648.06	0.00	0.00
	3267205	Honorarium/remuneration			15.55	0.81	0.00	14.74	0.00	0.00
		Subtotal - Professional services, honorariums and special expenses			2,754.41	91.61	0.00	2,662.80	0.00	0.00
3268		Repairs and Maintenance								
	3268101	Motor vehicles			42.11	42.11	0.00	0.00	0.00	0.00
	3268102	Furniture			8.72	4.40	0.00	4.32	0.00	0.00
	3268103	Computer			4.25	0.22	0.00	4.03	0.00	0.00
	3268105	Machineries and Equipment			49.08	4.40	0.00	44.68	0.00	0.00
	3268107	Non-residential buildings			0.00	0.00	0.00	0.00	0.00	0.00
	3268108	Other buildings & structures			1,138.78	1,138.78	0.00	0.00	0.00	0.00
		Subtotal - Repairs and Maintenance			1,242.94	1,189.91	0.00	53.03	0.00	0.00
3411		Interest on Foreign Loan								
	341101	Interest on Foreign Loan			1,809.35	0.00	0.00	0.00	1,809.35	0.00
		Subtotal - Interest on Foreign Loan			1,809.35	0.00	0.00	0.00	1,809.35	0.00
3821		Current transfers not elsewhere classified								
	382103	Municipal rates and taxes			0.00	0.00	0.00	0.00	0.00	0.00
	382104	VAT			222.70	222.70	0.00	0.00	0.00	0.00
	382112	Training Grants			25,333.57	648.73	0.00	23,275.79	0.00	1,409.05
	382117	Stipend/Scholarship			892.14	0.00	0.00	892.14	0.00	0.00
	382125	Income Tax			0.00	0.00	0.00	0.00	0.00	0.00
		Subtotal - Current transfers not elsewhere classified			26,448.41	871.43	0.00	24,167.93	0.00	1,409.05
4111		Buildings and Structures								
	4111201	Non-Residential Buildings			5,532.00	0.00	0.00	5,532.00	0.00	0.00
		Subtotal - Buildings and Structures			5,532.00	0.00	0.00	5,532.00	0.00	0.00
4112		Machinery and Equipment								
	4112202	Computer & Accessories			12.10	2.20	0.00	9.90	0.00	0.00
	4112302	Electrical Equipment			35.87	1.08	0.00	34.79	0.00	0.00
	4112304	Engineering and other Equipments			14,347.41	8,495.09	0.00	5,852.32	0.00	0.00
	4112310	Office Equipment			4.13	0.00	0.00	4.13	0.00	0.00
	4112314	Furniture			1,267.73	838.65	0.00	419.08	0.00	0.00
		Subtotal - Machinery and Equipment			15,667.24	9,337.02	0.00	6,320.22	0.00	0.00
9999		Contingencies								
	9999101	Physical Contingencies			888.60	97.24	0.00	591.36	0.00	0.00
	9999102	Price Contingencies			4,443.12	552.64	0.00	3,890.48	0.00	0.00
		Subtotal - Contingencies			5,331.72	649.88	0.00	4,481.84	0.00	0.00
		Grand total			69,537.61	18,492.72	0.00	47,826.49	1,809.35	1,409.05

Figure-2.3(Original RDPP Yearly Budget View)

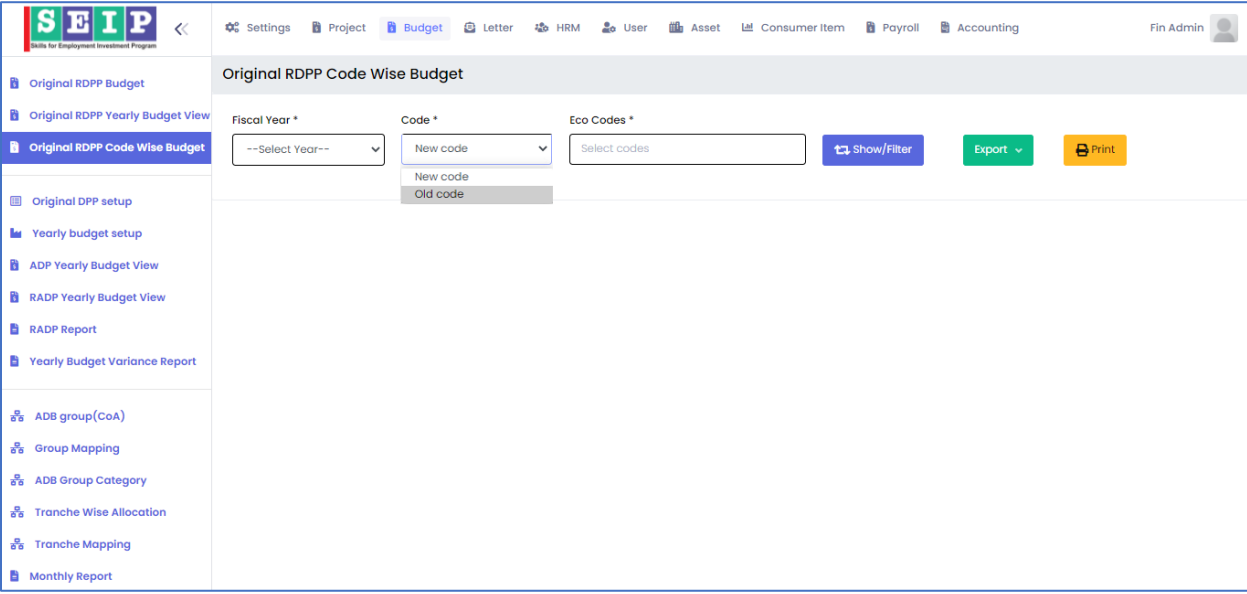
Original RDPP Code wise Budget: Ten Years RDPP Budget will show separately code wise in Original RDPP Code wise Budget. The user will search the budget from drop down list of Original RDPP code wise budget information will search with code of individual code and item line. Choose- Fiscal Year, Code, Eco Codes, Two Tasks initiates- Export (Excel, PDF and CSV) and Print.

The steps of Code wise Budget is shown below chronologically-

Figure-2.4(Original RDPP Code Wise Budget- Select Fiscal Year)



The screenshot shows the SEIP web application interface. The top navigation bar includes 'Settings', 'Project', 'Budget' (selected), 'Letter', 'HRM', 'User', 'Asset', 'Consumer Item', 'Payroll', and 'Accounting'. The user is logged in as 'Fin Admin'. The left sidebar contains a 'Budget Menu' with options like 'Original RDPP Budget', 'Original RDPP Yearly Budget View', 'Original RDPP Code Wise Budget' (selected), 'Original DPP setup', 'Yearly budget setup', 'ADP Yearly Budget View', 'RADP Yearly Budget View', 'RADP Report', 'Yearly Budget Variance Report', 'ADB group(CoA)', 'Group Mapping', 'ADB Group Category', 'Tranche Wise Allocation', 'Tranche Mapping', and 'Monthly Report'. The main content area is titled 'Original RDPP Code Wise Budget'. It features three dropdown menus: 'Fiscal Year *' (with a list of years from 'All Year' to '2023-2024'), 'Code *' (with 'New code' selected), and 'Eco Codes *' (with 'Select codes' selected). There are also buttons for 'Show/Filter', 'Export', and 'Print'.



This screenshot shows the same SEIP web application interface as Figure 2.4, but with the 'Code *' dropdown menu open. The 'Fiscal Year *' dropdown is now closed. The 'Code *' dropdown shows two options: 'New code' (selected) and 'Old code'. The 'Eco Codes *' dropdown remains open with 'Select codes' selected. The 'Show/Filter', 'Export', and 'Print' buttons are still visible.

Figure-2.5(Original RDPP Code Wise Budget- Select Code)

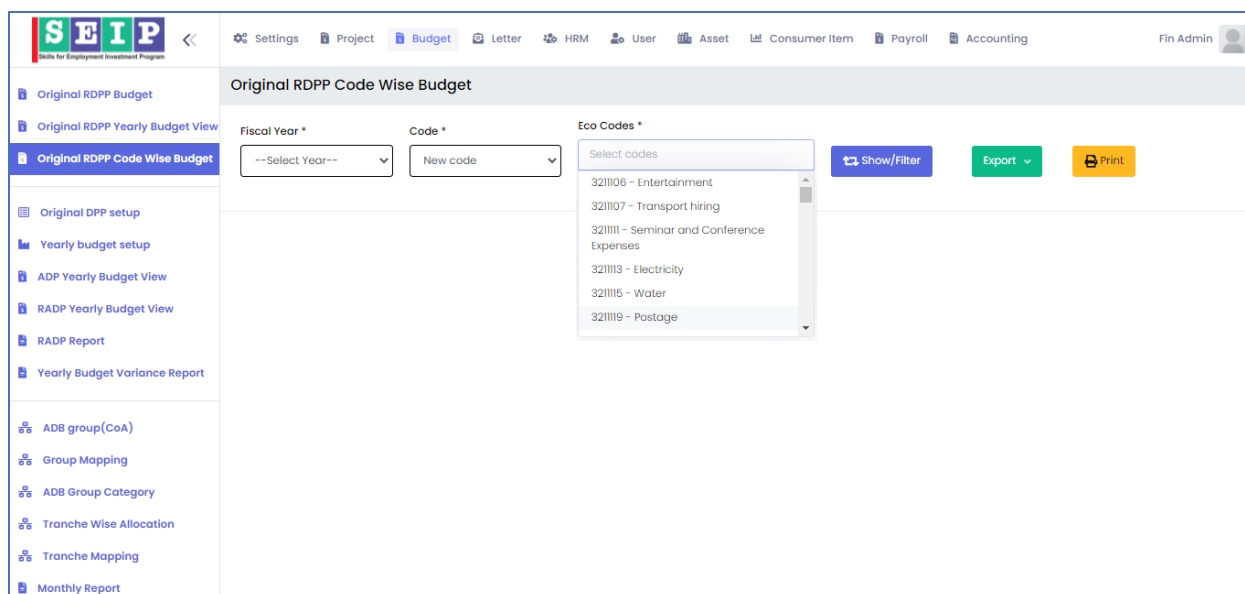


Figure-2.6(Original RDPP Code Wise Budget- Select Eco Code)

SEIP

Ministry for Supervised Investment Program

Original RDPP Budget

Original RDPP Yearly Budget View

Original RDPP Code Wise Budget

Original DPP setup

Yearly budget setup

ADP Yearly Budget View

RADP Yearly Budget View

RADP Report

Yearly Budget Variance Report

ADB group(CoA)

Group Mapping

ADB Group Category

Tranche Wise Allocation

Tranche Mapping

Monthly Report

Settings

Project

Budget

Letter

HRM

User

Asset

Consumer Item

Payroll

Accounting

Fin Admin

Original RDPP Code Wise Budget

Fiscal Year *
--Select Year--

Code *
New code

Eco Codes *

< 321106 - Entertainment

< 321107 - Transport hiring

< 321111 - Seminar and Conference Expenses

Show/Filter

Export

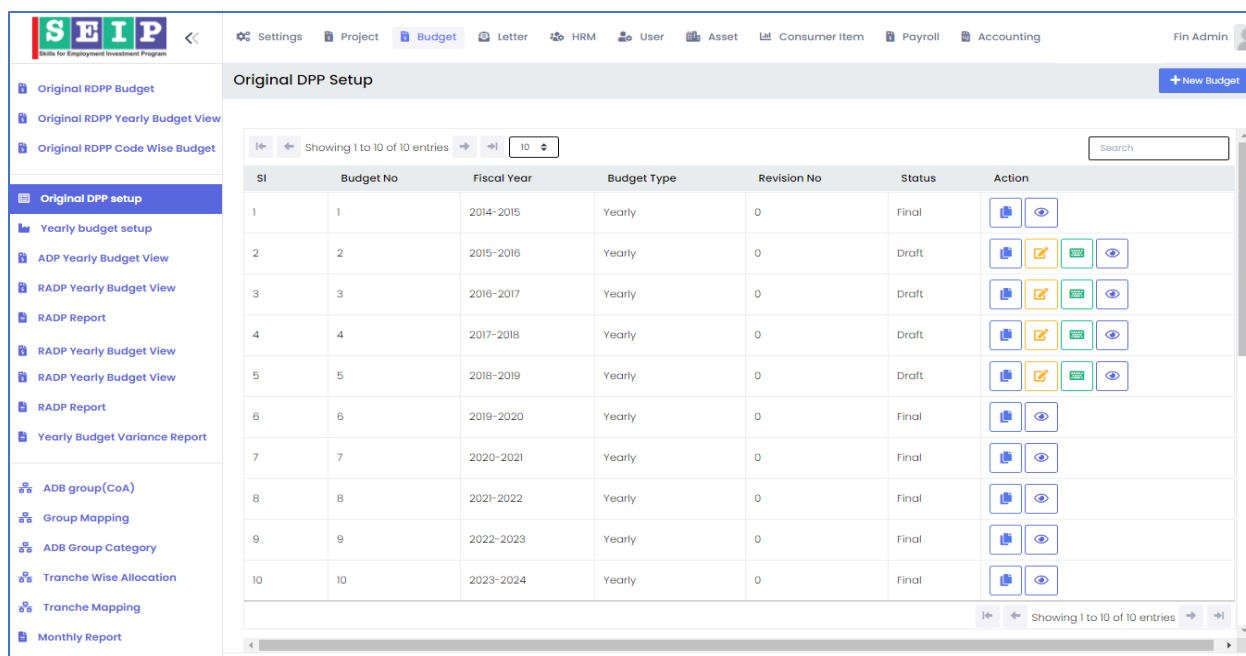
Print

Eco code	Eco sub code	Eco name	2nd Revised DPP (Amount in Lakh)							Actual Expenditure upto June 2019 (Amount in Lakh)							Unit	Total
			Unit	Qnt	Total	GoB	RPA Through GoB	RPA - SP Account	DPA	IAS/OWN/Others Fund	Unit	Qnt	Total	GoB	RPA Through GoB	RPA - SP Account		
3211		Administrative Expenses																
	321106	Entertainment			60.00	5.00	0.00	55.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00
	321107	Transport hiring			1,039.99	10.00	0.00	1,029.99	0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00
	321111	Seminar and Conference Expenses			405.00	5.00	0.00	400.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00
		Subtotal - Administrative Expenses			1,504.99	20.00	0.00	1,484.99	0.00	0.00		0	0.00	0.00	0.00	0.00	0.00	0
		Grand total			1,504.99	20.00	0.00	1,484.99	0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00

Figure-2.6(Original RDPP Code Wise Budget- Select Eco Code)

- ✓ Original RDPP Code Wise Budget will generate after selecting specific Budget Eco Code wise.

Original DPP Setup: Original DPP Budget is menu list of DPP Budget setup from where RDPP Budget information is entered “Fiscal Year” wise.



Sl	Budget No	Fiscal Year	Budget Type	Revision No	Status	Action
1	1	2014-2015	Yearly	0	Final	[Icon]
2	2	2015-2016	Yearly	0	Draft	[Icon] [Icon] [Icon] [Icon]
3	3	2016-2017	Yearly	0	Draft	[Icon] [Icon] [Icon] [Icon]
4	4	2017-2018	Yearly	0	Draft	[Icon] [Icon] [Icon] [Icon]
5	5	2018-2019	Yearly	0	Draft	[Icon] [Icon] [Icon] [Icon]
6	6	2019-2020	Yearly	0	Final	[Icon] [Icon]
7	7	2020-2021	Yearly	0	Final	[Icon] [Icon]
8	8	2021-2022	Yearly	0	Final	[Icon] [Icon]
9	9	2022-2023	Yearly	0	Final	[Icon] [Icon]
10	10	2023-2024	Yearly	0	Final	[Icon] [Icon]

Figure-2.7(Original DPP Setup)

In this segment, the user will do five tasks.

- ✓ Edit,
- ✓ View
- ✓ Budget Entry
- ✓ Copy Budget
- ✓ New Budget

Edit form of DPP Budget Setup:

SEIP

[Original RDP Budget](#)
[Original RDP Yearly Budget View](#)
[Original RDP Code Wise Budget](#)
[Original DPP Setup](#)
[Yearly Budget Setup](#)
[ADP Yearly Budget View](#)
[RDP Yearly Budget View](#)
[RDP Report](#)
[RDP Yearly Budget View](#)
[RDP Report](#)
[RDP Yearly Budget View](#)
[RDP Report](#)
[Yearly Budget Variance Report](#)
[ADB group\(CoA\)](#)
[Group Mapping](#)
[ADB Group Category](#)
[Tranche Wise Allocation](#)
[Tranche Mapping](#)
[Monthly Report](#)

Settings

Project

Budget

Letter

HRM

User

Asset

Consumer Item

Payroll

Accounting

Pin Admin

← Budget List

+ New Budget

Budget entry form view

Project name

SEIP - Skills for Employment Investment program

Budget Type

Yearly

Fiscal Year

2014-2015

Budget No

1

Half Year

Month

New code

Expenditure Items	GoB	RPA Through Sub	RPA - SF Account	DPA	IAS/OWN/Other Fund	Total
311 Wages and salaries in cash						
31101 Basic pay (Officer)	0	0	0	0	0	0.00
31102 Basic pay (Employee)	0	0	0	0	0	0.00
31103 Other Allowances	0	0	0	0	0	0.00
Subtotal - Wages and salaries in cash	0.00	0.00	0.00	0.00	0.00	0.00
321 Administrative Expenses						
32101 Entertainment	0	0	0	0	0	0.00
32102 Transport Allowance	0	0	0	0	0	0.00
32103 Postage	0	0	0	0	0	0.00
32104 Telephone	0	0	0	0	0	0.00
32105 Advertising Expenses	0	0	0	0	0	0.00
32106 Office Building Rental	0	0	0	0	0	0.00
32107 Salary (Out Sourcing)	0	0	0	0	0	0.00
Subtotal - Administrative Expenses	0.00	0.00	0.00	0.00	0.00	0.00
322 Fees, charges and commissions						
32201 License Fee	0	0	0	0	0	0.00
32202 Bank Charges	0	0	0	0	0	0.00
Subtotal - Fees, charges and commissions	0.00	0.00	0.00	0.00	0.00	0.00
323 Training						
32301 Domestic Training	0	0	0	0	0	0.00
32302 Foreign Training	0	0	0	0	0	0.00
Subtotal - Training	0.00	0.00	0.00	0.00	0.00	0.00
324 Domestic travel and transfer						
32401 Domestic travel expenses	0	0	0	0	0	0.00
Subtotal - Domestic travel and transfer	0.00	0.00	0.00	0.00	0.00	0.00
325 Printing and Stationery						
32501 Computer Consumables	0	0	0	0	0	0.00
32502 Printing and Binding	0	0	0	0	0	0.00
32503 Stamps and Seals	0	0	0	0	0	0.00
32504 Other Stationery	0	0	0	0	0	0.00
32505 Others Expenses	0	0	0	0	0	0.00
32507 Misc Expenses: PU/SCMU	0	0	0	0	0	0.00
Subtotal - Printing and Stationery	0.00	0.00	0.00	0.00	0.00	0.00
326 Professional services, honorariums and special expenses						
32601 Consultancy	0	0	7.33	0	0	7.33
32602 Honorarium/Remuneration	0	0	0	0	0	0.00
Subtotal - Professional services, honorariums and special expenses	0.00	0.00	7.33	0.00	0.00	7.33
327 Repairs and Maintenance						
32701 Motor vehicles	0	0	0	0	0	0.00
32702 Furniture	0	0	0	0	0	0.00
32703 Computer	0	0	0	0	0	0.00
32704 Machineries and Equipment	0	0	0	0	0	0.00
32705 Non-residential buildings	0	0	0	0	0	0.00
32706 Other buildings & Structures	0	0	0	0	0	0.00
Subtotal - Repairs and Maintenance	0.00	0.00	0.00	0.00	0.00	0.00
341 Interest on Foreign Loan						
34101 Interest on Foreign Loan	0	0	0	0	0	0.00
Subtotal - Interest on Foreign Loan	0.00	0.00	0.00	0.00	0.00	0.00
351 Current transfers not elsewhere classified						
35103 Municipal rates and taxes	0	0	0	0	0	0.00
35104 VAT	1.08	0	0	0	0	1.08
35105 Training Grants	56.7	2200.16	0	0	0	2256.86
35107 Stipend/Scholarship	0	0	0	0	0	0.00
35109 Income Tax	0.72	0	0	0	0	0.72
Subtotal - Current transfers not elsewhere classified	58.50	2200.16	0.00	0.00	0.00	2258.66
411 Buildings and Structures						
41101 Non-Residential Buildings	0	0	0	0	0	0.00
Subtotal - Buildings and Structures	0.00	0.00	0.00	0.00	0.00	0.00
412 Machinery and Equipment						
41201 Computer & Accessories	0	0	0	0	0	0.00
41202 Electrical Equipment	0	0	0	0	0	0.00
41203 Engineering and other Equipments	0	0	0	0	0	0.00
41204 Office Equipment	0	0	0	0	0	0.00
41205 Furniture	0	0	0	0	0	0.00
Subtotal - Machinery and Equipment	0.00	0.00	0.00	0.00	0.00	0.00
999 Contingencies						
99901 Physical Contingencies	0	0	0	0	0	0.00
99902 Price Contingencies	0	0	0	0	0	0.00
Subtotal - Contingencies	0.00	0.00	0.00	0.00	0.00	0.00
Grand Total	58.50	2200.16	7.33	0.00	0.00	2265.99

Figure-2.8(Budget Setup of DPP Budget)

Entry form of DPP Budget: The information of Budget will fill up from DPP Budget Setup “New Budget” Entry form.



Line item mapping

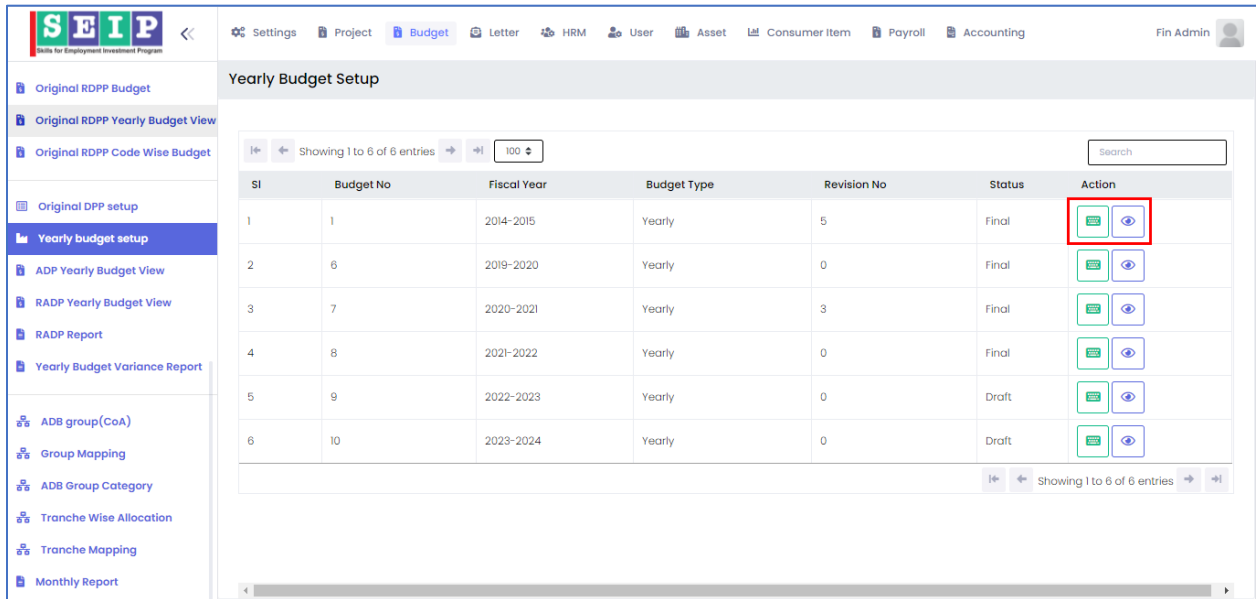
Select Project * Budget Type * Fiscal Year * Budget No *

SEP - Skills for Employment Investment program Yearly विवीक ककन Budget No. Save Data

Old Code wise		New Code wise		
Code	Expenditure Item	Code	Expenditure Item	Select all
4501	Pay of Officers	3111	Wages and salaries in cash	
4601	Other Allowances	311101	Basic pay (Officer)	<input type="checkbox"/>
4795		311201	Basic pay (Employee)	<input type="checkbox"/>
		311338	Other Allowances	<input type="checkbox"/>
		3211	Administrative Expenses	
4845	Entertainment Expenses	321106	Entertainment	<input type="checkbox"/>
4893	Hiring Charges	321107	Transport hiring	<input type="checkbox"/>
4842	Seminar, Conference Expenses	321111	Seminar and Conference Expenses	<input type="checkbox"/>
4821	Electricity	321113	Electricity	<input type="checkbox"/>
4819	Water	321115	Water	<input type="checkbox"/>
4815	Postage	321119	Postage	<input type="checkbox"/>
4816	Telephones/Telegram/Teleprinter	321120	Telephone	<input type="checkbox"/>
4833	Advertising and Publicity	321125	Advertising Expenses	<input type="checkbox"/>
4806	Rent - Office	321129	Office Building Rental	<input type="checkbox"/>
		321131	Salary (Out Sourcing)	<input type="checkbox"/>
		3221	Fees, charges and commissions	
4843	Licence Fee	322102	License Fee	<input type="checkbox"/>
4824	Insurance/Bank Charges	322108	Bank Charges	<input type="checkbox"/>
	No code	3231	Training	
4840	Training Expenses	3231201	Domestic Training	<input type="checkbox"/>
	No code	3231301	Foreign Training	<input type="checkbox"/>
48,014,802	Travel Expenses and Transfer Expenses	3241	Domestic travel and transfer	
4801	Travel Expenses	324101	Domestic travel expenses	<input type="checkbox"/>
		3255	Printing and Stationary	
4888	Computer Consumables	3255101	Computer Consumables	<input type="checkbox"/>
4827	Printing and Binding	3255102	Printing and Binding	<input type="checkbox"/>
4826	Stationery, Seals and Stamps	3255104	Stamps and Seals	<input type="checkbox"/>
4830	Printing of Stamps/Taka Notes/Certificates/Bond	3255105	Other Stationary	<input type="checkbox"/>
4899		3255106	Others Expenses	<input type="checkbox"/>
4899		3255107	Misc.Expenses- PU/SDCMU	<input type="checkbox"/>
		3257	Professional services, honorariums and special expenses	
79,854,874	Consultant	3257101	Consultancy	<input type="checkbox"/>
		3257206	Honorarium/remuneration	<input type="checkbox"/>
		3258	Repairs and Maintenance	
4901	Motor Vehicles	3258101	Motor vehicles	<input type="checkbox"/>
4906	Furniture and Fixtures	3258102	Furniture	<input type="checkbox"/>
4911	Computers and Office Equipment	3258103	Computer	<input type="checkbox"/>
4916	Machineries & Equipment	3258105	Machineries and Equipment	<input type="checkbox"/>
4991	Other Repairs and Maintenance	3258107	Non-residential buildings	<input type="checkbox"/>
4931	Other Buildings and Structures	3258108	Other buildings & Structures	<input type="checkbox"/>
		3411	Interest on Foreign Loan	
		341101	Interest on Foreign Loan	<input type="checkbox"/>
		3821	Current transfers not elsewhere classified	
4814	Miscellaneous Taxes	382103	Municipal rates and taxes	<input type="checkbox"/>
7901	CD/V A T	382104	VAT	<input type="checkbox"/>
5922	Grant for Training	382112	Training Grants	<input type="checkbox"/>
5963	Stipend / Scholarship	382117	Stipend/Scholarship	<input type="checkbox"/>
		382125	Income Tax	<input type="checkbox"/>
		4111	Buildings and Structures	
6805	"Other Buildings"	411101	Non Residential Buildings	<input type="checkbox"/>
		4112	Machinery and Equipment	
6815	Computers and Accessories	411202	Computer & Accessories	<input type="checkbox"/>
6827	Electrical Equipment	411203	Electrical Equipment	<input type="checkbox"/>
6814	Engineering Equipment	411204	Engineering and other Equipments	<input type="checkbox"/>
6819	Office Equipment	411230	Office Equipment	<input type="checkbox"/>
6821	Furniture and Fixtures	411234	Furniture	<input type="checkbox"/>
		9999	Contingencies	
		9999101	Physical Contingencies	<input type="checkbox"/>
		9999201	Price Contingencies	<input type="checkbox"/>

Figure-2.9 (Entry form of DPP Setup)

Yearly Budget Setup: Yearly Budget Setup is menu list of Yearly Budget Setup Information where the revised budget information fiscal year wise listed. Rectification of Budget will initiate from “Budget Revision” button and the changes will show in “RADP Report”.
















SI	Budget No	Fiscal Year	Budget Type	Revision No	Status	Action
1	1	2014-2015	Yearly	5	Final	 
2	6	2019-2020	Yearly	0	Final	 
3	7	2020-2021	Yearly	3	Final	 
4	8	2021-2022	Yearly	0	Final	 
5	9	2022-2023	Yearly	0	Draft	 
6	10	2023-2024	Yearly	0	Draft	 

Figure-2.10(Yearly Budget Set up Menu List)

ADP Yearly Budget View: ADP Budget view generate, after entering the information of ADP in “Yearly Budget Setup”. Annual Development Plan view form of ADP is shown below-



[Settings](#)
[Project](#)
[Budget](#)
[Letter](#)
[HRM](#)
[User](#)
[Asset](#)
[Consumer Item](#)
[Payroll](#)
[Accounting](#)
[Fin Admin](#)

[Original RDPP Budget](#)
[Original RDPP Yearly Budget View](#)
[Original RDPP Code Wise Budget](#)

[Original DPP setup](#)
[Yearly Budget setup](#)
[ADP Yearly Budget View](#)
[RADP Yearly Budget View](#)
[RADP Report](#)
[Yearly Budget Variance Report](#)

[ADB group\(CoA\)](#)
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[Tranche Wise Allocation](#)
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[Monthly Report](#)

Fiscal Year *
2014-2015
Code *
New code
Show
Export
Print

প্রকল্পের বাজেট বরাদ্দ বিভাজন (সংক্ষিপ্ত)

২০১৪-২০১৫ সালের বাজেট (বার্ষিক উন্নয়ন কর্মসূচি অনুযায়ী)

২০১৪-২০১৫

কর্মসূচী/ প্রকল্প	বছর	জিএবি	আরপিএ পরকালের আয়তন	অন্যান্য আরপিএ	একক সমন্বয়	আরপিএ বরাদ্দ প্রকল্প সমন্বয় (জিএবি)	আই এ এম/বিজ্ঞ/অন্যান্য	সর্বমোট
১০১১১১১১	১০১১১১১১	১০১১১১১১	১০১১১১১১	১০১১১১১১	১০১১১১১১	১০১১১১১১	১০১১১১১১	১০১১১১১১

Figure-2.11(ADP Yearly Budget View)

RADP Yearly Budget View: Budget Information will have revised from “Yearly Budget Setup” and the revised Budget will show in RADP Yearly Budget View.

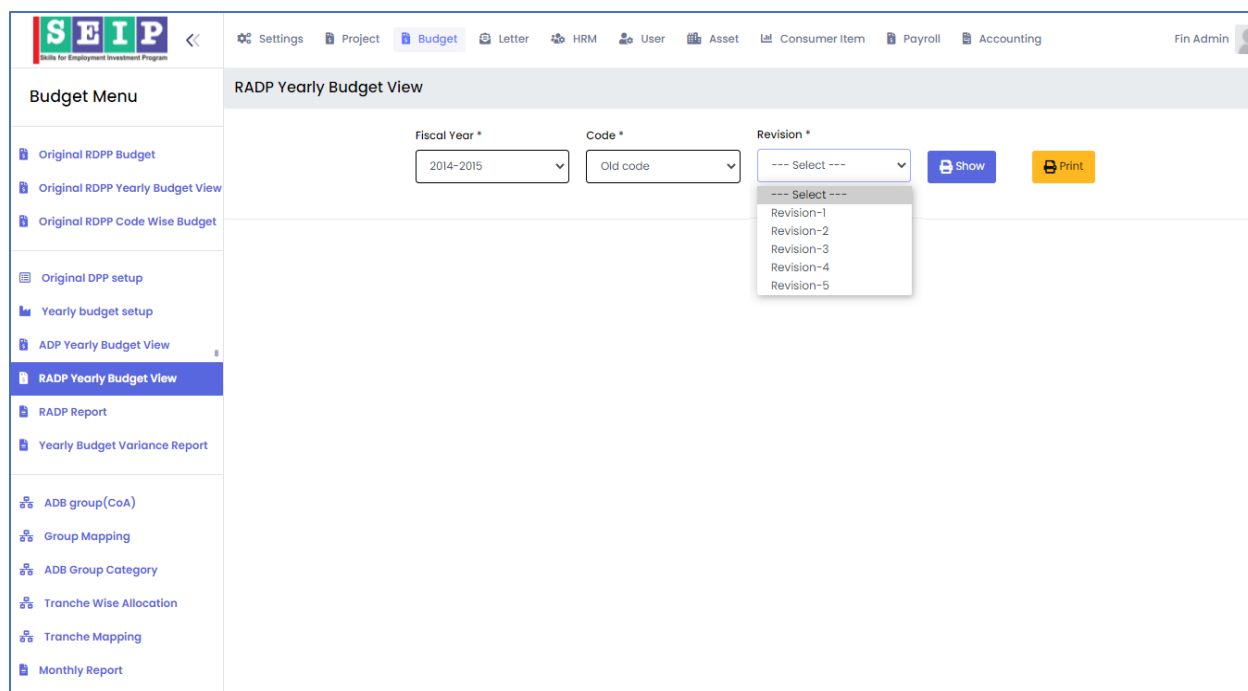


Figure-2.12(Search RADP Budget according number of revision)

RADP Yearly Budget View: The user will view the RADP Yearly Budget from “RADP Yearly Budget View”

[illegible]

Figure-2.13(RADP Yearly Budget View)

RADP Report:

SEIP

State e-Supply and e-Procurement Program

SettingsProjectBudgetLetterHRMUserAssetConsumer ItemPayrollAccountingFin Admin

Budget Menu

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Original RDPP Yearly Budget View

Original RDPP Code Wise Budget

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Yearly Budget setup

ADP Yearly Budget View

RADP Yearly Budget View

RADP Report

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RADP Report

Fiscal Year *2014-2015

Code *New code

Show

Export

Eco code	Eco sub code	Eco name	Total Allocation 2nd Revised DPP (Amount in Lakh)							
			Unit	Qnt	Total	GoB	RPA Through GoB	RPA - SP Account	DPA	IAS/OWN/Others Fund
3111 Wages and salaries in cash										
	311101	Basic pay (Officer)			5,359.99	20.00	0.00	5,339.99	0.00	0.00
	311101	Basic pay (Employee)			2,802.41	10.00	0.00	2,792.41	0.00	0.00
	311138	Other Allowances			75.00	5.00	0.00	70.00	0.00	0.00
		Subtotal - Wages and salaries in cash			8,237.40	35.00	0.00	8,202.40	0.00	0.00
3211 Administrative Expenses										
	321105	Entertainment			60.00	5.00	0.00	55.00	0.00	0.00
	321107	Transport hiring			1,039.99	10.00	0.00	1,029.99	0.00	0.00
	321111	Seminar and Conference Expenses			405.00	5.00	0.00	400.00	0.00	0.00
	321113	Electricity			150.00	0.00	0.00	150.00	0.00	0.00
	321115	Water			30.00	0.00	0.00	30.00	0.00	0.00
	321119	Postage			5.00	0.00	0.00	5.00	0.00	0.00
	321120	Telephone			120.00	0.00	0.00	120.00	0.00	0.00
	321125	Advertising Expenses			450.00	300.00	0.00	150.00	0.00	0.00
	321129	Office Building Rental			915.10	15.10	0.00	900.00	0.00	0.00
	321131	Salary (Out Sourcing)			255.00	5.00	0.00	250.00	0.00	0.00
		Subtotal - Administrative Expenses			3,430.09	340.10	0.00	3,089.99	0.00	0.00
3221 Fees, charges and commissions										
	322102	License Fee			1,600.00	1,600.00	0.00	0.00	0.00	0.00
	322108	Bank Charges			60.00	0.00	0.00	60.00	0.00	0.00
		Subtotal - Fees, charges and commissions			1,660.00	1,600.00	0.00	60.00	0.00	0.00
3231 Training										
	323101	Domestic Training			46,598.81	37,990.66	0.00	8,608.15	0.00	0.00
	323101	Foreign Training			8,170.00	120.00	0.00	8,050.00	0.00	0.00
		Subtotal - Training			54,768.81	38,110.66	0.00	16,658.15	0.00	0.00
3241 Domestic travel and transfer										
	324101	Domestic travel expenses			353.00	3.00	0.00	350.00	0.00	0.00
		Subtotal - Domestic travel and transfer			353.00	3.00	0.00	350.00	0.00	0.00
3255 Printing and Stationary										
	325501	Computer Consumables			65.00	5.00	0.00	60.00	0.00	0.00
	325502	Printing and Binding			260.00	10.00	0.00	250.00	0.00	0.00
	325504	Stamps and Seals			9.15	2.00	0.00	7.15	0.00	0.00
	325505	Other Stationary			2,914.90	109.49	0.00	2,805.41	0.00	0.00
	325506	Others Expenses			560.94	0.00	0.00	560.94	0.00	0.00
	325507	Misc. Expenses- PU/SDCMU			142.01	0.52	0.00	141.49	0.00	0.00
		Subtotal - Printing and Stationary			3,952.00	127.01	0.00	3,824.99	0.00	0.00
3257 Professional services, honorariums and special expenses										
	325701	Consultancy			19,404.01	797.75	0.00	18,606.26	0.00	0.00
	325726	Honorarium/remuneration			105.00	5.00	0.00	100.00	0.00	0.00
		Subtotal - Professional services, honorariums and special expenses			19,509.01	802.75	0.00	18,706.26	0.00	0.00
3258 Repairs and Maintenance										
	325801	Motor vehicles			300.00	300.00	0.00	0.00	0.00	0.00
	325802	Furniture			45.00	20.00	0.00	25.00	0.00	0.00
	325803	Computer			21.00	1.00	0.00	20.00	0.00	0.00
	325805	Machineries and Equipment			224.17	20.00	0.00	204.17	0.00	0.00
	325807	Non-residential buildings			0.00	0.00	0.00	0.00	0.00	0.00
	325808	Other buildings & Structures			4,805.13	4,800.00	0.00	5.13	0.00	0.00
		Subtotal - Repairs and Maintenance			5,395.30	5,141.00	0.00	254.30	0.00	0.00
3411 Interest on Foreign Loan										
	341101	Interest on Foreign Loan			11,376.00	0.00	0.00	0.00	11,376.00	0.00
		Subtotal - Interest on Foreign Loan			11,376.00	0.00	0.00	0.00	11,376.00	0.00
3821 Current transfers not elsewhere classified										
	382103	Municipal rates and taxes			0.00	0.00	0.00	0.00	0.00	0.00
	382104	VAT			3,500.00	3,500.00	0.00	0.00	0.00	0.00
	382112	Training Grants			181,467.65	4,000.00	17,180.18	151,887.42	0.00	8,400.05
	382117	Stipend/Scholarship			5,868.00	0.00	0.00	5,868.00	0.00	0.00
	382125	Income Tax			1,512.36	1,512.36	0.00	0.00	0.00	0.00
		Subtotal - Current transfers not elsewhere classified			192,348.01	9,012.36	17,180.18	157,755.42	0.00	8,400.05
4111 Buildings and Structures										
	411201	Non Residential Buildings			17,532.70	0.00	0.00	17,532.70	0.00	0.00
		Subtotal - Buildings and Structures			17,532.70	0.00	0.00	17,532.70	0.00	0.00
4112 Machinery and Equipment										
	411202	Computer & Accessories			60.28	15.28	0.00	45.00	0.00	0.00
	411203	Electrical Equipment			97.68	7.16	0.00	90.52	0.00	0.00
	411204	Engineering and other Equipments			22,229.56	8,996.13	0.00	13,233.43	0.00	0.00
	411230	Office Equipment			3,599.16	12.16	0.00	3,587.00	0.00	0.00
	411234	Furniture			3,358.00	2,788.00	0.00	570.00	0.00	0.00
		Subtotal - Machinery and Equipment			29,344.68	11,811.73	0.00	17,525.95	0.00	0.00
9999 Contingencies										
	999901	Physical Contingencies			3,130.00	442.00	0.00	2,688.00	0.00	0.00
	9999201	Price Contingencies			20,196.00	2,512.00	0.00	17,684.00	0.00	0.00
		Subtotal - Contingencies			23,326.00	2,954.00	0.00	20,372.00	0.00	0.00
		Grand total			371,233.00	69,944.61	17,180.18	264,332.16	11,376.00	8,400.05

Figure-2.14(RADP Report Total Allocation 2nd Revised DPP)

Second part of RADP Report-

SEIP

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Original RDPP Code Wise Budget

Original DPP setup

Yearly budget setup

ADP Yearly Budget View

RADP Yearly Budget View

RADP Report

Yearly Budget Variance Report

ADB group(CoA)

Group Mapping

ADB Group Category

Tranche Wise Allocation

Tranche Mapping

Monthly Report

Fiscal Year *

2014-2015

Code *

New code

Show

Export

Eco code	Eco sub code	Eco name	Unit	Qnt	Total	GoB	RPA Through GoB	RPA - SP Account	DPA	IAS/OWN/Others Fund
3111 Wages and salaries in cash										
	311101	Basic pay (Officer)			0.00	0.00	0.00	0.00	0.00	0.00
	3111201	Basic pay (Employee)			0.00	0.00	0.00	0.00	0.00	0.00
	311138	Other Allowances			0.00	0.00	0.00	0.00	0.00	0.00
	Subtotal - Wages and salaries in cash				0.00	0.00	0.00	0.00	0.00	0.00
3211 Administrative Expenses										
	321106	Entertainment			0.00	0.00	0.00	0.00	0.00	0.00
	321107	Transport hiring			0.00	0.00	0.00	0.00	0.00	0.00
	321111	Seminar and Conference Expenses			0.00	0.00	0.00	0.00	0.00	0.00
	321113	Electricity			0.00	0.00	0.00	0.00	0.00	0.00
	321115	Water			0.00	0.00	0.00	0.00	0.00	0.00
	321125	Advertising Expenses			0.00	0.00	0.00	0.00	0.00	0.00
	321129	Office Building Rental			0.00	0.00	0.00	0.00	0.00	0.00
	321131	Salary (Out Sourcing)			0.00	0.00	0.00	0.00	0.00	0.00
	Subtotal - Administrative Expenses				0.00	0.00	0.00	0.00	0.00	0.00
3221 Fees, charges and commissions										
	322102	License Fee			0.00	0.00	0.00	0.00	0.00	0.00
	322108	Bank Charges			0.00	0.00	0.00	0.00	0.00	0.00
	Subtotal - Fees, charges and commissions				0.00	0.00	0.00	0.00	0.00	0.00
3231 Training										
	3231201	Domestic Training			0.00	0.00	0.00	0.00	0.00	0.00
	3231301	Foreign Training			0.00	0.00	0.00	0.00	0.00	0.00
	Subtotal - Training				0.00	0.00	0.00	0.00	0.00	0.00
3241 Domestic travel and transfer										
	3241101	Domestic travel expenses			0.00	0.00	0.00	0.00	0.00	0.00
	Subtotal - Domestic travel and transfer				0.00	0.00	0.00	0.00	0.00	0.00
3255 Printing and Stationary										
	3255101	Computer Consumables			0.00	0.00	0.00	0.00	0.00	0.00
	3255102	Printing and Binding			0.00	0.00	0.00	0.00	0.00	0.00
	3255104	Stamps and Seals			0.00	0.00	0.00	0.00	0.00	0.00
	3255105	Other Stationary			0.00	0.00	0.00	0.00	0.00	0.00
	3255106	Others Expenses			0.00	0.00	0.00	0.00	0.00	0.00
	3255107	Misc. Expenses-PIU/SDCMU			0.00	0.00	0.00	0.00	0.00	0.00
	Subtotal - Printing and Stationary				0.00	0.00	0.00	0.00	0.00	0.00
3257 Professional services, honorariums and special expenses										
	3257101	Consultancy			7.23	0.00	0.00	7.23	0.00	0.00
	3257206	Honorarium/remuneration			0.00	0.00	0.00	0.00	0.00	0.00
	Subtotal - Professional services, honorariums and special expenses				7.23	0.00	0.00	7.23	0.00	0.00
3258 Repairs and Maintenance										
	3258101	Motor vehicles			0.00	0.00	0.00	0.00	0.00	0.00
	3258102	Furniture			0.00	0.00	0.00	0.00	0.00	0.00
	3258103	Computer			0.00	0.00	0.00	0.00	0.00	0.00
	3258105	Machineries and Equipment			0.00	0.00	0.00	0.00	0.00	0.00
	3258107	Non-residential buildings			0.00	0.00	0.00	0.00	0.00	0.00
	3258108	Other buildings & Structures			0.00	0.00	0.00	0.00	0.00	0.00
	Subtotal - Repairs and Maintenance				0.00	0.00	0.00	0.00	0.00	0.00
3411 Interest on Foreign Loan										
	3411101	Interest on Foreign Loan			0.00	0.00	0.00	0.00	0.00	0.00
	Subtotal - Interest on Foreign Loan				0.00	0.00	0.00	0.00	0.00	0.00
3821 Current transfers not elsewhere classified										
	382103	Municipal rates and taxes			0.00	0.00	0.00	0.00	0.00	0.00
	3821104	VAT			1.08	1.08	0.00	0.00	0.00	0.00
	3821112	Training Grants			2,256.86	56.70	2,200.16	0.00	0.00	0.00
	3821117	Stipend/scholarship			0.00	0.00	0.00	0.00	0.00	0.00
	3821125	Income Tax			0.72	0.72	0.00	0.00	0.00	0.00
	Subtotal - Current transfers not elsewhere classified				2,258.66	58.50	2,200.16	0.00	0.00	0.00
4111 Buildings and Structures										
	4111201	Non Residential Buildings			0.00	0.00	0.00	0.00	0.00	0.00
	Subtotal - Buildings and Structures				0.00	0.00	0.00	0.00	0.00	0.00
4112 Machinery and Equipment										
	4112202	Computer & Accessories			0.00	0.00	0.00	0.00	0.00	0.00
	4112303	Electrical Equipment			0.00	0.00	0.00	0.00	0.00	0.00
	4112304	Engineering and other Equipments			0.00	0.00	0.00	0.00	0.00	0.00
	4112310	Office Equipment			0.00	0.00	0.00	0.00	0.00	0.00
	4112314	Furniture			0.00	0.00	0.00	0.00	0.00	0.00
	Subtotal - Machinery and Equipment				0.00	0.00	0.00	0.00	0.00	0.00
9999 Contingencies										
	9999101	Physical Contingencies			0.00	0.00	0.00	0.00	0.00	0.00
	9999201	Price Contingencies			0.00	0.00	0.00	0.00	0.00	0.00
	Subtotal - Contingencies				0	0.00	0.00	0.00	0.00	0.00
Grand total					2,265.89	58.50	2,200.16	7.23	0.00	0.00

