



DEPARTMENT OF STATE TAXES AND EXCISE GOVT.OF HIMACHAL PRADESH



Revenue Management User Reference Manual

C-TEL INFOSYSTEMS PVT. LTD
Hyderabad, Telangana

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****user required to handle all alert pop-up by clicking ok****

1.Overview:

- Implementation Of An E-Governance Systems for Excise Functions Of “Department of State Taxes and Excise Government Of Himachal Pradesh”
- The Purpose of This Document Is to Provide a Detailed Description to The User Which Helps to Perform Revenue Management of Other Department process.

2.Helpful Resources:

2.1 System Requirements:

Operating System

- Ubuntu Version No:20.0.4

Connectivity

- For Data Transmission There Should Be Connectivity Installed at Locations.

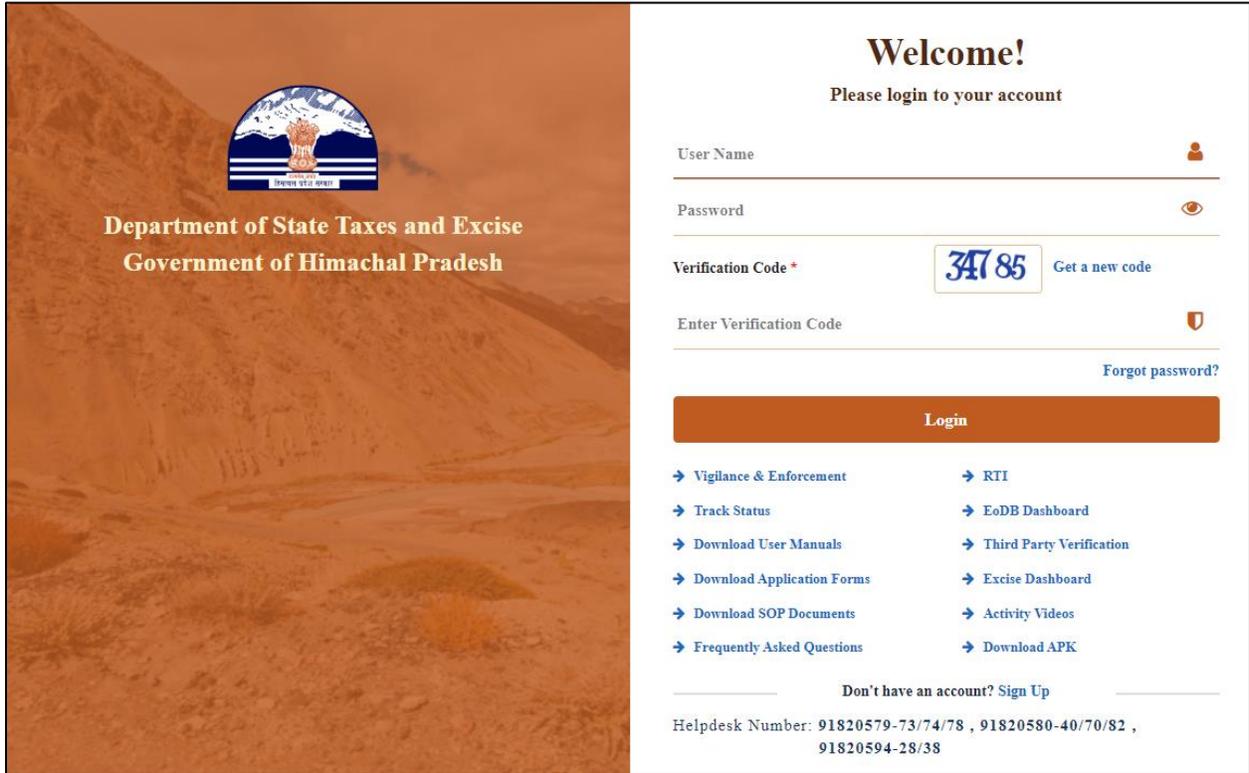
Browser:

- Application Is Compatible with Latest Mozilla and Chrome

2.2 Help and Contact Information

Revenue Management

Deputy commissioner (District Office):



Welcome!
Please login to your account

User Name 

Password 

Verification Code *  [Get a new code](#)