Figure-2.15(ADP Allocation for required Fiscal Year)

Third part of RADP Report-

SEIP

SEIP for Budgeting, Accounting and Reporting

SettingsProjectBudgetLetterHRMUserAssetConsumer ItemPayrollAccounting

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Original RDPP Yearly Budget View

Original RDPP Code Wise Budget

Original DPP setup

Yearly budget setup

ADP Yearly Budget View

RADP Yearly Budget View

RADP Report

Yearly Budget Variance Report

ADB group(CoA)

Group Mapping

ADB Group Category

Tranche Wise Allocation

Tranche Mapping

Monthly Report

RADP Report

Fiscal Year *2014-2015Code *New codeShowExport

Eco code	Eco sub code	Eco name	Unit	Qnt	Total	GoB	RPA Through GoB	RPA - SP Account	DPA	IAS/OWN/Others Fund
Expenditure from July to - June										
3111		Wages and salaries in cash								
	311101	Basic pay (Officer)			0.00	0.00	0.00	0.00	0.00	0.00
	3111201	Basic pay (Employee)			0.00	0.00	0.00	0.00	0.00	0.00
	3111338	Other Allowances			0.00	0.00	0.00	0.00	0.00	0.00
		Subtotal - Wages and salaries in cash			0.00	0.00	0.00	0.00	0.00	0.00
3211		Administrative Expenses								
	321106	Entertainment			0.00	0.00	0.00	0.00	0.00	0.00
	321107	Transport hiring			0.00	0.00	0.00	0.00	0.00	0.00
	321111	Seminar and Conference Expenses			0.00	0.00	0.00	0.00	0.00	0.00
	321113	Electricity			0.00	0.00	0.00	0.00	0.00	0.00
	321115	Water			0.00	0.00	0.00	0.00	0.00	0.00
	321125	Advertising Expenses			0.00	0.00	0.00	0.00	0.00	0.00
	321129	Office Building Rental			0.00	0.00	0.00	0.00	0.00	0.00
	321131	Salary (Out Sourcing)			0.00	0.00	0.00	0.00	0.00	0.00
		Subtotal - Administrative Expenses			0.00	0.00	0.00	0.00	0.00	0.00
3221		Fees, charges and commissions								
	322102	License Fee			0.00	0.00	0.00	0.00	0.00	0.00
	322108	Bank Charges			0.00	0.00	0.00	0.00	0.00	0.00
		Subtotal - Fees, charges and commissions			0.00	0.00	0.00	0.00	0.00	0.00
3231		Training								
	3231201	Domestic Training			0.00	0.00	0.00	0.00	0.00	0.00
	3231301	Foreign Training			0.00	0.00	0.00	0.00	0.00	0.00
		Subtotal - Training			0.00	0.00	0.00	0.00	0.00	0.00
3241		Domestic travel and transfer								
	324101	Domestic travel expenses			0.00	0.00	0.00	0.00	0.00	0.00
		Subtotal - Domestic travel and transfer			0.00	0.00	0.00	0.00	0.00	0.00
3255		Printing and Stationary								
	3255101	Computer Consumables			0.00	0.00	0.00	0.00	0.00	0.00
	3255102	Printing and Binding			0.00	0.00	0.00	0.00	0.00	0.00
	3255104	Stamps and Seals			0.00	0.00	0.00	0.00	0.00	0.00
	3255105	Other Stationary			0.00	0.00	0.00	0.00	0.00	0.00
	3255106	Others Expenses			0.00	0.00	0.00	0.00	0.00	0.00
	3255107	Misc Expenses-PIU/SDCMU			0.00	0.00	0.00	0.00	0.00	0.00
		Subtotal - Printing and Stationary			0.00	0.00	0.00	0.00	0.00	0.00
3257		Professional services, honorariums and special expenses								
	3257101	Consultancy			0.00	0.00	0.00	0.00	0.00	0.00
	3257206	Honorarium/remuneration			0.00	0.00	0.00	0.00	0.00	0.00
		Subtotal - Professional services, honorariums and special expenses			0.00	0.00	0.00	0.00	0.00	0.00
3258		Repairs and Maintenance								
	3258101	Motor vehicles			0.00	0.00	0.00	0.00	0.00	0.00
	3258102	Furniture			0.00	0.00	0.00	0.00	0.00	0.00
	3258103	Computer			0.00	0.00	0.00	0.00	0.00	0.00
	3258105	Machineries and Equipment			0.00	0.00	0.00	0.00	0.00	0.00
	3258107	Non-residential buildings			0.00	0.00	0.00	0.00	0.00	0.00
	3258108	Other buildings & Structures			0.00	0.00	0.00	0.00	0.00	0.00
		Subtotal - Repairs and Maintenance			0.00	0.00	0.00	0.00	0.00	0.00
3411		Interest on Foreign Loan								
	341101	Interest on Foreign Loan			0.00	0.00	0.00	0.00	0.00	0.00
		Subtotal - Interest on Foreign Loan			0.00	0.00	0.00	0.00	0.00	0.00
3821		Current transfers not elsewhere classified								
	382103	Municipal rates and taxes			0.72	0.72	0.00	0.00	0.00	0.00
	3821104	VAT			0.00	0.00	0.00	0.00	0.00	0.00
	382112	Training Grants			2,234.69	0.00	2,234.69	0.00	0.00	0.00
	382117	Stipend/Scholarship			0.00	0.00	0.00	0.00	0.00	0.00
	382125	Income Tax			0.00	0.00	0.00	0.00	0.00	0.00
		Subtotal - Current transfers not elsewhere classified			2,235.41	0.72	2,234.69	0.00	0.00	0.00
4111		Buildings and Structures								
	4111201	Non Residential Buildings			0.00	0.00	0.00	0.00	0.00	0.00
		Subtotal - Buildings and Structures			0.00	0.00	0.00	0.00	0.00	0.00
4112		Machinery and Equipment								
	4112202	Computer & Accessories			0.00	0.00	0.00	0.00	0.00	0.00
	4112303	Electrical Equipment			0.00	0.00	0.00	0.00	0.00	0.00
	4112304	Engineering and other equipments			0.00	0.00	0.00	0.00	0.00	0.00
	4112310	Office Equipment			0.00	0.00	0.00	0.00	0.00	0.00
	4112314	Furniture			0.00	0.00	0.00	0.00	0.00	0.00
		Subtotal - Machinery and Equipment			0.00	0.00	0.00	0.00	0.00	0.00
9999		Contingencies								
	9999101	Physical Contingencies			0.00	0.00	0.00	0.00	0.00	0.00
	9999201	Price Contingencies			0.00	0.00	0.00	0.00	0.00	0.00
		Subtotal - Contingencies			0	0.00	0.00	0.00	0.00	0.00
		Grand total			2,235.41	0.72	2,234.69	0.00	0.00	0.00

Figure-2.16(Expenditure from July to June)

Fourth part of RADP Report-

SEIP

Skills for Employment Investment Program

Settings

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Budget Menu

Original RDP Budget

Original RDP Yearly Budget View

Original RDP Code Wise Budget

Original DPP setup

Yearly budget setup

ADP Yearly Budget View

RADP Yearly Budget View

RADP Report

Yearly Budget Variance Report

ADB group(Coa)

Group Mapping

ADB Group Category

Tranche Wise Allocation

Tranche Mapping

Monthly Report

RADP Report

Fiscal Year *2014-2015

Code *New code

Show

Export

Eco code	Eco sub code	Eco name	Cumulative Expenditure upto - June							
			Unit	Qty	Total	GoB	RPA Through GoB	RPA - SP Account	DPA	IAS/OWN/Others Fund
3111 Wages and salaries in cash										
	311101	Basic pay (Officer)			1,627.45	0.00	0.00	1,627.45	0.00	0.00
	311201	Basic pay (Employee)			621.97	0.00	0.00	621.97	0.00	0.00
	311138	Other Allowances			0.00	0.00	0.00	0.00	0.00	0.00
		Subtotal - Wages and salaries in cash			2,249.42	0.00	0.00	2,249.42	0.00	0.00
3211 Administrative Expenses										
	321106	Entertainment			0.00	0.00	0.00	0.00	0.00	0.00
	321107	Transport hiring			60.63	0.00	0.00	60.63	0.00	0.00
	321111	Seminar and Conference Expenses			70.94	0.00	0.00	70.94	0.00	0.00
	321113	Electricity			2.67	0.00	0.00	2.67	0.00	0.00
	321125	Advertising Expenses			2.58	0.00	0.00	2.58	0.00	0.00
	321129	Office Building Rental			58.10	0.00	0.00	58.10	0.00	0.00
	321131	Salary (Out sourcing)			0.00	0.00	0.00	0.00	0.00	0.00
		Subtotal - Administrative Expenses			200.03	0.00	0.00	200.03	0.00	0.00
3221 Fees, charges and commissions										
	322102	License Fee			0.00	0.00	0.00	0.00	0.00	0.00
	322108	Bank Charges			0.00	0.00	0.00	0.00	0.00	0.00
		Subtotal - Fees, charges and commissions			0.00	0.00	0.00	0.00	0.00	0.00
3231 Training										
	323101	Domestic Training			0.00	0.00	0.00	0.00	0.00	0.00
	323101	Foreign Training			0.00	0.00	0.00	0.00	0.00	0.00
		Subtotal - Training			0.00	0.00	0.00	0.00	0.00	0.00
3241 Domestic travel and transfer										
	324101	Domestic travel expenses			0.00	0.00	0.00	0.00	0.00	0.00
		Subtotal - Domestic travel and transfer			0.00	0.00	0.00	0.00	0.00	0.00
3251 Printing and Stationary										
	325101	Computer Consumables			1.17	0.00	0.00	1.17	0.00	0.00
	325102	Printing and binding			0.00	0.00	0.00	0.00	0.00	0.00
	325104	Stamps and Seals			6.87	0.00	0.00	6.87	0.00	0.00
	325105	Other Stationary			0.00	0.00	0.00	0.00	0.00	0.00
	325106	Others Expenses			0.00	0.00	0.00	0.00	0.00	0.00
	325107	Misc.Expenses-PU/SDCMU			0.00	0.00	0.00	0.00	0.00	0.00
		Subtotal - Printing and Stationary			8.05	0.00	0.00	8.05	0.00	0.00
3261 Professional services, honorariums and special expenses										
	326101	Consultancy			2,000.23	0.00	0.00	2,000.23	0.00	0.00
	326106	Honorarium/remuneration			1.43	0.00	0.00	1.43	0.00	0.00
		Subtotal - Professional services, honorariums and special expenses			2,001.65	0.00	0.00	2,001.65	0.00	0.00
3258 Repairs and Maintenance										
	325801	Motor vehicles			0.00	0.00	0.00	0.00	0.00	0.00
	325802	Furniture			0.00	0.00	0.00	0.00	0.00	0.00
	325803	Computer			0.00	0.00	0.00	0.00	0.00	0.00
	325805	Machineries and Equipment			0.22	0.00	0.00	0.22	0.00	0.00
	325807	Non-residential buildings			1.73	0.00	0.00	1.73	0.00	0.00
	325808	Other buildings & Structures			0.00	0.00	0.00	0.00	0.00	0.00
		Subtotal - Repairs and Maintenance			1.95	0.00	0.00	1.95	0.00	0.00
3411 Interest on Foreign Loan										
	341101	Interest on Foreign Loan			0.00	0.00	0.00	0.00	0.00	0.00
		Subtotal - Interest on Foreign Loan			0.00	0.00	0.00	0.00	0.00	0.00
3821 Current transfers not elsewhere classified										
	382103	Municipal rates and taxes			0.72	0.72	0.00	0.00	0.00	0.00
	382104	VAT			0.00	0.00	0.00	0.00	0.00	0.00
	382112	Training Grants			40,593.54	0.00	8,933.15	31,660.39	0.00	0.00
	382117	Stipend/scholarship			1,628.60	0.00	0.00	1,628.60	0.00	0.00
	382125	Income Tax			0.00	0.00	0.00	0.00	0.00	0.00
		Subtotal - Current transfers not elsewhere classified			42,222.86	0.72	8,933.15	33,288.99	0.00	0.00
4111 Buildings and Structures										
	411201	Non Residential Buildings			0.00	0.00	0.00	0.00	0.00	0.00
		Subtotal - Buildings and Structures			0.00	0.00	0.00	0.00	0.00	0.00
4112 Machinery and Equipment										
	411202	Computer & Accessories			0.00	0.00	0.00	0.00	0.00	0.00
	411203	Electrical Equipment			0.00	0.00	0.00	0.00	0.00	0.00
	411204	Engineering and other Equipments			0.00	0.00	0.00	0.00	0.00	0.00
	411210	Office Equipment			0.00	0.00	0.00	0.00	0.00	0.00
	411214	Furniture			0.00	0.00	0.00	0.00	0.00	0.00
		Subtotal - Machinery and Equipment			0.00	0.00	0.00	0.00	0.00	0.00
9999 Contingencies										
	999901	Physical Contingencies			0.00	0.00	0.00	0.00	0.00	0.00
	999902	Price Contingencies			0.00	0.00	0.00	0.00	0.00	0.00
		Subtotal - Contingencies			0	0.00	0.00	0.00	0.00	0.00
		Grand total			46,683.96	0.72	8,933.15	37,750.09	0.00	0.00

Figure-2.17(Cumulative Expenditure up to June)

Fifth Part of RADP Report-

SEIP		Settings	Project	Budget	Letter	HRM	User	Asset	Consumer Item	Payroll	Accounting	Fin Admin
Budget Menu		RADP Report										
<ul style="list-style-type: none"> Original RDPP Budget Original RDPP Yearly Budget View Original RDPP Code Wise Budget Original DPP setup Yearly budget setup ADP Yearly Budget View RADP Yearly Budget View RADP Report Yearly Budget Variance Report ADB group(CoA) Group Mapping ADB Group Category Tranche Wise Allocation Tranche Mapping Monthly Report 		Fiscal Year * 2014-2015 Code * New code Show Export										
Eco code		Eco sub code		Eco name		Proposed RADP 2014-2015						
						GoB	RPA Through GoB	RPA - SP Account	DPA	IAS/OWN/Other Fund		
3111		Wages and salaries in cash										
		311101		Basic pay (Officer)		8.50	0.00	0.00	0.00	0.00		
		311120		Basic pay (Employee)		0.00	0.00	0.00	0.00	0.00		
		311138		Other Allowances		0.00	0.00	0.00	0.00	0.00		
		Subtotal - Wages and salaries in cash				8.50	0.00	0.00	0.00	0.00		
3211		Administrative Expenses										
		321106		Entertainment		0.00	0.00	0.00	0.00	0.00		
		321107		Transport hiring		0.00	0.00	0.00	0.00	0.00		
		321111		Seminar and Conference Expenses		0.00	0.00	0.00	0.00	0.00		
		321113		Electricity		0.00	0.00	0.00	0.00	0.00		
		321115		Water		0.00	0.00	0.00	0.00	0.00		
		321119		Postage		0.00	0.00	0.00	0.00	0.00		
		321120		Telephone		0.00	0.00	0.00	0.00	0.00		
		321125		Advertising Expenses		0.00	0.00	0.00	0.00	0.00		
		321129		Office Building Rental		0.00	0.00	0.00	0.00	0.00		
		321131		Salary (Out Sourcing)		0.00	0.00	0.00	0.00	0.00		
		Subtotal - Administrative Expenses				0.00	0.00	0.00	0.00	0.00		
3221		Fees, charges and commissions										
		322102		License Fee		0.00	0.00	0.00	0.00	0.00		
		322108		Bank Charges		0.00	0.00	0.00	0.00	0.00		
		Subtotal - Fees, charges and commissions				0.00	0.00	0.00	0.00	0.00		
3231		Training										
		323120		Domestic Training		0.00	0.00	0.00	0.00	0.00		
		323130		Foreign Training		0.00	0.00	0.00	0.00	0.00		
		Subtotal - Training				0.00	0.00	0.00	0.00	0.00		
3241		Domestic travel and transfer										
		324101		Domestic travel expenses		0.00	0.00	0.00	0.00	0.00		
		Subtotal - Domestic travel and transfer				0.00	0.00	0.00	0.00	0.00		
3255		Printing and Stationary										
		325501		Computer Consumables		0.00	0.00	0.00	0.00	0.00		
		325502		Printing and Binding		0.00	0.00	0.00	0.00	0.00		
		325504		Stamps and Seals		0.00	0.00	0.00	0.00	0.00		
		325505		Other Stationary		0.00	0.00	0.00	0.00	0.00		
		325506		Others Expenses		0.00	0.00	0.00	0.00	0.00		
		325507		Misc. Expenses- PIU/SDCMU		0.00	0.00	0.00	0.00	0.00		
		Subtotal - Printing and Stationary				0.00	0.00	0.00	0.00	0.00		
3257		Professional services, honorariums and special expenses										
		325701		Consultancy		0.00	0.00	7.23	0.00	0.00		
		325706		Honorarium/remuneration		0.00	0.00	0.00	0.00	0.00		
		Subtotal - Professional services, honorariums and special expenses				0.00	0.00	7.23	0.00	0.00		
3258		Repairs and Maintenance										
		325801		Motor vehicles		0.00	0.00	0.00	0.00	0.00		
		325802		Furniture		0.00	0.00	0.00	0.00	0.00		
		325803		Computer		0.00	0.00	0.00	0.00	0.00		
		325805		Machineries and Equipment		0.00	0.00	0.00	0.00	0.00		
		325807		Non-residential buildings		0.00	0.00	0.00	0.00	0.00		
		325808		Other buildings & Structures		0.00	0.00	0.00	0.00	0.00		
		Subtotal - Repairs and Maintenance				0.00	0.00	0.00	0.00	0.00		
3411		Interest on Foreign Loan										
		341101		Interest on Foreign Loan		0.00	0.00	0.00	0.00	0.00		
		Subtotal - Interest on Foreign Loan				0.00	0.00	0.00	0.00	0.00		
3821		Current transfers not elsewhere classified										
		382103		Municipal rates and taxes		0.00	0.00	0.00	0.00	0.00		
		382104		VAT		1.08	0.00	0.00	0.00	0.00		
		382112		Training Grants		56.70	2,200.16	0.00	0.00	0.00		
		382117		Stipend/Scholarship		0.00	0.00	0.00	0.00	0.00		
		382125		Income Tax		0.72	0.00	0.00	0.00	0.00		
		Subtotal - Current transfers not elsewhere classified				58.50	2,200.16	0.00	0.00	0.00		
4111		Buildings and Structures										
		411120		Non Residential Buildings		0.00	0.00	0.00	0.00	0.00		
		Subtotal - Buildings and Structures				0.00	0.00	0.00	0.00	0.00		
4112		Machinery and Equipment										
		411202		Computer & Accessories		0.00	0.00	0.00	0.00	0.00		
		411230		Electrical Equipment		0.00	0.00	0.00	0.00	0.00		
		411234		Engineering and other Equipments		0.00	0.00	0.00	0.00	0.00		
		411230		Office Equipment		0.00	0.00	0.00	0.00	0.00		
		411234		Furniture		0.00	0.00	0.00	0.00	0.00		
		Subtotal - Machinery and Equipment				0.00	0.00	0.00	0.00	0.00		
9999		Contingencies										
		999901		Physical Contingencies		0.00	0.00	0.00	0.00	0.00		
		999920		Price Contingencies		0.00	0.00	0.00	0.00	0.00		
		Subtotal - Contingencies				0.00	0.00	0.00	0.00	0.00		
		Grand total				67.00	2,200.16	7.23	0.00	0.00		

Figure-2.18(Proposed RADP for the required year)

Yearly Variance Report: Budget Variance Report will generate from Budget Variance Report. Variance report has three parts both will generate from Budget Variance Report Menu. First part of Variance Report shown below-

SEIP

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Original RDP Budget

Original RDP Yearly Budget View

Original RDP Code Wise Budget

Original DPP setup

Yearly budget setup

ADP Yearly Budget View

RADP Yearly Budget View

RADP Report

Yearly Budget Variance Report

ADB group(CoA)

Group Mapping

ADB Group Category

Tranche Wise Allocation

Tranche Mapping

Monthly Report

Budget Variance Report

Fiscal Year *

2014-2015

Expense From*

01-07-2014

Expense To*

30-06-2015

Code *

New code

Show

Export

Eco code	Eco sub code	Eco name	Unit	Qty	Total	GoB	RPA Through GoB	RPA - SP Account	DPA	IAS/OWN/Others Fund
3111		Wages and salaries in cash								
	311101	Basic pay (Officer)			8.50	8.50	0.00	0.00	0.00	0.00
	311201	Basic pay (Employee)			0.00	0.00	0.00	0.00	0.00	0.00
	311338	Other Allowances			0.00	0.00	0.00	0.00	0.00	0.00
		Subtotal - Wages and salaries in cash			8.50	8.50	0.00	0.00	0.00	0.00
3211		Administrative Expenses								
	321105	Entertainment			0.00	0.00	0.00	0.00	0.00	0.00
	321107	Transport hiring			0.00	0.00	0.00	0.00	0.00	0.00
	321111	Seminar and Conference Expenses			0.00	0.00	0.00	0.00	0.00	0.00
	321113	Electricity			0.00	0.00	0.00	0.00	0.00	0.00
	321115	Water			0.00	0.00	0.00	0.00	0.00	0.00
	321118	Postage			0.00	0.00	0.00	0.00	0.00	0.00
	321120	Telephone			0.00	0.00	0.00	0.00	0.00	0.00
	321125	Advertising Expenses			0.00	0.00	0.00	0.00	0.00	0.00
	321129	Office Building Rental			0.00	0.00	0.00	0.00	0.00	0.00
	321131	Salary (Out Sourcing)			0.00	0.00	0.00	0.00	0.00	0.00
		Subtotal - Administrative Expenses			0.00	0.00	0.00	0.00	0.00	0.00
3221		Fees, charges and commissions								
	322102	License Fee			0.00	0.00	0.00	0.00	0.00	0.00
	322108	Bank Charges			0.00	0.00	0.00	0.00	0.00	0.00
		Subtotal - Fees, charges and commissions			0.00	0.00	0.00	0.00	0.00	0.00
3231		Training								
	3231201	Domestic Training			0.00	0.00	0.00	0.00	0.00	0.00
	3231301	Foreign Training			0.00	0.00	0.00	0.00	0.00	0.00
		Subtotal - Training			0.00	0.00	0.00	0.00	0.00	0.00
3241		Domestic travel and transfer								
	3241101	Domestic travel expenses			0.00	0.00	0.00	0.00	0.00	0.00
		Subtotal - Domestic travel and transfer			0.00	0.00	0.00	0.00	0.00	0.00
3255		Printing and Stationary								
	3255101	Computer Consumables			0.00	0.00	0.00	0.00	0.00	0.00
	3255102	Printing and Binding			0.00	0.00	0.00	0.00	0.00	0.00
	3255104	Stamps and Seals			0.00	0.00	0.00	0.00	0.00	0.00
	3255105	Other Stationary			0.00	0.00	0.00	0.00	0.00	0.00
	3255106	Others Expenses			0.00	0.00	0.00	0.00	0.00	0.00
	3255107	Misc.Expenses-PIU/SDCMU			0.00	0.00	0.00	0.00	0.00	0.00
		Subtotal - Printing and Stationary			0.00	0.00	0.00	0.00	0.00	0.00
3267		Professional services, honorariums and special expenses								
	3267101	Consultancy			7.23	0.00	0.00	7.23	0.00	0.00
	3267205	Honorarium/remuneration			0.00	0.00	0.00	0.00	0.00	0.00
		Subtotal - Professional services, honorariums and special expenses			7.23	0.00	0.00	7.23	0.00	0.00
3268		Repairs and Maintenance								
	3268101	Motor vehicles			0.00	0.00	0.00	0.00	0.00	0.00
	3268102	Furniture			0.00	0.00	0.00	0.00	0.00	0.00
	3268103	Computer			0.00	0.00	0.00	0.00	0.00	0.00
	3268105	Machineries and Equipment			0.00	0.00	0.00	0.00	0.00	0.00
	3268107	Non-residential buildings			0.00	0.00	0.00	0.00	0.00	0.00
	3268108	Other buildings & Structures			0.00	0.00	0.00	0.00	0.00	0.00
		Subtotal - Repairs and Maintenance			0.00	0.00	0.00	0.00	0.00	0.00
3411		Interest on Foreign Loan								
	3411101	Interest on Foreign Loan			0.00	0.00	0.00	0.00	0.00	0.00
		Subtotal - Interest on Foreign Loan			0.00	0.00	0.00	0.00	0.00	0.00
3821		Current transfers not elsewhere classified								
	382103	Municipal rates and taxes			0.00	0.00	0.00	0.00	0.00	0.00
	382104	VAT			1.08	1.08	0.00	0.00	0.00	0.00
	382112	Training Grants			2,266.86	56.70	2,200.16	0.00	0.00	0.00
	382117	Stipend/Scholarship			0.00	0.00	0.00	0.00	0.00	0.00
	382125	Income Tax			0.72	0.72	0.00	0.00	0.00	0.00
		Subtotal - Current transfers not elsewhere classified			2,268.66	58.50	2,200.16	0.00	0.00	0.00
4111		Buildings and Structures								
	411201	Non Residential Buildings			0.00	0.00	0.00	0.00	0.00	0.00
		Subtotal - Buildings and Structures			0.00	0.00	0.00	0.00	0.00	0.00
4112		Machinery and Equipment								
	4112202	Computer & Accessories			0.00	0.00	0.00	0.00	0.00	0.00
	4112303	Electrical Equipment			0.00	0.00	0.00	0.00	0.00	0.00
	4112304	Engineering and other Equipments			0.00	0.00	0.00	0.00	0.00	0.00
	4112310	Office Equipment			0.00	0.00	0.00	0.00	0.00	0.00
	4112314	Furniture			0.00	0.00	0.00	0.00	0.00	0.00
		Subtotal - Machinery and Equipment			0.00	0.00	0.00	0.00	0.00	0.00
9999		Contingencies								
	9999101	Physical Contingencies			0.00	0.00	0.00	0.00	0.00	0.00
	9999201	Price Contingencies			0.00	0.00	0.00	0.00	0.00	0.00
		Subtotal - Contingencies			0	0.00	0.00	0.00	0.00	0.00
		Grand total			2,274.39	67.00	2,200.16	7.23	0.00	0.00

Figure-2.19(Budget Variance Report-Proposed RADP for the required fiscal year)

Second Part of Budget Variance Report-

SEIP

State Expenditure Information Platform

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Original RDP Budget

Original RDP Yearly Budget View

Original RDP Code Wise Budget

Original DPP setup

Yearly Budget setup

ADP Yearly Budget View

RADP Yearly Budget View

RADP Report

Yearly Budget Variance Report

ADB group(CoA)

Group Mapping

ADB Group Category

Tranche Wise Allocation

Tranche Mapping

Monthly Report

Budget Variance Report

Fiscal Year *

2014-2015

Expense From*

01-07-2014

Expense To*

30-06-2015

Code *

New code

Show

Export

Eco code	Eco sub code	Eco name	Unit	Qty	Total	GoB	RPA Through GoB	RPA - SP Account	DPA	IAS/OWN/Others Fund
3111 Wages and salaries in cash										
	311101	Basic pay (Officer)			0.00	0.00	0.00	0.00	0.00	0.00
	311101	Basic pay (Employee)			0.00	0.00	0.00	0.00	0.00	0.00
	311138	Other Allowances			0.00	0.00	0.00	0.00	0.00	0.00
	Subtotal - Wages and salaries in cash				0.00	0.00	0.00	0.00	0.00	0.00
3211 Administrative Expenses										
	321105	Entertainment			0.00	0.00	0.00	0.00	0.00	0.00
	321107	Transport hiring			0.00	0.00	0.00	0.00	0.00	0.00
	321111	Seminar and Conference Expenses			0.00	0.00	0.00	0.00	0.00	0.00
	321113	Electricity			0.00	0.00	0.00	0.00	0.00	0.00
	321115	Water			0.00	0.00	0.00	0.00	0.00	0.00
	321119	Postage			0.00	0.00	0.00	0.00	0.00	0.00
	321120	Telephone			0.00	0.00	0.00	0.00	0.00	0.00
	321125	Advertising Expenses			0.00	0.00	0.00	0.00	0.00	0.00
	321129	Office Building Rental			0.00	0.00	0.00	0.00	0.00	0.00
	321131	Salary (Out Sourcing)			0.00	0.00	0.00	0.00	0.00	0.00
	Subtotal - Administrative Expenses				0.00	0.00	0.00	0.00	0.00	0.00
3221 Fees, charges and commissions										
	322102	License Fee			0.00	0.00	0.00	0.00	0.00	0.00
	322108	Bank Charges			0.00	0.00	0.00	0.00	0.00	0.00
	Subtotal - Fees, charges and commissions				0.00	0.00	0.00	0.00	0.00	0.00
3231 Training										
	323101	Domestic Training			0.00	0.00	0.00	0.00	0.00	0.00
	323101	Foreign Training			0.00	0.00	0.00	0.00	0.00	0.00
	Subtotal - Training				0.00	0.00	0.00	0.00	0.00	0.00
3241 Domestic travel and transfer										
	324101	Domestic travel expenses			0.00	0.00	0.00	0.00	0.00	0.00
	Subtotal - Domestic travel and transfer				0.00	0.00	0.00	0.00	0.00	0.00
3255 Printing and Stationary										
	3255101	Computer Consumables			0.00	0.00	0.00	0.00	0.00	0.00
	3255102	Printing and Binding			0.00	0.00	0.00	0.00	0.00	0.00
	3255104	Stamps and Seals			0.00	0.00	0.00	0.00	0.00	0.00
	3255105	Other Stationary			0.00	0.00	0.00	0.00	0.00	0.00
	3255106	Others Expenses			0.00	0.00	0.00	0.00	0.00	0.00
	3255107	Misc.Expenses-PIU/SDCMU			0.00	0.00	0.00	0.00	0.00	0.00
	Subtotal - Printing and Stationary				0.00	0.00	0.00	0.00	0.00	0.00
3257 Professional services, honorariums and special expenses										
	3257101	Consultancy			0.00	0.00	0.00	0.00	0.00	0.00
	3257205	Honorarium/remuneration			0.00	0.00	0.00	0.00	0.00	0.00
	Subtotal - Professional services, honorariums and special expenses				0.00	0.00	0.00	0.00	0.00	0.00
3258 Repairs and Maintenance										
	3258101	Motor vehicles			0.00	0.00	0.00	0.00	0.00	0.00
	3258102	Furniture			0.00	0.00	0.00	0.00	0.00	0.00
	3258103	Computer			0.00	0.00	0.00	0.00	0.00	0.00
	3258105	Machineries and Equipment			0.00	0.00	0.00	0.00	0.00	0.00
	3258107	Non-residential buildings			0.00	0.00	0.00	0.00	0.00	0.00
	3258108	Other buildings & Structures			0.00	0.00	0.00	0.00	0.00	0.00
	Subtotal - Repairs and Maintenance				0.00	0.00	0.00	0.00	0.00	0.00
3411 Interest on Foreign Loan										
	341101	Interest on Foreign Loan			0.00	0.00	0.00	0.00	0.00	0.00
	Subtotal - Interest on Foreign Loan				0.00	0.00	0.00	0.00	0.00	0.00
3621 Current transfers not elsewhere classified										
	362103	Municipal rates and taxes			0.72	0.72	0.00	0.00	0.00	0.00
	362104	VAT			0.00	0.00	0.00	0.00	0.00	0.00
	362112	Training Grants			2,234.69	0.00	2,234.69	0.00	0.00	0.00
	362117	Stipend/Scholarship			0.00	0.00	0.00	0.00	0.00	0.00
	362125	Income Tax			0.00	0.00	0.00	0.00	0.00	0.00
	Subtotal - Current transfers not elsewhere classified				2,235.41	0.72	2,234.69	0.00	0.00	0.00
4111 Buildings and Structures										
	411101	Non Residential Buildings			0.00	0.00	0.00	0.00	0.00	0.00
	Subtotal - Buildings and Structures				0.00	0.00	0.00	0.00	0.00	0.00
4112 Machinery and Equipment										
	4112102	Computer & Accessories			0.00	0.00	0.00	0.00	0.00	0.00
	4112303	Electrical Equipment			0.00	0.00	0.00	0.00	0.00	0.00
	4112304	Engineering and other Equipments			0.00	0.00	0.00	0.00	0.00	0.00
	4112310	Office Equipment			0.00	0.00	0.00	0.00	0.00	0.00
	4112314	Furniture			0.00	0.00	0.00	0.00	0.00	0.00
	Subtotal - Machinery and Equipment				0.00	0.00	0.00	0.00	0.00	0.00
9999 Contingencies										
	9999101	Physical Contingencies			0.00	0.00	0.00	0.00	0.00	0.00
	9999201	Price Contingencies			0.00	0.00	0.00	0.00	0.00	0.00
	Subtotal - Contingencies				0	0.00	0.00	0.00	0.00	0.00
	Grand total				2,235.41	0.72	2,234.69	0.00	0.00	0.00

Figure-2.20(Budget Variance Report-Expenditure from July to June)

Third Part of Variance Report-

SEIP

Tools for Environmental Impact Program

Settings

Project

Budget

Letter

HRM

User

Asset

Consumer Item

Payroll

Accounting

Fin Admin

Budget Menu

Original RDP Budget

Original RDP Yearly Budget View

Original RDP Code Wise Budget

Original DPP setup

Yearly budget setup

ADP Yearly Budget View

RADP Yearly Budget View

RADP Report

Yearly Budget Variance Report

ADB group(CoA)

Group Mapping

ADB Group Category

Tranche Wise Allocation

Tranche Mapping

Monthly Report

Budget Variance Report

Fiscal Year *

Expense From*

Expense To*

Code *

2014-2015

01-07-2014

30-06-2015

New code

Show

Export

Eco code	Eco sub code	Eco name	Variance 2014-2015							
			Unit	Qty	Total	GoB	RPA Through GoB	RPA - SP Account	DPA	IAS/OWN/Others Fund
3111		Wages and salaries in cash								
	311101	Basic pay (Officer)			8.50	8.50	0.00	0.00	0.00	0.00
	311101	Basic pay (Employee)			0.00	0.00	0.00	0.00	0.00	0.00
	311138	Other Allowances			0.00	0.00	0.00	0.00	0.00	0.00
		Subtotal - Wages and salaries in cash			8.50	8.50	0.00	0.00	0.00	0.00
3211		Administrative Expenses								
	321106	Entertainment			0.00	0.00	0.00	0.00	0.00	0.00
	321107	Transport hiring			0.00	0.00	0.00	0.00	0.00	0.00
	321111	Seminar and Conference Expenses			0.00	0.00	0.00	0.00	0.00	0.00
	321113	Electricity			0.00	0.00	0.00	0.00	0.00	0.00
	321115	Water			0.00	0.00	0.00	0.00	0.00	0.00
	321119	Postage			0.00	0.00	0.00	0.00	0.00	0.00
	321120	Telephone			0.00	0.00	0.00	0.00	0.00	0.00
	321125	Advertising Expenses			0.00	0.00	0.00	0.00	0.00	0.00
	321129	Office Building Rental			0.00	0.00	0.00	0.00	0.00	0.00
	321131	Salary (Out Sourcing)			0.00	0.00	0.00	0.00	0.00	0.00
		Subtotal - Administrative Expenses			0.00	0.00	0.00	0.00	0.00	0.00
3221		Fees, charges and commissions								
	322102	License Fee			0.00	0.00	0.00	0.00	0.00	0.00
	322108	Bank Charges			0.00	0.00	0.00	0.00	0.00	0.00
		Subtotal - Fees, charges and commissions			0.00	0.00	0.00	0.00	0.00	0.00
3231		Training								
	323101	Domestic Training			0.00	0.00	0.00	0.00	0.00	0.00
	323101	Foreign Training			0.00	0.00	0.00	0.00	0.00	0.00
		Subtotal - Training			0.00	0.00	0.00	0.00	0.00	0.00
3241		Domestic travel and transfer								
	324101	Domestic travel expenses			0.00	0.00	0.00	0.00	0.00	0.00
		Subtotal - Domestic travel and transfer			0.00	0.00	0.00	0.00	0.00	0.00
3255		Printing and Stationary								
	325501	Computer Consumables			0.00	0.00	0.00	0.00	0.00	0.00
	325502	Printing and Binding			0.00	0.00	0.00	0.00	0.00	0.00
	325504	Stamps and Seals			0.00	0.00	0.00	0.00	0.00	0.00
	325505	Other Stationary			0.00	0.00	0.00	0.00	0.00	0.00
	325506	Others Expenses			0.00	0.00	0.00	0.00	0.00	0.00
	325507	Misc.Expenses-PIU/SDCMU			0.00	0.00	0.00	0.00	0.00	0.00
		Subtotal - Printing and Stationary			0.00	0.00	0.00	0.00	0.00	0.00
3257		Professional services, honorariums and special expenses								
	325701	Consultancy			7.23	0.00	0.00	7.23	0.00	0.00
3258		Repairs and maintenance								
	325801	Motor vehicles			0.00	0.00	0.00	0.00	0.00	0.00
	325802	Furniture			0.00	0.00	0.00	0.00	0.00	0.00
	325807	Non-residential buildings			0.00	0.00	0.00	0.00	0.00	0.00
	325808	Other buildings & Structures			0.00	0.00	0.00	0.00	0.00	0.00
		Subtotal - Repairs and Maintenance			0.00	0.00	0.00	0.00	0.00	0.00
3411		Interest on Foreign Loan								
	341101	Interest on Foreign Loan			0.00	0.00	0.00	0.00	0.00	0.00
		Subtotal - Interest on Foreign Loan			0.00	0.00	0.00	0.00	0.00	0.00
3821		Current transfers not elsewhere classified								
	382103	Municipal rates and taxes			-0.72	-0.72	0.00	0.00	0.00	0.00
	382104	VAT			1.08	1.08	0.00	0.00	0.00	0.00
	382112	Training Grants			22.17	56.70	-34.53	0.00	0.00	0.00
	382117	Stipend/Scholarship			0.00	0.00	0.00	0.00	0.00	0.00
	382125	Income Tax			0.72	0.72	0.00	0.00	0.00	0.00
		Subtotal - Current transfers not elsewhere classified			23.25	57.78	-34.53	0.00	0.00	0.00
4111		Buildings and Structures								
	411101	Non Residential Buildings			0.00	0.00	0.00	0.00	0.00	0.00
		Subtotal - Buildings and Structures			0.00	0.00	0.00	0.00	0.00	0.00
4112		Machinery and Equipment								
	411202	Computer & Accessories			0.00	0.00	0.00	0.00	0.00	0.00
	411203	Electrical Equipment			0.00	0.00	0.00	0.00	0.00	0.00
	411204	Engineering and other Equipments			0.00	0.00	0.00	0.00	0.00	0.00
	411210	Office Equipment			0.00	0.00	0.00	0.00	0.00	0.00
	411214	Furniture			0.00	0.00	0.00	0.00	0.00	0.00
		Subtotal - Machinery and Equipment			0.00	0.00	0.00	0.00	0.00	0.00
9999		Contingencies								
	999901	Physical Contingencies			0.00	0.00	0.00	0.00	0.00	0.00
	9999201	Price Contingencies			0.00	0.00	0.00	0.00	0.00	0.00
		Subtotal - Contingencies			0	0.00	0.00	0.00	0.00	0.00
		Grand total			38.98	66.28	-34.53	7.23	0.00	0.00

Figure-2.21(Variance from required Fiscal Year)

ADB Group(COA): ADB Chart of Accounts Menu list shows the list of Chart of Accounts List and This Chart of account will integrate with Accounts Module.

SEIP

Skills for Employment Investment Program

Settings

Project

Budget

Letter

HRM

User

Asset

Consumer Item

Payroll

Accounting

Fin Admin

Budget Menu

Original RDPP Budget

Original RDPP Yearly Budget View

Original RDPP Code Wise Budget

Original DPP setup

Yearly budget setup

ADP Yearly Budget View

RADP Yearly Budget View

RADP Report

Yearly Budget Variance Report

ADB group(CoA)

Group Mapping

ADB Group Category

Tranche Wise Allocation

Tranche Mapping

Monthly Report

List

New ADB Group

Chat of Account (CoA)

Type

Action

Assets

Group

[1000] Current Assets

Group

[1000-1999] Current Assets

Group

Liabilities and Owner's Equity

Group

[4801] Pav of Establishment

Group

[4833] Advertising and Publicity

Group

[4840] Training Expenses

Group

[4840-01] Local Training

Group

[4840-02] Overseas Training

Group

[4840-03] Local Training (PTI)

Group

[4840-03-01] BMET

Group

[4840-03-02] DTE

Group

[4840-03-03] BITAC

Group

Figure-2.22 Menu List of ADB Group(COA)

<div>SEIP Skills for Employment Investment Program</div> <div>Budget Menu</div> <ul style="list-style-type: none"> Original RDPP Budget Original RDPP Yearly Budget View Original RDPP Code Wise Budget Original DPP setup Yearly budget setup ADP Yearly Budget View RADP Yearly Budget View RADP Report Yearly Budget Variance Report ADB group(CoA) Group Mapping ADB Group Category Tranche Wise Allocation Tranche Mapping Monthly Report 	<div>Settings Project Budget Letter HRM User Asset Consumer Item Payroll Accounting Fin Admin</div> <div>Add ADB group +New ADB Group</div> <table> <tr> <td>Name *</td><td>Name (Bangla) *</td></tr> <tr> <td><input type="text" value="Assets"/></td><td><input type="text" value="Name (Bangla)"/></td></tr> <tr> <td>Code (Optional)</td><td>Code text (Optional)</td></tr> <tr> <td><input type="text" value="Code"/></td><td><input type="text" value="Code text"/></td></tr> <tr> <td>Parent Group</td><td></td></tr> <tr> <td><input type="text" value="Select parent group"/></td><td></td></tr> </table> <div> ← PREVIOUS SAVE & ADD NEW </div>	Name *	Name (Bangla) *	<input type="text" value="Assets"/>	<input type="text" value="Name (Bangla)"/>	Code (Optional)	Code text (Optional)	<input type="text" value="Code"/>	<input type="text" value="Code text"/>	Parent Group		<input type="text" value="Select parent group"/>	
Name *	Name (Bangla) *												
<input type="text" value="Assets"/>	<input type="text" value="Name (Bangla)"/>												
Code (Optional)	Code text (Optional)												
<input type="text" value="Code"/>	<input type="text" value="Code text"/>												
Parent Group													
<input type="text" value="Select parent group"/>													

Figure-2.23 Entry form of ADB Group(COA)

Group Mapping: ADB and ADP both has Chart of Accounts(COA). ADB and ADP COA both need to map for Accounts Module and Budget Module.

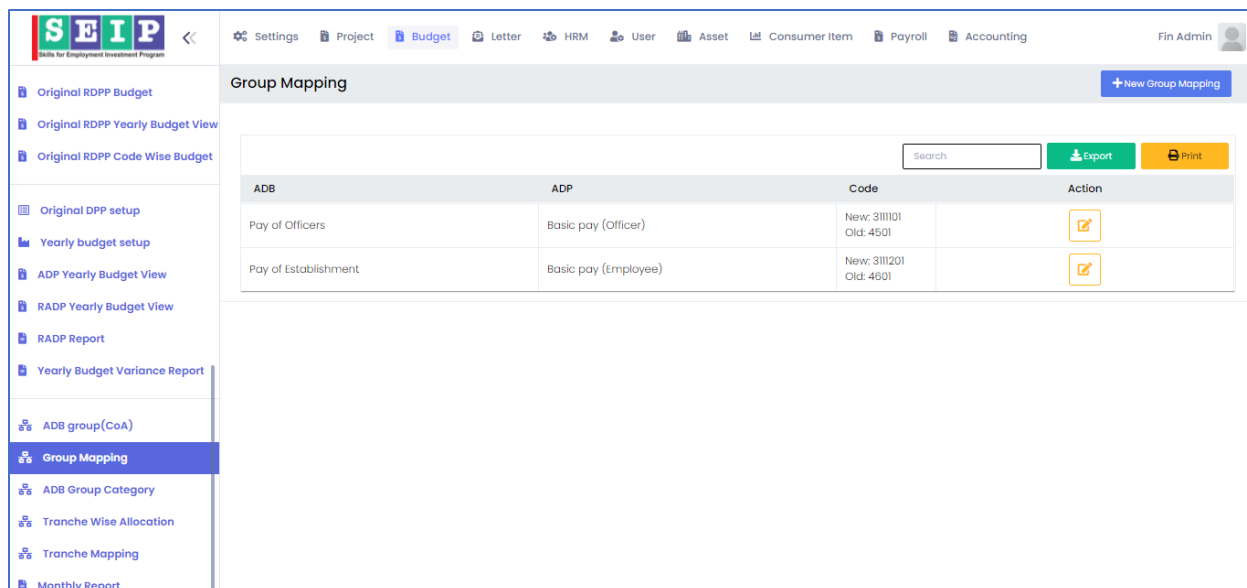


Figure-2.24 Menu List of Group Mapping

✓ New Group will create from “New Group Mapping”.

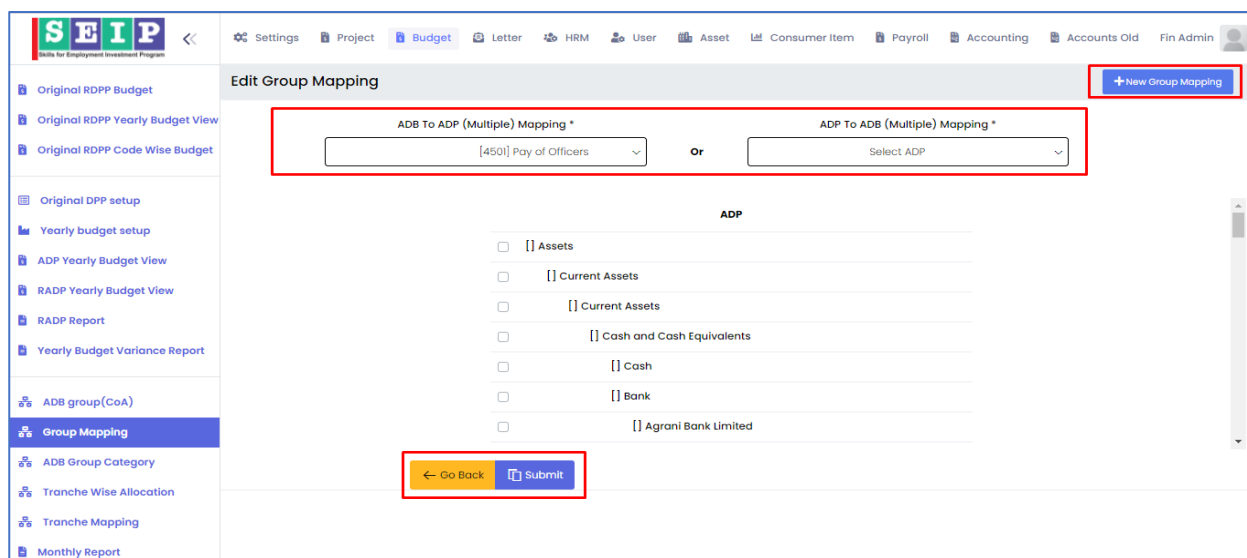
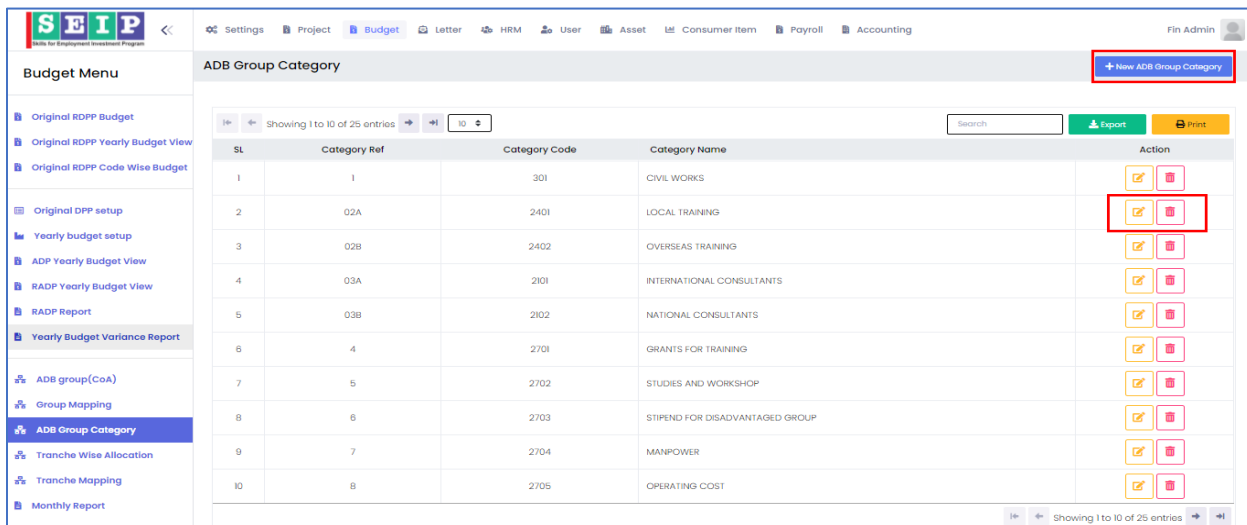


Figure-2.25 Edit Group Mapping off ADB and ADP

✓ Edit and New group mapping will map in same method.

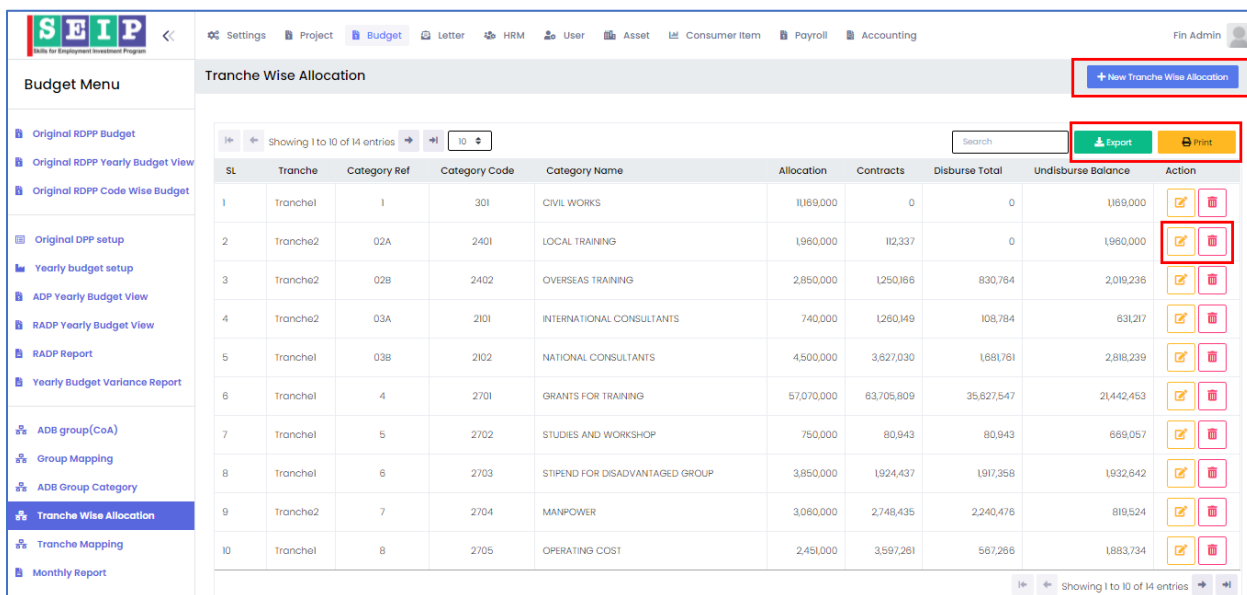
ADB Group Category: ADB Group Category will create from ADB Group Category. Edit, Delete, New Group Category will initiate from this submenu.



SL	Category Ref	Category Code	Category Name	Action
1	1	301	CIVIL WORKS	[Edit] [Delete]
2	02A	2401	LOCAL TRAINING	[Edit] [Delete]
3	02B	2402	OVERSEAS TRAINING	[Edit] [Delete]
4	03A	2101	INTERNATIONAL CONSULTANTS	[Edit] [Delete]
5	03B	2102	NATIONAL CONSULTANTS	[Edit] [Delete]
6	4	2701	GRANTS FOR TRAINING	[Edit] [Delete]
7	5	2702	STUDIES AND WORKSHOP	[Edit] [Delete]
8	6	2703	STIPEND FOR DISADVANTAGED GROUP	[Edit] [Delete]
9	7	2704	MANPOWER	[Edit] [Delete]
10	8	2705	OPERATING COST	[Edit] [Delete]

Figure-2.26 ADB Group Category

Tranche Wise Allocation: Tranche wise allocation of ADB group category will create from Tranche wise allocation. New Tranche Wise Allocation, Export, Print, Delete, Edit-actions will occur from Tranche wise allocation submenu.



SL	Tranche	Category Ref	Category Code	Category Name	Allocation	Contracts	Disburse Total	Undisburse Balance	Action
1	Tranche1	1	301	CIVIL WORKS	1,169,000	0	0	1,169,000	[Edit] [Delete]
2	Tranche2	02A	2401	LOCAL TRAINING	1,960,000	112,337	0	1,960,000	[Edit] [Delete]
3	Tranche2	02B	2402	OVERSEAS TRAINING	2,850,000	1,250,166	830,764	2,019,236	[Edit] [Delete]
4	Tranche2	03A	2101	INTERNATIONAL CONSULTANTS	740,000	1,260,149	108,784	631,217	[Edit] [Delete]
5	Tranche1	03B	2102	NATIONAL CONSULTANTS	4,500,000	3,627,030	1,681,761	2,818,239	[Edit] [Delete]
6	Tranche1	4	2701	GRANTS FOR TRAINING	57,070,000	63,705,809	35,827,547	21,442,453	[Edit] [Delete]
7	Tranche1	5	2702	STUDIES AND WORKSHOP	750,000	80,943	80,943	669,057	[Edit] [Delete]
8	Tranche1	6	2703	STIPEND FOR DISADVANTAGED GROUP	3,850,000	1,924,437	1,917,358	1,932,642	[Edit] [Delete]
9	Tranche2	7	2704	MANPOWER	3,060,000	2,748,435	2,240,476	819,524	[Edit] [Delete]
10	Tranche1	8	2705	OPERATING COST	2,451,000	3,597,261	567,266	1,883,734	[Edit] [Delete]

Figure-2.27 Tranche Wise Allocation

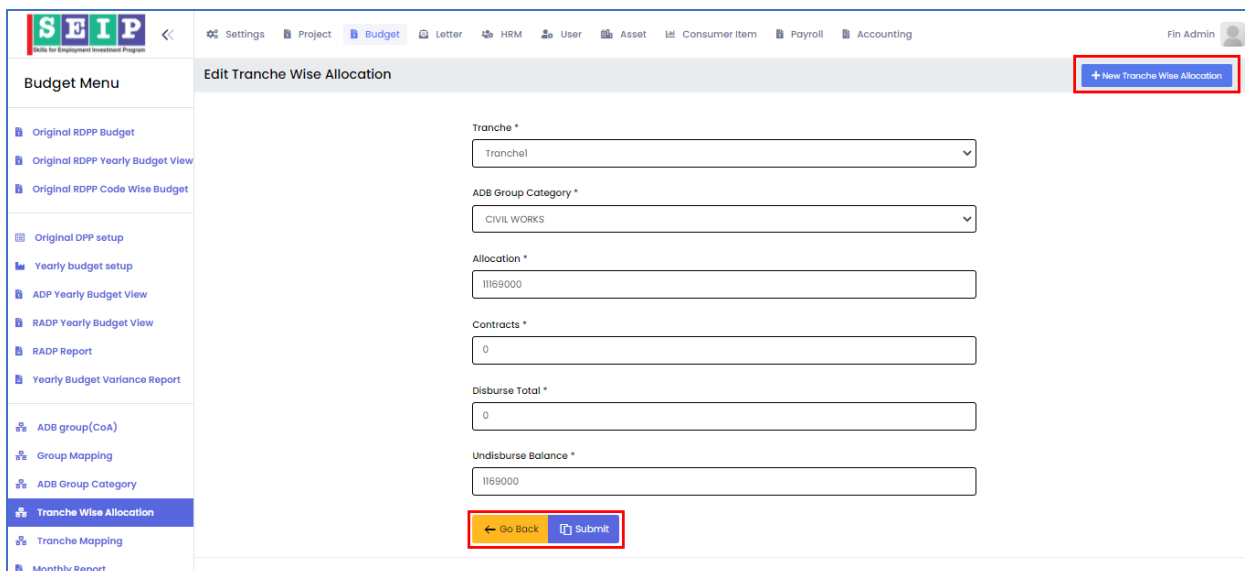
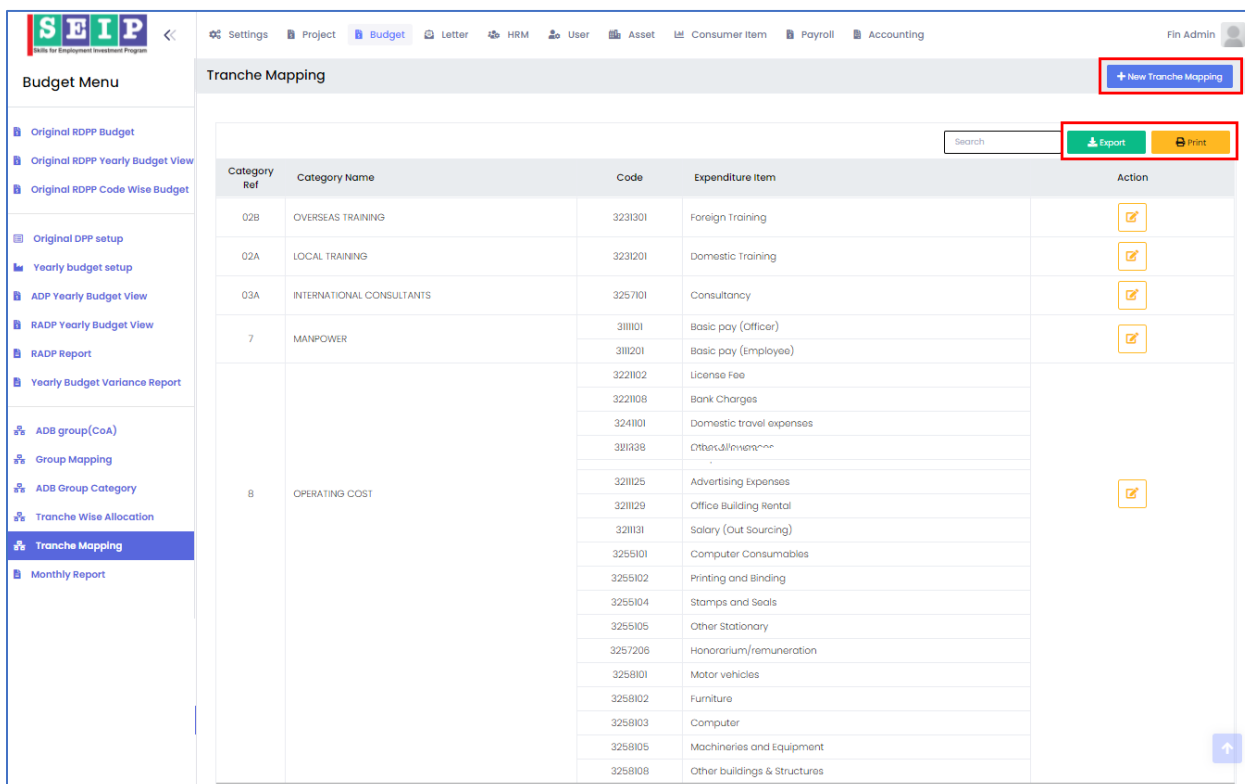


Figure-2.28 (Entry screen of Tranche Wise Allocation)

Tranche Mapping: Tranche with category mapping will occur from Tranche mapping submenu.








Category Ref	Category Name	Code	Expenditure Item	Action
02B	OVERSEAS TRAINING	3231301	Foreign Training	
02A	LOCAL TRAINING	3231201	Domestic Training	
03A	INTERNATIONAL CONSULTANTS	3257101	Consultancy	
7	MANPOWER	311101	Basic pay (Officer)	
		3111201	Basic pay (Employee)	
		3221102	License Fee	
		3221108	Bank Charges	
8	OPERATING COST	3241101	Domestic travel expenses	
		3211138	Other, all-inclusive	
		3211125	Advertising Expenses	
		3211129	Office Building Rental	
		3211131	Salary (Out Sourcing)	
		3255101	Computer Consumables	
		3255102	Printing and Binding	
		3255104	Stamps and Seals	
		3255105	Other Stationary	
		3257206	Honorarium/remuneration	
		3258101	Motor vehicles	
		3258102	Furniture	
		3258103	Computer	
		3258105	Machineries and Equipment	
		3258108	Other buildings & Structures	

Figure-2.29 (Menu List of Tranche Mapping)

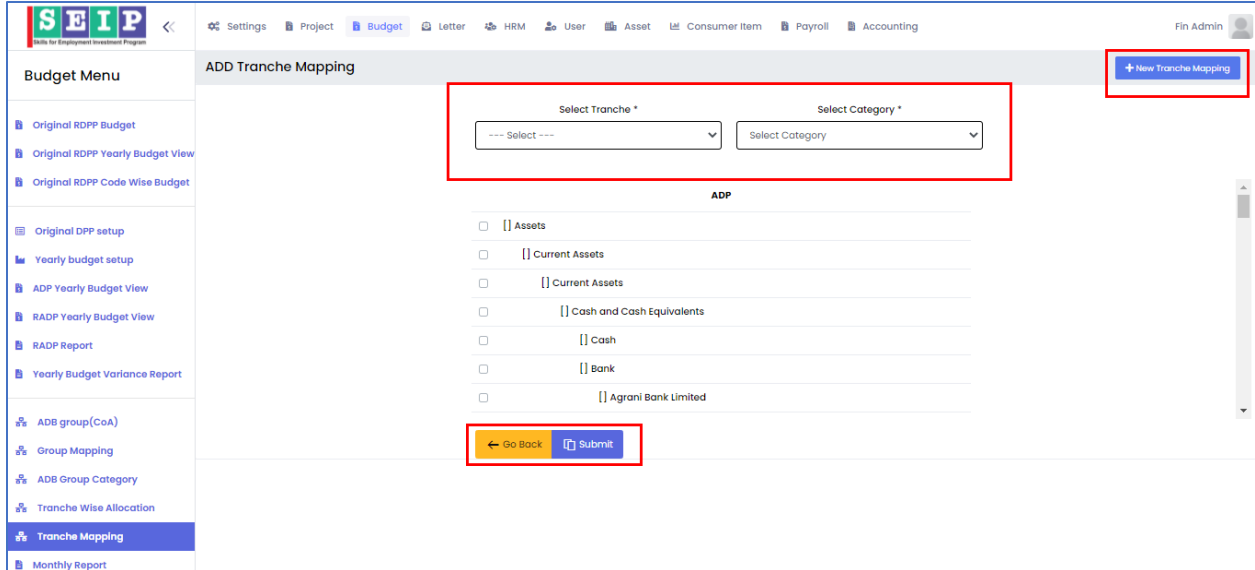


Figure-2.30 (Entry Screen of Tranche Mapping)

- ✓ Edit and New group mapping will map in same method. Edit will rectify and from new map new mapping will be added.

Monthly Report: Monthly Report of Budget will generate from Monthly Report Submenu. The information of Monthly Report will generate month wise.

SEIP

SettingsProjectBudgetLetterHSMUserAssetConsumer ItemPayrollAccountingFin Admin

Budget Menu

- Original RDPF Budget
- Original RDPF Yearly Budget View
- Original RDPF Code Wise Budget
- Original DPP setup
- Yearly budget setup
- ADP Yearly Budget View
- RADP Yearly Budget View
- RADP Report
- Yearly Budget Variance Report
- ADB group(CoA)
- Group Mapping
- ADB Group Category
- Tranche Wise Allocation
- Tranche Mapping
- Monthly Report

Monthly Report

Month: July 2020Code: New codeShowExport

Work of Components as per New Economic code	Estimated Cost	Achievement upto last June, 2020		Target of the current Year (2020-2021)		Progress for the period 01 July 2020 to 31 July 2020	
		Financial	Physical (% of the component)	Financial	Physical (% of the component)	Financial	Physical (% of the component)
a) Revenue Component:							
3111 Wages and salaries in cash							
311101 Basic pay (Officer)	5,359.99	2,354.33	43.87%	950.00	12.31%	0.00	0.00%
311102 Basic pay (Employee)	2,802.41	1,031.08	36.79%	333.00	11.88%	0.00	0.00%
311130 Other Allowances	75.00	23.43	31.24%	5.50	7.33%	0.00	0.00%
Subtotal - Wages and salaries in cash	8,237.40	3,408.85	41.35%	988.50	12.12%	0.00	0.00%
3211 Administrative Expenses							
321106 Entertainment	60.00	0.00	0.00%	12.00	20.00%	0.00	0.00%
321107 Transport hiring	1,039.99	388.10	30.59%	109.00	10.48%	0.00	0.00%
321111 Seminar and Conference Expenses	405.00	137.71	34.00%	10.00	2.47%	0.00	0.00%
321113 Electricity	190.00	38.41	24.27%	15.00	10.00%	0.00	0.00%
321115 Water	30.00	4.89	16.29%	1.00	6.00%	0.00	0.00%
321119 Postage	5.00	1.57	31.37%	0.80	16.00%	0.00	0.00%
321120 Telephone	120.00	36.75	32.30%	12.00	10.00%	0.39	0.33%
321125 Advertising Expenses	450.00	44.89	9.97%	20.00	4.44%	0.00	0.00%
321129 Office Building Rental	995.10	255.09	27.88%	102.00	11.95%	0.00	0.00%
321131 Salary (Out Sourcing)	255.00	0.00	0.00%	50.50	19.80%	0.00	0.00%
Subtotal - Administrative Expenses	3,430.09	837.41	24.41%	333.10	9.71%	0.39	0.12%
3221 Fees, charges and commissions							
322102 License Fee	1500.00	0.00	0.00%	300.00	18.75%	0.00	0.00%
322108 Bank Charges	60.00	0.00	0.00%	15.00	25.00%	0.00	0.00%
Subtotal - Fees, charges and commissions	1,660.00	0.00	0.00%	315.00	18.98%	0.00	0.00%
3231 Training							
323201 Domestic training	45,599.99	7,022.16	15.09%	8,250.00	13.41%	0.00	0.00%
323301 Foreign training	8,170.00	0.00	0.00%	285.00	3.49%	0.00	0.00%
Subtotal - Training	54,769.99	7,022.16	12.84%	8,535.00	11.93%	0.00	0.00%
3241 Domestic travel and transfer							
324101 Domestic travel expenses	353.00	0.00	0.00%	40.00	11.33%	0.00	0.00%
Subtotal - Domestic travel and transfer	353.00	0.00	0.00%	40.00	11.33%	0.00	0.00%
3255 Printing and Stationary							
325501 Computer Consumables	65.00	14.05	21.61%	25.00	39.48%	0.00	0.00%
325502 Printing and Binding	260.00	38.71	14.89%	10.15	3.90%	0.00	0.00%
325504 Stamps and Seals	9.15	41.00	448.09%	0.00	0.00%	0.00	0.00%
325505 Other Stationary	2,984.80	0.00	0.00%	53.05	1.82%	0.00	0.00%
325508 Others Expenses	580.94	0.00	0.00%	0.00	0.00%	0.00	0.00%
325507 Misc.expenses- PU/SOCMAU	142.01	732.48	516.80%	0.00	0.00%	0.00	0.00%
Subtotal - Printing and Stationary	3,952.00	826.24	20.91%	88.85	2.25%	0.00	0.00%
3267 Professional services, honorariums and special expenses							
326701 Consultancy	15,404.01	0.00	0.00%	1,840.00	9.48%	0.00	0.00%
326706 Honorarium/remuneration	105.00	0.00	0.00%	3.15	3.00%	0.00	0.00%
Subtotal - Professional services, honorariums and special expenses	15,509.01	0.00	0.00%	1,843.15	9.45%	0.00	0.00%
3268 Repairs and Maintenance							
326801 Motor vehicles	300.00	0.00	0.00%	2.00	0.67%	0.00	0.00%
326802 Furniture	45.00	5.09	11.30%	1.00	2.22%	0.00	0.00%
326803 Computer	21.00	0.19	0.90%	5.00	23.81%	0.00	0.00%
326805 Machineries and Equipment	22,437.19	1.90	0.85%	4.00	1.78%	0.00	0.00%
326807 Non-residential buildings	0.00	3.93	0.00%	0.00	0.00%	0.00	0.00%
326808 Other buildings & Structures	4,809.13	0.00	0.00%	1,138.75	23.70%	0.00	0.00%
Subtotal - Repairs and Maintenance	5,395.30	11.10	0.21%	1,150.75	21.33%	0.00	0.00%
3411 Interest on Foreign Loan							
341101 Interest on Foreign Loan	11,376.00	0.00	0.00%	0.00	0.00%	0.00	0.00%
Subtotal - Interest on Foreign Loan	11,376.00	0.00	0.00%	0.00	0.00%	0.00	0.00%
3821 Current transfers not elsewhere classified							
382103 Municipal rates and taxes	0.00	0.72	0.00%	0.00	0.00%	0.00	0.00%
382104 VAT	3,500.00	0.00	0.00%	379.95	10.88%	0.00	0.00%
382112 Training Grants	181,487.85	85,847.67	36.29%	17,800.00	9.81%	0.00	0.00%
382117 Stipend/Scholarship	5,886.00	3,252.94	55.61%	890.70	15.18%	0.00	0.00%
382125 Income tax	1,612.35	0.00	0.00%	0.00	0.00%	0.00	0.00%
Subtotal - Current transfers not elsewhere classified	192,346.01	89,111.33	35.93%	19,070.65	9.91%	0.00	0.00%
b) Capital Component:							
4111 Buildings and Structures							
411101 Non Residential Buildings	17,532.70	0.00	0.00%	2,500.00	14.26%	0.00	0.00%
Subtotal - Buildings and Structures	17,532.70	0.00	0.00%	2,500.00	14.26%	0.00	0.00%
4112 Machinery and Equipment							
411202 Computer & Accessories	60.28	0.00	0.00%	12.58	20.87%	0.00	0.00%
411203 Electrical Equipment	97.88	0.00	0.00%	0.00	0.00%	0.00	0.00%
411204 Engineering and other Equipments	22,229.56	8,637.49	38.86%	4,180.00	18.49%	0.00	0.00%
411210 Office Equipment	3,509.16	0.00	0.00%	0.00	0.00%	0.00	0.00%
411214 Furniture	3,358.00	76.58	2.28%	15.00	0.45%	0.00	0.00%
Subtotal - Machinery and Equipment	29,344.68	8,714.06	29.70%	4,137.58	14.10%	0.00	0.00%
c) Contingencies:							
9999 Contingencies							
999901 Physical Contingencies	3,130.00	0.00	0.00%	0.00	0.00%	0.00	0.00%
999902 Price Contingencies	20,196.00	0.00	0.00%	0.00	0.00%	0.00	0.00%
Subtotal - Contingencies	23,326.00	0.00	0.00%	0.00	0.00%	0.00	0.00%
Grand total	371,233.00	89,936.16	24.23%	37,012.58	9.97%	0.39	0.00%

Figure-2.31 (Monthly Report of Budget Module)

Letter Module:

Letter Module: After clicking on the letter module the user will view this landing page.

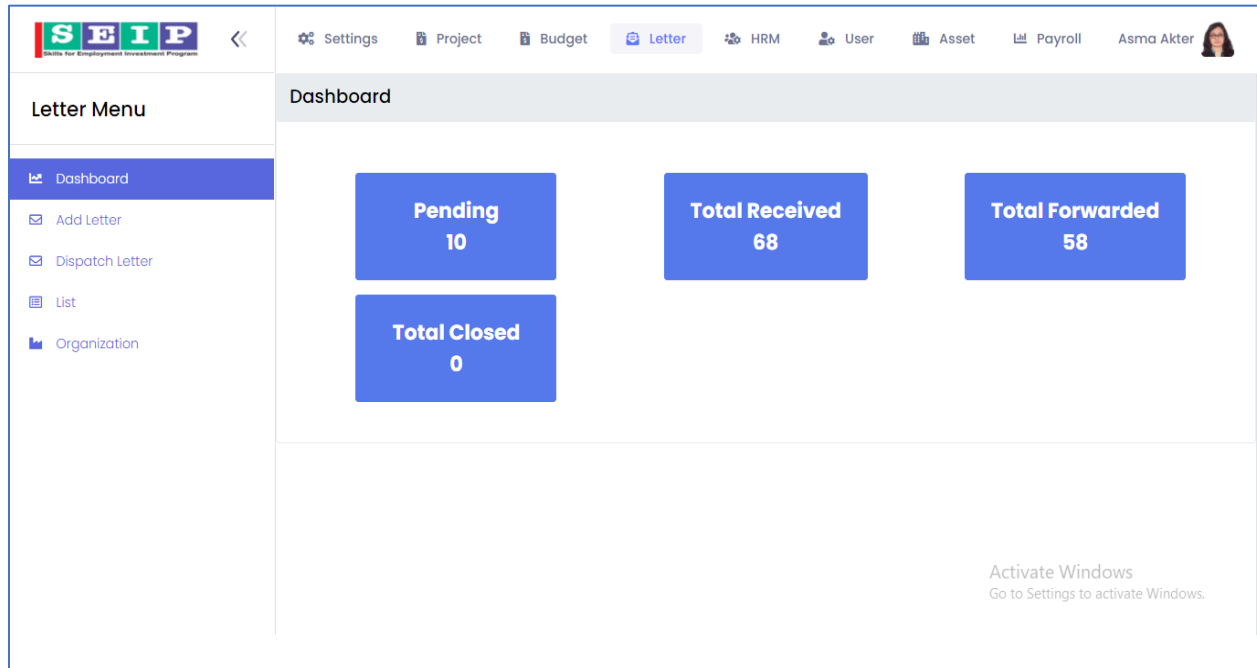
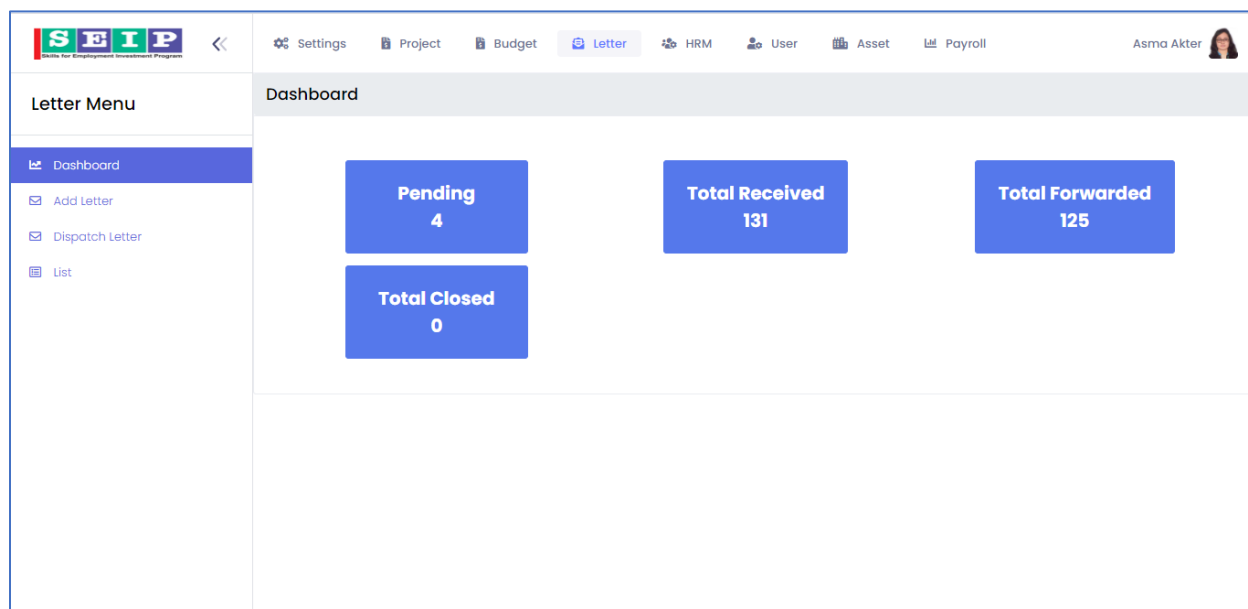


Figure: 3.1(Letter Module)

Dashboard: In dashboard, the user will get to know the information of pending letter, total received letter, total forwarded letter, and total closed letter.



3.2(Dashboard)

Add Letter: The user will add letter from this “Add Letter” feature. In Add letter feature the user will input the information of letter. Here, the user will add –

- ✓ File name, Attach file (the letter will upload here as scanned form),
- ✓ Type of letter (If letter type is bill then another group of information the user will input in the system – bill no, tranche no, milestone no, amount),
- ✓ Docketing No, Subject, Reference, Date, Sender name.
- ✓ Organization Name

Add new letter page is illustrated in Figure-3.3

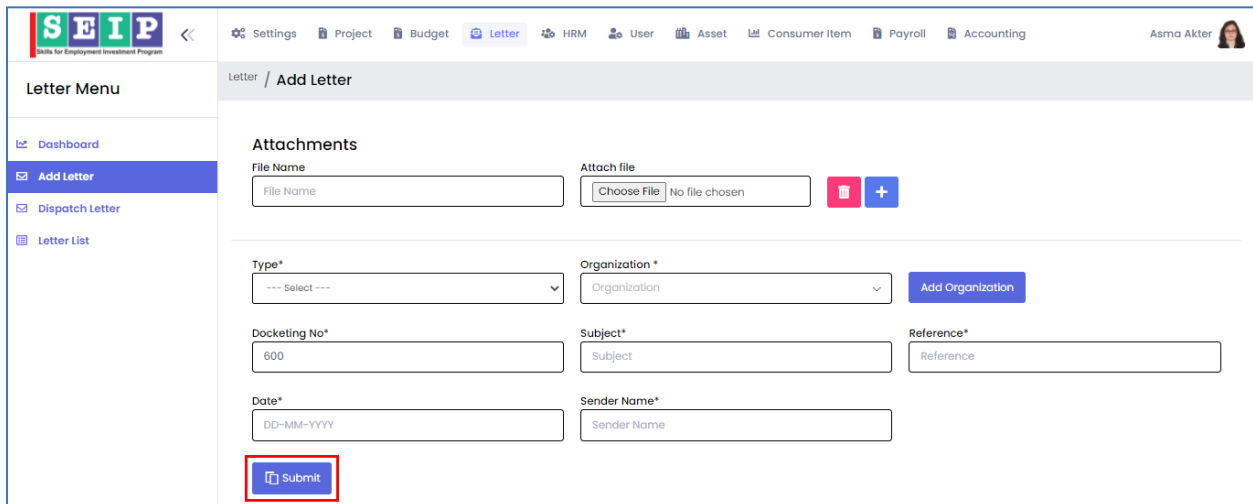
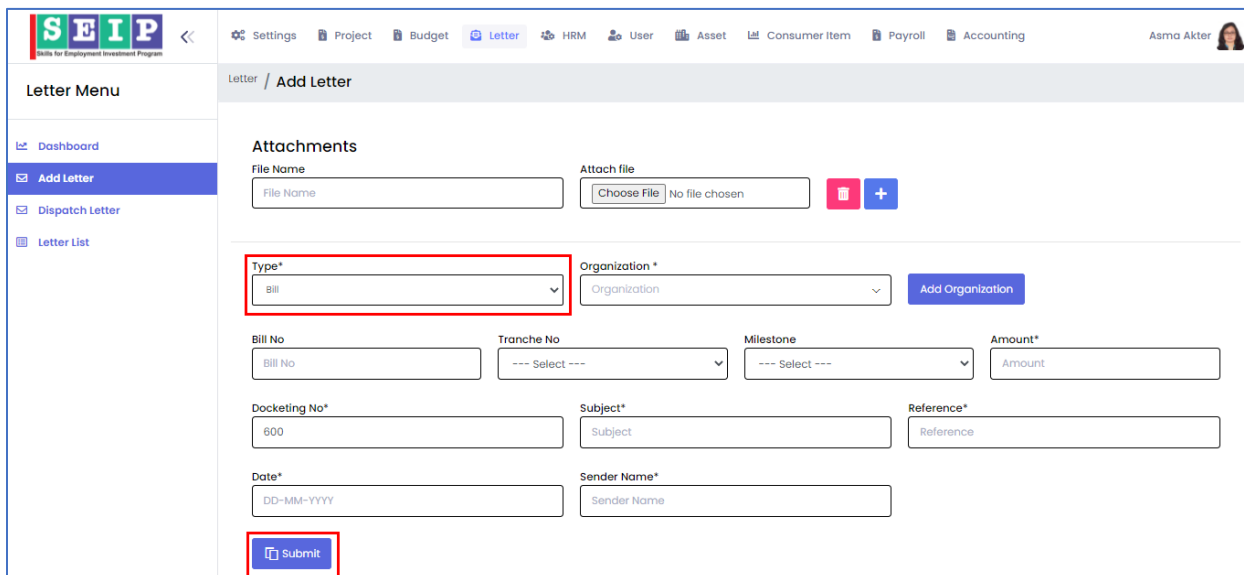


Figure: 3.3(Add New Letter)

If user click on the bill type, then the user will enter the information of bill. Illustrated in Figure:3.4



The screenshot displays the 'Add Letter' entry screen. The top navigation bar includes links to Settings, Project, Budget, Letter (active), HRM, User, Asset, Consumer Item, Payroll, and Accounting. The user 'Asma Akter' is logged in. The left sidebar shows the 'Letter Menu' with options: Dashboard, Add Letter (selected), Dispatch Letter, and Letter List. The main form area is titled 'Letter / Add Letter'. It features an 'Attachments' section with a 'File Name' input and an 'Attach file' button. Below this, the 'Type*' dropdown is set to 'Bill'. The 'Organization*' dropdown is set to 'Organization', with an 'Add Organization' button next to it. The form also includes fields for 'Bill No', 'Tranche No' (with a '--- Select ---' dropdown), 'Milestone' (with a '--- Select ---' dropdown), 'Amount*' (with an 'Amount' input), 'Docketing No*' (with '600' entered), 'Subject*' (with 'Subject' entered), 'Reference*' (with 'Reference' entered), 'Date*' (with 'DD-MM-YYYY' entered), and 'Sender Name*' (with 'Sender Name' entered). A 'Submit' button is located at the bottom left of the form.

Figure: 3.4(Add Letter Entry Screen)

Along with, other information of letter, the user will input the information of bill here. Bill no, Tranche No, Milestone, Amount is required fields for Bill.

Receive Letter: After entering the information of letter, the receiver of the letter will get the letter and it will be informed from dashboard. The receiver of the letter will review, check, download the letter and after that forward the letter to other officer or close the letter.

Dispatch Letter: The process of dispatch letter occurs here. It is illustrated in **Figure-3.5**

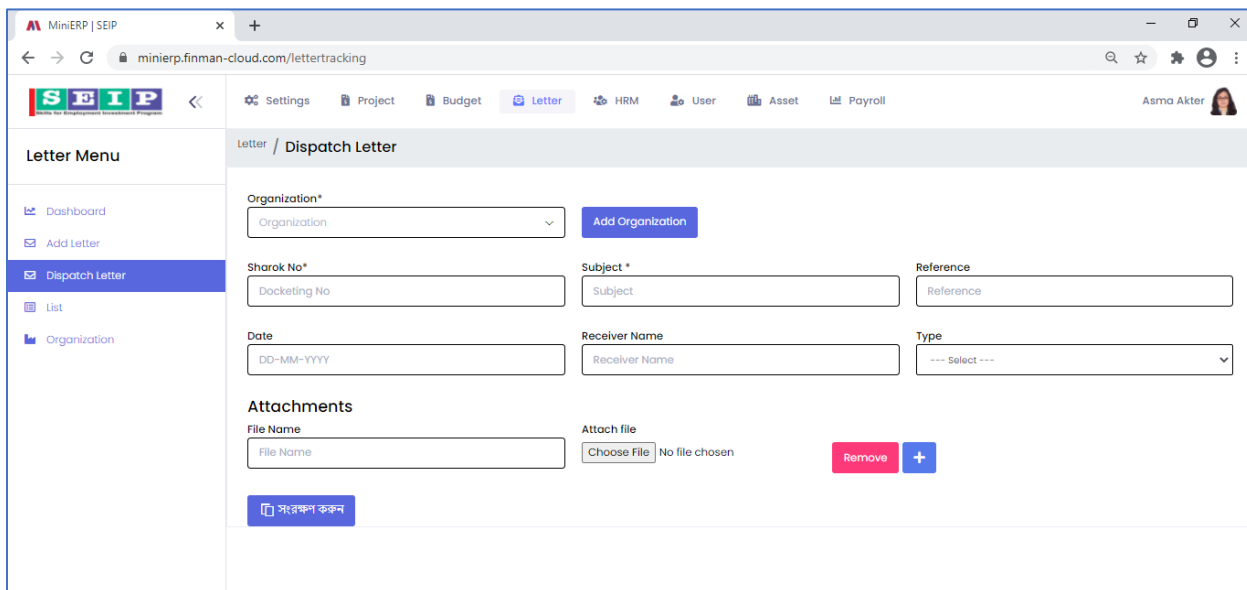
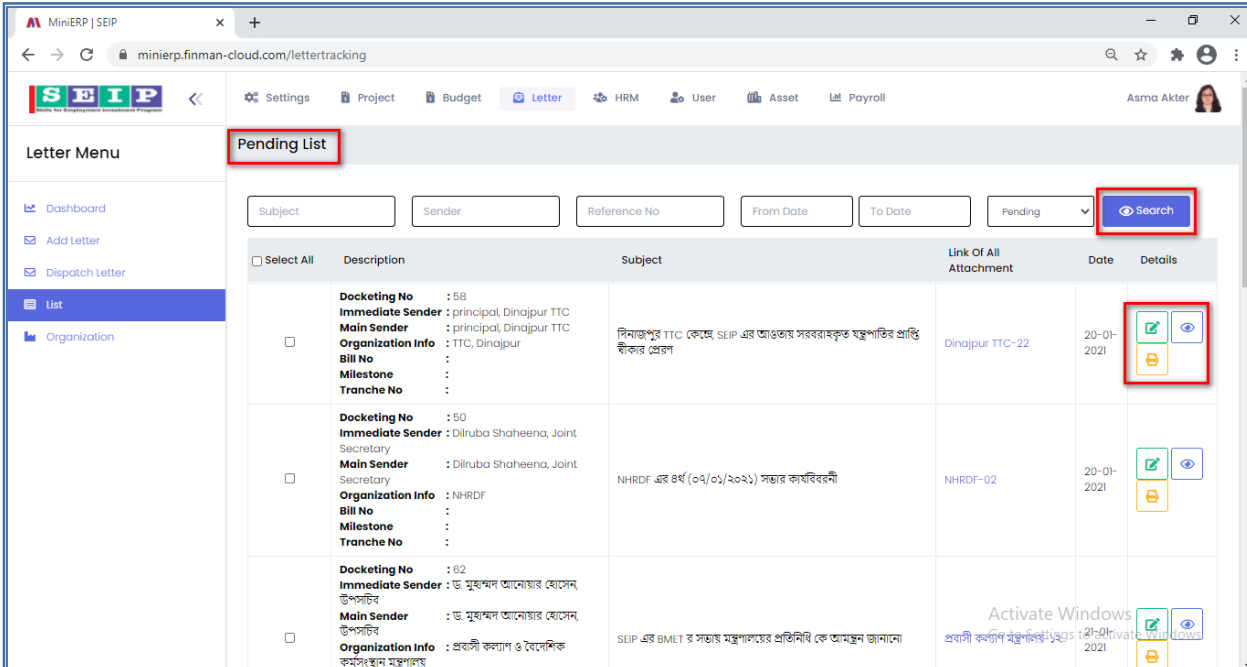


Figure: 3.5(Dispatch Letter Entry Screen)


List: The information of letter, pending list information, letter transfer process initiate from here. It is illustrated in **Figure-3.6**




Select All	Description	Subject	Link Of All Attachment	Date	Details
<input type="checkbox"/>	Docketing No : 58 Immediate Sender : principal, Dinajpur TTC Main Sender : principal, Dinajpur TTC Organization Info : TTC, Dinajpur Bill No : Milestone : Tranche No :	দিনাজপুর TTC কেন্দ্রে, SEIP এর আওতার সরবরাহকৃত যন্ত্রপাতির প্রতিস্থাপন প্রার্থী	Dinajpur TTC-22	20-01-2021	[Edit] [View] [Delete]
<input type="checkbox"/>	Docketing No : 50 Immediate Sender : Dilruba Shaheena, Joint Secretary Main Sender : Dilruba Shaheena, Joint Secretary Organization Info : NHRDF Bill No : Milestone : Tranche No :	NHRDF এর ৪র্থ (০৭/০১/২০২১) সঞ্চার কার্যবিবরণী	NHRDF-02	20-01-2021	[Edit] [View] [Delete]
<input type="checkbox"/>	Docketing No : 62 Immediate Sender : ড. মুহাম্মদ আনোয়ার হোসেন, উপসচিব Main Sender : ড. মুহাম্মদ আনোয়ার হোসেন, উপসচিব Organization Info : প্রবাসী কল্যাণ ও বৈদেশিক কর্মসংস্থান মন্ত্রণালয়	SEIP এর BMET ৩ সঞ্চার মন্ত্রণালয়ের প্রতিনিধি কে আমন্ত্রন জানানো		20-01-2021	[Edit] [View] [Delete]

Figure: 3.6(List of letter)

Search: The user will find letter from this search bar.

Edit: If any edit need to do, the user will edit the letter from here. The user will click on  here and can change the required information.

View: The user will able to view after clicking on  here.