Enter Verification Code 

[Forgot password?](#)

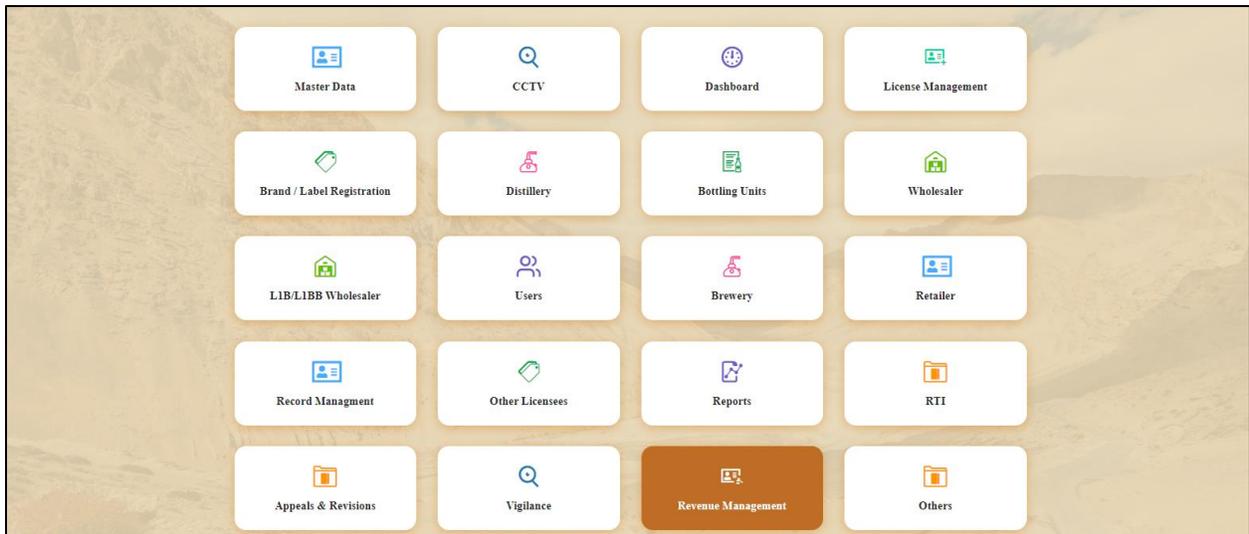
Login

- Vigilance & Enforcement
- Track Status
- Download User Manuals
- Download Application Forms
- Download SOP Documents
- Frequently Asked Questions
- RTI
- EoDB Dashboard
- Third Party Verification
- Excise Dashboard
- Activity Videos
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Helpdesk Number: 91820579-73/74/78 , 91820580-40/70/82 , 91820594-28/38

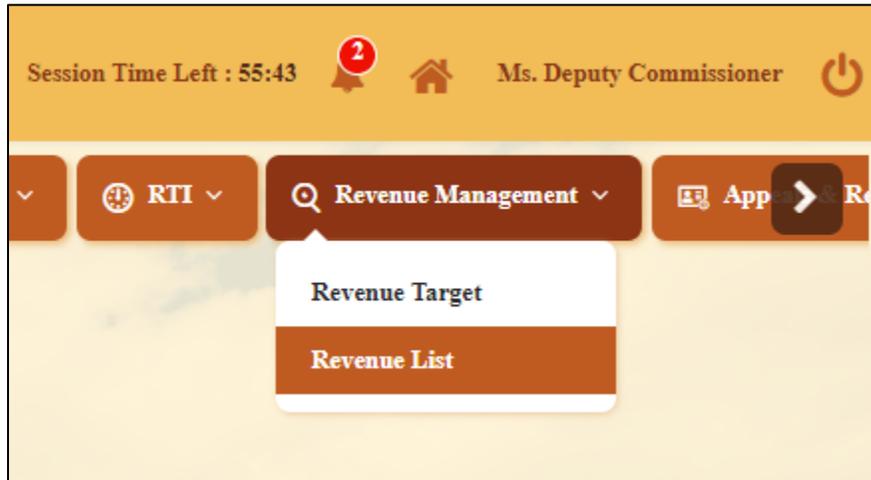
- User required to provide valid credentials and click on Login button