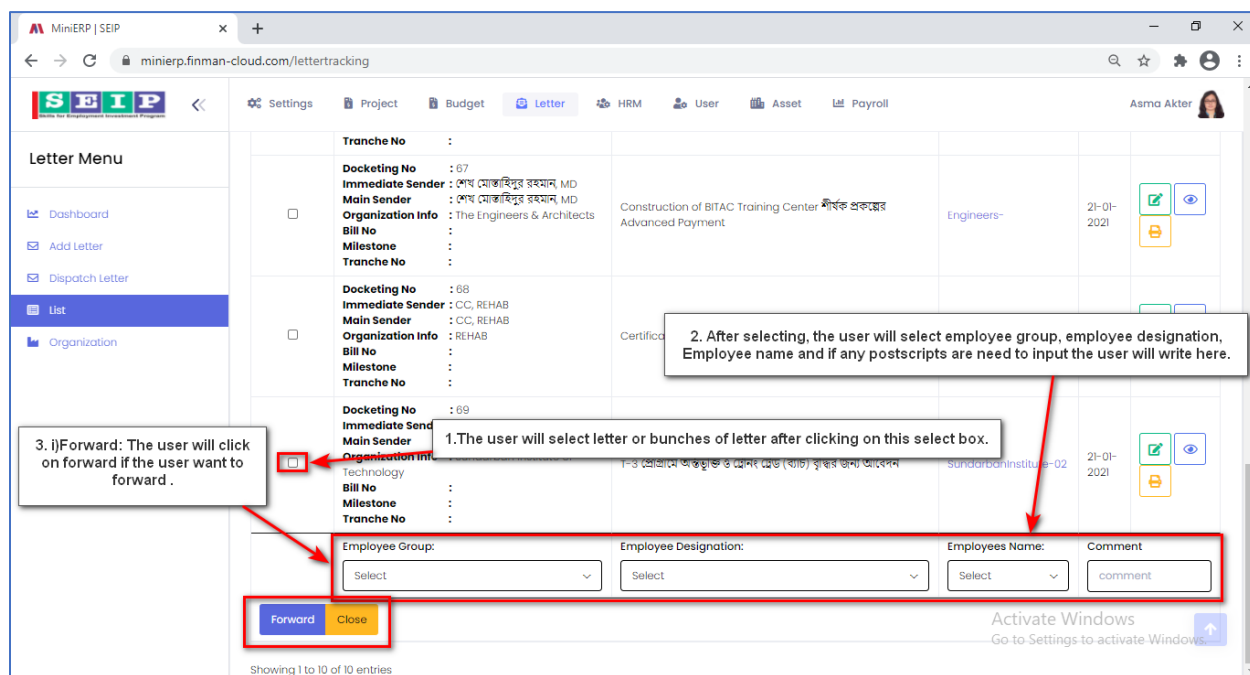
Print: If the user want to print the letter information. The user will click on  here .

Transfer process:

- ✓ The user will select letter or bunches of letter after clicking on this ☐ select box.
- ✓ After selecting, the user will select employee group, employee designation, Employee name and if any postscripts are need to input ,the user will write here.
- ✓ Forward: The user will click on **Forward** if the user want to forward .
- ✓ Close: If the user want to close the letter then the letter will be closed after clicking on

Close

It is Illustrated in Figure-3.7



The screenshot displays the 'Letter Menu' on the left sidebar with options: Dashboard, Add Letter, Dispatch Letter, List, and Organization. The main area shows a table of letters with columns for Tranche No, Docketing No, Immediate Sender, Main Sender, Organization Info, Bill No, Milestone, and Tranche No. Three callouts are present:

1. The user will select letter or bunches of letter after clicking on this select box. (Points to the checkbox in the first row of the table.)
2. After selecting, the user will select employee group, employee designation, Employee name and if any postscripts are need to input the user will write here. (Points to the form fields below the table.)
3. ijForward: The user will click on forward if the user want to forward . (Points to the 'Forward' button at the bottom.)

The form fields below the table are:

- Employee Group: Select
- Employee Designation: Select
- Employees Name: Select
- Comment: comment

At the bottom, there are 'Forward' and 'Close' buttons. The status bar at the bottom indicates 'Showing 1 to 10 of 10 entries'.

Figure: 3.7(Transfer of letter)

HRM Module:

HRM Module: After clicking on HRM Module, the user will view a landing page as **Figure-4.1**



Figure: 4.1(HRM Module)

In HRM Module, the user will view employee Group, Designation Group, Designations, Employee.

Employee Group: After clicking on employee group the user will be able to do three tasks which is showed in **Figure-4.2**

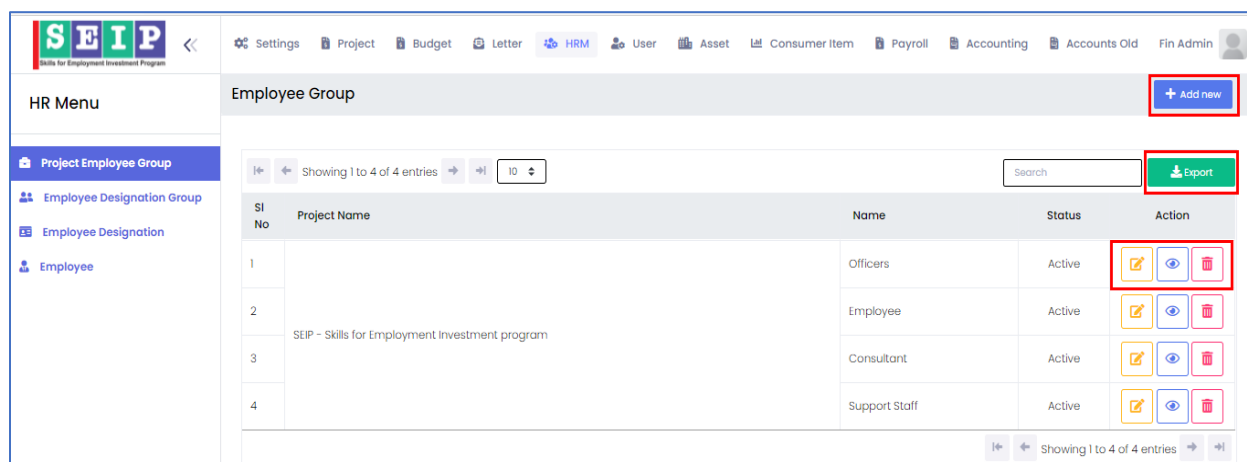
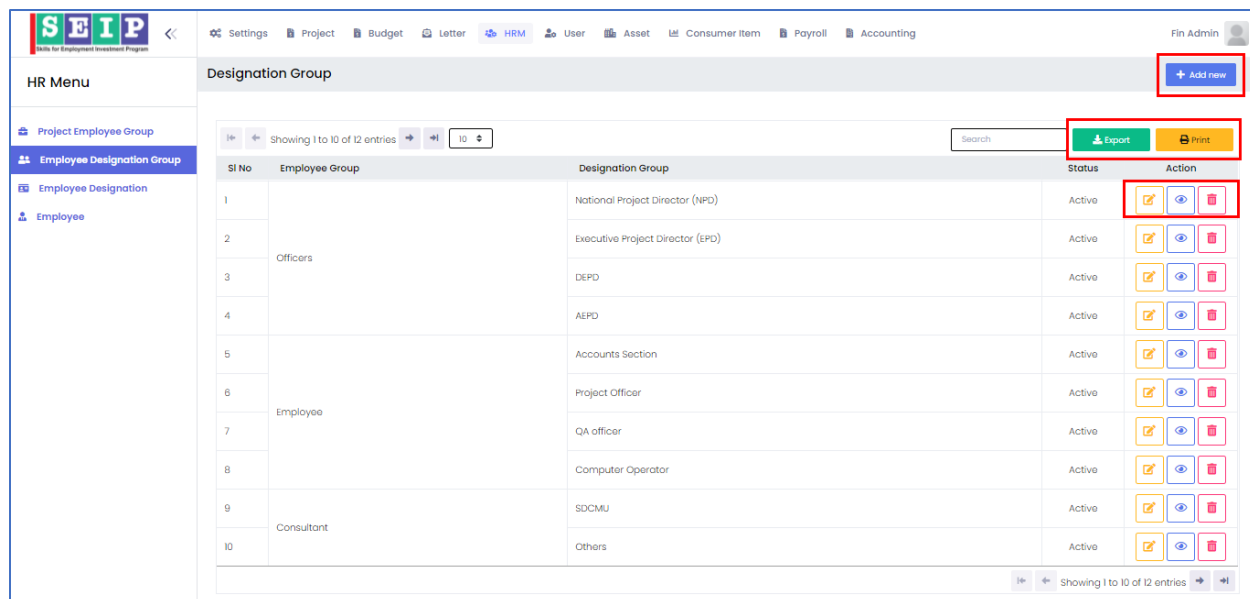


Figure:4.2(Employee Group)

Designation Group: The user will get to know about “Designation Group” after clicking on designation group.

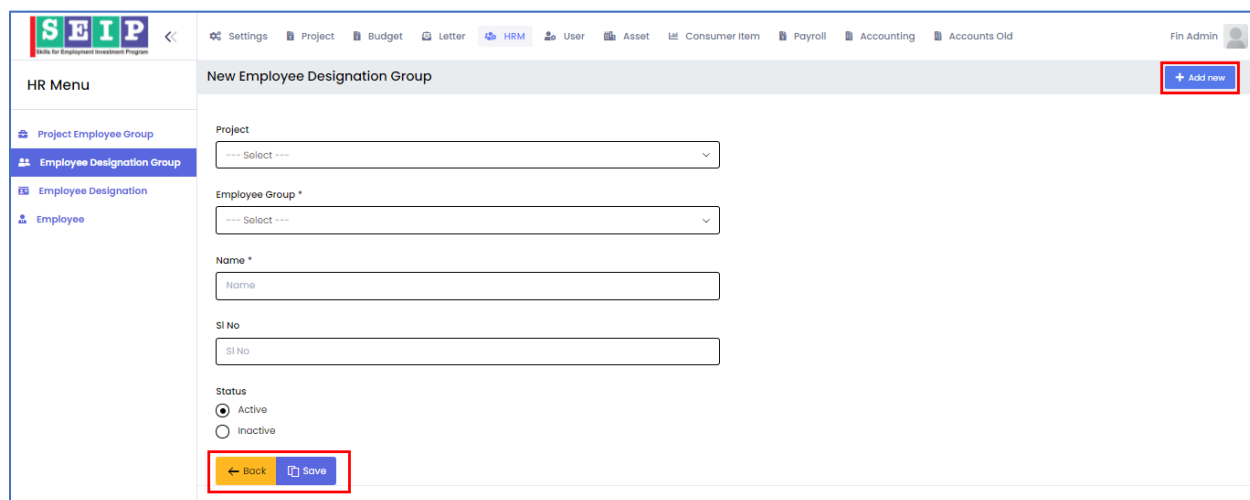


SI No	Employee Group	Designation Group	Status	Action
1	Officers	National Project Director (NPD)	Active	
2		Executive Project Director (EPD)	Active	
3		DEPD	Active	
4		AEPD	Active	
5	Employee	Accounts Section	Active	
6		Project Officer	Active	
7		QA officer	Active	
8	Consultant	Computer Operator	Active	
9		SDCMU	Active	
10		Others	Active	

Figure:4.3(Designation Group)

Add New, Export, Print, Edit, View and delete will be done according to the instruction from the **figure 4.3**

Add New: If the user navigate in Add new button, the user will view as **Figure 4.4** image below and will enter the information of required fields.



New Employee Designation Group

Project:

Employee Group *:

Name *:

SI No:

Status: ☒ Active ☐ Inactive

Figure : 4.4(Designation Group Entry Screen)

Export: The user will navigate in export button and get three options for exporting. The information will show as **figure 4.5**

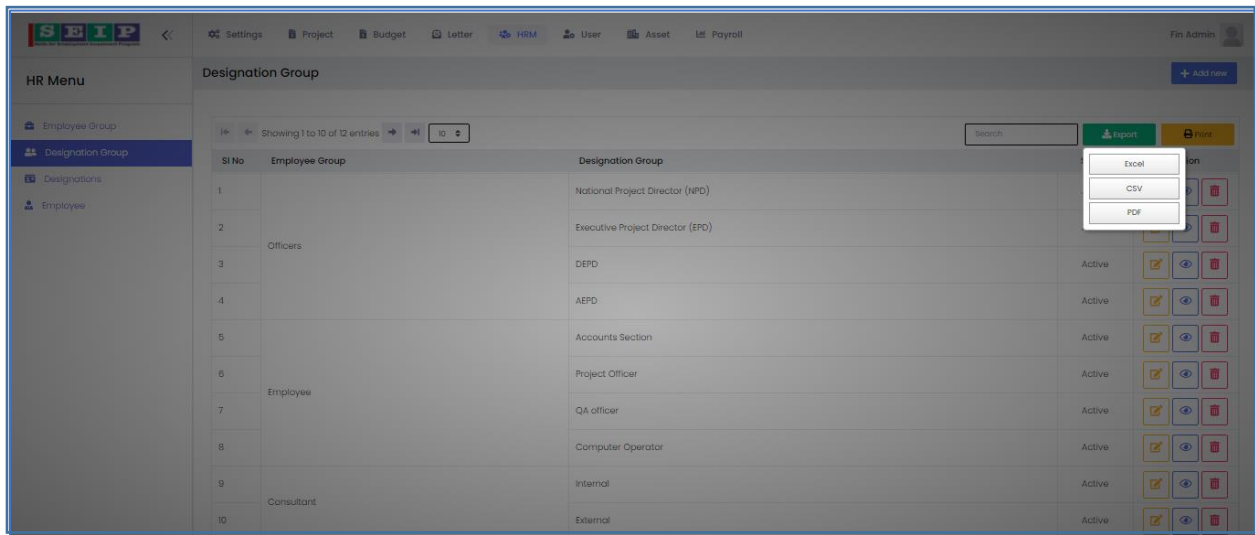


Figure: 4.5(Export of Designation Group)

From here, the user will be able to export in the form of excel, CSV, PDF.

Print: If the user want to click on Print then the a print page will appear on the screen like **Figure-4.6**

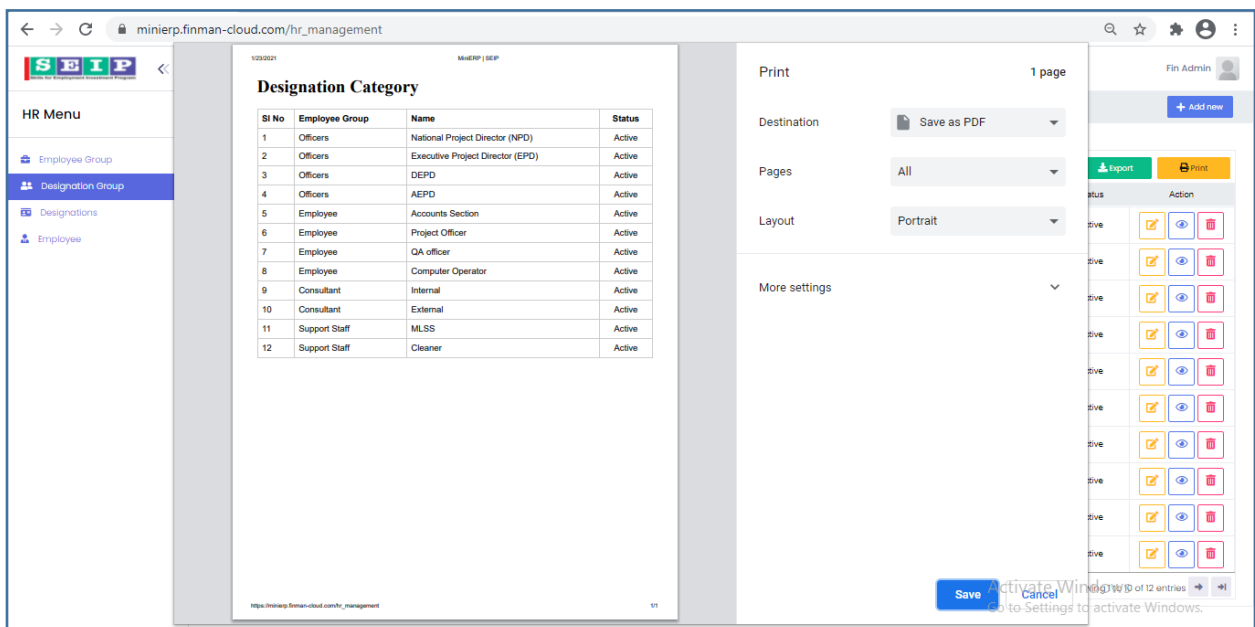


Figure-4.6(Print of Designation Group)

Edit: The user will be able to edit after clicking on edit button. After editing the user will view a page like **figure 4.7**. In this page the user will change the information and if do not want to change the click on the back button.

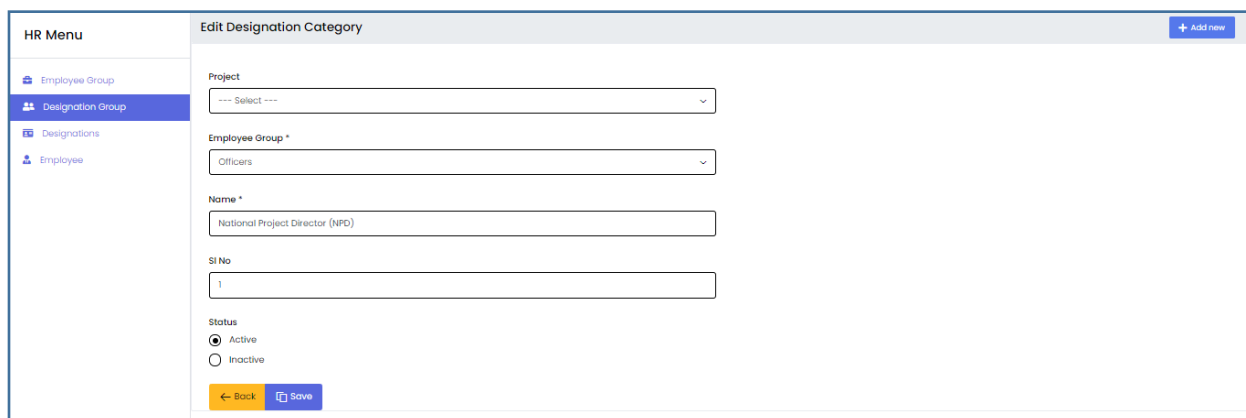


Figure-4.7(Edit Screen of Designation Category)

View: The user will view the designation group like **figure-4.8**

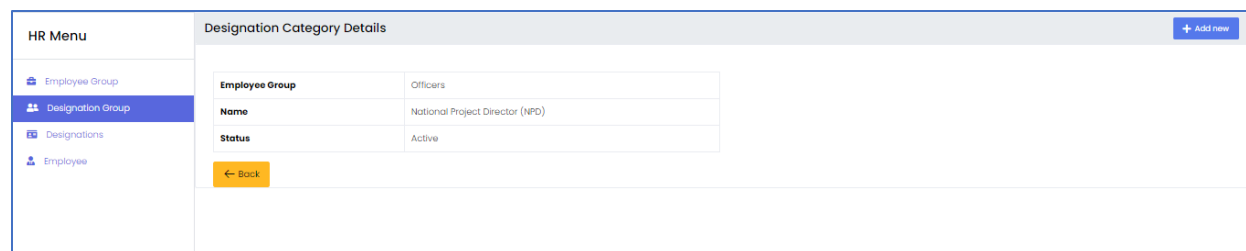


Figure-4.8(View Screen of Designation Group)

Delete: If the user wants to delete, the user will have to click on delete. Then the information will delete permanently.

Designation: The user will be able to add, edit, view, export, print “designation” from here.

HR Menu

Project Employee Group

Employee Designation Group

Employee Designation

Employee

Designations

+ Add new

Showing 1 to 10 of 69 entries

10

Search

Report

Print

Sl No	Employee Group	Designation Group	Name	Status	Action
1	Officers	National Project Director (NPD)	National Project Director (NPD)	Active	<div><div><div></div><div></div><div></div></div></div>
2		Executive Project Director (EPD)	Executive Project Director (EPD)	Active	<div><div><div></div><div></div><div></div></div></div>
3		DEPD	DEPD (Fund Management)	Active	<div><div><div></div><div></div><div></div></div></div>
4			DEPD (Fund Management-1)	Inactive	<div><div><div></div><div></div><div></div></div></div>
5			DEPD (Fund Management-2)	Inactive	<div><div><div></div><div></div><div></div></div></div>
6			DEPD (Fund Management-3)	Inactive	<div><div><div></div><div></div><div></div></div></div>
7			DEPD (Public)	Active	<div><div><div></div><div></div><div></div></div></div>
8			DEPD (Public-1)	Inactive	<div><div><div></div><div></div><div></div></div></div>
9			DEPD (Public-2)	Inactive	<div><div><div></div><div></div><div></div></div></div>
10			DEPD (Public-3)	Inactive	<div><div><div></div><div></div><div></div></div></div>

Showing 1 to 10 of 69 entries

Figure-4.9(Designations Screen)

Add new: After navigating on “Add new” button the user will view the page like **figure-4.10**


	Settings Project Budget Letter HRM User Asset Payroll	Fin Admin
HR Menu	New Designation	
Employee Group Designation Group Designations Employee	<div>Project</div> <div>--- Select ---</div> <div>Employee Group*</div> <div>--- Select ---</div> <div>Designation Group*</div> <div>--- Select ---</div> <div>Name*</div> <div>Name</div> <div>Serial No</div> <div>Sl No</div> <div> <input checked="" type="radio"/> Active <input type="radio"/> Inactive </div> <div> ← Back Save </div>	

Figure-4.10(Designation Entry Screen)

Export: If the user wants to export the Designation information, then click on the export option. The page will appear on the screen like figure-4.11

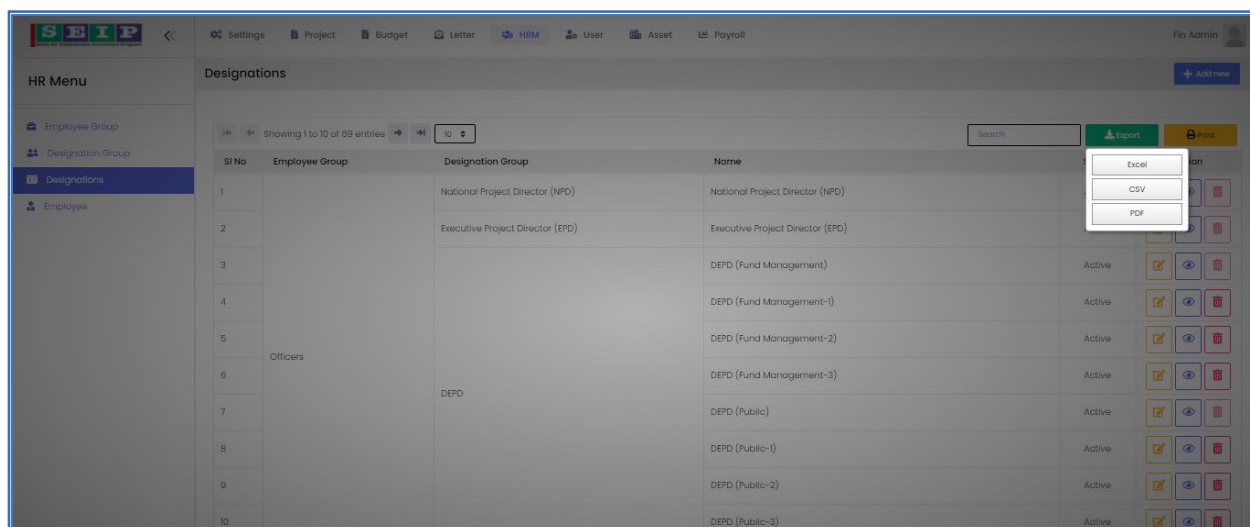


Figure-4.11(Export Screen of Designations)

In export option, there are three options –Excel, CVS and PDF. The user may print it according requirement.

Print: The user will be able to print if click on the print option. After clicking on Print option of designation, the user will view the page as like **figure-4.12**

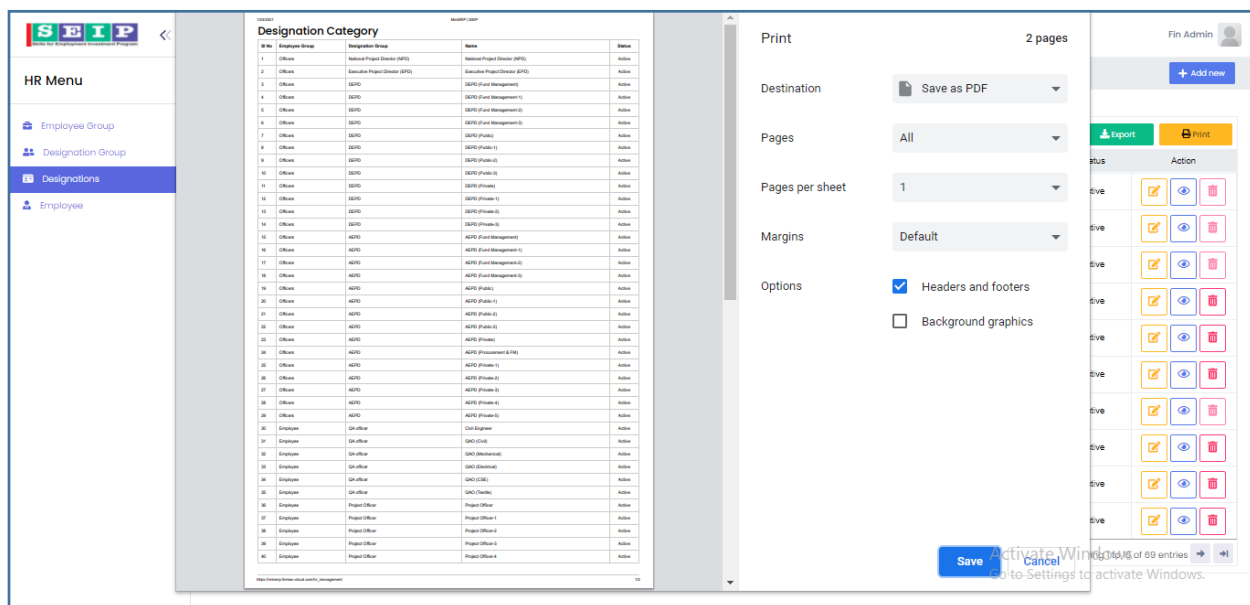
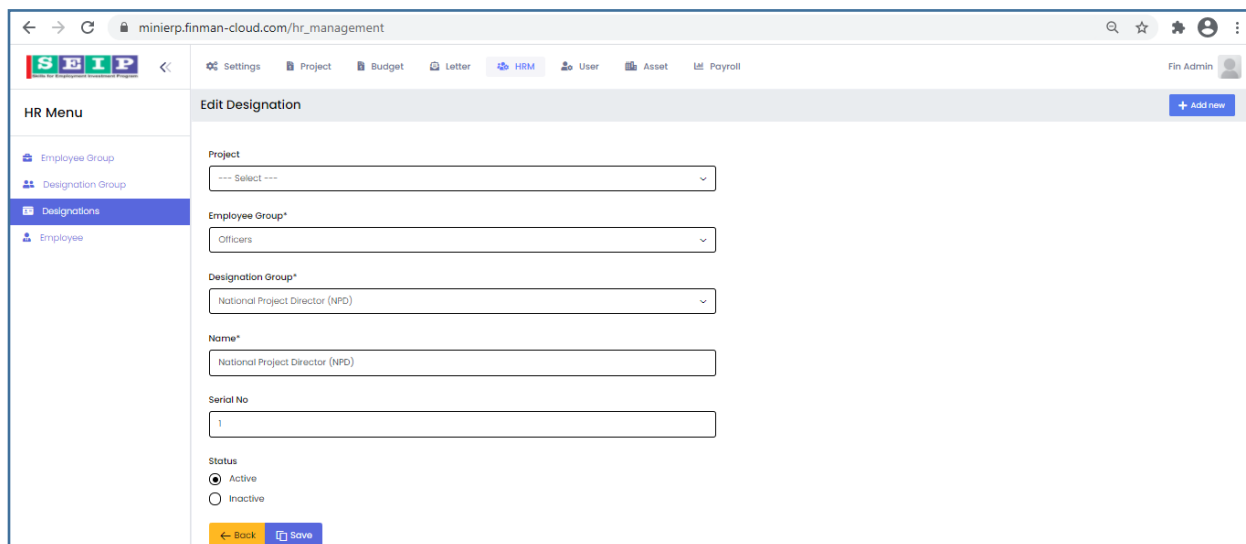


Figure-4.12(Designation Print Option)

Edit Designation: If any change need to do in designation the user may change it with edit option.

After clicking on edit button the page will appear like **Figure-4.13** as below image –



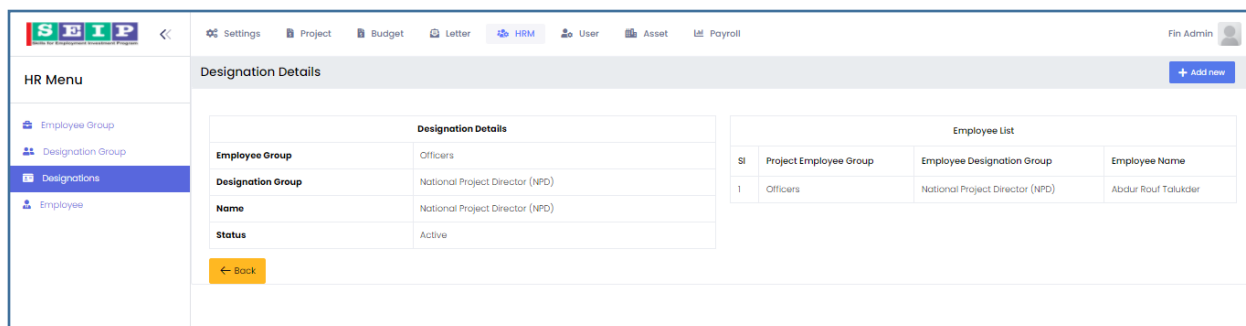
The screenshot shows the 'Edit Designation' form in the SEIP system. The form includes the following fields:

- Project:** A dropdown menu with the option '--- Select ---'.
- Employee Group*:** A dropdown menu with the option 'Officers'.
- Designation Group*:** A dropdown menu with the option 'National Project Director (NPD)'.
- Name*:** A text input field containing 'National Project Director (NPD)'.
- Serial No:** A text input field containing '1'.
- Status:** Radio buttons for 'Active' (selected) and 'Inactive'.

At the bottom of the form, there are two buttons: 'Back' and 'Save'.

Figure-4.13(Designation Edit Option)

View: The user will view the designation information if click on view button. The view page shown on **Figure-4.14**



The screenshot shows the 'Designation Details' view in the SEIP system. It consists of two main sections:

Designation Details	
Employee Group	Officers
Designation Group	National Project Director (NPD)
Name	National Project Director (NPD)
Status	Active


Below the 'Designation Details' table is a 'Back' button.

Employee List			
Sl	Project Employee Group	Employee Designation Group	Employee Name
1	Officers	National Project Director (NPD)	Abdur Rouf Talukder

Figure-4.14(View Screen of Designations)

Delete: If the user wants to delete any of the designation, the user will be able to delete after clicking on delete button.

Employee: Officers and employees' profile is prepared here. The user will be able to create new profile in this feature. In figure-4.15 illustrated.



[Settings](#)
[Project](#)
[Budget](#)
[Letter](#)
[HRM](#)
[User](#)
[Asset](#)
[Consumer Item](#)
[Payroll](#)
[Accounting](#)

Fin Admin

HR Menu

[Project Employee Group](#)
[Employee Designation Group](#)
[Employee Designation](#)
[Employee](#)

Employees

+ Add new

Officers

Employee

Consultant

Support Staff









































Showing 1 to 10 of 29 entries

10

Search

Export

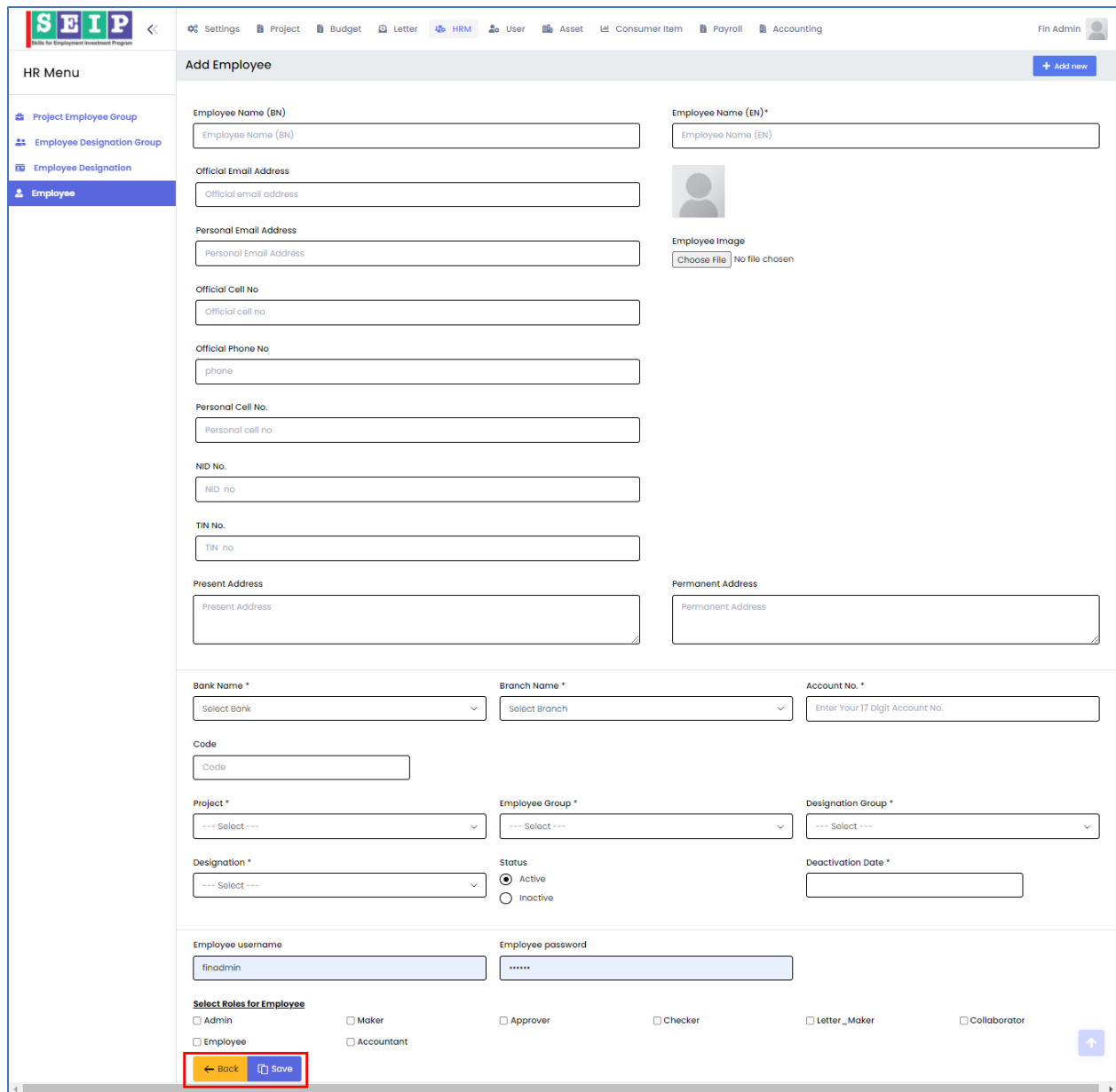
Print

Sl No	Image	Employee Info	Code	Phone	Email Address	User Status	Status	Action
1		Abdur Rouf Talukder Designation Group: National Project Director (NPD) Designation: National Project Director (NPD)	1001	Official Cell: 01770799901 Personal Cell: 01765034400 Official Phone: +880255138753-5 Ext: 100	Official email: npd@seip-fd.gov.bd Personal email: rouf84@yahoo.com	Created	Active	  
2		Md. Zahidul Haque Designation Group: Executive Project Director (EPD) Designation: Executive Project Director (EPD)	1101	Official Cell: 01770799900 Personal Cell: 0173079052 Official Phone: +880255138753-5 Ext: 101	Official email: epd@seip-fd.gov.bd Personal email: zahid83@yahoo.com	Created	Active	  
3		Md. Shamsuzzaman Designation Group: DEPD Designation: DEPD (Fund Management)	1201	Official Cell: 01700708495 Personal Cell: 0189142988 Official Phone: +880255138753-5 Ext: 139	Official email: depdpmi@seip-fd.gov.bd Personal email: zamanshms@yahoo.com	Created	Active	  
4		Mohammed Yasin Designation Group: DEPD Designation: DEPD (Public)	1202	Official Cell: 01700708498 Personal Cell: 017441089 Official Phone: +880255138753-5 Ext: 104	Official email: depdpublici@seip-fd.gov.bd Personal email: yasin8084@gmail.com	Created	Active	  
5		Dr. Md. Sanwar Jahan Bhuiyan Designation Group: DEPD Designation: DEPD (Private-1)	1203	Official Cell: 01770799903 Personal Cell: 0178459558 Official Phone: +880255138753-5 Ext: 103	Official email: depdprivatei@seip-fd.gov.bd Personal email: sanwarsamia@gmail.com	Created	Active	  
6		Rehana Parveen Designation Group: DEPD Designation: DEPD (Private-2)	1204	Official Cell: 01770799921 Personal Cell: 01552423251 Official Phone: +880255138753-5 Ext: 102	Official email: depdprivate2@seip-fd.gov.bd Personal email: parveenrehana@yahoo.com	Created	Active	  
7		Dr. Md. Jahirul Islam Designation Group: AEPD Designation: AEPD (Public-1)	1308	Official Cell: 01770799906 Personal Cell: 01304729285 Official Phone: +880255138753-5 Ext: 106	Official email: aepdpublici@seip-fd.gov.bd Personal email: jahir.seip@gmail.com	Created	Active	  
8		Rownak Jahan Designation Group: AEPD Designation: AEPD (Public-2)	1306	Official Cell: 01700708498 Personal Cell: 0176221934 Official Phone: +880255138753-5 Ext: 146	Official email: aepdpublic2@seip-fd.gov.bd Personal email: shaplaJahan@gmail.com	Created	Active	  
9		Mohammad Fizrur Rahman Designation Group: AEPD Designation: AEPD (Private-2)	1307	Official Cell: 01770799937 Personal Cell: 01712122851 Official Phone: +880255138753-5 Ext: 110	Official email: aepdprivate2@seip-fd.gov.bd Personal email: rfizrur@gmail.com	Created	Inactive	  
10		Sadia Sharmin Designation Group: AEPD Designation: AEPD (Private-3)	1305	Official Cell: 01700708497 Personal Cell: 01819215119 Official Phone: +880255138753-5 Ext: 147	Official email: aepdprivate3@seip-fd.gov.bd Personal email: sadia_1600@yahoo.com	Created	Active	  

Showing 1 to 10 of 29 entries

Figure- 4.15(Employees Screen)

Add new: New employee's information will input here by clicking on “Add New” button.



SEIP Skills for Employment Investment Program

Settings Project Budget Letter HRM User Asset Consumer Item Payroll Accounting Fin Admin

HR Menu

- Project Employee Group
- Employee Designation Group
- Employee Designation
- Employee**

Add Employee + Add new

Employee Name (BN) Employee Name (BN)

Employee Name (EN)* Employee Name (EN)

Official Email Address Official email address

Personal Email Address Personal Email Address

Official Cell No Official cell no

Official Phone No phone

Personal Cell No. Personal cell no

NID No. NID no

TIN No. TIN no

Present Address Present Address

Permanent Address Permanent Address

Employee Image Choose File No file chosen

Bank Name * Select Bank

Branch Name * Select Branch

Account No. * Enter Your 17 Digit Account No.

Code Code

Project * --- Select ---

Employee Group * --- Select ---

Designation Group * --- Select ---

Designation * --- Select ---

Status ☒ Active ☐ Inactive

Deactivation Date *

Employee username finadmin

Employee password *****

Select Roles for Employee

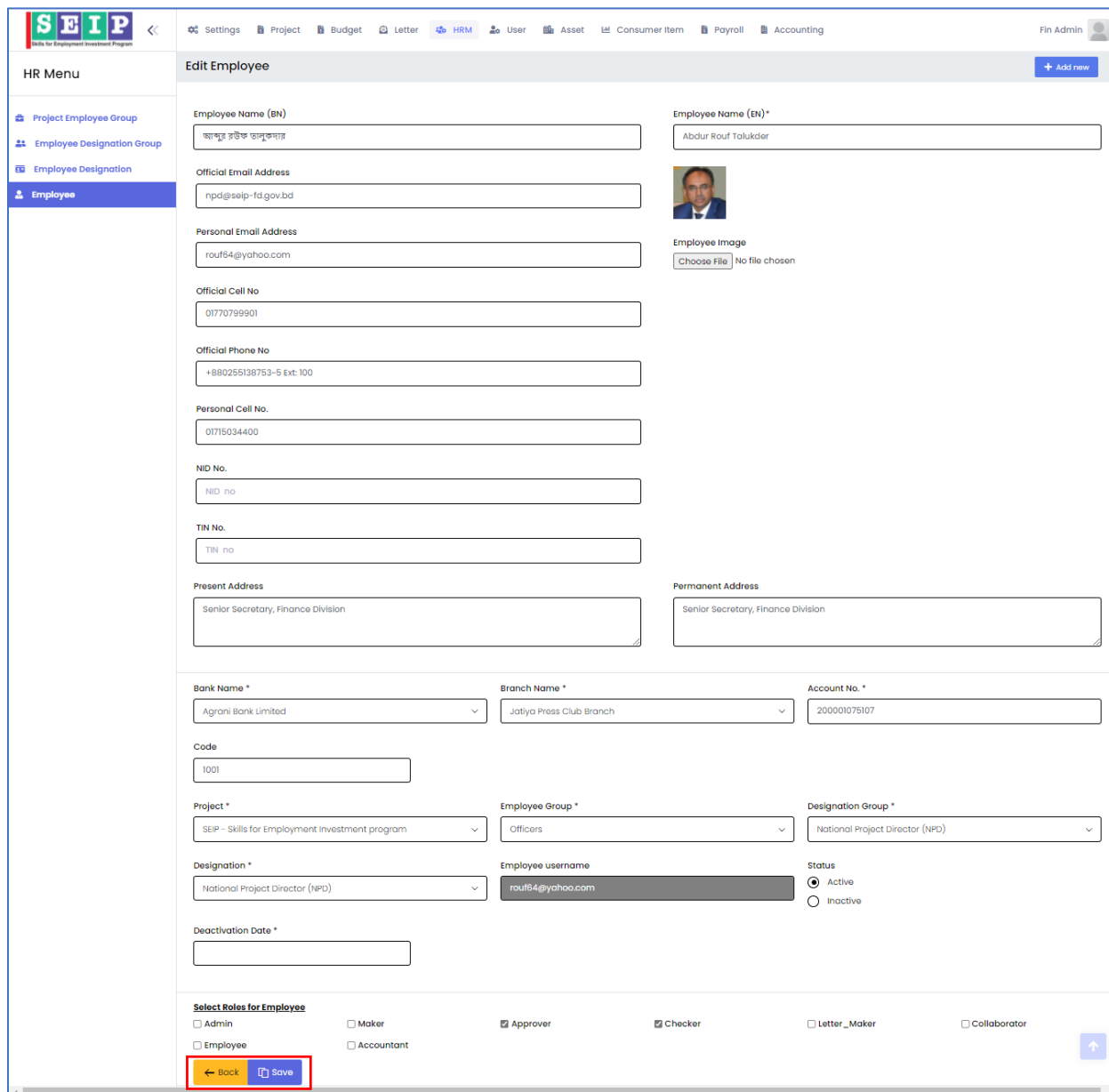
☐ Admin ☐ Maker ☐ Approver ☐ Checker ☐ Letter_Maker ☐ Collaborator

☐ Employee ☐ Accountant

Back Save

Figure-4.16(Employees Entry Screen)

View: After clicking on view button, the user will view the information like **figure-4.17**



SEIP Skills for Employment Investment Program

Settings Project Budget Letter HRM User Asset Consumer Item Payroll Accounting Fin Admin

HR Menu

- Project Employee Group
- Employee Designation Group
- Employee Designation
- Employee**

Edit Employee + Add new

Employee Name (EN)

Employee Name (EN)*

Official Email Address

Personal Email Address

Official Cell No

Official Phone No

Personal Cell No

NID No

TIN No

Present Address

Permanent Address

Bank Name *

Branch Name *

Account No. *

Code

Project *

Employee Group *

Designation Group *

Designation *

Employee username

Status ☒ Active ☐ Inactive

Deactivation Date *

Select Roles for Employee

☐ Admin ☐ Maker ☒ Approver ☒ Checker ☐ Letter_Maker ☐ Collaborator

☐ Employee ☐ Accountant

Figure-4.17(Employees View Screen)

Export: After clicking on export option the user will view the page like **figure-4.18**

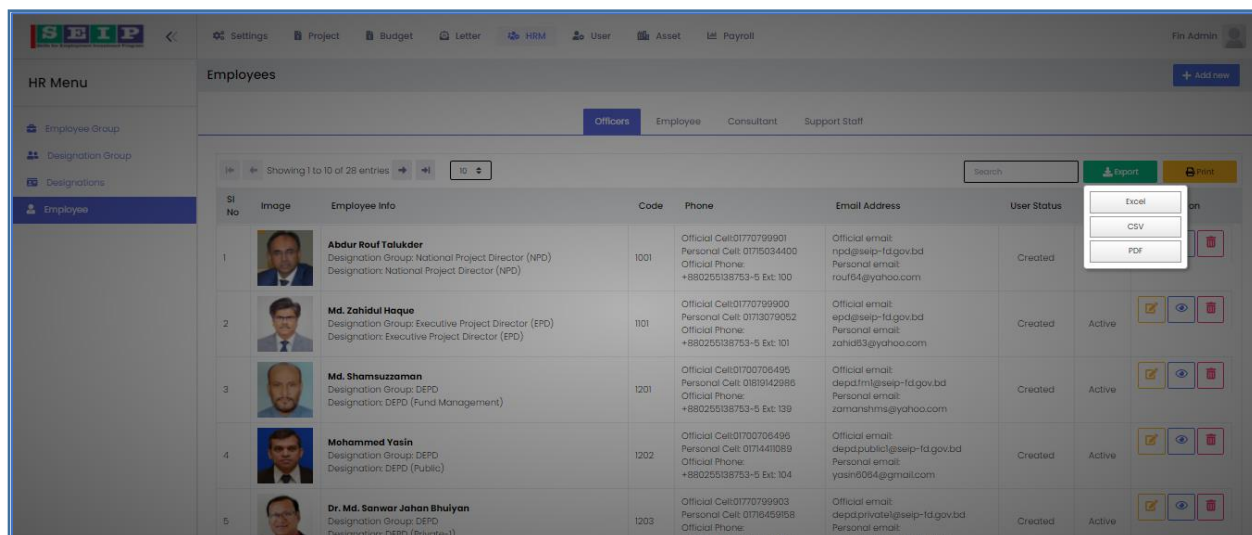


Figure-4.18(Export option of Employees)

Here, the user will be able to export in three form –excel, CVS, PDF.

Print: After clicking on Print option the user will be able print the employees' information. After clicking on print button the user views the print option like **Figure- 4.19**

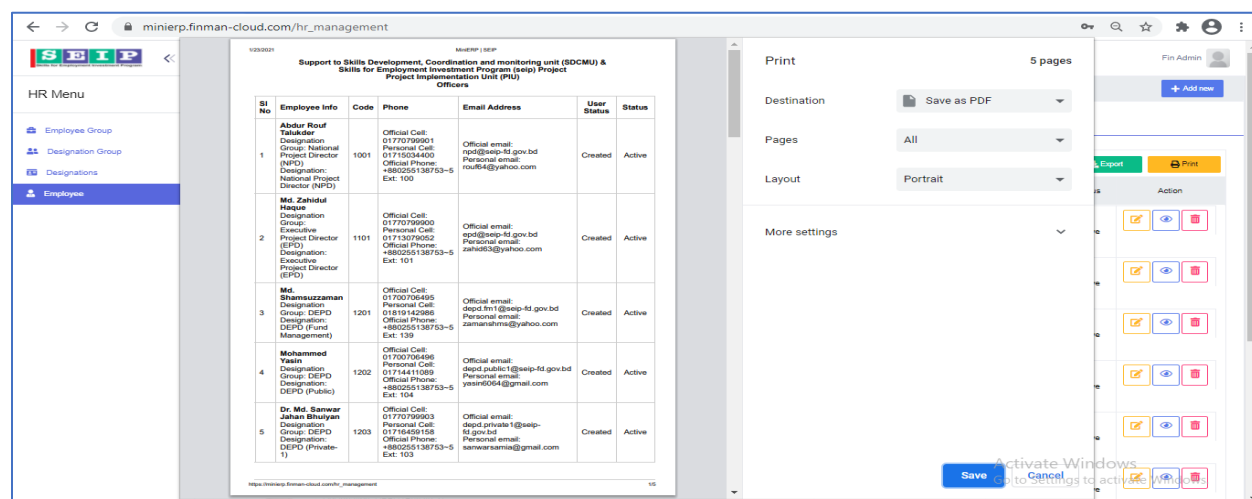


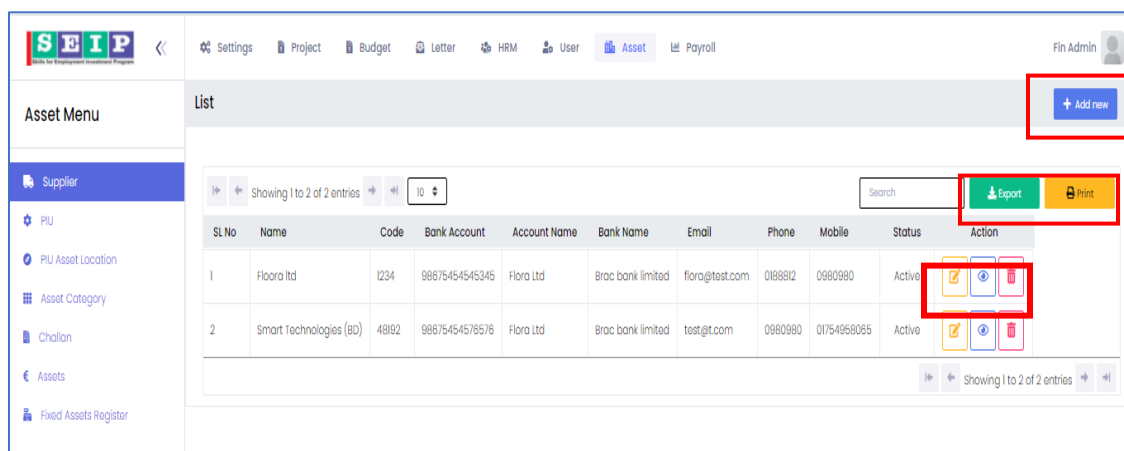
Figure- 4.19(Employees Print Screen)

Delete: After clicking on Delete button the user will be able to delete the information permanently.

Asset Module:

Asset Module: In this module asset is calculated and the asset is classified by asset category.

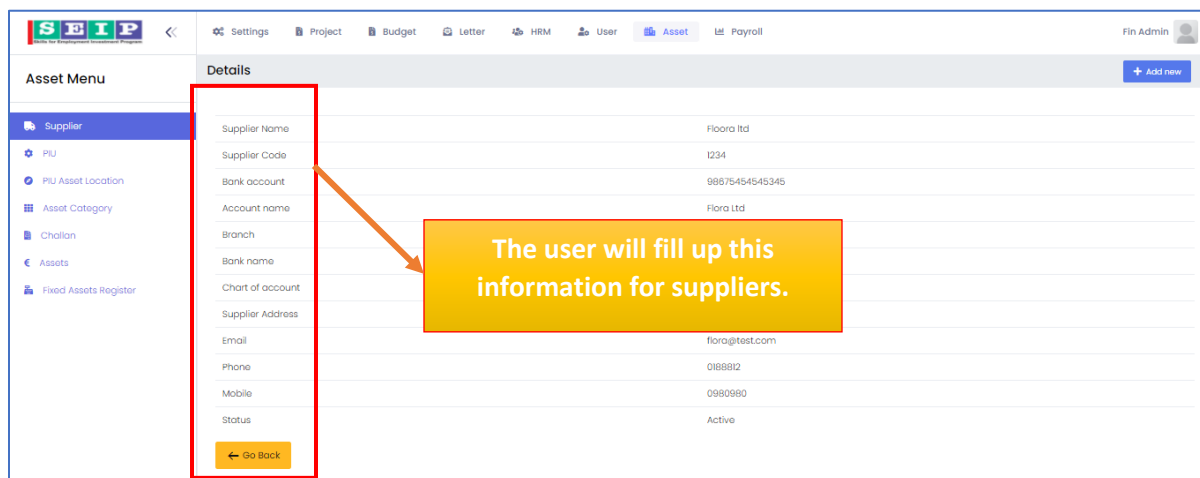
Supplier: Here, the user will be able to edit, view and delete the information of supplier. From here, the user will also add new supplier, print and download.



SL No	Name	Code	Bank Account	Account Name	Bank Name	Email	Phone	Mobile	Status	Action
1	Flora ltd	1234	98675454545345	Flora Ltd	Brac bank limited	flora@test.com	0188812	0980980	Active	[Edit] [View] [Delete]
2	Smart Technologies (BD)	48192	98675454578576	Flora Ltd	Brac bank limited	test@t.com	0980980	01754958065	Active	[Edit] [View] [Delete]

Figure-5.1(Menu List of Supplier)

Menu Path: Asset module>Supplier.



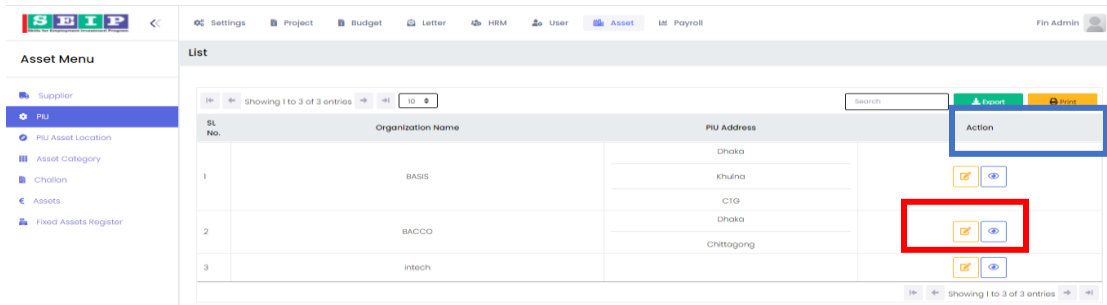
The user will fill up this information for suppliers.

Supplier Name	Flora ltd
Supplier Code	1234
Bank account	98675454545345
Account name	Flora Ltd
Branch	
Bank name	
Chart of account	
Supplier Address	
Email	flora@test.com
Phone	0188812
Mobile	0980980
Status	Active

Figure-5.2(Entry Screen of Supplier)

Menu Path: Asset>Supplier

PIU: (Project implementation unit) in this segment the user will be able to input the information of PIU.



(Figure-5.3 Menu List of PIU)

In PIU the user will do 4 tasks.

1. Edit,
2. View,
3. Print,
4. Download,

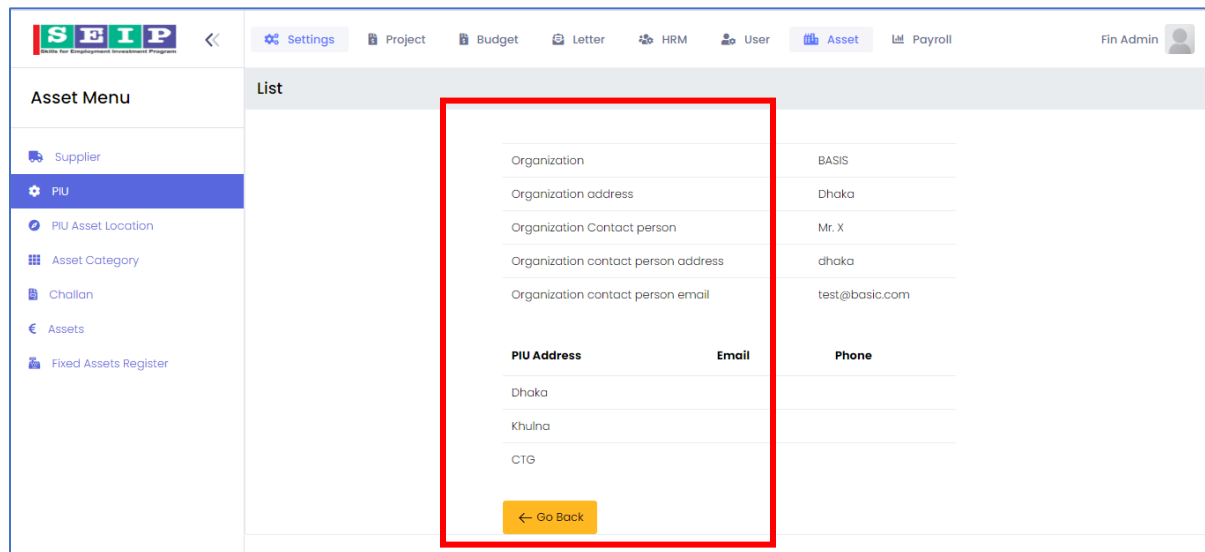


Figure-5.4(Entry Screen of PIU)

The user will fill up the required fields to input the information of PIU.

PIU Asset Location: In this segment the user will input the information of PIU Asset location and find the information of PIU Asset Location with the help of name of the institute.

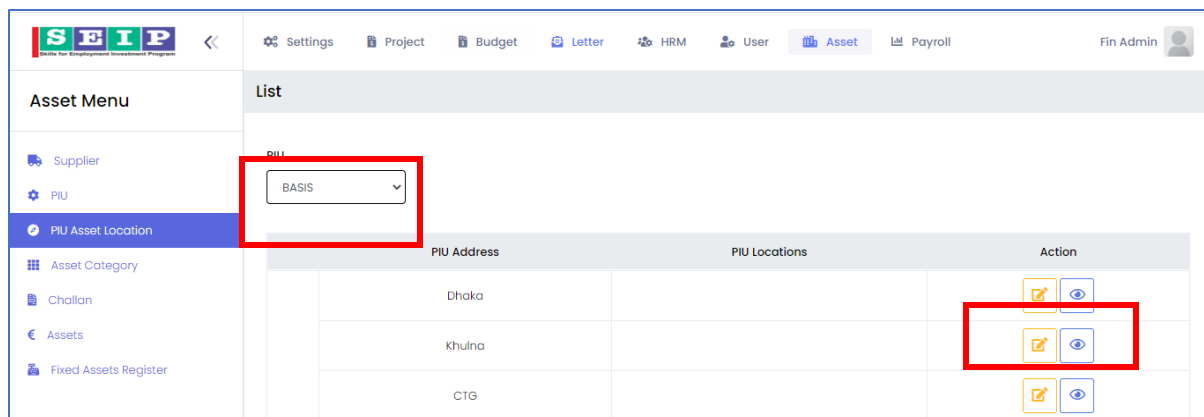


Figure-5.5(Menu List of PIU Asset Location)

From here the user will edit, view and will search by the PIU.

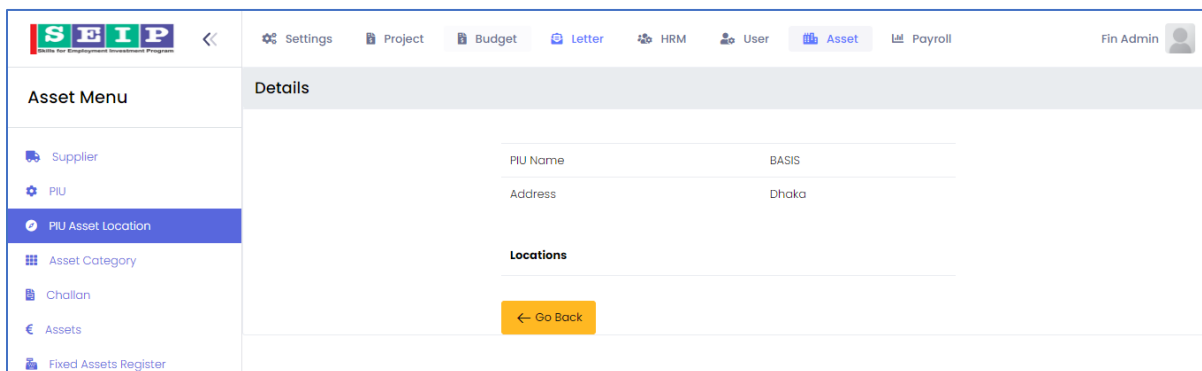


Figure-5.6(Entry Screen of PIU Asset Location)

After clicking on PIU Asset location the user will get the information of PIU name and address of the asset.

Asset Category: From here the user will input the information of asset category. The different type of assets will be included here.

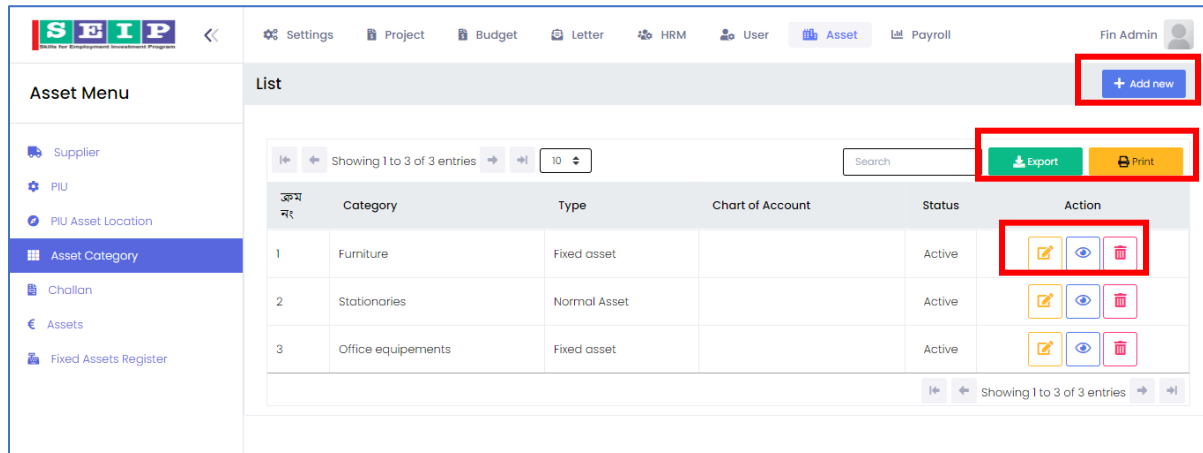


Figure-5.7(Menu List of Asset Category)

In asset category the user will edit, view, and delete the information from here. The user will download, print and add new asset also from here.

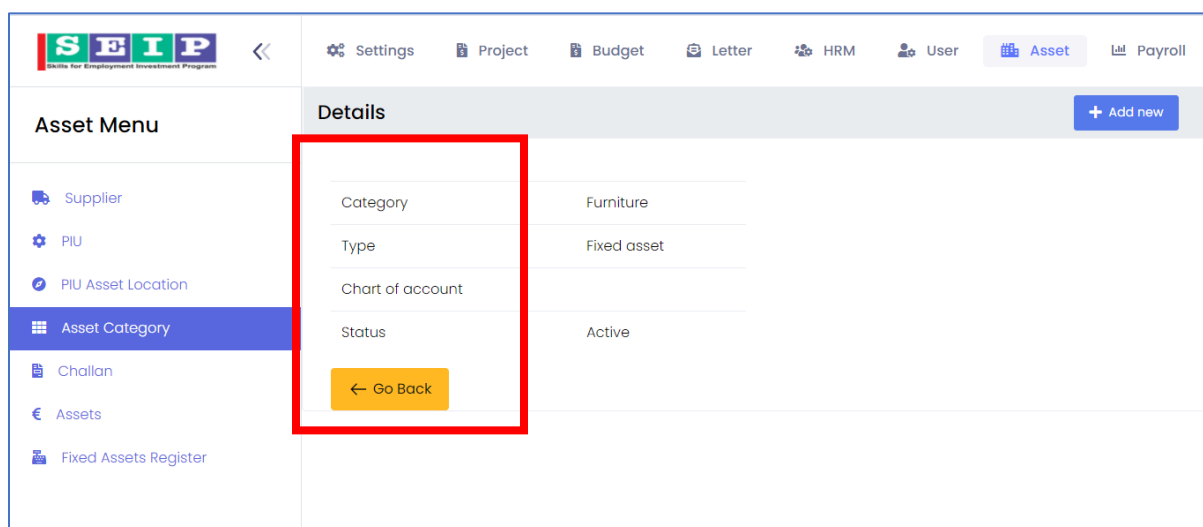


Figure-5.8(Entry Screen of Asset Category)

The user will fill up the required information of asset.

Challan: Asset purchase information will input in the system with challan information. Challan will create from “Add New”. Changes will occur from Edit button and view will from View button.

Asset Menu

Supplier

Asset Location

Asset Category

Challan

Assets

Asset Transfer

Fixed Assets Register

Delivery Challan List

+ Add Delivery Challan

Showing 1 to 10 of 17 entries

Search

Export

SL No.	Supplier	PO No	PO Date	Challan No	Challan Date	Package NO	Action
1	Hydor-Link	001	07-03-2015	1086	07-03-2015	p-12	<div><div></div><div></div></div>
2	Hydor-Link	002	08-06-2015	1086	08-06-2015		<div><div></div><div></div></div>
3	Nexus point	003	28-06-2015	1086	28-06-2015		<div><div></div><div></div></div>
4	Flora Limited	004	28-06-2015	5791	28-06-2015		<div><div></div><div></div></div>
5	Smart Technology BD Ltd.	005	02-06-2015	2058	02-06-2015		<div><div></div><div></div></div>
6	Smart Technology BD Ltd.	006	02-06-2015	2058	02-06-2015	GD-02	<div><div></div><div></div></div>
7	NORTH VISION Ltd.	007	25-06-2015	2506	25-06-2015	GD-03	<div><div></div><div></div></div>
8	Smart Technology BD Ltd.	008	25-06-2015	2058	25-06-2015	GD-4	<div><div></div><div></div></div>
9	Jubaer Electronics	009	19-08-2015	4782	15-08-2015	GD-5	<div><div></div><div></div></div>
10	Butter Fly	010	27-10-2015	4012923	15-10-2027	GD-7	<div><div></div><div></div></div>

Showing 1 to 10 of 17 entries

Figure-5.9(Challan Menu List)

The user will input the information of challan here. In this segment the user will edit, view and delete the information of challan here. The user will also download, print here. The user will prepare new challan from here too.


Delivery Challan Entry								+ Add Delivery Challan						
Delivery Challan No*		Delivery Challan Date*		Supplier*										
<input type="text" value="Challan No"/>		<input type="text" value="DD-MM-YYYY"/>		<div>--- Select ---</div>										
PO No*		Po Date*		Package No*										
<input type="text" value="PO No"/>		<input type="text" value="DD-MM-YYYY"/>		<input type="text" value="Package No"/>										
Scanned copy of challan * (Filetype: png,jpg,jpeg,pdf)														
<div>Choose File</div> No file chosen														
Action	Item	Brand	Category	Service Type	Service Period(Months)	Unit price	Quantity	Total						
	<input type="text" value="Computer"/>	<input type="text" value="Apple"/>	<div>--- Select ---</div>	<div>Guarantee</div>	<input type="text" value="12"/>	<input type="text" value="10000"/>	<input type="text" value="10"/>							
Total =								0						
<div>Go Back</div> <div>Submit</div>														

Figure-5.10(Challan Entry Screen)

Asset: In Asset the user will input the information of the challan no and challan date then the user will find out the information of asset according to the date of challan and challan date.

Asset Menu

- Supplier
- Asset Location
- Asset Category
- Challan
- Assets**
- Asset Transfer
- Fixed Assets Register

Asset List + Add new

Challan Date*
2021-02-02

Challan No*
1067

Item	Qty	Status	Action
PC	2	Assigned	

SDCMU/PIU
SDCMU

Assign date
03-02-2021

Identification
124

Asset Location
--- Select ---

Assign To
--- Select ---

126

Conference Room-1

--- Select ---

Submit

Asset Menu

- Supplier
- Asset Location
- Asset Category
- Challan
- Assets**
- Asset Transfer
- Fixed Assets Register

Asset List + Add new

Challan Date*
2021-02-02

Challan No*
1067

Item	Qty	Status	Action
PC	2	Assigned	

SDCMU/PIU
PIU

Assign date
03-02-2021

PIU
--- Select ---

PIU Address

Submit

Figure-5.11(Asset Entry Screen)

Fixed Assets Register: Here the user will input the information of fixed asset register information. Following is a structure where the user will input the information asset.

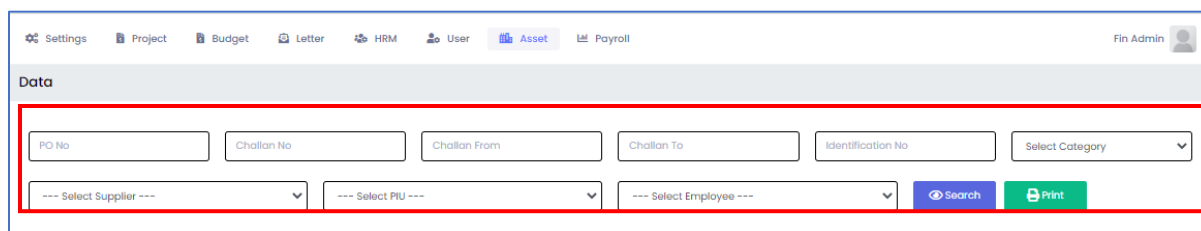


Figure-5.12 (Fixed Asset Search Box)

The user will fill up the required information of the asset and will find out the asset register. From here, the user will be able to print also.

SEIP

SettingsProjectBudgetLetterHRMUserAssetConsumer ItemPayrollAccountingAccounts Old

Asset Menu

SupplierAsset LocationAsset CategoryChallanAssetsAsset TransferFixed Assets Register

PO NoChallan NoChallan FromChallan ToIdentification NoSelect Category

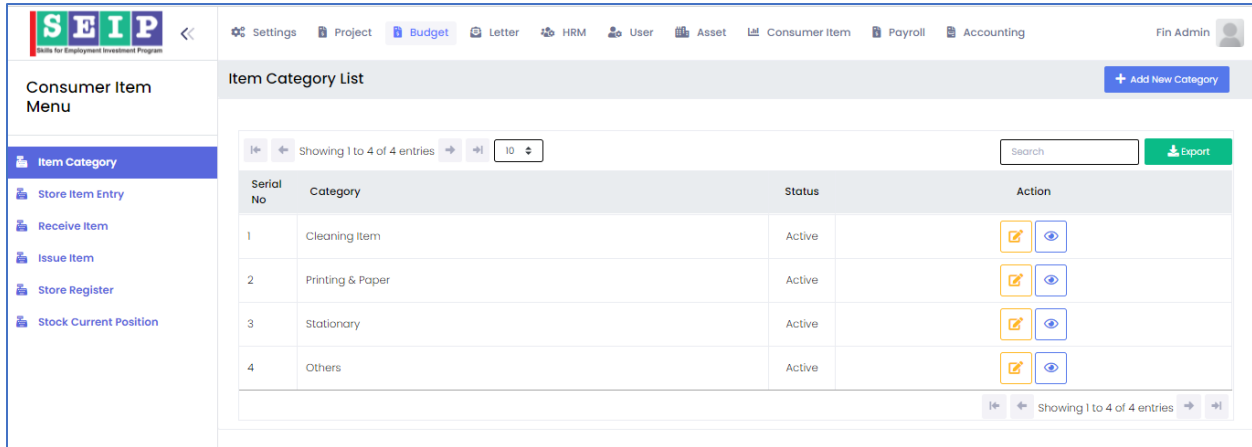
Select SupplierSelect PUSelect EmployeeSelect Asset StatusSearchPrint

Sl. No.	Nature / Name of Assets with Description	Date of Acquisition / Entry	Delivery Challan No	Name of Supplier	Cost / Value of Acquisition (BDT)	Identification Mark / Number	User / Location	Asset Status	Remark
1	Water Purification Machine	07-03-2015	1085	Hydar-Link	24,000.00	WM-001	Room No. 17 (Tea Room)	Active	Md. Saiful Alam
2	PBX System	08-06-2015	1086	Hydar-Link	295,500.00	PH-001 PH-002 PH-003	Server Room Room No. 6 (EPD) Room No. 6 (EPD)	Active	Md. Saiful Alam Asma Akter Md. Zahidul Haque
3	LED Television	28-08-2015	1088	Nexus point	71,500.00	TV-001 LAP-001 LAP-002 LAP-003 LAP-004 LAP-005 LAP-006 LAP-007 LAP-008 LAP-009 LAP-010 LAP-011 LAP-012 LAP-013 LAP-014 LAP-015 LAP-016 LAP-017 LAP-018 LAP-019 LAP-020 LAP-021 LAP-022	Room No. 6 (EPD) seip Store Admin Room No. 14 (M & E Specialist) Store Admin Store Admin seip seip seip Store Admin Room No. 10 (AEPD Private-4) Room No. 11 (AEPD FM-2) Room No. 15 (Civil Engineer) Store Admin Room No. 15 (Course Specialist) Store Admin Store Admin Store Admin SDCMU seip seip seip seip seip Room No. 15 (Gender, SD Specialist) seip seip seip seip seip Room No. 8 (AEPD Private-2) seip seip Room No. 6 (EPD) Room No. 2 (DEPD Private-1) Room No. 5 (DEPD FM) Room No. 4 (DEPD Public) Room No. 31 (AEPD Public-1) Store Admin Room No. 8 (AEPD Private-2) Store Admin Room No. 14 (M & E Specialist) Room No. 15 (Course Specialist) seip	Active	Abdur Rouf Talukder Md. Saiful Alam Md. Khatrul Islam Md. Saiful Alam Md. Saiful Alam Md. Saiful Alam Md. Saiful Alam Md. Saiful Alam Md. Saiful Alam Md. Saiful Alam Md. Saiful Amin Mehedi Hayat Abbasi Md. Saiful Alam Md. Mohiuzzaman Md. Saiful Alam Saifulul Islam Md. Saifulul Islam









Figure-5.13(Fixed Asset Register)

Consumer Item:

Item Category: Item Category will input in Item Category. Category wise item will input so first step of consumer item entry is Item Category.



The screenshot shows the 'Item Category List' screen in the SEIP application. The left sidebar contains the 'Consumer Item Menu' with options: Item Category, Store Item Entry, Receive Item, Issue Item, Store Register, and Stock Current Position. The main area displays a table of item categories.

Serial No	Category	Status	Action
1	Cleaning Item	Active	 
2	Printing & Paper	Active	 
3	Stationary	Active	 
4	Others	Active	 

At the top right of the table area, there is a '+ Add New Category' button, a search bar, and an 'Export' button. Below the table, it says 'Showing 1 to 4 of 4 entries'.

Figure-6.1(Consumer Item Category menu list)





The screenshot shows the 'Add Item Category' screen in the SEIP application. The left sidebar is the same as in Figure 6.1. The main area contains a form for adding a new category.

Add Item Category

Category*

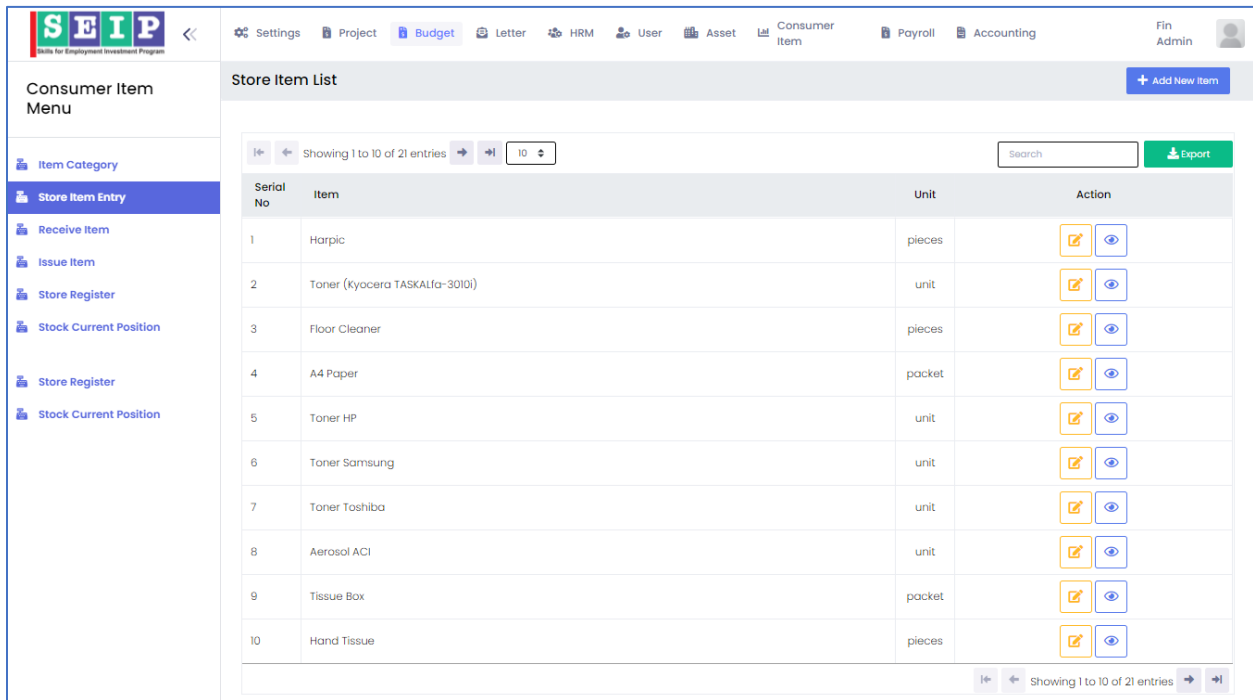
Status
☐ Active
☒ Inactive

Buttons:  Go Back  Submit

At the top right, there is a '+ Add New Category' button.

Figure-6.2(Entry Screen of Item Category)

Store Item Entry: Store Item will input in Store Item Entry.



The screenshot shows the 'Store Item List' interface. On the left is a 'Consumer Item Menu' with options: Item Category, Store Item Entry (selected), Receive Item, Issue Item, Store Register, and Stock Current Position. The main area displays a table of 10 items. At the top right of the table area is a '+ Add New Item' button. Below the table is a pagination bar showing 'Showing 1 to 10 of 21 entries' and a search bar with an 'Export' button.





















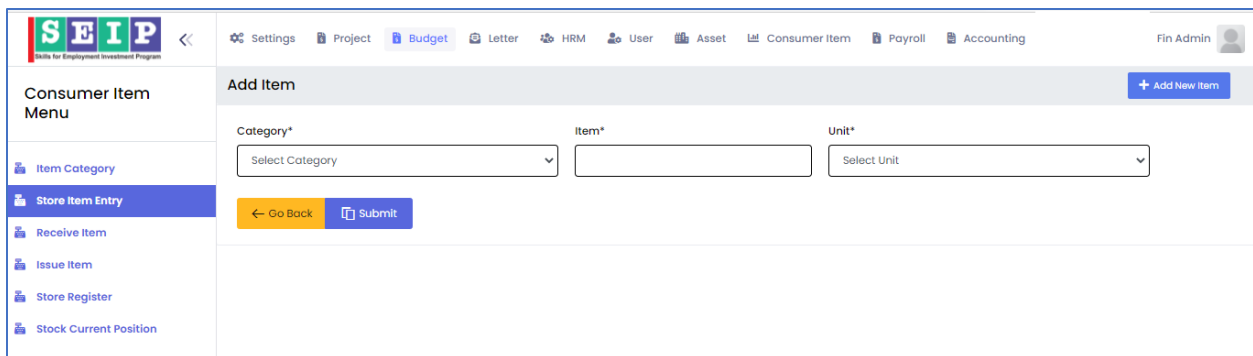
Serial No	Item	Unit	Action
1	Harpic	pieces	 
2	Toner (Kyocera TASKAL/a-3010i)	unit	 
3	Floor Cleaner	pieces	 
4	A4 Paper	packet	 
5	Toner HP	unit	 
6	Toner Samsung	unit	 
7	Toner Toshiba	unit	 
8	Aerosol ACI	unit	 
9	Tissue Box	packet	 
10	Hand Tissue	pieces	 

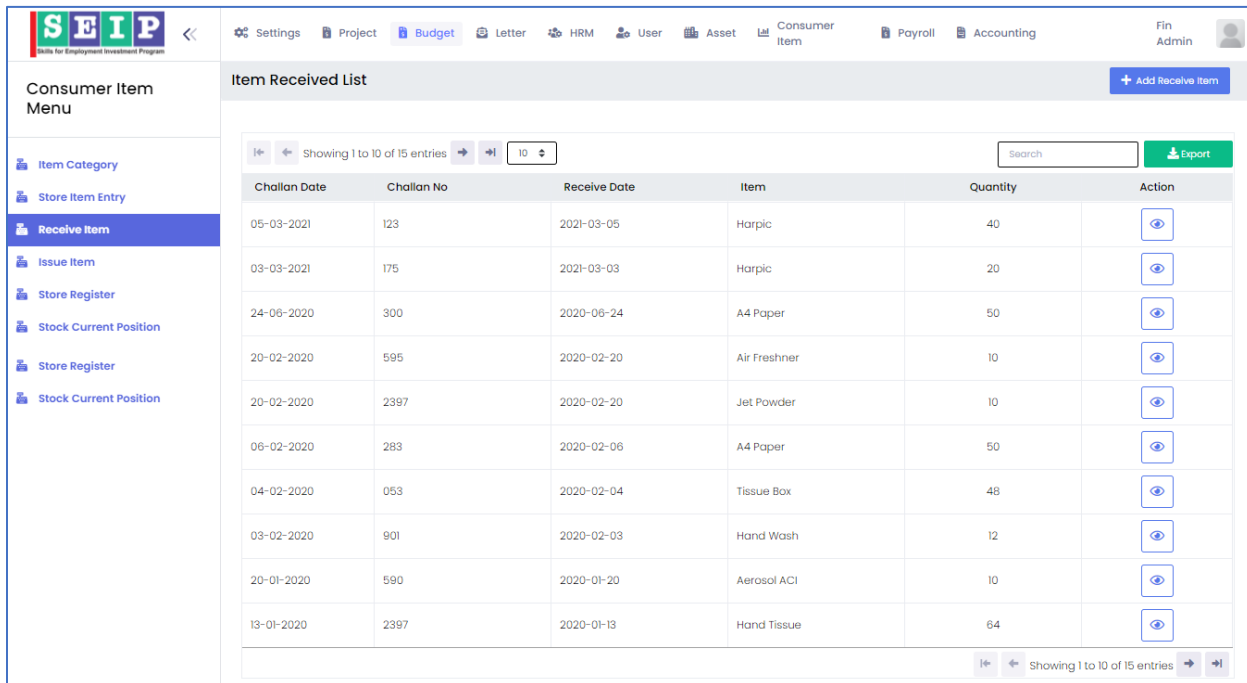
Figure-6.3(Store Item Entry Menu List)



The screenshot shows the 'Add Item' form. On the left is the same 'Consumer Item Menu' as in Figure 6.3. The main area has a title 'Add Item' and a '+ Add New Item' button. Below the title are three input fields: 'Category*' (a dropdown menu showing 'Select Category'), 'Item*' (a text input field), and 'Unit*' (a dropdown menu showing 'Select Unit'). At the bottom are two buttons: 'Go Back' and 'Submit'.

Figure-6.4(Store Item Entry Screen)

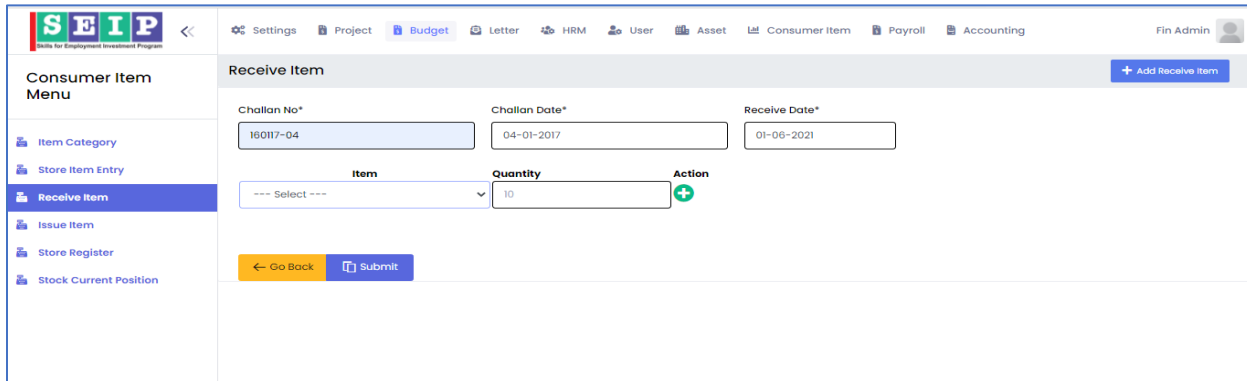
Receive Item: Receive Item for usage will input in Receive item.



The screenshot shows the 'Item Received List' screen in the SEIP application. The left sidebar contains the 'Consumer Item Menu' with options: Item Category, Store Item Entry, Receive Item (selected), Issue Item, Store Register, and Stock Current Position. The top navigation bar includes Settings, Project, Budget, Letter, HRM, User, Asset, Consumer Item, Payroll, Accounting, and Fin Admin. The main content area displays a table of received items with columns: Challan Date, Challan No, Receive Date, Item, Quantity, and Action. The table contains 12 entries. At the bottom right, there is a search bar and an 'Export' button.

Challan Date	Challan No	Receive Date	Item	Quantity	Action
05-03-2021	123	2021-03-05	Harpic	40	
03-03-2021	175	2021-03-03	Harpic	20	
24-06-2020	300	2020-06-24	A4 Paper	50	
20-02-2020	595	2020-02-20	Air Freshner	10	
20-02-2020	2397	2020-02-20	Jet Powder	10	
06-02-2020	283	2020-02-06	A4 Paper	50	
04-02-2020	053	2020-02-04	Tissue Box	48	
03-02-2020	901	2020-02-03	Hand Wash	12	
20-01-2020	590	2020-01-20	Aerosol ACI	10	
13-01-2020	2397	2020-01-13	Hand Tissue	64	

Figure-6.5(Receive Item Menu List)



The screenshot shows the 'Receive Item' entry screen in the SEIP application. The left sidebar is the same as in Figure 6.5. The top navigation bar is also the same. The main content area has a form with the following fields: Challan No* (160117-04), Challan Date* (04-01-2017), Receive Date* (01-06-2021), Item (--- Select ---), and Quantity (10). There is a green '+' button next to the Quantity field. At the bottom, there are 'Go Back' and 'Submit' buttons.

Figure-6.6(Receive Item Entry Screen)

Issue Item: Item Issue for specific room and Officer & Employee will initiate from Issue Item.

SEIP

Skills for Employment Investment Program

⏪

⚙️ Settings

📁 Project

💰 Budget

✉️ Letter

👤 HRM

👤 User

📦 Asset

📋 Consumer Item

💰 Payroll

📊 Accounting

Fin Admin

Consumer Item Menu

📁 Item Category

📁 Store Item Entry

📁 Receive Item

📁 Issue Item

📁 Store Register

📁 Stock Current Position

📁 Store Register

📁 Stock Current Position

Item Issue List

+ Add new

⏪ ⏩ Showing 1 to 10 of 131 entries ⏪ ⏩ 10

Search

Export

Issued Date	Item	Quantity	Location	Employee	Action
06-03-2021	Harpic	15	seip	Md. Shafuul Alam	
05-03-2021	Harpic	10	seip	Md. Shafuul Alam	
01-03-2021	Harpic	1	seip	Md. Shafuul Alam	
24-02-2021	Tissue Box	1	seip	Asma Akter	
16-02-2021	A4 Paper	3	seip	Md. Shafuul Alam	
10-02-2021	A4 Paper	2	seip	Md. Shafuul Alam	
20-08-2020	A4 Paper	3	seip	Md. Shafuul Alam	
19-08-2020	A4 Paper	2	seip	Md. Shafuul Alam	
18-08-2020	A4 Paper	1	seip	Md. Shafuul Alam	
16-08-2020	A4 Paper	1	Room No.13 (P.O.-1)	Md. Shafuul Alam	

⏪ ⏩ Showing 1 to 10 of 131 entries ⏪ ⏩

Figure-6.7(Menu List of Item Issue)














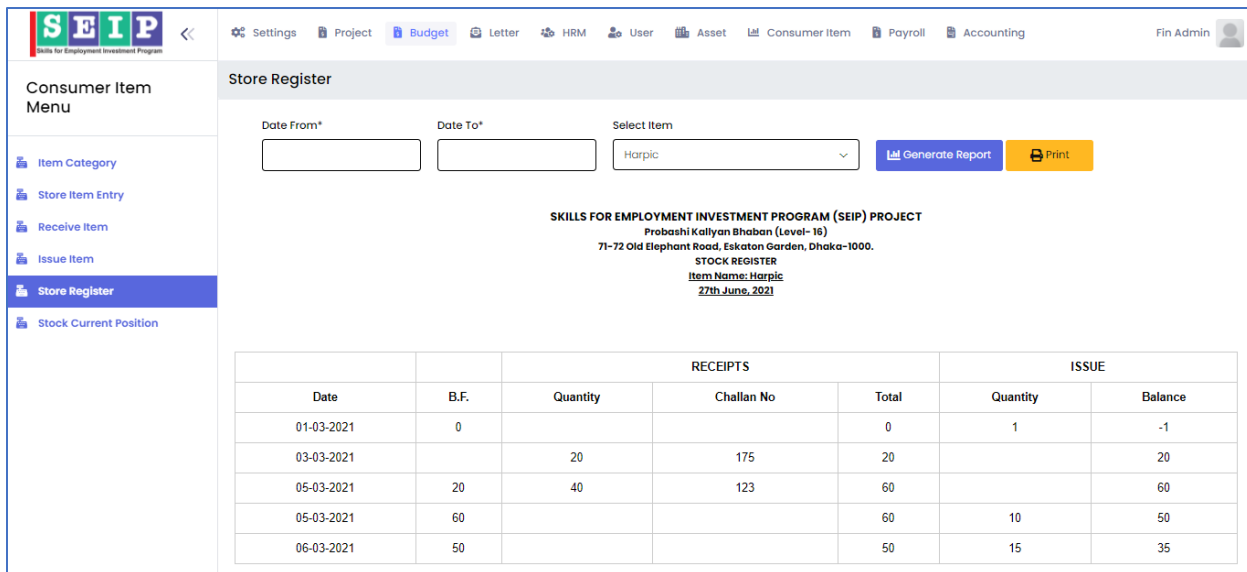
<div>  </div> <div> Consumer Item Menu <ul style="list-style-type: none"> Item Category Store Item Entry Receive Item Issue Item Store Register Stock Current Position </div>	<div> <div>  Settings  Project  Budget  Letter  HRM  User  Asset  Consumer Item  Payroll  Accounting <div> Fin Admin  </div> </div> <div> Item Issue + Add new </div> <div> <div> <div> <div>Item*</div> <div>Floor Cleaner</div> </div> <div> <div>Issue Date*</div> <div>01-06-2021</div> </div> </div> <div>(In Stock 0)</div> </div> <div> <div> <div>Location*</div> <div>Conference Room-1</div> </div> <div> <div>Employee*</div> <div>Md. Shamsuzzaman</div> </div> <div> <div>Quantity*</div> <div>10</div> </div> <div> <div>Action</div> <div></div> </div> </div> <div> Go Back Submit </div> </div>
--	--

Figure-6.8(Entry Screen of Item Issue)

Store Register: Total Store Item information will show in Store Item Submenu. Report will show in Store Item.



The screenshot shows the SEIP Store Register interface. On the left is a sidebar with a 'Consumer Item Menu' containing options like 'Item Category', 'Store Item Entry', 'Receive Item', 'Issue Item', 'Store Register' (highlighted), and 'Stock Current Position'. The main area is titled 'Store Register' and includes filters for 'Date From*', 'Date To*', and 'Select Item' (set to 'Harpic'). There are buttons for 'Generate Report' and 'Print'. Below the filters, the project details are listed: 'SKILLS FOR EMPLOYMENT INVESTMENT PROGRAM (SEIP) PROJECT', 'Probashi Kallyan Bhaban (Level- 16)', '71-72 Old Elephant Road, Eskaton Garden, Dhaka-1000.', 'STOCK REGISTER', 'Item Name: Harpic', and '27th June, 2021'. A table follows with columns for Date, B.F., Quantity, Challan No, Total, and Balance. The table shows transactions from 01-03-2021 to 06-03-2021.