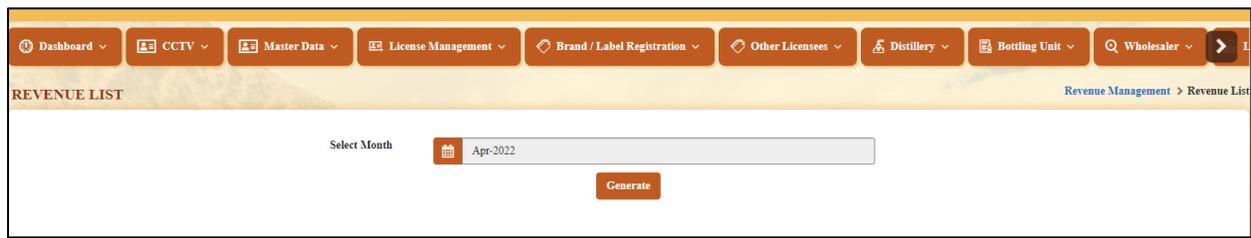
 Master Data	 CCTV	 Dashboard	 License Management
 Brand / Label Registration	 Distillery	 Bottling Units	 Wholesaler
 LIB/LIBB Wholesaler	 Users	 Brewery	 Retailer
 Record Management	 Other Licensees	 Reports	 RTI
 Appeals & Revisions	 Vigilance	 Revenue Management	 Others

- User required to click on Revenue management as shown in above figure.

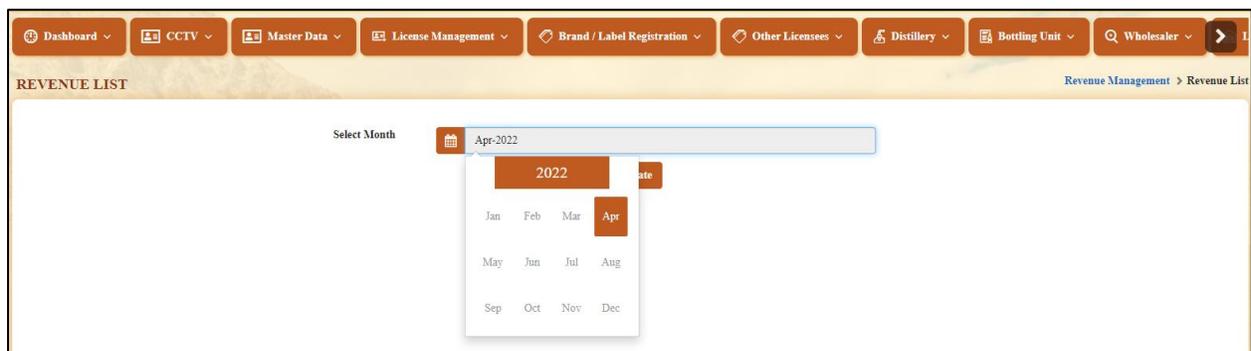
a) Revenue List:



- User need to select Revenue List as mentioned in above figure.



- User required to select months as mentioned in below figure



- After selection of month as mentioned in above figure user need to click on Generate report.

Dashboard | CCTV | Master Data | License Management | Brand / Label Registration | Other Licensees | Distillery | Bottling Unit | W

GENERATE REVENUE Revenue Management > Revenue Generation

Revenue Generated(From: 01-Apr-2022 To: 30-Apr-2022)

Duty Paid Transfer	<input type="text" value="20459.50"/>	Hologram Procurement	<input type="text" value="46500.00"/>
Spirit Challan	<input type="text" value="105000.00"/>	Brand Fee	<input type="text" value="100000"/>
Total	<input type="text" value="271959.5"/>		
Remarks :	<input type="text" value="Enter Your Remarks"/>		

- User need to enter remarks and click on submit button.