Date	B.F.	Quantity	Challan No	Total	Balance
01-03-2021	0			0	-1
03-03-2021		20	175	20	20
05-03-2021	20	40	123	60	60
05-03-2021	60			60	50
06-03-2021	50			50	35

Figure-6.9(Store Item)

Stock Current Position: Total Updated daily stock information will Stock Current Information



The screenshot shows the SEIP Stock Current Position interface. On the left is a sidebar with a 'Consumer Item Menu' containing options like 'Item Category', 'Store Item Entry', 'Receive Item', 'Issue Item', 'Store Register', and 'Stock Current Position' (highlighted). The main area is titled 'SKILLS FOR EMPLOYMENT INVESTMENT PROGRAM (SEIP) PROJECT', 'Probashi Kallyan Bhaban (Level- 16)', '71-72 Old Elephant Road, Eskaton Garden, Dhaka-1000.', 'Current Stock Position', and '27th June, 2021'. There is a 'Print data' button. A table follows with columns for Serial No., Item, Current Position, and Unit. The table lists 21 items with their current stock positions.

Serial No.	Item	Current Position	Unit
1	A1 paper	0	packet
2	A4 Paper	7	packet
3	Aerosol ACI	2	unit
4	Air Freshner	1	pieces
5	Floor Cleaner	0	pieces
6	Fluid	0	pieces
7	Hand Sanitizer	0	pieces
8	Hand Tissue	40	pieces
9	Hand Wash	0	packet
10	Harpic	28	pieces
11	Highlight Marker	0	pieces
12	Jet Powder	2	packet
13	Paper Legal	0	unit
14	Pilot V5 pen	0	pieces
15	Register 400 page	0	pieces
16	Savlon	0	pieces
17	Tissue Box	2	packet
18	Toner (Kyocera TASKALfa-3010)	0	unit
19	Toner HP	0	unit
20	Toner Samsung	0	unit
21	Toner Toshiba	0	unit

Figure-6.10(Stock Current Position)

Payroll Module:

Dashboard: The dashboard provides at a glance view of payroll process information.

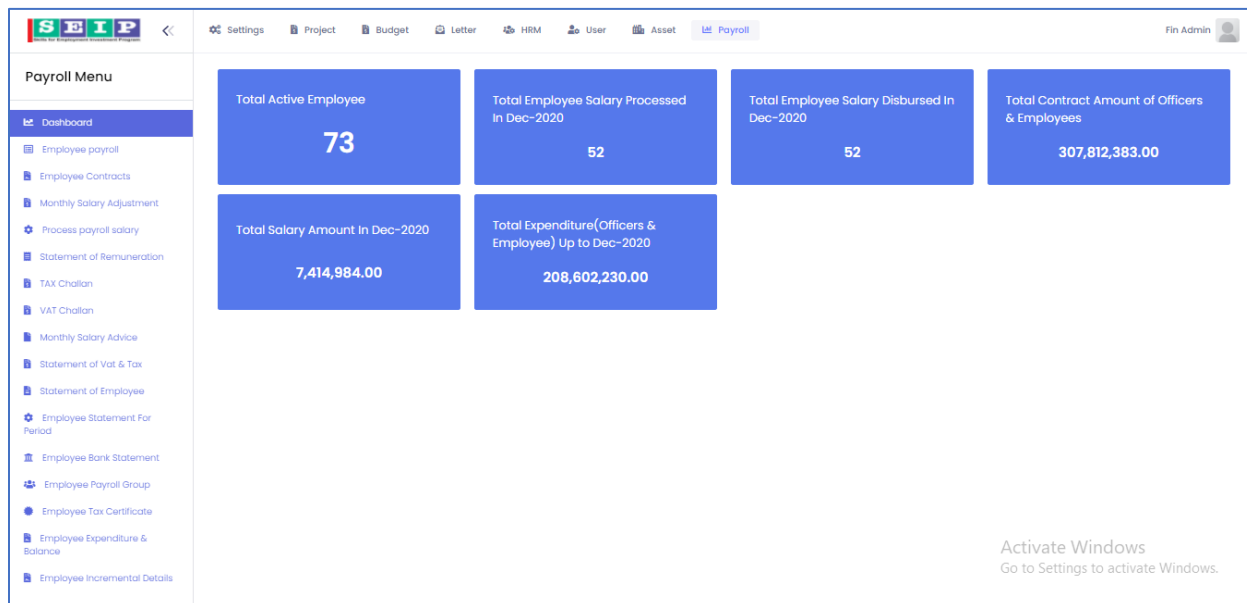
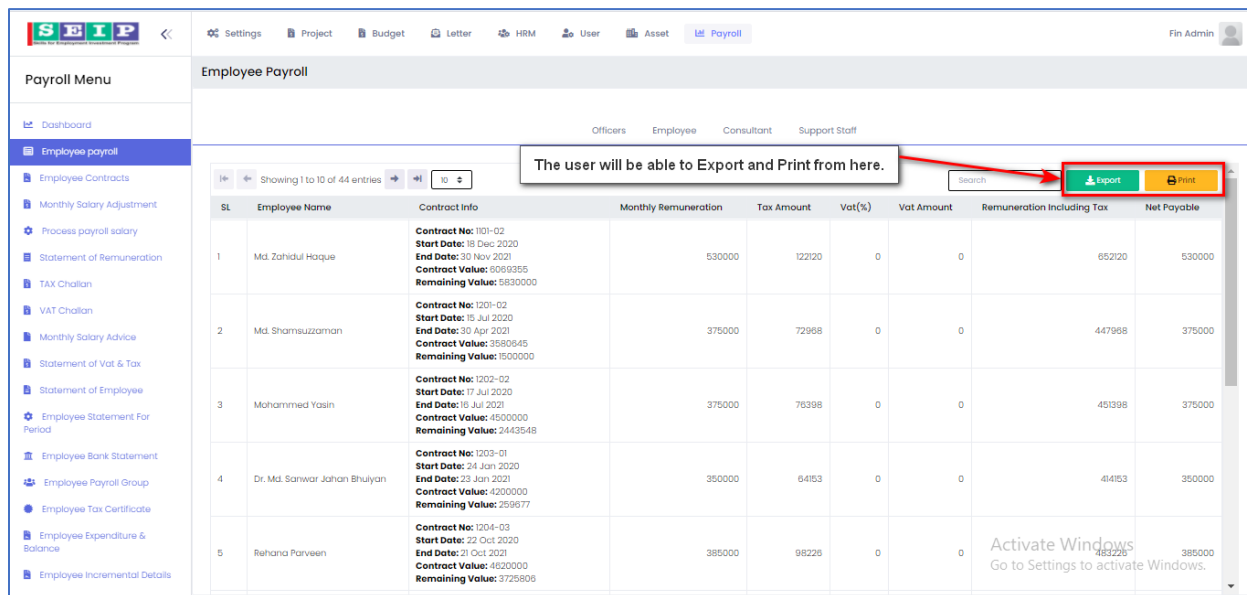


Figure- 7.1(Payroll Dashboard Screen)

From, here, the user will get the information of total active employee, Current Total Employee Salary Processed, Current Total Employee Salary Disbursed in, Total Contract Amount of Officers & Employees, Total Salary Amount, Total Expenditure (Officers & employee)

Employee Payroll: The user will be able to view form of current officers and employees' payroll information. The user will get the information of employee's payroll such as- contract information, monthly remuneration, tax amount, Vat Amount, Remuneration including Tax and Net payable.

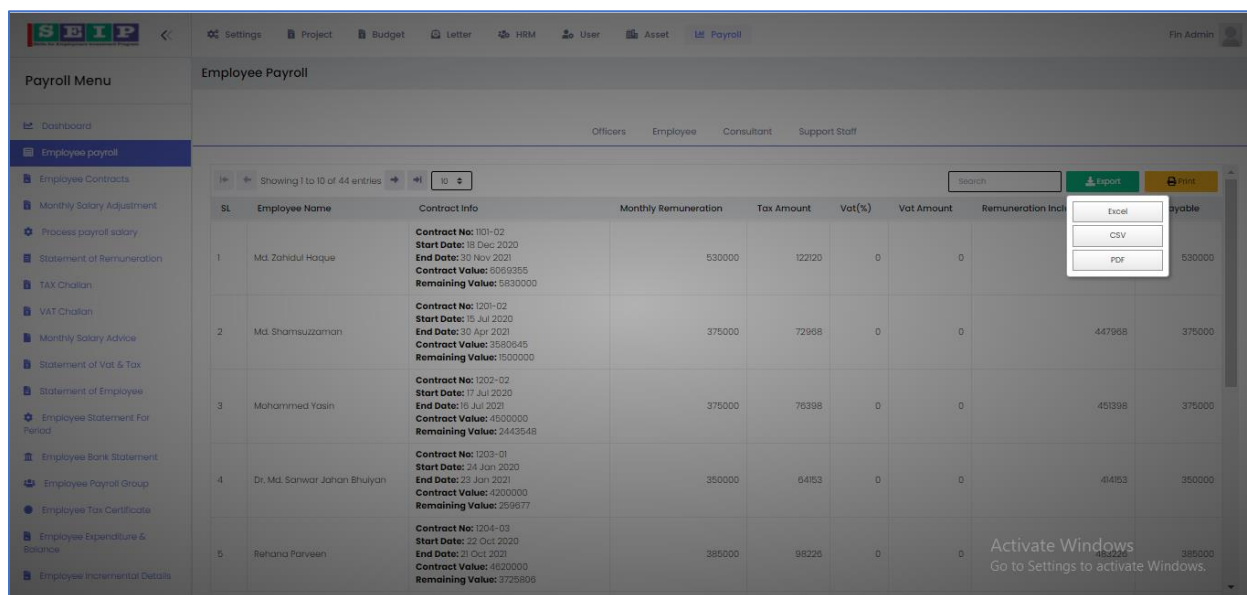


The user will be able to Export and Print from here.

SL	Employee Name	Contract Info	Monthly Remuneration	Tax Amount	Vat(%)	Vat Amount	Remuneration Including Tax	Net Payable
1	Md. Zahidul Haque	Contract No: 101-02 Start Date: 18 Dec 2020 End Date: 30 Nov 2021 Contract Value: 8069355 Remaining Value: 5830000	530000	122120	0	0	652120	530000
2	Md. Shamsuzzaman	Contract No: 1201-02 Start Date: 15 Jul 2020 End Date: 30 Apr 2021 Contract Value: 3580645 Remaining Value: 1500000	375000	72968	0	0	447968	375000
3	Mohammed Yasin	Contract No: 1202-02 Start Date: 17 Jul 2020 End Date: 16 Jul 2021 Contract Value: 4500000 Remaining Value: 2443548	375000	76398	0	0	451398	375000
4	Dr. Md. Sarwar Johon Bhuiyan	Contract No: 1203-01 Start Date: 24 Jan 2020 End Date: 23 Jan 2021 Contract Value: 4200000 Remaining Value: 259677	350000	64153	0	0	414153	350000
5	Rahana Parveen	Contract No: 1204-03 Start Date: 22 Oct 2020 End Date: 21 Oct 2021 Contract Value: 4620000 Remaining Value: 3725806	385000	98226	0	0	483226	385000

Figure-7.2(Employee Payroll)

Export: After clicking on Employee payroll option the user will view the page like figure-7.3 and after that click on export option. From here the user will give three options for export (Excel, CVS, and PDF)



SL	Employee Name	Contract Info	Monthly Remuneration	Tax Amount	Vat(%)	Vat Amount	Remuneration Inc	Net Payable
1	Md. Zahidul Haque	Contract No: 101-02 Start Date: 18 Dec 2020 End Date: 30 Nov 2021 Contract Value: 8069355 Remaining Value: 5830000	530000	122120	0	0		530000
2	Md. Shamsuzzaman	Contract No: 1201-02 Start Date: 15 Jul 2020 End Date: 30 Apr 2021 Contract Value: 3580645 Remaining Value: 1500000	375000	72968	0	0	447968	375000
3	Mohammed Yasin	Contract No: 1202-02 Start Date: 17 Jul 2020 End Date: 16 Jul 2021 Contract Value: 4500000 Remaining Value: 2443548	375000	76398	0	0	451398	375000
4	Dr. Md. Sarwar Johon Bhuiyan	Contract No: 1203-01 Start Date: 24 Jan 2020 End Date: 23 Jan 2021 Contract Value: 4200000 Remaining Value: 259677	350000	64153	0	0	414153	350000
5	Rahana Parveen	Contract No: 1204-03 Start Date: 22 Oct 2020 End Date: 21 Oct 2021 Contract Value: 4620000 Remaining Value: 3725806	385000	98226	0	0		385000

Figure – 7.3(Export of Employee Payroll)

Print: After clicking on print option the user will view the page like Figure- 7.4

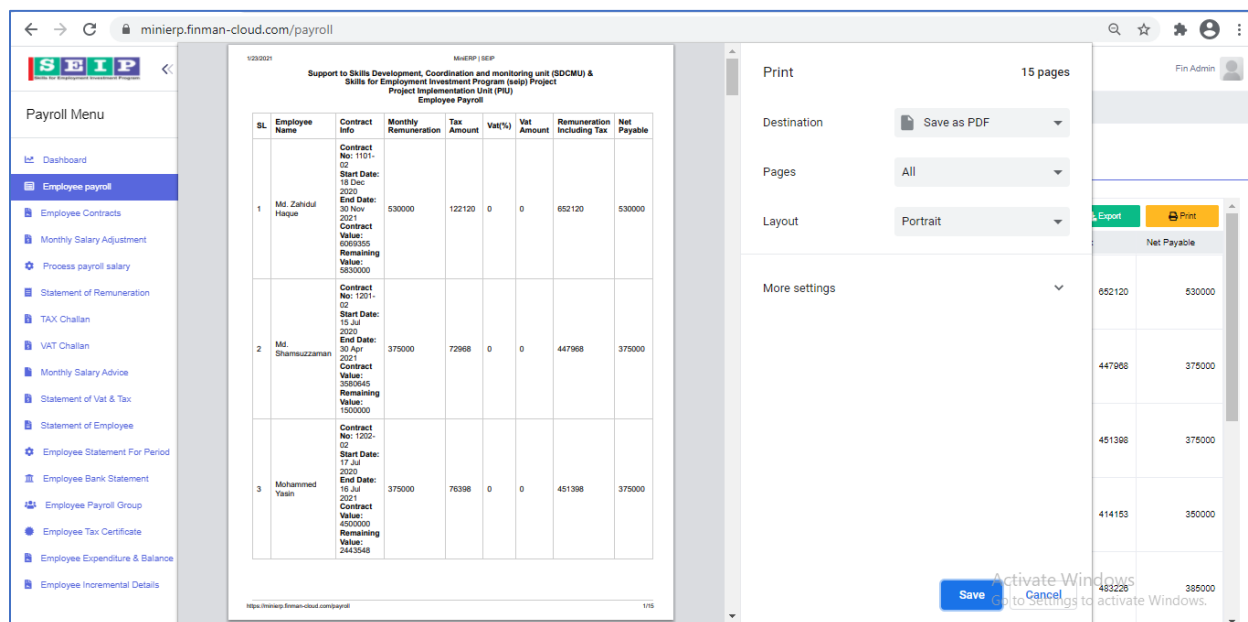


Figure- 7.4(Employee Payroll Print Screen)

Employee Contract: The user will enter here Officers and Employees' contract information here. In Employee Contract the user will be able to add new contract, export, print, edit, view, delete.

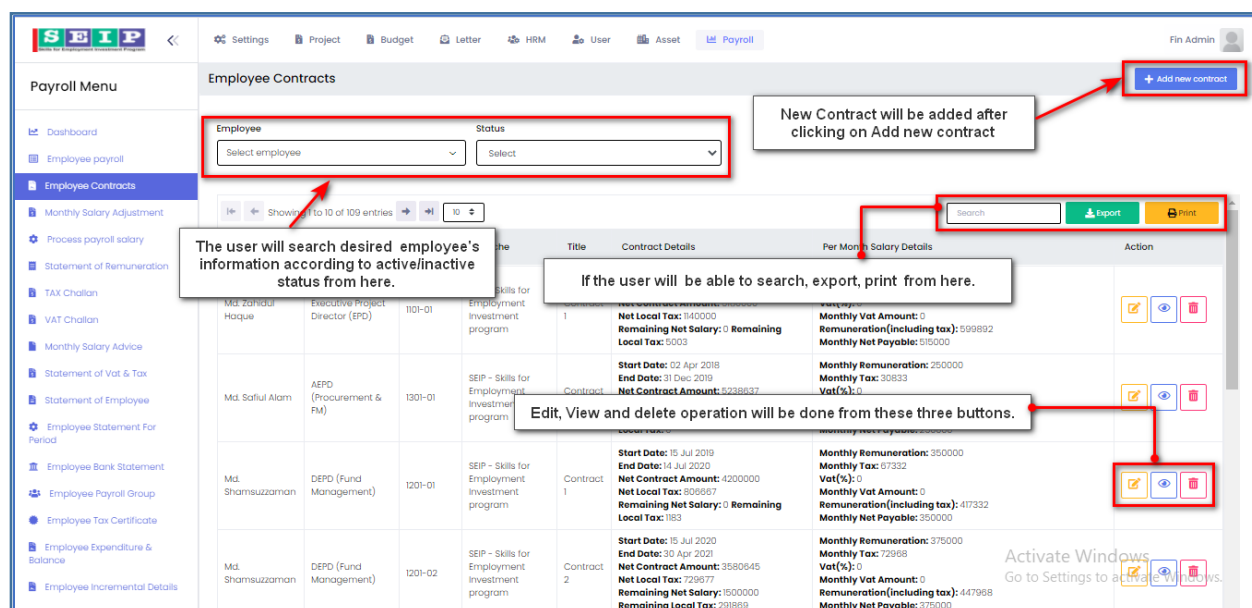
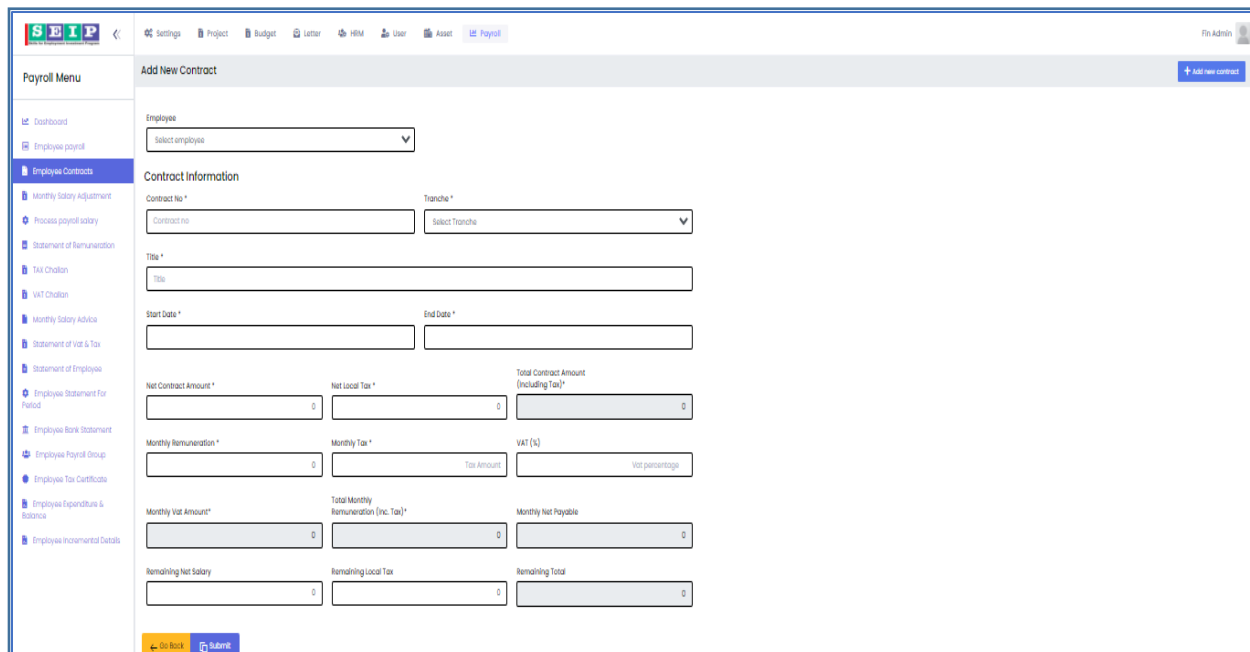


Figure- 7.5(Employee Contracts)

Add new contract: If the user wants to add employee new contract then the user will enter new contract information after clicking on “Add new contract”. It is illustrated in **figure- 7.6**



Add New Contract

Employee:

Contract Information

Contract No * Tranche *

Title *

Start Date * End Date *

Net Contract Amount * Net Local Tax * Total Contract Amount (Including Tax) *

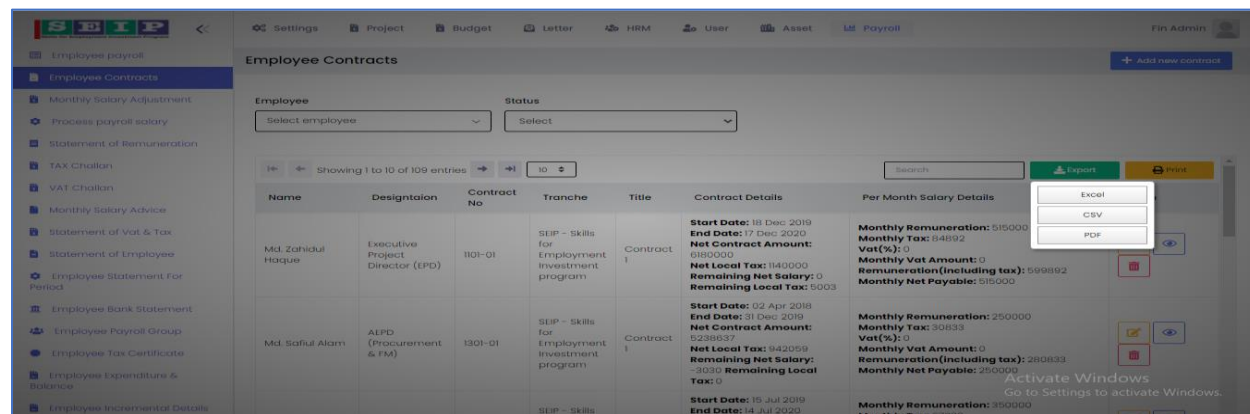
Monthly Remuneration * Monthly Tax * VAT (%)

Monthly Vat Amount * Total Monthly Remuneration (Inc. Tax) * Monthly Net Payable

Remaining Net Salary Remaining Local Tax Remaining Total

Figure-7.6(Entry Screen of Employee Contract)

Export: The user will export the information of employee contract information after clicking on export button of Employee Contract page. It is illustrated in **figure-7.7** the user will be able to export in three forms- excel, CVS, PDF.



Employee Contracts

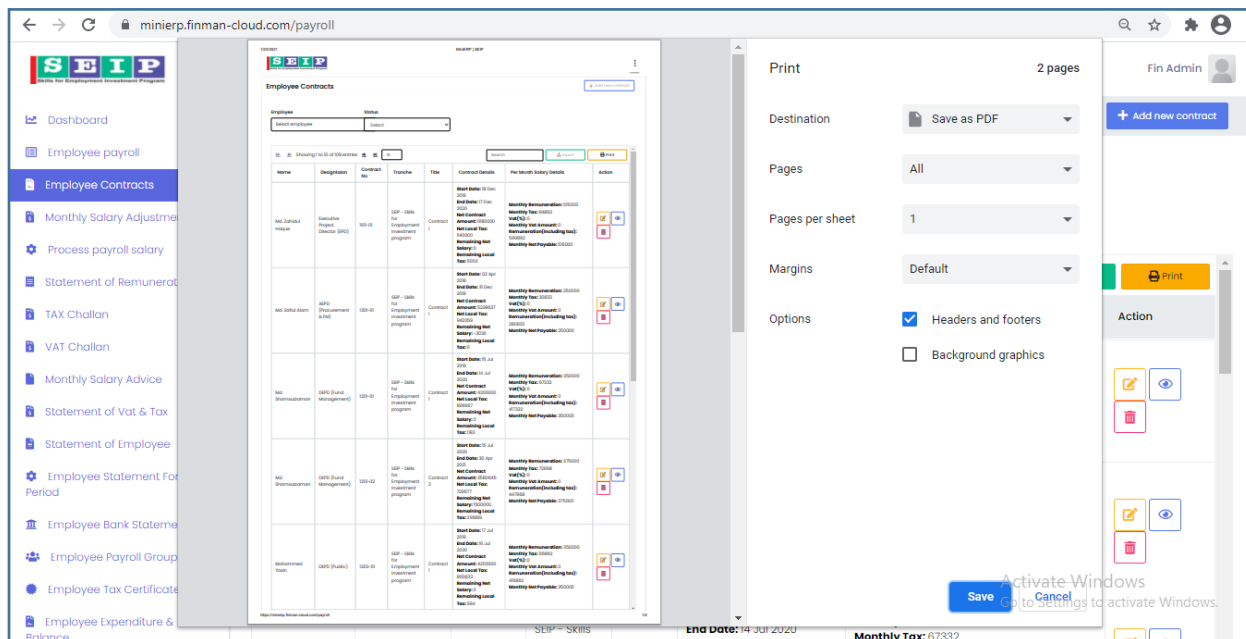
Employee: Status:

Showing 1 to 10 of 109 entries

Name	Designation	Contract No	Tranche	Title	Contract Details	Per Month Salary Details
Md. Zahidul Haque	Executive Project Director (EPD)	1001-01	SEIP - Skills for Employment Investment program	Contract 1	Start Date: 18 Dec 2019 End Date: 17 Dec 2020 Net Contract Amount: 6180000 Net Local Tax: 140000 Remaining Net Salary: 0 Remaining Local Tax: 5003	Monthly Remuneration: 515000 Monthly Tax: 14892 Vat(%): 0 Monthly Vat Amount: 0 Remuneration(Including tax): 599892 Monthly Net Payable: 515000
Md. Saful Alam	ALPD (Procurement & PM)	1301-01	SEIP - Skills for Employment Investment program	Contract 1	Start Date: 02 Apr 2018 End Date: 31 Dec 2019 Net Contract Amount: 5238637 Net Local Tax: 942059 Remaining Net Salary: -3039 Remaining Local Tax: 0	Monthly Remuneration: 250000 Monthly Tax: 32633 Vat(%): 0 Monthly Vat Amount: 0 Remuneration(Including tax): 280633 Monthly Net Payable: 250000
			SEIP - Skills		Start Date: 15 Jul 2019 End Date: 14 Jul 2020	Monthly Remuneration: 350000 Monthly Tax: 67542

Figure-7.7(Export Option of Employee Contract)

Print: The user will print the information of contract information after clicking on Print button. It is illustrated in **Figure-7.8**



The screenshot shows the 'Employee Contracts' page in the SEIP web application. A print overlay is visible on the right side of the screen, showing options for printing the document. The print settings include:

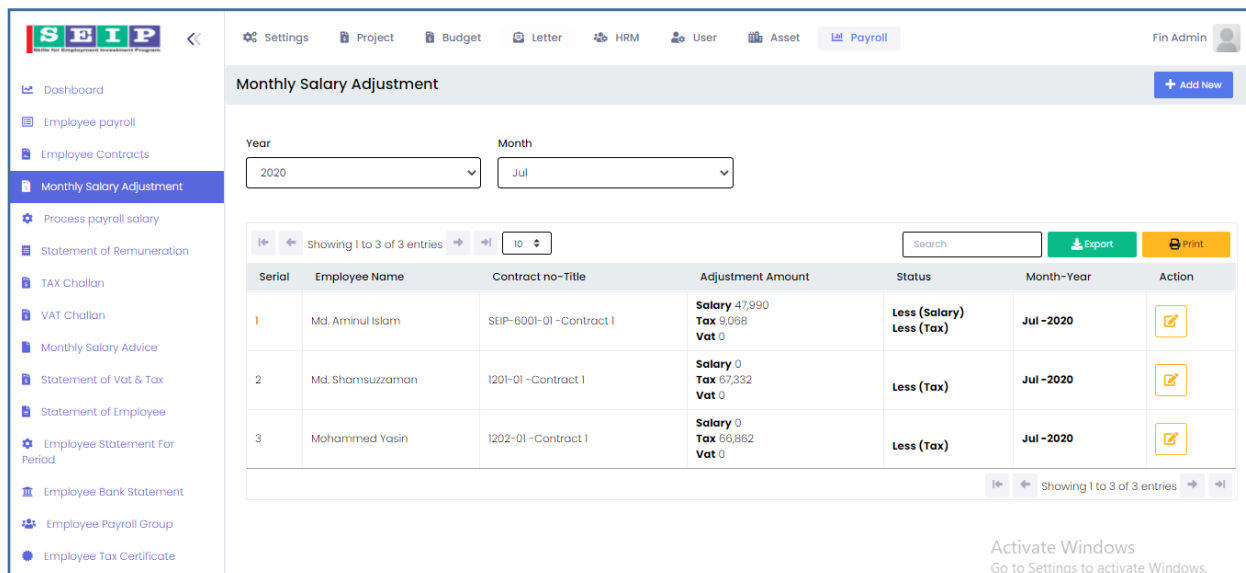
- Destination: Save as PDF
- Pages: All
- Pages per sheet: 1
- Margins: Default
- Options: ☒ Headers and footers, ☐ Background graphics

The main table displays employee contracts with columns for Name, Designation, Contract No., Title, Contract Details, and Action. The table is filtered to show 10 entries.

Figure-7.8(Print option of Employee Contracts)

Delete: The user will delete the information, if the user wants to delete permanently.

Monthly Salary Adjustment: In salary adjustment feature the user will be able to view and add monthly salary adjustment.



The screenshot shows the 'Monthly Salary Adjustment' page in the SEIP web application. The page displays a table with the following columns: Serial, Employee Name, Contract no-Title, Adjustment Amount, Status, Month-Year, and Action. The table is filtered to show 10 entries.

Serial	Employee Name	Contract no-Title	Adjustment Amount	Status	Month-Year	Action
1	Md. Aminul Islam	SEIP-6001-01 -Contract 1	Salary 47,990 Tax 9,058 Vat 0	Less (Salary) Less (Tax)	Jul -2020	
2	Md. Shamsuzzaman	1201-01 -Contract 1	Salary 0 Tax 67,332 Vat 0	Less (Tax)	Jul -2020	
3	Mohammed Yasin	1202-01 -Contract 1	Salary 0 Tax 66,862 Vat 0	Less (Tax)	Jul -2020	

Figure-7.9(Monthly Salary Adjustment List)

Export: If the user wants to export the information of salary adjustment then the user will click on export button of “Monthly Salary Adjustment”. The export button has three options –excel, CVS, PDF. It is illustrated in **Figure- 7.10**

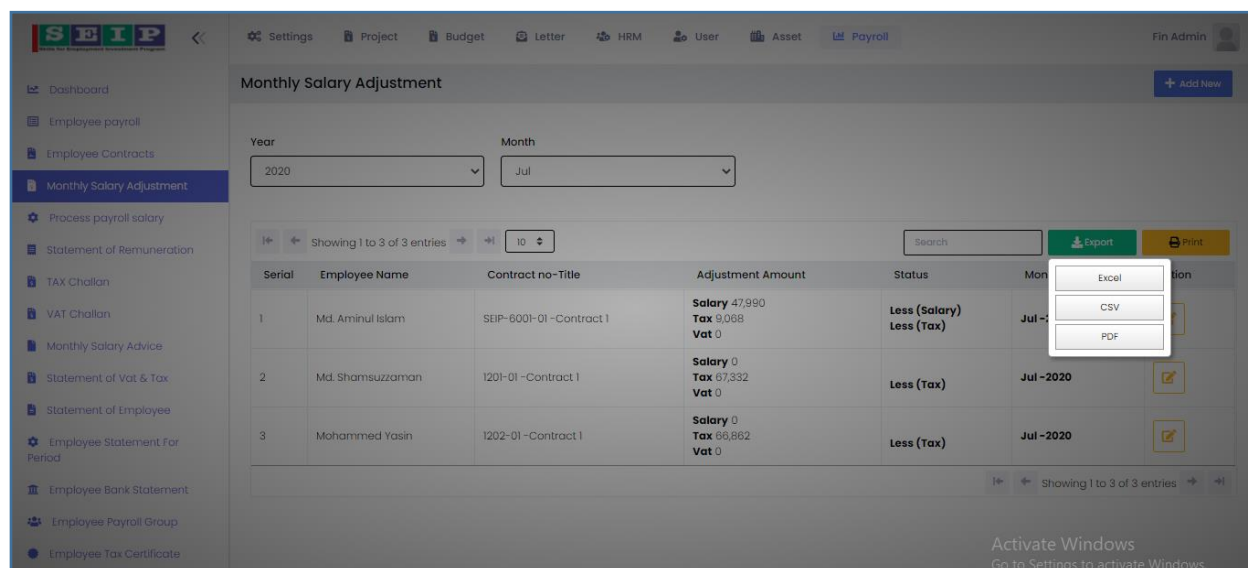



Figure-7.10(Monthly Salary Adjustment Export Button)

Print: The user will be able to print the information after clicking on Print button.


Process Payroll salary: The user will Process salary after entering the information of adjustment.

Process: In this feature the user first selects the current employees' then, click on process button. If the user wants hold the process of certain employees, then the user won't disburse the certain employees' salary.

Disbursement: In disbursement only those employees and officers will be included whose salary will be process for that month.



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[Employee Statement For Period](#)
[Employee Bank Statement](#)
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Employee Payroll Salary

Last Salary Month: December - 2020

Status: Disbursed on 21 Jan 2021 by yeaqub.seip@gmail.com

Year: 2022

Month: Jan

Designation Groups: Select

Process Salary

Disburse Salary

Showing 1 to 28 of 28 entries


Export

Search:


<input checked="" type="checkbox"/>	Employee name	Designation	Monthly Remuneration	Monthly Tax	Monthly Vat	Total Monthly Remuneration (inc. Tax)	Month-Year	Is Processed?	Is Disbursed?	Contract Period
<input type="checkbox"/>	Mahfuzul Haque	QAO (Civil)	92,000.00	12,166.00	0.00	104,166.00	Jan-2022	No	NO	01 Jan 2021-31 Dec 2022
<input type="checkbox"/>	Mohammad Guljar Hossain	QAO (Mechanical)	105,000.00	15,720.00	0.00	120,720.00	Jan-2022	No	NO	01 Jan 2021-31 Dec 2022
<input type="checkbox"/>	Md. Shahin-Uz-Zaman	QAO (Mechanical)	92,000.00	12,166.00	0.00	104,166.00	Jan-2022	No	NO	01 Jan 2021-31 Dec 2022
<input type="checkbox"/>	Saifuzzaman Mia	QAO (Mechanical)	105,000.00	15,720.00	0.00	120,720.00	Jan-2022	No	NO	01 Jan 2021-31 Dec 2022

Figure: 7.11(Process Payroll Salary Screen)

Export:



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Employee Payroll Salary

Last Salary Month: December - 2020

Status: Disbursed on 21 Jan 2021 by yeaqub.seip@gmail.com

Year: 2022

Month: Jan

Designation Groups: Select

Process Salary

Disburse Salary


Showing 1 to 28 of 28 entries

Export

Search:

<input checked="" type="checkbox"/>	Employee name	Designation	Monthly Remuneration	Monthly Tax	Monthly Vat	Total Monthly Remuneration (inc. Tax)	Month-Year	Is Processed?	Is Disbursed?	Contract Period
<input type="checkbox"/>	Mahfuzul Haque	QAO (Civil)	92,000.00	12,166.00	0.00	104,166.00	Jan-2022	No	NO	01 Jan 2021-31 Dec 2022
<input type="checkbox"/>	Mohammad Guljar Hossain	QAO (Mechanical)	105,000.00	15,720.00	0.00	120,720.00	Jan-2022	No	NO	01 Jan 2021-31 Dec 2022
<input type="checkbox"/>	Md. Shahin-Uz-Zaman	QAO (Mechanical)	92,000.00	12,166.00	0.00	104,166.00	Jan-2022	No	NO	01 Jan 2021-31 Dec 2022
<input type="checkbox"/>	Saifuzzaman Mia	QAO (Mechanical)	105,000.00	15,720.00	0.00	120,720.00	Jan-2022	No	NO	01 Jan 2021-31 Dec 2022

Figure- 7.12(Process Salary Export Option)



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Employee Payroll Salary

Last Salary Month: December - 2020

Status: Disbursed on 21 Jan 2021 by yeaqub.seip@gmail.com

Year

Month

Designation Groups

Process Salary

Disburse Salary

Showing 1 to 28 of 28 entries

Export

Search:

<input checked="" type="checkbox"/>	Employee name	Monthly remuneration	Monthly Tax	Monthly Vat	Total Monthly Remuneration (Inc. Tax)	Month-Year	Is Processed?	Is Disbursed?	Contract Period
<input type="checkbox"/>	Mahfuzul Haque	92,000.00	12,166.00	0.00	104,166.00	Jan-2022	No	NO	01 Jan 2021-31 Dec 2022
<input type="checkbox"/>	Mohammad Guljar Hossain	105,000.00	15,720.00	0.00	120,720.00	Jan-2022	No	NO	01 Jan 2021-31 Dec 2022
<input type="checkbox"/>	Md. Shahin-Uz-Zaman	92,000.00	12,166.00	0.00	104,166.00	Jan-2022	No	NO	01 Jan 2021-31 Dec 2022
<input type="checkbox"/>	QAO					Jan-			

Excel

CSV

PDF

Activate Windows

Go to Settings to activate Windows.

Figure- 7.13(Process Payment Salary)

Statement of remuneration: The user will navigate to statement of remuneration after processing payroll salary. Then, the user will provide the information of specific employee group and designation and will generate statement of remuneration. This illustrated in below image –

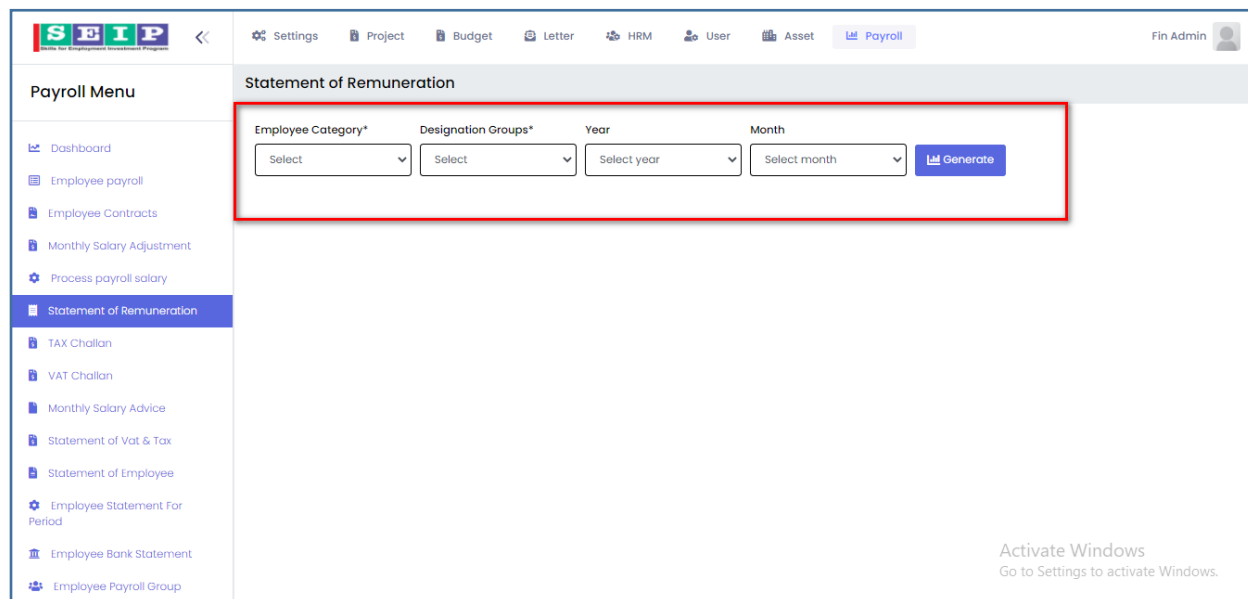
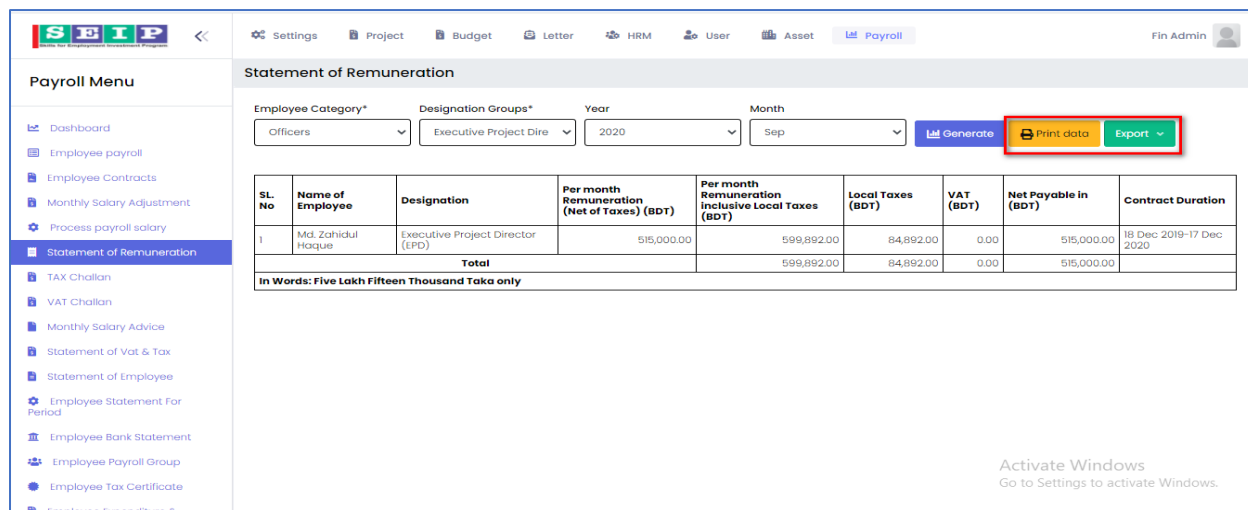


Figure-7.14(Statement of Remuneration Search Screen)

The user will get two buttons after generating statement of remuneration report.

- ✓ Export with three options and
- ✓ Another is print option,

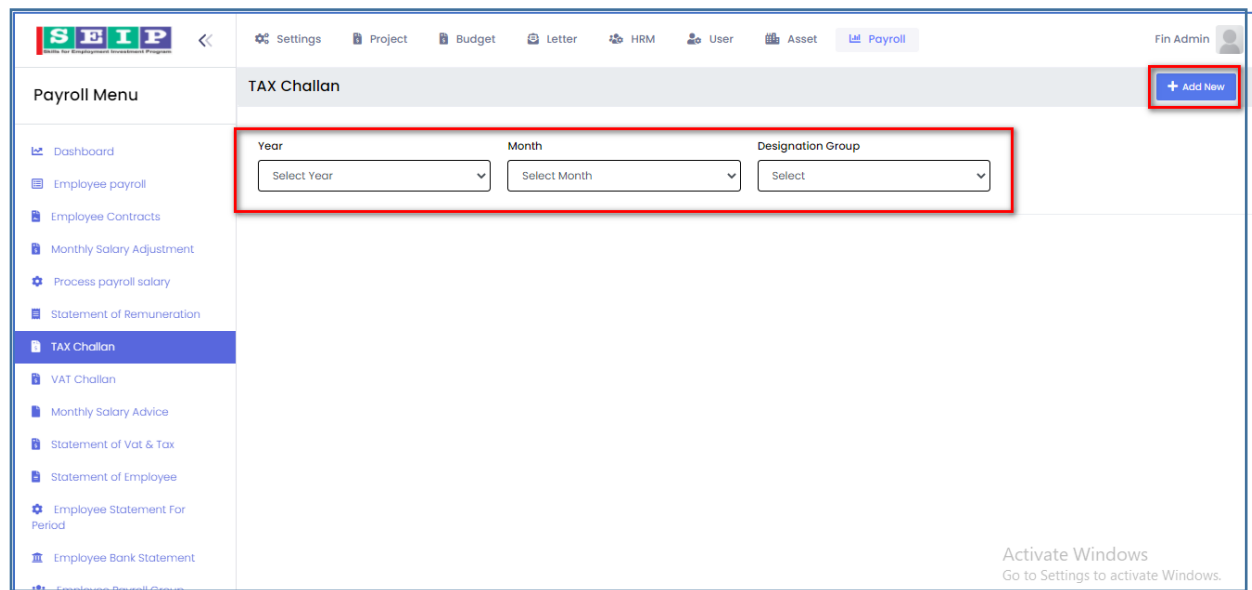
It is illustrated in **figure 7.15**



SL. No	Name of Employee	Designation	Per month Remuneration (Net of Taxes) (BDT)	Per month Remuneration inclusive Local Taxes (BDT)	Local Taxes (BDT)	VAT (BDT)	Net Payable in (BDT)	Contract Duration
1	Md. Zahidul Haque	Executive Project Director (EPD)	515,000.00	599,892.00	84,892.00	0.00	515,000.00	18 Dec 2019-17 Dec 2020
Total				599,892.00	84,892.00	0.00	515,000.00	
In Words: Five Lakh Fifteen Thousand Taka only								

Figure-7.15(Statement of Remuneration)

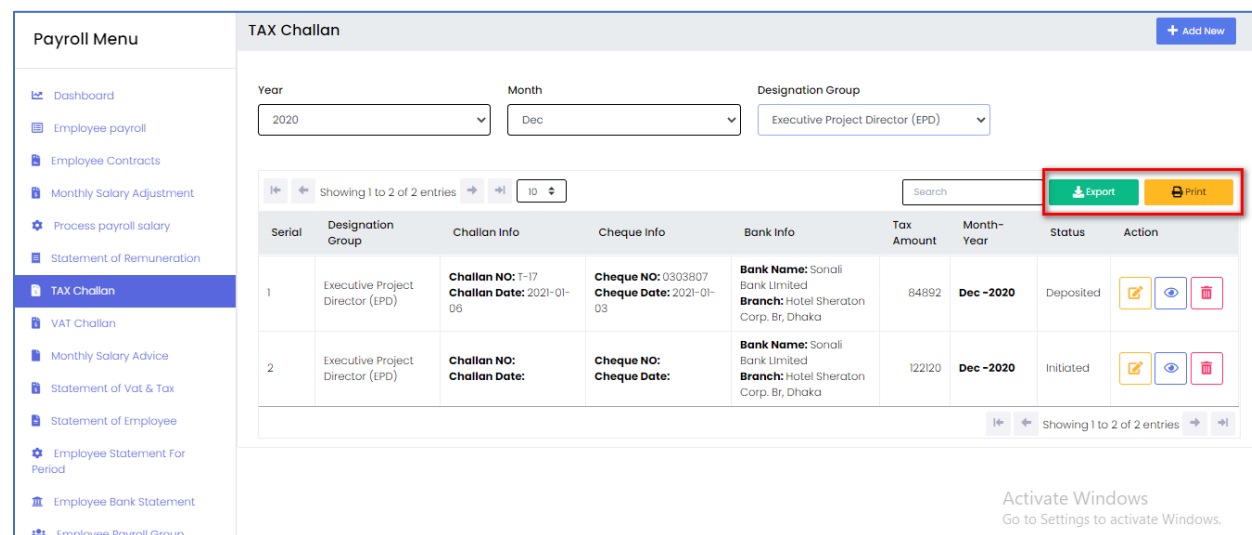
Tax Challan: After processing Tax challan report will auto generate in the system. The user will get the current month's Tax Challan after clicking on tax challan feature. The user will provide the information of specific Employee Category, Designation Group, Year, Month in the search box. From here, the user will be able to "Add New" Tax Challan. It is illustrated in **Figure-7.16-**



The screenshot shows the 'TAX Challan' search interface. The sidebar on the left lists various payroll functions, with 'TAX Challan' selected. The main area contains search filters for Year, Month, and Designation Group. A red box highlights the search filters and the 'Add New' button.

Figure-7.16(Tax Challan Search Box)

After providing required information the user will be able to export and print the tax report from here. It is illustrated in **Figure- 7.17-**



The screenshot shows the 'TAX Challan' report interface. The table displays 2 entries for the Executive Project Director (EPD) for December 2020. A red box highlights the 'Export' and 'Print' buttons.







Serial	Designation Group	Challan Info	Cheque Info	Bank Info	Tax Amount	Month-Year	Status	Action
1	Executive Project Director (EPD)	Challan NO: T-17 Challan Date: 2021-01-06	Cheque NO: 0303807 Cheque Date: 2021-01-03	Bank Name: Sonali Bank Limited Branch: Hotel Sheraton Corp. Br, Dhaka	84892	Dec -2020	Deposited	  
2	Executive Project Director (EPD)	Challan NO: Challan Date:	Cheque NO: Cheque Date:	Bank Name: Sonali Bank Limited Branch: Hotel Sheraton Corp. Br, Dhaka	122120	Dec -2020	Initiated	  

Figure-7.17(Tax Challan)

Vat Challan: The user will prepare Vat Challan from Vat challan feature. The user will add new vat challan if click on “Add New “Button. It is illustrated in **Figure-7.18-**

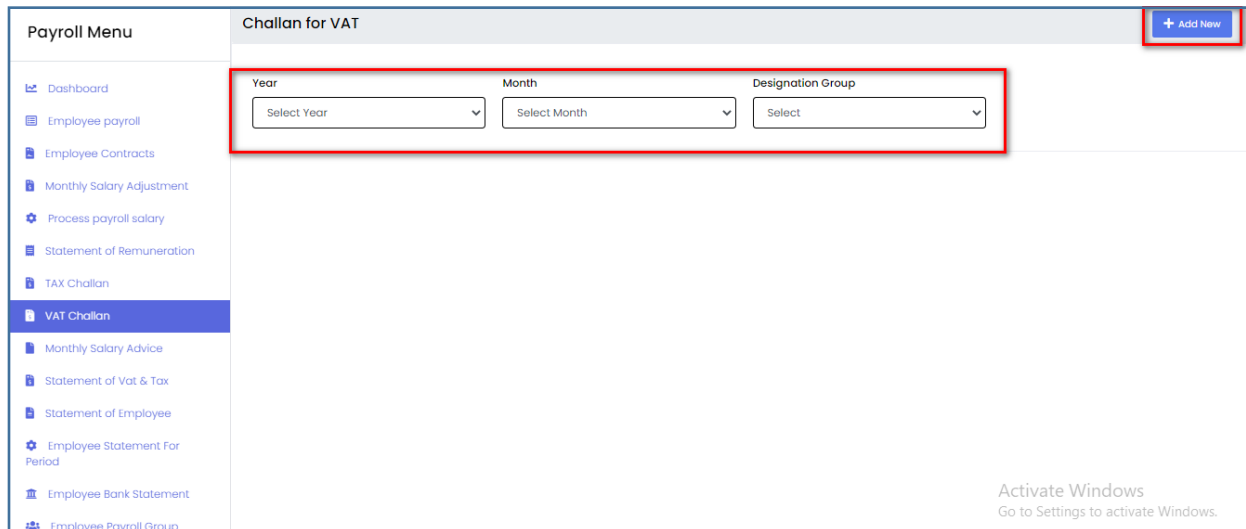


Figure- 7.18(Vat Challan Entry Screen)

After providing information of required field, the user will be able to export and print from here. It is illustrated below in **Figure-7.19-**

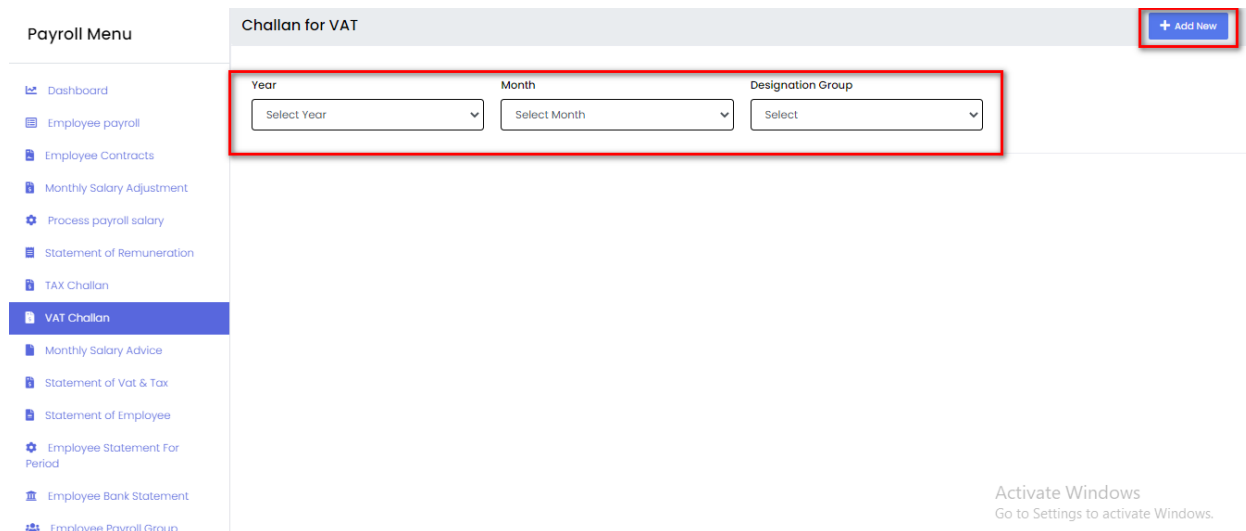
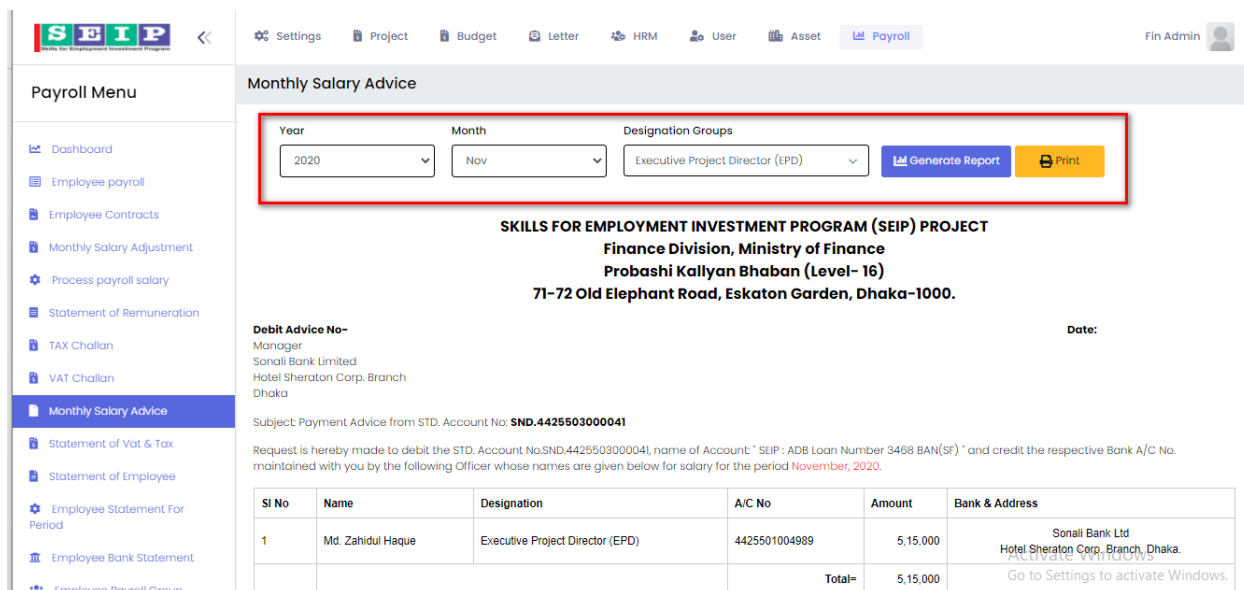


Figure-7.19(Vat Challan)

Monthly Salary Advice: The user will generate report of specific designation group after providing the information of required field. The user will print the salary advice after clicking on print option. It is illustrated in **Figure-7.20**.



Monthly Salary Advice

Year: 2020, Month: Nov, Designation Groups: Executive Project Director (EPD)

SKILLS FOR EMPLOYMENT INVESTMENT PROGRAM (SEIP) PROJECT
Finance Division, Ministry of Finance
Probashi Kallyan Bhaban (Level- 16)
71-72 Old Elephant Road, Eskaton Garden, Dhaka-1000.

Debit Advice No-
 Manager
 Sonali Bank Limited
 Hotel Sheraton Corp. Branch
 Dhaka

Date:

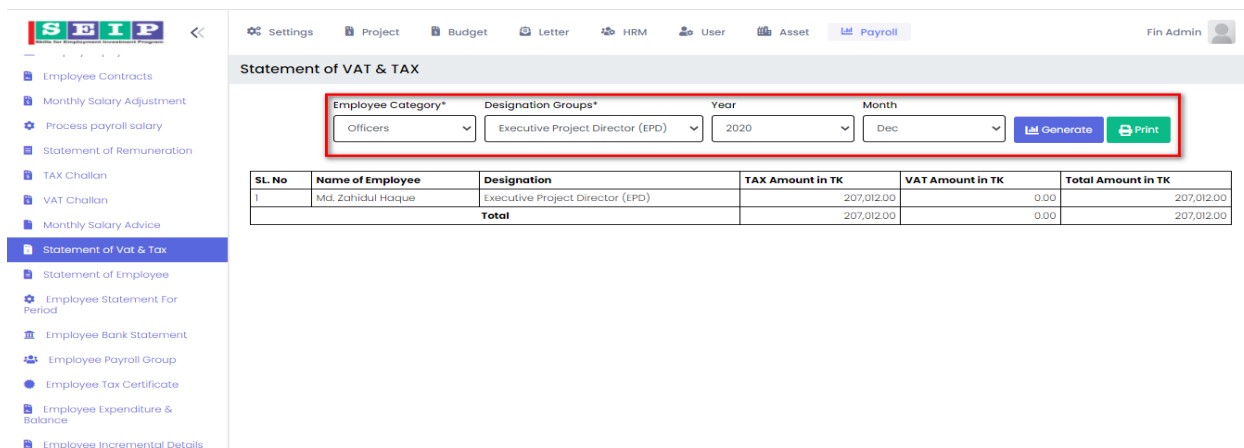
Subject: Payment Advice from STD. Account No: **SND.4425503000041**

Request is hereby made to debit the STD. Account No.SND.4425503000041, name of Account: " SEIP : ADB Loan Number 3468 BAN(SF) " and credit the respective Bank A/C No. maintained with you by the following Officer whose names are given below for salary for the period **November, 2020**.

SI No	Name	Designation	A/C No	Amount	Bank & Address
1	Md. Zahidul Haque	Executive Project Director (EPD)	4425501004989	5,15,000	Sonali Bank Ltd Hotel Sheraton Corp. Branch, Dhaka.
Total=				5,15,000	

Figure-7.20 (Monthly Salary Advice)

Statement of Vat & Tax: The user can generate Vat and Tax report together after clicking on Statement of Vat and Tax. The user will be able to print from here when the information will be provided in the vacant fields. It is illustrated on **Figure-7.21**.



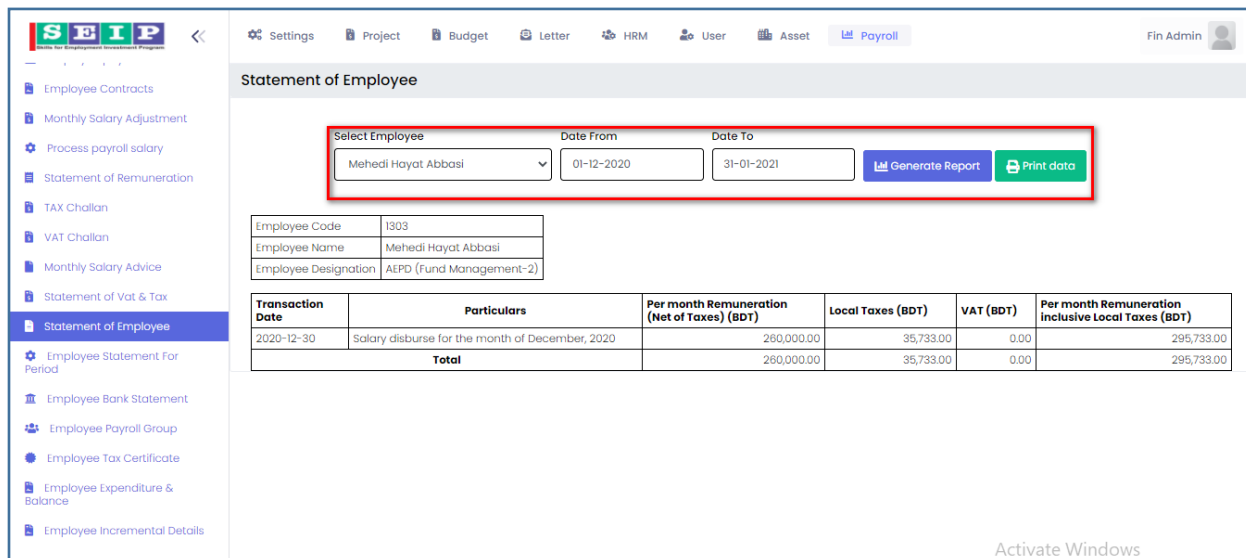
Statement of VAT & TAX

Employee Category*: Officers, Designation Groups*: Executive Project Director (EPD), Year: 2020, Month: Dec

SL No	Name of Employee	Designation	TAX Amount in TK	VAT Amount in TK	Total Amount in TK
1	Md. Zahidul Haque	Executive Project Director (EPD)	207,012.00	0.00	207,012.00
Total			207,012.00	0.00	207,012.00

Figure-7.21(Statement of VAT and Tax)

Statement of Employee: The user will be able to prepare individual employee's statement of employee after clicking on "Statement of employee" feature. The user will provide required field's information and after that will print the report from the system if need it. It is illustrated in **figure - 7.22**



Statement of Employee

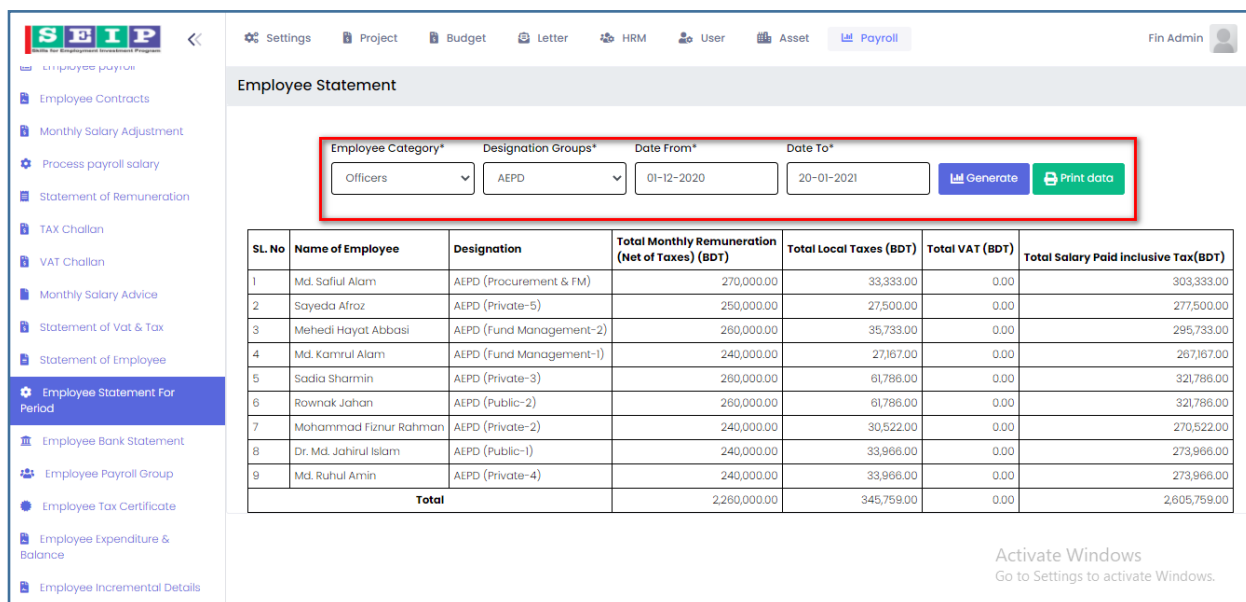
Select Employee: Mehedi Hayat Abbasi | Date From: 01-12-2020 | Date To: 31-01-2021 | Generate Report | Print data

Employee Code	1303
Employee Name	Mehedi Hayat Abbasi
Employee Designation	AEPD (Fund Management-2)

Transaction Date	Particulars	Per month Remuneration (Net of Taxes) (BDT)	Local Taxes (BDT)	VAT (BDT)	Per month Remuneration Inclusive Local Taxes (BDT)
2020-12-30	Salary disburse for the month of December, 2020	260,000.00	35,733.00	0.00	295,733.00
	Total	260,000.00	35,733.00	0.00	295,733.00

Figure-7.22(Statement of Employee)

Employee Statement for Period: The user may generate report of salary for a certain period of time of specific employee category and designation group after clicking on "Employee Statement for Period". After providing the information the user will print it from here. It is illustrated in **figure- 7.23**.



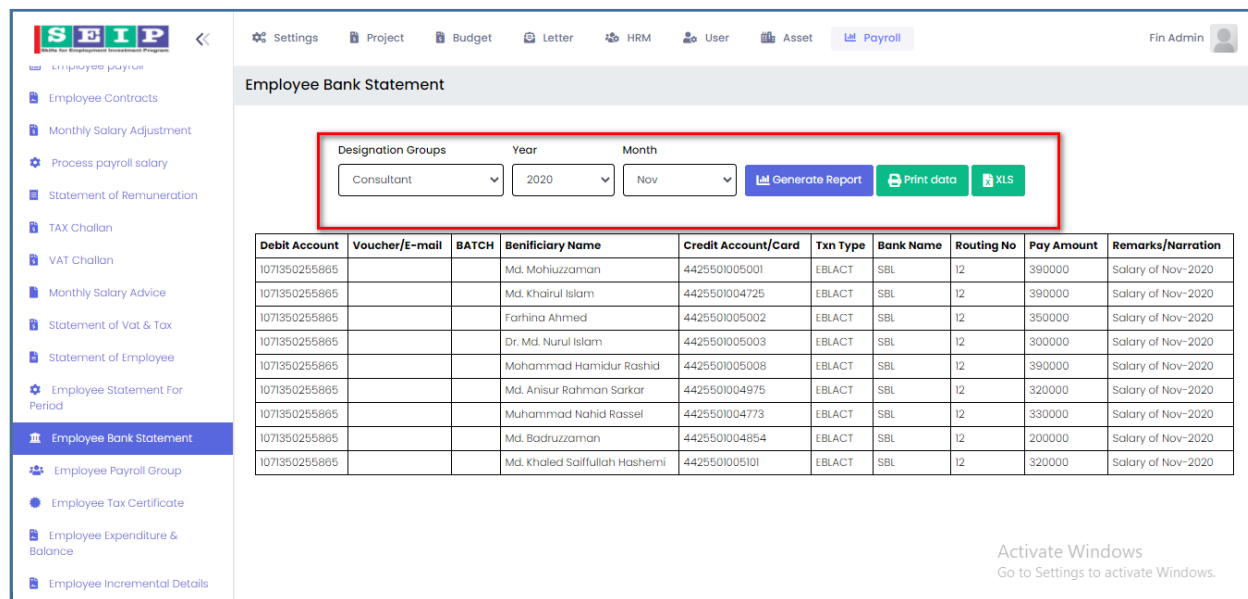
Employee Statement

Employee Category*: Officers | Designation Groups*: AEPD | Date From*: 01-12-2020 | Date To*: 20-01-2021 | Generate | Print data

SL No	Name of Employee	Designation	Total Monthly Remuneration (Net of Taxes) (BDT)	Total Local Taxes (BDT)	Total VAT (BDT)	Total Salary Paid Inclusive Tax(BDT)
1	Md. Safiul Alam	AEPD (Procurement & FM)	270,000.00	33,333.00	0.00	303,333.00
2	Sayedra Afroz	AEPD (Private-5)	250,000.00	27,500.00	0.00	277,500.00
3	Mehedi Hayat Abbasi	AEPD (Fund Management-2)	260,000.00	35,733.00	0.00	295,733.00
4	Md. Kamrul Alam	AEPD (Fund Management-1)	240,000.00	27,167.00	0.00	267,167.00
5	Sadia Sharmin	AEPD (Private-3)	260,000.00	61,786.00	0.00	321,786.00
6	Rownak Jahan	AEPD (Public-2)	260,000.00	61,786.00	0.00	321,786.00
7	Mohammad Fiazur Rahman	AEPD (Private-2)	240,000.00	30,522.00	0.00	270,522.00
8	Dr. Md. Jahirul Islam	AEPD (Public-1)	240,000.00	33,966.00	0.00	273,966.00
9	Md. Ruhul Amin	AEPD (Private-4)	240,000.00	33,966.00	0.00	273,966.00
	Total		2,260,000.00	345,759.00	0.00	2,605,759.00

Figure-7.23(Employee Statement for Period)

Employee Bank Statement: After navigating on Employee Bank Statement the user will generate of Employee Bank Statement of certain of time. After providing the information in empty boxes of required fields, the user will be able to print, export report from the system. It is illustrated in **Figure-7.24**.



Employee Bank Statement

Designation Groups: Consultant | Year: 2020 | Month: Nov

Generate Report | Print data | XLS

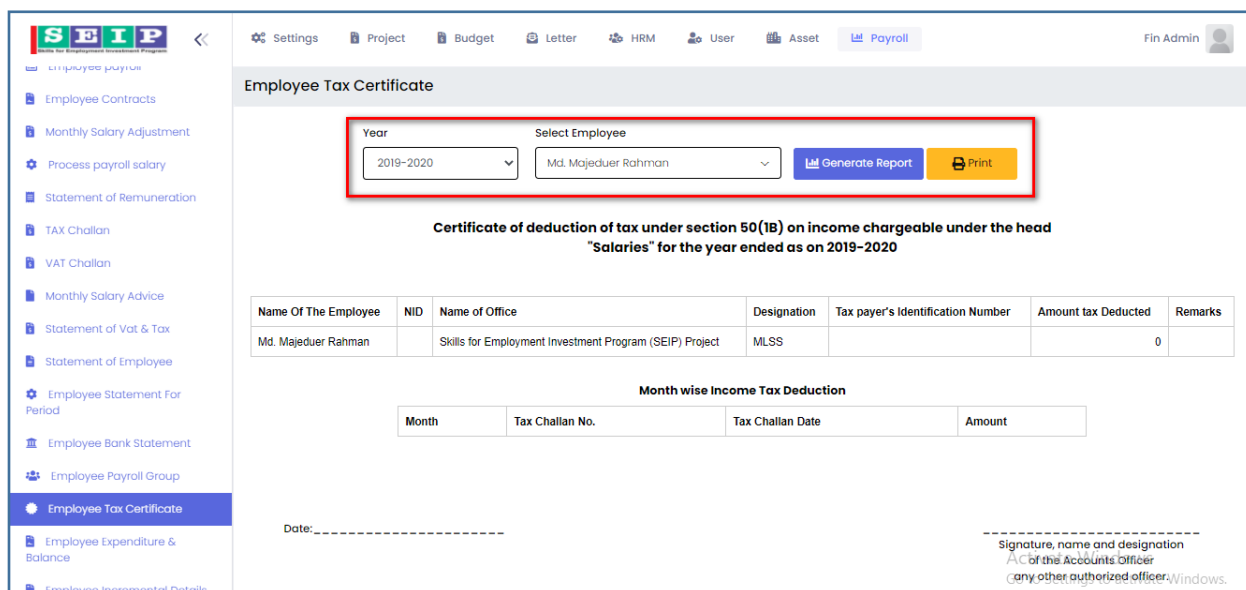
Debit Account	Voucher/E-mail	BATCH	Beneficiary Name	Credit Account/Card	Txn Type	Bank Name	Routing No	Pay Amount	Remarks/Narration
1071350255885			Md. Mohiuzzaman	4425501005001	EBLACT	SBL	12	390000	Salary of Nov-2020
1071350255885			Md. Khairul Islam	4425501004725	EBLACT	SBL	12	390000	Salary of Nov-2020
1071350255885			Farhina Ahmed	4425501005002	EBLACT	SBL	12	350000	Salary of Nov-2020
1071350255885			Dr. Md. Nurul Islam	4425501005003	EBLACT	SBL	12	300000	Salary of Nov-2020
1071350255885			Mohammad Hamidur Rashid	4425501005008	EBLACT	SBL	12	390000	Salary of Nov-2020
1071350255885			Md. Anisur Rahman Sarkar	4425501004975	EBLACT	SBL	12	320000	Salary of Nov-2020
1071350255885			Muhammad Nahid Rasel	4425501004773	EBLACT	SBL	12	330000	Salary of Nov-2020
1071350255885			Md. Badruzzaman	4425501004854	EBLACT	SBL	12	200000	Salary of Nov-2020
1071350255885			Md. Khaleed Saifullah Hashemi	4425501005101	EBLACT	SBL	12	320000	Salary of Nov-2020

Activate Windows
Go to Settings to activate Windows.

Figure-7.24(Employee Bank Statement)

Employee Tax Certificate: The user will be able to generate Employee Tax Certificate of certain period of time

(If the salary is processed). After clicking on Employee Tax Challan the user will be able to print it from the system. It is illustrated in **Figure- 7.25**



Employee Tax Certificate

Year: 2019-2020 | Select Employee: Md. Majeduer Rahman | Generate Report | Print

Certificate of deduction of tax under section 50(1B) on income chargeable under the head "Salaries" for the year ended as on 2019-2020

Name Of The Employee	NID	Name of Office	Designation	Tax payer's Identification Number	Amount tax Deducted	Remarks
Md. Majeduer Rahman		Skills for Employment Investment Program (SEIP) Project	MLSS		0	

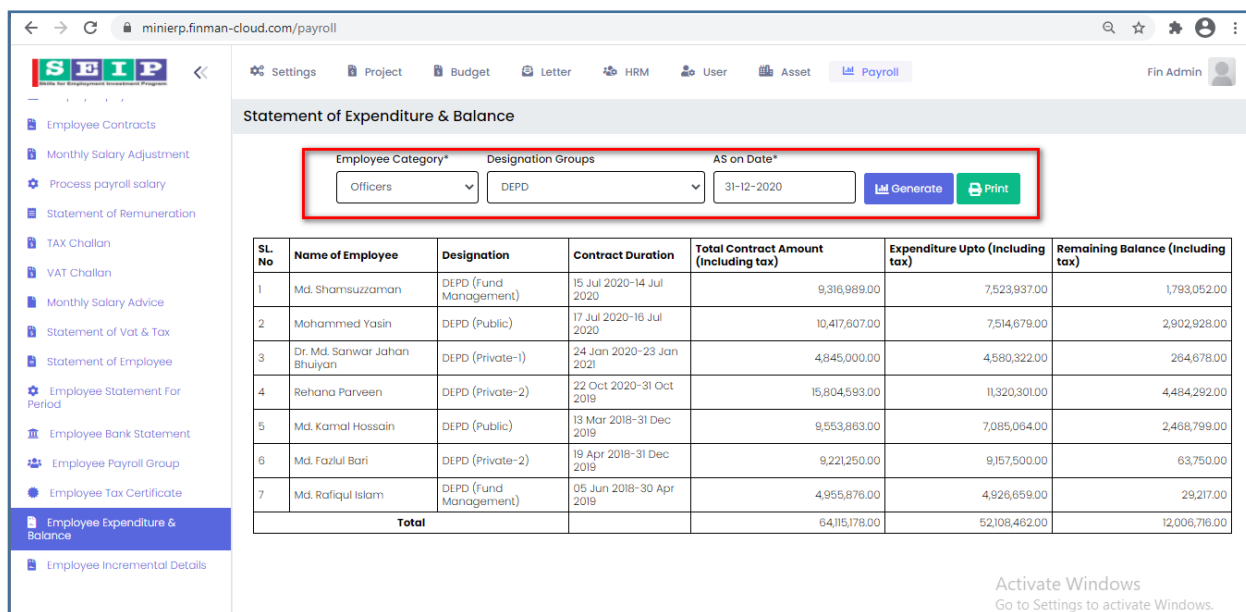
Month wise Income Tax Deduction

Month	Tax Challan No.	Tax Challan Date	Amount
Date: -----			

Signature, name and designation
AC of the Accounts Officer
any other authorized officer Windows.

Figure- 7.25(Employee Tax Certificate)

Employee Expenditure & Balance: The user will be able to generate report of expenditure and balance after providing the information of required fields. The user will print the report after generating it from the system. It is illustrated in **Figure- 7.26**.



Statement of Expenditure & Balance

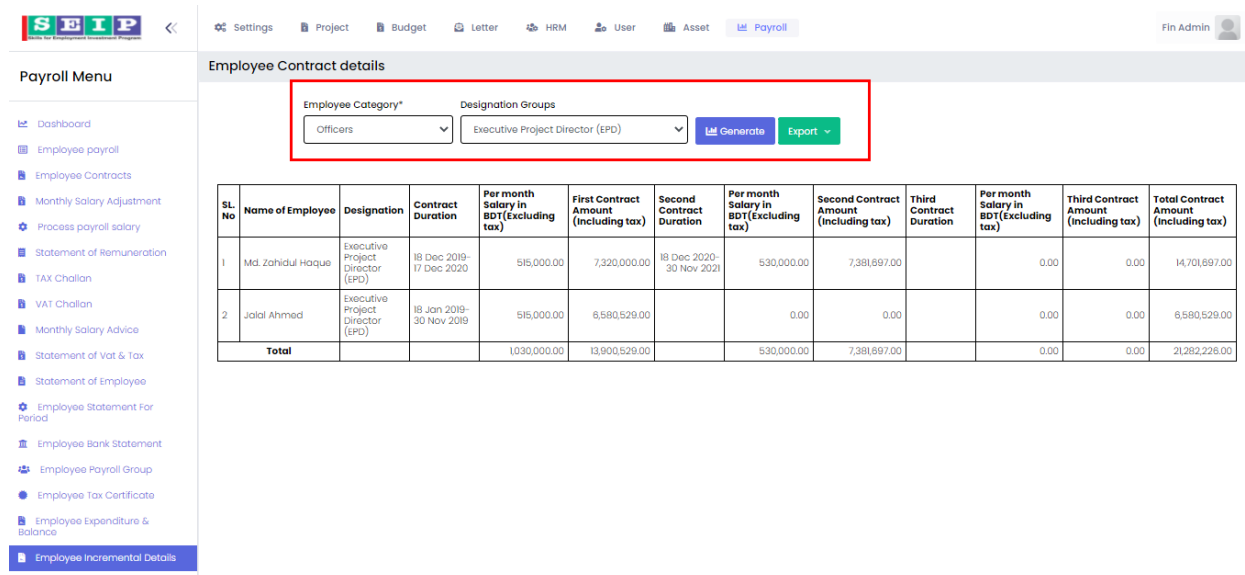
Employee Category*: Officers | Designation Groups: DEPD | AS on Date*: 31-12-2020 | Generate | Print

SL. No	Name of Employee	Designation	Contract Duration	Total Contract Amount (Including tax)	Expenditure Upto (Including tax)	Remaining Balance (Including tax)
1	Md. Shamsuzzaman	DEPD (Fund Management)	15 Jul 2020-14 Jul 2020	9,316,989.00	7,523,937.00	1,793,052.00
2	Mohammed Yasin	DEPD (Public)	17 Jul 2020-16 Jul 2020	10,417,607.00	7,514,679.00	2,902,928.00
3	Dr. Md. Sanwar Jahan Bhuiyan	DEPD (Private-1)	24 Jan 2020-23 Jan 2021	4,845,000.00	4,580,322.00	264,678.00
4	Rehana Parveen	DEPD (Private-2)	22 Oct 2020-31 Oct 2019	15,804,593.00	11,320,301.00	4,484,292.00
5	Md. Kamal Hossain	DEPD (Public)	13 Mar 2018-31 Dec 2019	9,553,863.00	7,085,064.00	2,468,799.00
6	Md. Fazlul Bari	DEPD (Private-2)	19 Apr 2018-31 Dec 2019	9,221,250.00	9,157,500.00	63,750.00
7	Md. Rafiqul Islam	DEPD (Fund Management)	05 Jun 2018-30 Apr 2019	4,955,876.00	4,926,659.00	29,217.00
Total				64,115,178.00	52,108,462.00	12,006,716.00

Activate Windows
Go to Settings to activate Windows.

Figure-7.26(Employee Expenditure & Balance)

Employee Incremental Details: The user will be able to generate the report of increment after providing information of required fields of employees. The user will be able to print the report from the system if want to print. It is illustrated in **Figure-7.27**



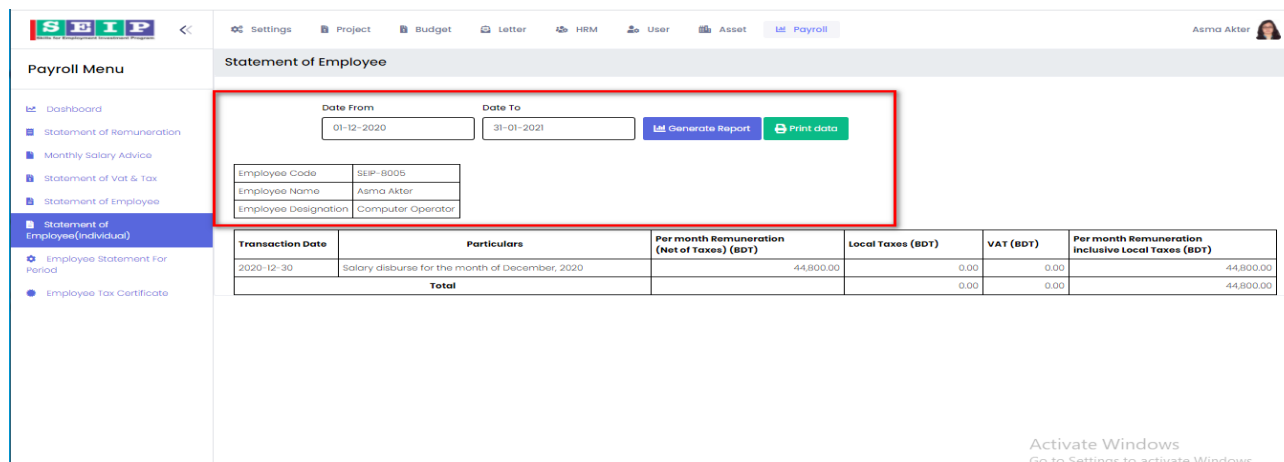
The screenshot shows the 'Employee Contract details' form. It includes a 'Payroll Menu' on the left and a main form area. The form has two dropdowns: 'Employee Category*' (set to 'Officers') and 'Designation Groups' (set to 'Executive Project Director (EPD)'). Below these are 'Generate' and 'Export' buttons. A table displays contract details for two employees.

SL No	Name of Employee	Designation	Contract Duration	Per month Salary in BDT(Excluding tax)	First Contract Amount (Including tax)	Second Contract Duration	Per month Salary in BDT(Excluding tax)	Second Contract Amount (Including tax)	Third Contract Duration	Per month Salary in BDT(Excluding tax)	Third Contract Amount (Including tax)	Total Contract Amount (Including tax)
1	Md. Zahidul Haque	Executive Project Director (EPD)	18 Dec 2019-17 Dec 2020	515,000.00	7,320,000.00	18 Dec 2020-30 Nov 2021	530,000.00	7,381,697.00		0.00	0.00	14,701,697.00
2	Jalal Ahmed	Executive Project Director (EPD)	18 Jan 2019-30 Nov 2019	515,000.00	6,580,529.00		0.00	0.00		0.00	0.00	6,580,529.00
Total				1,030,000.00	13,900,529.00		530,000.00	7,381,697.00		0.00	0.00	21,282,226.00

Figure-7.27(Employee Incremental Status)

Statement of employee (Individual): Every user will be able to generate a report for his/her own after clicking on Statement of employee (Individual). The user will provide the information of required fields and will be able to know the salary information. The user will print it from here after clicking on print option.


It is illustrated in **Figure-7.28**



The screenshot shows the 'Statement of Employee' form. It includes a 'Payroll Menu' on the left and a main form area. The form has two date fields: 'Date From' (01-12-2020) and 'Date To' (31-01-2021). Below these are 'Generate Report' and 'Print data' buttons. A table displays salary information for Asma Akter.

Transaction Date	Particulars	Per month Remuneration (Net of Taxes) (BDT)	Local Taxes (BDT)	VAT (BDT)	Per month Remuneration Inclusive Local Taxes (BDT)
2020-12-30	Salary disburse for the month of December, 2020	44,800.00	0.00	0.00	44,800.00
Total			0.00	0.00	44,800.00

Figure-7.28 Statement of employee (Individual)


Settings
Project
Budget
Letter
HRM
User
Asset
Consumer Item
Payroll
Accounting
Accounts Old
Fin Admin

Accounting Menu

- Chart Of Accounts(Expense)
- Subsidiary Ledger
- Debit Voucher
- Credit Voucher
- Journal Voucher
- Group Statement
- Ledger Statement
- Trial Balance
- Cheque Register
- Advise Register

Accounting Module: Accounting module is records and processes of accounting transactions within functional modules such as- **COA, Ledger, Debit Voucher, Credit Voucher, Journal voucher, Group Statement, Ledger Statement, Trial Balance, Cheque Register, Advise Register.**

Chart of Accounts(Expense): Chart of Accounts- expense will show the information of expense group wise where code will be provided along with the group information.

SEIP

Skills for Employment Investment Program

<<

Settings

Project

Budget

Letter

HRM

User

Asset

Consumer Item

Payroll

Accounting

Accounts Old

Fin Admin

Accounting Menu

Chart of Accounts (Expense)

+ Add Group

Chart Of Accounts(Expense)

Account Name	Type	O/P Balance(BDT)	C/L Balance(BDT)	Actions
Expenses	Group	-	Dr 10,063,632,081.30	
3111 Wages and salaries in cash	Group	-	Dr 387,069,335.00	
311101 Basic pay (Officer)	Group	-	Dr 270,036,296.00	
3111201 Basic pay (Employee)	Group	-	Dr 114,571,582.00	
3111338 Other allowance	Group	-	Dr 2,461,457.00	
3211 Administrative expenses	Group	-	Dr 97,402,531.75	
321106 Entertainment	Group	-	Dr 1,714,010.00	
321107 Hiring Charge /Rent of Car/Microbus	Group	-	Dr 36,008,352.00	
321111 Seminar/Workshop	Group	-	Dr 13,479,314.75	
321113 Electricity	Group	-	Dr 3,908,472.00	

Menu List of Chart of Accounts

<div>SEIP Skills for Employment Investment Program</div> <div>Accounting Menu</div> <ul style="list-style-type: none"> Chart Of Accounts(Expense) Subsidiary Ledger Debit Voucher Credit Voucher Journal Voucher Group Statement Ledger Statement Trial Balance Group Statement Ledger Statement Trial Balance Group Statement Ledger Statement Trial Balance Group Statement Ledger Statement Trial Balance Cheque Register Advise Register 	<div>Settings Project Budget Letter HRM User Asset Consumer Item Payroll Accounting Accounts Old Fin Admin</div> <div>Edit Accounting Group + Add Group</div> <div> <div>Group Name</div> <div>Wages and salaries in cash</div> </div> <div> <div>Group name (Bangla)</div> <div>Wages and salaries in cash</div> </div> <div> <div>Group code (optional)</div> <div>4500 - 4599</div> </div> <div> <div>Group code Text (optional)</div> <div>4500 - 4599</div> </div> <div> <div>Group New Code</div> <div>3111</div> </div> <div> <div>Parent group</div> <div>Expenses</div> </div> <div> <div>Affects</div> <div> <input type="radio"/> Gross Profit & Loss <input type="radio"/> Net Profit & Loss </div> </div> <div> <div>Type Of Expense</div> <div> <input checked="" type="radio"/> GOB <input type="radio"/> SEIP </div> </div> <div> <div><input type="checkbox"/> Report Content</div> </div> <div> <div>← Cancel</div> <div>Save</div> </div>
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Entry fields of Chart of Accounts

- ✓ Provide group name of Chart of Accounts in English and Bangla, Group Code, New Group Code and Present Group,
- ✓ Select Parent Group and select type of the expense from parent group.
- ✓ Select type of Expense
- ✓ Click on Report Content if it is needed.

Subsidiary Ledger: A subsidiary ledger is a detailed list to support a control account. A control account appears on the balance sheet in summary or total, and are accounts like accounts receivable, accounts payable, and inventory. There are three tasks what can be done from subsidiary Ledger submenu.

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Menu List of Subsidiary Ledger

- ✓ “Add Ledger” for new Ledger entry
- ✓ “Add Group” for new group of Ledger
- ✓ “Edit” the previous Ledger after clicking on Edit Button.



Settings
Project
Budget
Letter
HRM
User
Asset
Consumer Item
Payroll
Accounting
Accounts Old
Fin Admin

Accounting Menu

Chart Of Accounts(Expense)
Subsidiary Ledger
Debit Voucher
Credit Voucher
Journal Voucher
Group Statement
Ledger Statement
Group Statement
Ledger Statement
Trial Balance
Cheque Register
Advise Register
Group Statement
Ledger Statement
Group Statement
Ledger Statement
Trial Balance
Cheque Register
Advise Register

Add Ledger

+ Add Ledger
+ Add Group

Ledger name

Ledger name (Bangla)

Ledger code (optional)

Budget

Parent group

Select Employee

Opening Balance


☐ Reconciliation
☐ Report Content

Notes

← Cancel

Save

Entry Page of Ledger



Settings Project Budget Letter HRM User Asset Consumer Item Payroll Accounting Accounts Old Fin Admin

Accounting Menu

- Chart Of Accounts(Expense)
- Subsidiary Ledger**
- Debit Voucher
- Credit Voucher
- Journal Voucher
- Group Statement
- Ledger Statement
- Group Statement
- Group Statement
- Ledger Statement
- Trial Balance
- Cheque Register
- Advise Register

Add Group

+ Add Ledger + Add Group

Group Name

Group name (Bangla)

Group code (optional)

Group New Code

Budget

Parent group

Type Of Expense
☐ GOB
☒ SEIP

☐ Report Content

← Cancel

Save

Entry Page of Group of Ledger

Debit Voucher: Debit vouchers are the documentary evidence of cash payments. These vouchers are prepared to keep records of various cash payments relating to the business including capital and revenue payments. For example, payment of Wages and Salaries, purchase of different assets by cash; Purchase of goods for cash, etc.

SEIP
Sri Lanka Export Import Promotion Board

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Accounting Menu

- Chart Of Accounts(Expense)
- Subsidiary Ledger
- Debit Voucher
- Credit Voucher
- Journal Voucher
- Group Statement
- Ledger Statement
- Trial Balance
- Group Statement
- Ledger Statement
- Trial Balance
- Group Statement
- Ledger Statement
- Trial Balance
- Cheque Register
- Advise Register

List Of Debit Voucher

+ Add Debit Voucher

Source of fund

Select
▼

Status

Pending
▼

Date From*

Date To*

Search

Showing 1 to 10 of 46 entries

10
↓

Search

Export

SL	Date	Number	Ledger	Debit Amount (BDT)	Credit Amount (BDT)	Status	Actions
1	13-Jun-2021	100	Dr 311101-01 Salary of Officer (Pay of EPD)	Dr 2,000,000.00	Cr 2,000,000.00	Pending	<div style="display: flex; gap: 5px;"> <div style="border: 2px solid red; padding: 2px;"> 👁 ✍ 🗑 🔄 </div> </div>
			Cr 2006 ADB Loan 3468 - BAN Resources A/C_T-2				
2	12-Jun-2021	100	Dr 311101-01 Salary of Officer (Pay of EPD)	Dr 300,000.00	Cr 300,000.00	Pending	<div style="display: flex; gap: 5px;"> 👁 ✍ 🗑 🔄 </div>
			Cr 2006 ADB Loan 3468 - BAN Resources A/C_T-2				
3	12-Jun-2021	100	Dr 311101-01 Salary of Officer (Pay of EPD)	Dr 350,000.00	Cr 350,000.00	Pending	<div style="display: flex; gap: 5px;"> 👁 ✍ 🗑 🔄 </div>
			Cr 2006 ADB Loan 3468 - BAN Resources A/C_T-2				
4	11-Jun-2021	100	Dr 311101-02 Salary of Officer (DEPD , Fund Management)	Dr 500.00	Cr 500.00	Pending	<div style="display: flex; gap: 5px;"> 👁 ✍ 🗑 🔄 </div>
			Cr 2006 ADB Loan 3468 - BAN Resources A/C_T-2				
8	09-Jun-2021	100	Dr	Dr 250,000.00	Cr 250,000.00	Pending	<div style="display: flex; gap: 5px;"> 👁 ✍ 🗑 🔄 </div>
			Cr 2006 ADB Loan 3468 - BAN Resources A/C_T-2				
9	09-Jun-2021	100	Dr	Dr 250,000.00	Cr 250,000.00	Pending	<div style="display: flex; gap: 5px;"> 👁 ✍ 🗑 🔄 </div>
			Cr 2006 ADB Loan 3468 - BAN Resources A/C_T-2				
10	09-Jun-2021	100	Dr	Dr 250,000.00	Cr 250,000.00	Pending	<div style="display: flex; gap: 5px;"> 👁 ✍ 🗑 🔄 </div>
			Cr 2006 ADB Loan 3468 - BAN Resources A/C_T-2				


Showing 1 to 10 of 46 entries

⌵

Menu List of Debit Voucher

Debit Voucher submenu initiates four task-

- ✓ View
- ✓ Edit
- ✓ Delete
- ✓ Send to checking



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Accounting
Accounts Old
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Accounting Menu

Chart Of Accounts(Expense)
Subsidiary Ledger
Debit Voucher
Credit Voucher
Journal Voucher
Group Statement
Ledger Statement
Trial Balance
Group Statement
Ledger Statement
Trial Balance
Group Statement
Ledger Statement
Trial Balance
Cheque Register
Advise Register
Group Statement
Ledger Statement
Trial Balance
Cheque Register
Group Statement
Ledger Statement
Trial Balance
Cheque Register
Advise Register

Add Debit Voucher

+ Add Debit Voucher

Debit Voucher

Tranche:
Select
Voucher No:
1
SoF:
Date:
15-Jun-2021
Payee:
Address:

Description

Amount (Tk.)

Recording of transaction							
Trnx Type	Accounts Head	Code	Debit	Credit	Remaining Budget	Cheque No	Action
			Tk.	Tk.	Tk.(Lac)		
Cr	Select						
Dr	Select						
Total			0	0			

Transaction Media
Cheque
Transaction Date
15-Jun-2021

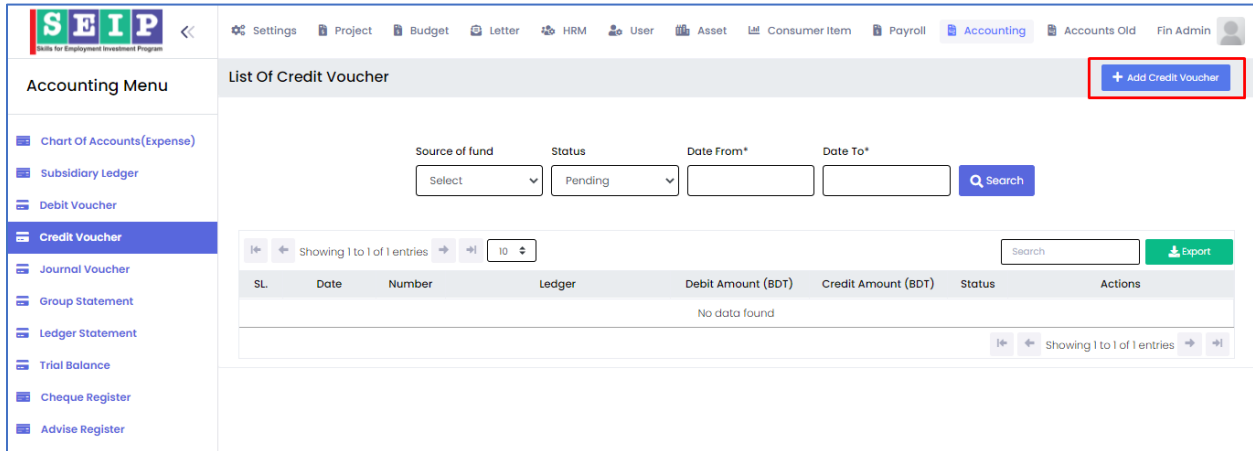
Save
Cancel

Prepared By
Accountant
Checked By
Accounts Officer
Verified & Approved By
AEPD (FM)

Entry Page of Debit Voucher

- ✓ After Clicking on “Save” Button the Debit Voucher will be created.
- ✓ After clicking on “Cancel” Button the debit voucher will not save.

Credit Voucher: Document which represents an accounting transaction with payment information before the invoice posting in the system.




The screenshot shows the SEIP Accounting Menu on the left, with 'Credit Voucher' selected. The main area displays the 'List Of Credit Voucher' page. At the top right of this page is a red-bordered button labeled '+ Add Credit Voucher'. Below this, there are filters for 'Source of fund' (a dropdown menu), 'Status' (a dropdown menu with 'Pending' selected), 'Date From*', and 'Date To*'. A 'Search' button is to the right of these filters. Below the filters, there is a table with columns: SL., Date, Number, Ledger, Debit Amount (BDT), Credit Amount (BDT), Status, and Actions. The table currently shows 'No data found'. At the bottom right of the table, there is a 'Showing 1 to 1 of 1 entries' indicator and an 'Export' button.

Menu List of Credit Voucher

Credit Voucher submenu initiates four task-

- ✓ View
- ✓ Edit
- ✓ Delete
- ✓ Send to checking



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Fin Admin

Accounting Menu

Chart Of Accounts(Expense)
Subsidiary Ledger
Debit Voucher
Credit Voucher
Journal Voucher
Group Statement
Ledger Statement
Trial Balance
Group Statement
Ledger Statement
Trial Balance
Group Statement
Ledger Statement
Trial Balance
Cheque Register
Advise Register
Group Statement
Ledger Statement
Trial Balance
Group Statement
Ledger Statement
Trial Balance
Cheque Register
Advise Register

Add Credit Voucher

Tranche:
Select

Voucher No:
1

SoF:

Date:
15-Jun-2021

Payee:

Address:

Description

Amount (Tk.)

File
Edit
View
Insert
Format
Table

Paragraph
B
I

Recording of transaction

Trnx Type	Accounts Head	Code	Debit Tk.	Credit Tk.	Action
Dr	Select				
Cr	Select				
Total			0	0	

Transaction Media
Cheque

Cheque No.

Transaction Date
15-Jun-2021

Save
Cancel

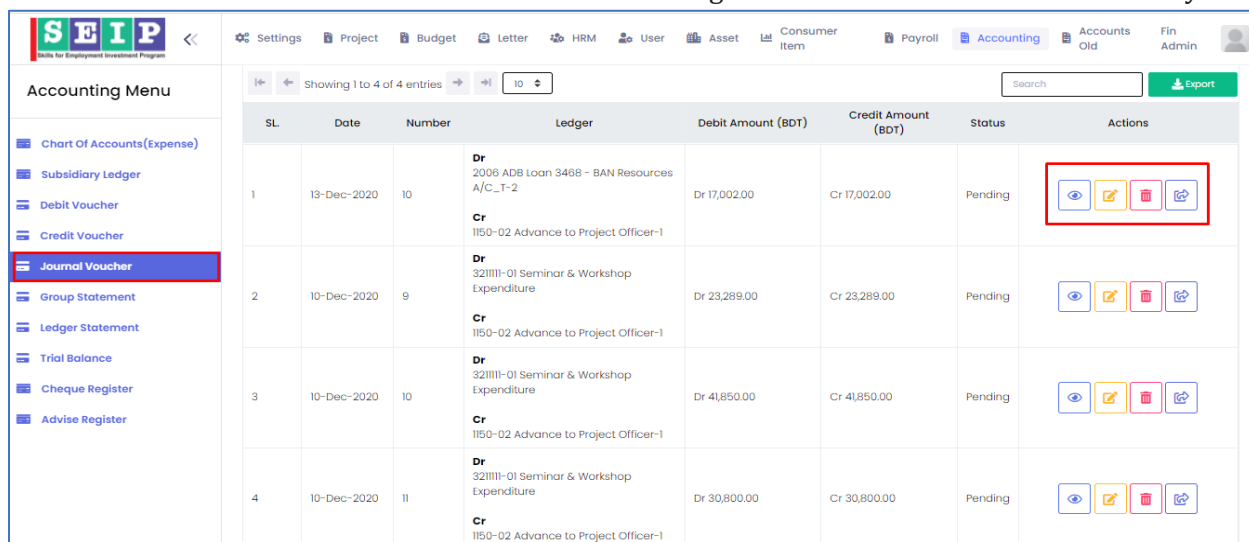
Prepared By
Accountant

Checked By
Accounts Officer

Verified & Approved By
AEPD (FM)

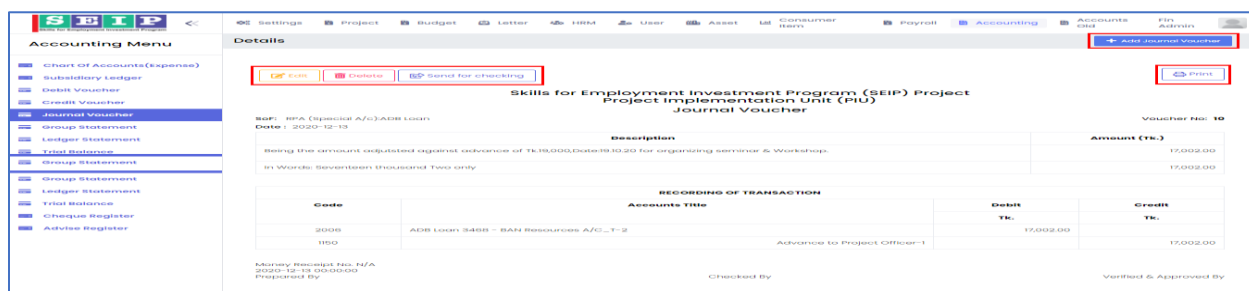
Entry Page of Credit Voucher

Journal Voucher: Journal Voucher is a document which start by identifying the transection type and fill up in the required fields of Journal voucher. Here, the journal voucher is the equivalent back up document for a transaction not involving the movement of money .



SL	Date	Number	Ledger	Debit Amount (BDT)	Credit Amount (BDT)	Status	Actions
1	13-Dec-2020	10	Dr 2006 ADB Loan 3488 - BAN Resources A/C_T-2 Cr 1150-02 Advance to Project Officer-1	Dr 17,002.00	Cr 17,002.00	Pending	[View] [Edit] [Delete] [Print]
2	10-Dec-2020	9	Dr 321111-01 Seminar & Workshop Expenditure Cr 1150-02 Advance to Project Officer-1	Dr 23,289.00	Cr 23,289.00	Pending	[View] [Edit] [Delete] [Print]
3	10-Dec-2020	10	Dr 321111-01 Seminar & Workshop Expenditure Cr 1150-02 Advance to Project Officer-1	Dr 41,850.00	Cr 41,850.00	Pending	[View] [Edit] [Delete] [Print]
4	10-Dec-2020	11	Dr 321111-01 Seminar & Workshop Expenditure Cr 1150-02 Advance to Project Officer-1	Dr 30,800.00	Cr 30,800.00	Pending	[View] [Edit] [Delete] [Print]

Menu List of Journal Voucher



Skills for Employment Investment Program (SEIP) Project Implementation Unit (PIU) Journal Voucher

Voucher No: 10

Date: 2020-12-13

Description: Being the amount adjusted against advance of Tk 15,000.00 to 10.00 for organizing seminar & Workshops. In Words: Seventeen thousand Two only

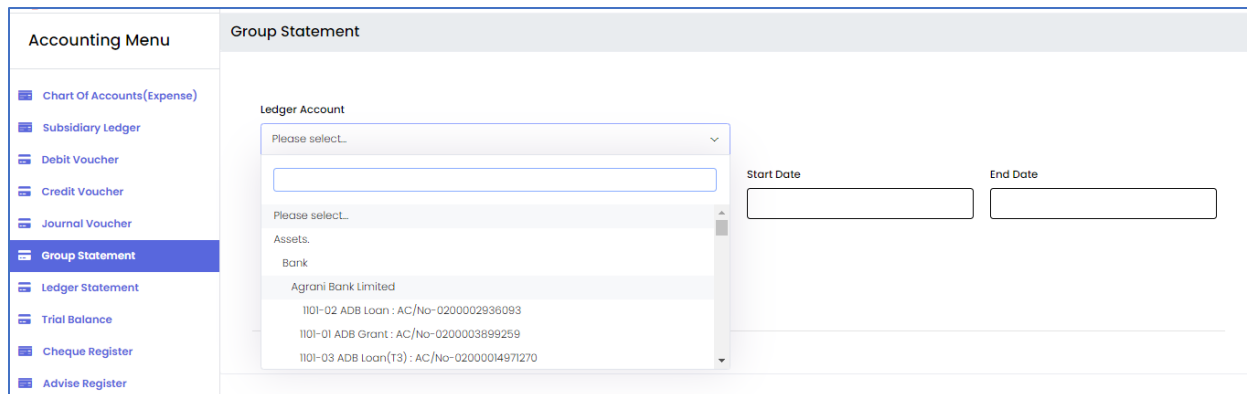
Code	Accounts Title	Debit Tk.	Credit Tk.
2006	ADB Loan 3488 - BAN Resources A/C_T-2	17,002.00	
1150	Advance to Project Officer-1		17,002.00

Money Receipt No. 4/A
2020-12-13 00:00:00
Prepared By: _____
Checked By: _____
Verified & Approved By: _____

View Screen of Journal Voucher

- ✓ Rectification in Journal Voucher will occur after clicking on Edit Button of View Journal Voucher.
- ✓ Delete button is for deducting the journal voucher if not necessary from the system.
- ✓ Send for Checking Button provides the journal voucher recheck status for further process.

Group Statement: Group Statement of accounts module will show bunch of ledger information in one group after selecting the required fields of group statement.

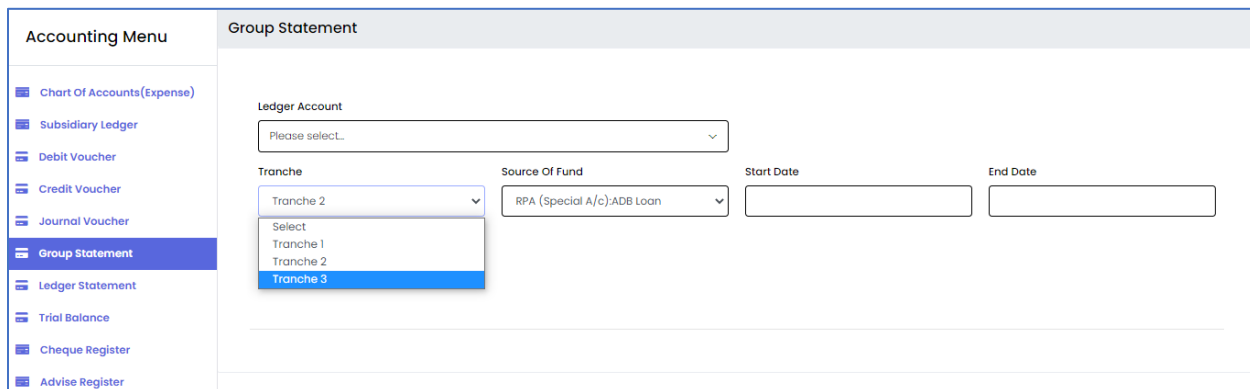


The screenshot shows the 'Group Statement' form. On the left is the 'Accounting Menu' with options: Chart Of Accounts(Expense), Subsidiary Ledger, Debit Voucher, Credit Voucher, Journal Voucher, **Group Statement**, Ledger Statement, Trial Balance, Cheque Register, and Advise Register. The main form has a 'Ledger Account' dropdown menu open, showing a list of accounts under 'Assets' and 'Bank'. The 'Bank' section lists 'Agrani Bank Limited' with three sub-accounts: '1101-02 ADB Loan : AC/No- 0200002936093', '1101-01 ADB Grant : AC/No- 0200003899259', and '1101-03 ADB Loan(T3) : AC/No- 02000014971270'. To the right of the dropdown are 'Start Date' and 'End Date' input fields.

Ledger Account Select

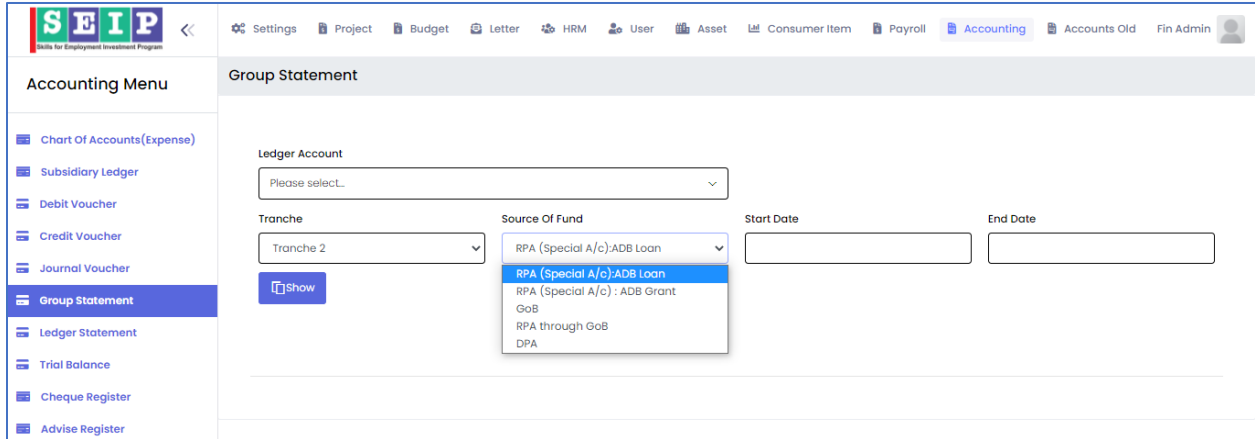
- ✓ Select Ledger account from dropdown list

Select Tranche



The screenshot shows the 'Group Statement' form with the 'Tranche' dropdown menu open. The 'Ledger Account' dropdown is set to 'Please select...'. The 'Tranche' dropdown shows options: 'Select', 'Tranche 1', 'Tranche 2', and 'Tranche 3' (highlighted). The 'Source Of Fund' dropdown is set to 'RPA (Special A/c):ADB Loan'. The 'Start Date' and 'End Date' input fields are empty.

- ✓ Select tranche from dropdown list



Accounting Menu

- Chart Of Accounts(Expense)
- Subsidiary Ledger
- Debit Voucher
- Credit Voucher
- Journal Voucher
- Group Statement**
- Ledger Statement
- Trial Balance
- Cheque Register
- Advise Register

Group Statement

Ledger Account
Please select...

Tranche
Tranche 2

Source Of Fund
RPA (Special A/c):ADB Loan
RPA (Special A/c) : ADB Grant
GoB
RPA through GoB
DPA

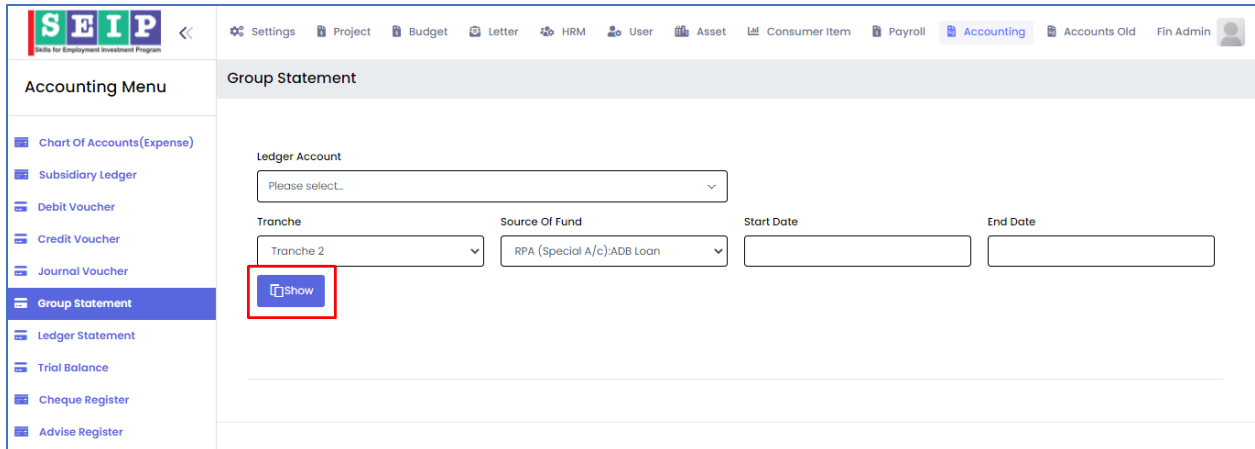
Start Date

End Date

Show

Source of fund

- ✓ Select fund from source of fund



Accounting Menu

- Chart Of Accounts(Expense)
- Subsidiary Ledger
- Debit Voucher
- Credit Voucher
- Journal Voucher
- Group Statement**
- Ledger Statement
- Trial Balance
- Cheque Register
- Advise Register

Group Statement

Ledger Account
Please select...

Tranche
Tranche 2

Source Of Fund
RPA (Special A/c):ADB Loan

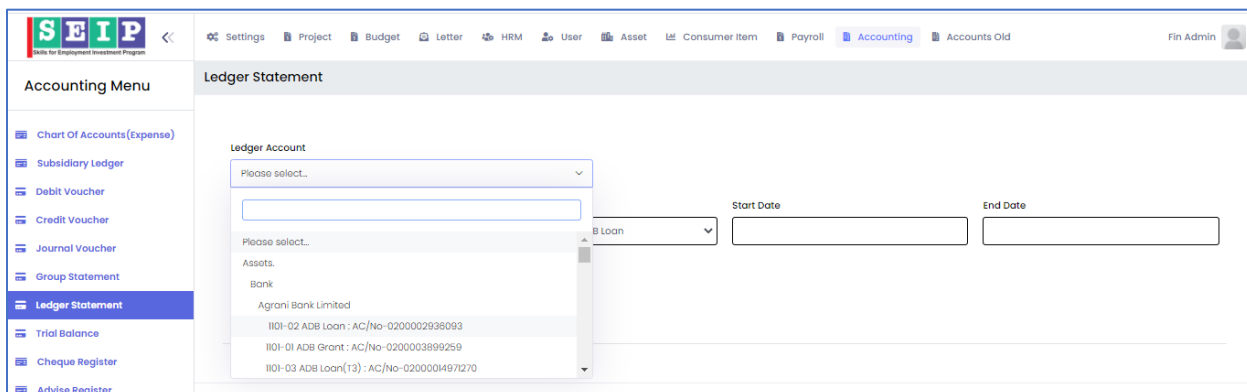
Start Date

End Date

Show

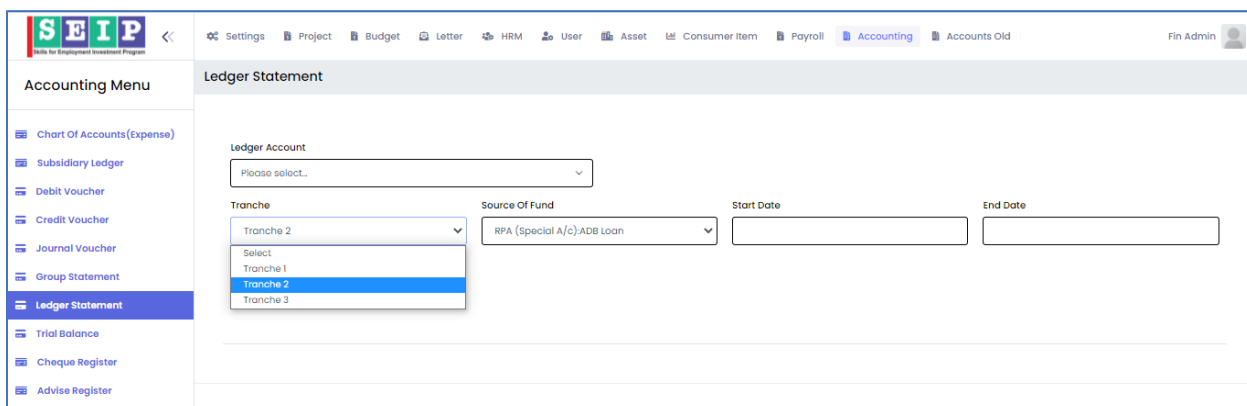
- ✓ Show data after clicking on Show button

Ledger Statement: Ledger Statement will show in the ledger statement after clicking on required fields and selecting from dropdown list. Ledger Statement will show on the screen after selecting given fields chronologically-



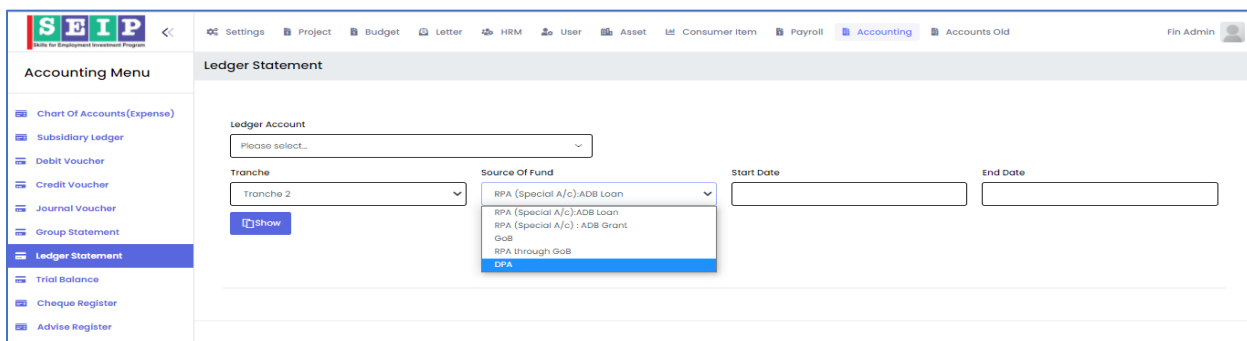
The screenshot shows the 'Ledger Statement' form in the SEIP application. The 'Ledger Account' dropdown menu is open, displaying a list of accounts. The 'Start Date' and 'End Date' fields are also visible.

Select Ledger Account



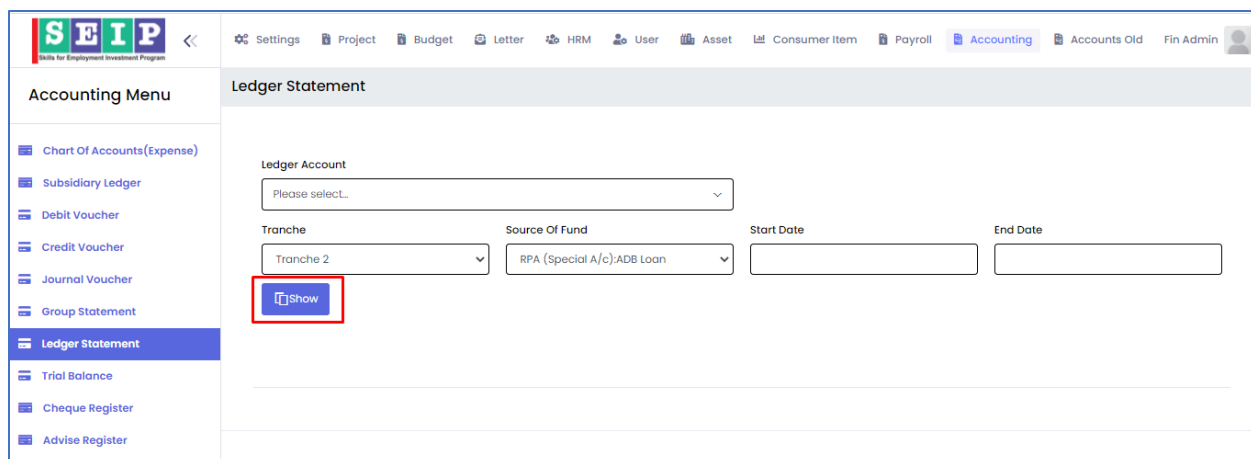
The screenshot shows the 'Ledger Statement' form in the SEIP application. The 'Tranche' dropdown menu is open, displaying a list of tranches. The 'Source Of Fund' dropdown menu is also open, showing 'RPA (Special A/c):ADB Loan'.

Select Tranche



The screenshot shows the 'Ledger Statement' form in the SEIP application. The 'Source Of Fund' dropdown menu is open, displaying a list of fund sources. The 'Tranche' dropdown menu is also open, showing 'Tranche 2'.

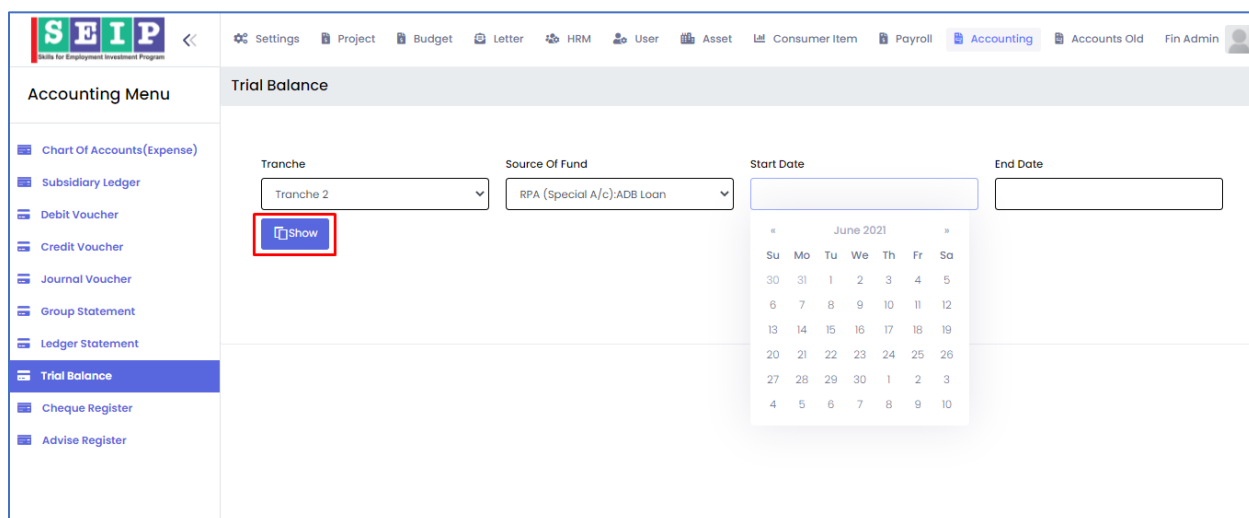
Select Type of Fund



The screenshot shows the SEIP Accounting Menu on the left with options like Chart Of Accounts, Subsidiary Ledger, and Ledger Statement. The main area is titled 'Ledger Statement' and contains a form with fields for Ledger Account, Tranche, Source Of Fund, Start Date, and End Date. A red box highlights the 'Show' button.

After providing all information Ledger Statement will show on the Screen.

Trial Statement: Trial Balance will be initiated after clicking on required fields.



The screenshot shows the SEIP Accounting Menu with 'Trial Balance' selected. The form includes fields for Tranche, Source Of Fund, Start Date, and End Date. A date picker is open for the Start Date field, showing the month of June 2021. A red box highlights the 'Show' button.

Trial Balance Search boxes

Accounting Menu									
Chart Of Accounts (Expense)									
Subsidiary Ledger									
Debit Voucher									
Credit Voucher									
Journal Voucher									
Group Statement									
Ledger Statement									
Group Register									

Trial Balance									
Branch	Source Of Fund	Start Date	End Date						
Branch 2	RPA (Special A/c)-A&M Loan								
[Edit]									
Account Name	Type	Debit Total (BDT)	Credit Total (BDT)						
Assets									
Bank	Group	Dr 1,031,317,000.00							
Agri Bank Limited	Group	Dr 1,029,340,147.53							
Agri Bank Limited	Group	Dr 497,334,283.00							
Advance	Group	Dr 955,911,894.82							
1150 Advance	Group	Dr 8,071,509.00							
Liabilities and Owners Equity									
Expenses	Group		Dr 4,794,926,326.48						
311100 Salaries and salaries in cash	Group		Dr 3,750,961,332.96						
311101 Basic pay (Officer)	Group		Dr 220,452,386.00						
311106 Entertainment	Group		Dr 103,103,359.00						
311107 Living Charge /rent of Car/Microbus	Group		Dr 177,372.00						
311111 Service/Workshop	Group		Dr 4,187,366.00						
311113 Electricity	Group		Dr 7,041,553.00						
311115 Water	Group		Dr 267,330.00						
311119 Postage	Group		Dr 63,102.00						
311120 Telephone/Communication	Group		Dr 7,841.00						
311126 Advertising and Publicity	Group		Dr 281,119.00						
311131 Outsourcing Manpower	Group		Dr 48,764.00						
3211 Fee, charges and commissions	Group		Dr 5,062,936.00						
322100 Bank Charges	Group		Dr 1,351,610.00						
3231 Training	Group		Dr 1,351,610.00						
323101 Local training	Group		Dr 134,954,081.48						
323101 Overseas Training	Group		Dr 64,954,076.01						
3241 Domestic travel and transfer	Group		Dr 55,955,465.48						
324101 Domestic travel expenses	Group		Dr 103,776.00						
3250 Printing and stationery	Group		Dr 1,171,074.00						
325101 Computer Consumable	Group		Dr 45,850.00						
325104 Stationery, Seal and Stamp	Group		Dr 447,585.00						
325106 Other expenses(SDGM,MSDC,DC&MY&C)	Group		Dr 677,679.00						
3257 Professional services, honorarium and special expenses	Group		Dr 175,413,419.81						
325701 Consultancy	Group		Dr 170,270,419.81						
Consultants Brain Drains	Group		Dr 170,270,419.81						
National Consultants-Individual	Group		Dr 93,085,343.00						
Individual Consultants -SDGMU	Group		Dr 72,932,468.00						
Individual Consultants (Fixed)	Group		Dr 13,659,626.00						
National Consultants- Firm	Group		Dr 48,065,461.00						
Consultants Package SD-14: Trainee Tracking System	Group		Dr 16,576,399.00						
Consultants Package SD-11: PMU Bangladesh	Group		Dr 33,416,434.00						
Consultants Package SD-14: Visitor Study of Best Graduation (Tranche-1)	Group		0.00						
Consultants Package SD-28: Labour Market Study (Tranche-2)	Group		Dr 16,073,938.00						
International Consultants-Individual	Group		Dr 5,114,818.81						
Individual Consultants (Fixed)	Group		Dr 5,114,818.81						
325706 Honorarium allowance	Group		Dr 143,000.00						
3258 Repairs and Maintenance	Group		Dr 113,450.00						
325806 Other Machinery & Equipment	Group		Dr 35,460.00						
Repairs & Maintenance (Office Equipment)	Group		Dr 25,460.00						
325810 Non-residential buildings	Group		Dr 90,000.00						
325810 Repairs	Group		Dr 2,261,162,401.00						
325812 Grant for Training	Group		Dr 3,055,332,401.00						
Training Grants(Association)	Group		Dr 2,850,650,010.00						
Training Grant for RACI Enrollment	Group		Dr 925,015,499.00						
Training Grant for RACI Certification	Group		Dr 305,482,456.00						
Training Grant for RACI Job Placement	Group		Dr 319,264,119.00						
Skills_Mobilization Payment	Group		Dr 80,460,392.00						
Training Grant for BKMEA	Group		Dr 35,382,948.00						
Training Grant for BKMEA Enrollment	Group		Dr 206,060,336.00						
Training Grant for BKMEA Certification	Group		Dr 101,840,442.00						
Training Grant for BKMEA Job Placement	Group		Dr 85,361,940.00						
BKMEA_Mobilization Payment	Group		Dr 12,311,927.00						
Training Grant for BKMEA	Group		Dr 23,939,207.00						
Training Grant for BKMEA	Group		Dr 187,055,038.00						
Training Grant for BKMEA Enrollment	Group		Dr 87,814,981.00						
Training Grant for BKMEA Certification	Group		Dr 55,489,112.00						
Training Grant for BKMEA Job Placement	Group		Dr 18,005,016.00						
Mobilization Payment	Group		Dr 16,706,020.00						
Training Grant for BKMEA	Group		Dr 19,014,517.00						
Training Grant for BKMEA Enrollment	Group		Dr 70,464,612.00						
Training Grant for BKMEA Certification	Group		Dr 91,344,981.00						
Training Grant for BKMEA Job Placement	Group		Dr 20,776,104.00						
Training Grant for BTAA	Group		Dr 148,976,398.00						
Training Grant for BTAA Enrollment	Group		Dr 87,816,381.00						
Training Grant for BTAA Certification	Group		Dr 60,008,871.00						
Training Grant for BTAA Job Placement	Group		Dr 35,626,861.00						
Training Grant for ACDSEB	Group		Dr 84,901,917.00						
Training Grant for ACDSEB Enrollment	Group		Dr 48,034,675.00						
Training Grant for ACDSEB Certification	Group		Dr 34,942,861.00						
Training Grant for ACDSEB Job Placement	Group		Dr 3,514,169.00						
Training Grant for LMEAB	Group		Dr 130,329,306.00						
Training Grant for LMEAB Enrollment	Group		Dr 93,007,890.00						
Training Grant for LMEAB Certification	Group		Dr 48,047,924.00						
Training Grant for LMEAB Job Placement	Group		Dr 13,101,000.00						
Training Grant for RACCO	Group		Dr 346,746,701.00						
Training Grant for RACCO Enrollment	Group		Dr 147,372,154.00						
Training Grant for RACCO Certification	Group		Dr 136,709,306.00						
Training Grant for RACCO Job Placement	Group		Dr 45,342,965.00						
Training Grant for BSCG	Group		Dr 8,856,747.00						
Training Grant for BSCG (Motor Driving)	Group		Dr 3,062,100.00						
Training Grant for BSM	Group		Dr 54,108,995.00						
Training Grant for BSM Enrollment	Group		Dr 37,224,341.00						
Training Grant for BSM Certification	Group		Dr 11,907,781.00						
Training Grant for RAPA	Group		Dr 240,105,993.00						
Training Grant for RAPA Enrollment	Group		Dr 95,240,390.00						
Training Grant for RAPA Certification	Group		Dr 99,364,821.00						
Training Grant for RAPA Job Placement	Group		Dr 34,237,262.00						
Training Grant for ISC Tour & Hosp.	Group		Dr 136,380,700.00						
Training Grant for ISC Tour & Hosp Enrollment	Group		Dr 60,722,681.00						
Training Grant for ISC Tour & Hosp Certification	Group		Dr 47,606,167.00						
Training Grant for ISC Tour & Hosp Job Placement	Group		Dr 14,651,220.00						
Training Grant for BUTEK	Group		Dr 86,393,044.00						
Training Grant for BUTEK Enrollment	Group		Dr 44,927,636.00						
Training Grant for BUTEK Certification	Group		Dr 26,607,737.00						
Training Grant for SEEP-EWU	Group		Dr 95,776,167.00						
Training Grant for SEEP-EWU Enrollment	Group		Dr 39,634,040.00						
Training Grant for SEEP-EWU Certification	Group		Dr 34,950,390.00						
Training Grant for SDG BDD,BRACU	Group		Dr 105,755,641.00						
Training Grant for SDG BDD,BRACU Enrollment	Group		Dr 57,118,143.00						
Training Grant for SDG BDD,BRACU Certification	Group		Dr 32,011,517.00						
Training Grant for REHAB	Group		Dr 136,470,814.00						
Training Grant for REHAB Enrollment	Group		Dr 59,080,616.00						
Training Grant for REHAB Certification	Group		Dr 46,484,000.00						
Training Grant for REHAB Job Placement	Group		Dr 14,587,268.00						
Training Grant for Trust Technical Training Institute(TTI)	Group		Dr 10,673,000.00						
Training Grant for Trust Technical Training (TTI)_Enrollment	Group		Dr 10,080,000.00						
Training Grant for Trust Technical Training (TTI)_Certification	Group		Dr 1,152,000.00						
Training Grant for RAPA Additional_T-2	Group		Dr 14,198,164.00						
Training Grant for RAPA_ADD_Enrollment	Group		Dr 7,866,764.00						
Training Grant for RAPA_ADD_Certification	Group		Dr 6,366,400.00						
Training Grant for REA (D.U)	Group		Dr 12,641,230.00						
Training Grants (SB and PGP)	Group		Dr 311,851,496.00						
Training Grant for PGP	Group		Dr 311,851,496.00						
Training Grant for PGP Enrollment	Group		Dr 186,367,966.00						
Training Grant for PGP Certification	Group		Dr 115,703,306.00						
Training Grant for PGP Job Placement	Group		Dr 6,000,144.00						
Training Grant for Officers	Group		Dr 91,748,878.00						
323117 Stipend / Scholarship	Group		Dr 162,860,000.00						
Stipend (Associations)	Group		Dr 65,730,000.00						
Stipend (SS&S & PGP)	Group		Dr 20,000.00						
TOTAL		Dr 5,562,411,910.44	Cr 5,562,411,910.44						

Trial Balance

Cheque Register: Cheque Register menu list will show the input cheque list what entered before.

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SEIP For Employment Investment Program

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Cheque Register

Advise Register

Cheque List

+ Add Cheque

Show 10 entries

Search:

Sl No	Tranche	Bank Info	Cheque No	Amount (BDT)	Creation Date	Status	Action
1	Tranche-2	Bank Name: Sonali Bank Branch: Hotel Sheraton A/C No: 12345	ABDI001	0	09-06-2021	Used	<div></div>
2	Tranche-2	Bank Name: Sonali Bank Branch: Hotel Sheraton A/C No: 12345	ABDI002	0	09-06-2021	Used	<div></div>
3	Tranche-2	Bank Name: Sonali Bank Branch: Hotel Sheraton A/C No: 12345	ABDI003	350000.00	09-06-2021	Used	<div></div>
4	Tranche-2	Bank Name: Sonali Bank Branch: Hotel Sheraton A/C No: 12345	ABDI004	7000000.00	09-06-2021	Used	<div></div>
5	Tranche-2	Bank Name: Sonali Bank Branch: Hotel Sheraton A/C No: 12345	ABDI005	500.00	09-06-2021	Used	<div></div>
6	Tranche-2	Bank Name: Sonali Bank Branch: Hotel Sheraton A/C No: 12345	ABDI006	300000.00	09-06-2021	Used	<div></div>
7	Tranche-2	Bank Name: Sonali Bank Branch: Hotel Sheraton A/C No: 12345	ABDI007	350000.00	09-06-2021	Used	<div></div>
8	Tranche-2	Bank Name: Sonali Bank Branch: Hotel Sheraton A/C No: 12345	ABDI008	2000.00	09-06-2021	Used	<div></div>
9	Tranche-2	Bank Name: Sonali Bank Branch: Hotel Sheraton A/C No: 12345	ABDI009	2000000.00	09-06-2021	Used	<div></div>
10	Tranche-2	Bank Name: Sonali Bank Branch: Hotel Sheraton A/C No: 12345	ABDI010	0	09-06-2021	Unused	<div></div>

Showing 1 to 10 of 30 entries

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Menu List of Cheque Register

Accounting Menu Chart Of Accounts(Expense) Subsidiary Ledger Debit Voucher Credit Voucher Journal Voucher Group Statement Ledger Statement Trial Balance Cheque Register Advise Register	<div> <div>Cheque Register</div> <div> <div>Tranche Selection*</div> <div>Select</div> </div> <div> <div>Bank Selection*</div> <div></div> </div> <div> <div>Cheque Number*</div> <div>Enter Cheque Number</div> </div> <div> <div>Number of Leaf*</div> <div>Enter number of leaf</div> </div> <div> <div>Go Back</div> <div>Generate</div> </div> </div>
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Entry Screen of Cheque Register

Advise Register: Advise Register menu list will show the input Advise list what entered before.

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Advise Register

Advise List

+ Add Advise

Show10entries

Search:

Sl. No	Tranche	Bank Info	Advise No	Amount (BDT)	Creation Date	Status	Action
1	Tranche-2	Bank Name: Sonali Bank Branch: Hotel Sheraton A/C No: 12345	ABE2001	0	09-06-2021	Unused	
2	Tranche-2	Bank Name: Sonali Bank Branch: Hotel Sheraton A/C No: 12345	ABE2002	0	09-06-2021	Unused	
6	Tranche-2	Bank Name: Sonali Bank Branch: Hotel Sheraton A/C No: 12345	ABE2006	0	09-06-2021	Unused	
7	Tranche-2	Bank Name: Sonali Bank Branch: Hotel Sheraton A/C No: 12345	ABE2007	0	09-06-2021	Unused	
8	Tranche-2	Bank Name: Sonali Bank Branch: Hotel Sheraton A/C No: 12345	ABE2008	0	09-06-2021	Unused	
9	Tranche-2	Bank Name: Sonali Bank Branch: Hotel Sheraton A/C No: 12345	ABE2009	0	09-06-2021	Unused	
10	Tranche-2	Bank Name: Sonali Bank Branch: Hotel Sheraton A/C No: 12345	ABE2010	0	09-06-2021	Unused	

Showing 1 to 10 of 30 entries

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Menu List of Advice Register

	<div> Settings Project Budget Letter HRM User Asset Consumer Item Payroll Accounting Accounts Old Fin Admin </div>
Accounting Menu <ul style="list-style-type: none"> Chart Of Accounts(Expense) Subsidiary Ledger Debit Voucher Credit Voucher Journal Voucher Group Statement Ledger Statement Trial Balance Cheque Register Advise Register 	<div> Advise Register + Add Advise </div> <div> Tranche Selection* <input type="text" value="Select"/> </div> <div> Bank Selection* <input type="text"/> </div> <div> Advise Number* <input type="text" value="Enter Advise Number"/> </div> <div> Number of Leaf* <input type="text" value="Enter number of leaf"/> </div> <div> ← Go Back Generate </div>

Entry Screen of Advice Register