Dashboard | CCTV | Master Data | License Management | Brand / Label Registration | Other Licensees | Distillery | Bottling Unit | W

GENERATE REVENUE Revenue Management > Revenue Generation

Revenue Generated(From: 01-Apr-2022 To: 30-Apr-2022)

Duty Paid Transfer	<input type="text" value="20459.50"/>	Hologram Procurement	<input type="text" value="46500.00"/>
Spirit Challan	<input type="text" value="105000.00"/>	Brand Fee	<input type="text" value="100000"/>
Total	<input type="text" value="271959.5"/>		
Remarks :	<input type="text" value="Revenue DATA submitted"/>		

- After submitting successfully, the page will be displayed as below.

** user need to handle alert message by clicking on ok **

Dashboard | CCTV | Master Data | License Management | Brand / Label Registration | Other Licensees | Distillery | Bottling Unit | W

REVENUE LIST Revenue Management > Revenue List

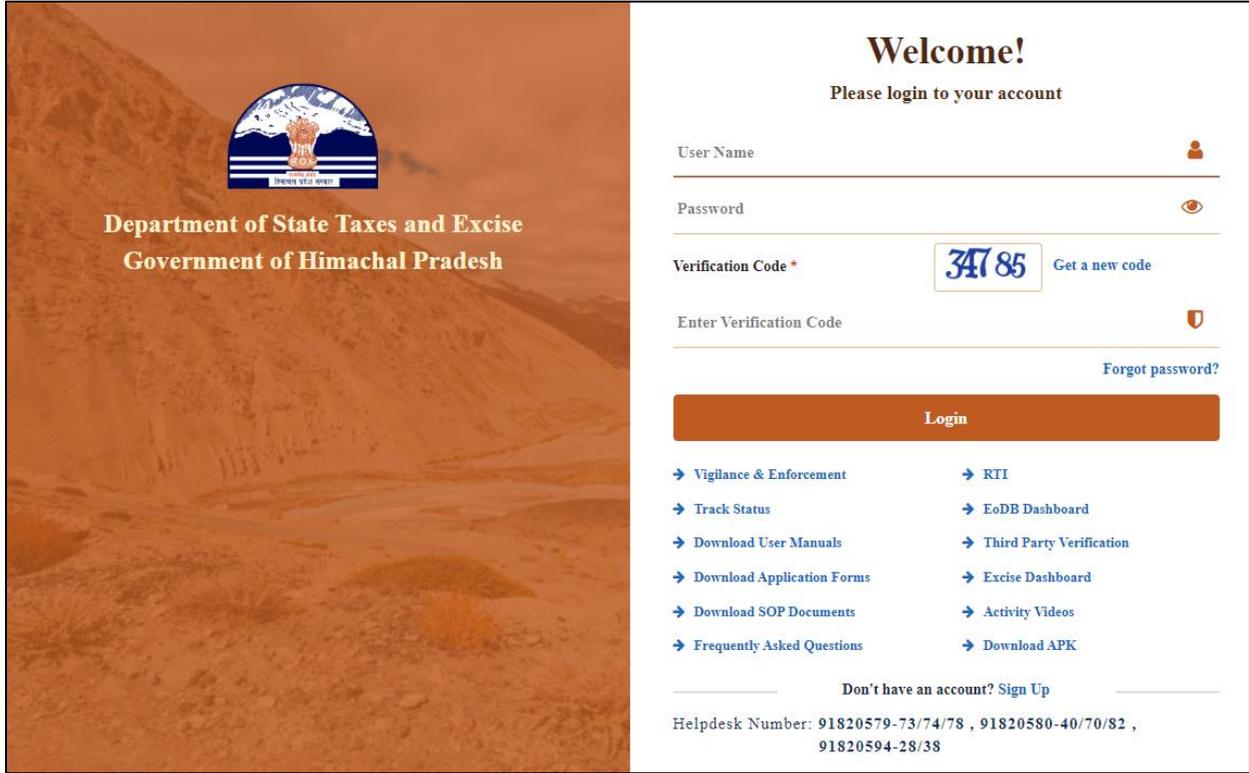
Select Month

Revenue for the month of **April**

District	Amount	Action	Status
Solan	271959.50		<input type="button" value="Submitted to Commissioner"/>
TOTAL	271959.5		

- The revenue for the month will be submitted to commissioner as shown in above figure

Commissioner Login:



Welcome!
Please login to your account

User Name

Password

Verification Code * [Get a new code](#)

Enter Verification Code

[Forgot password?](#)

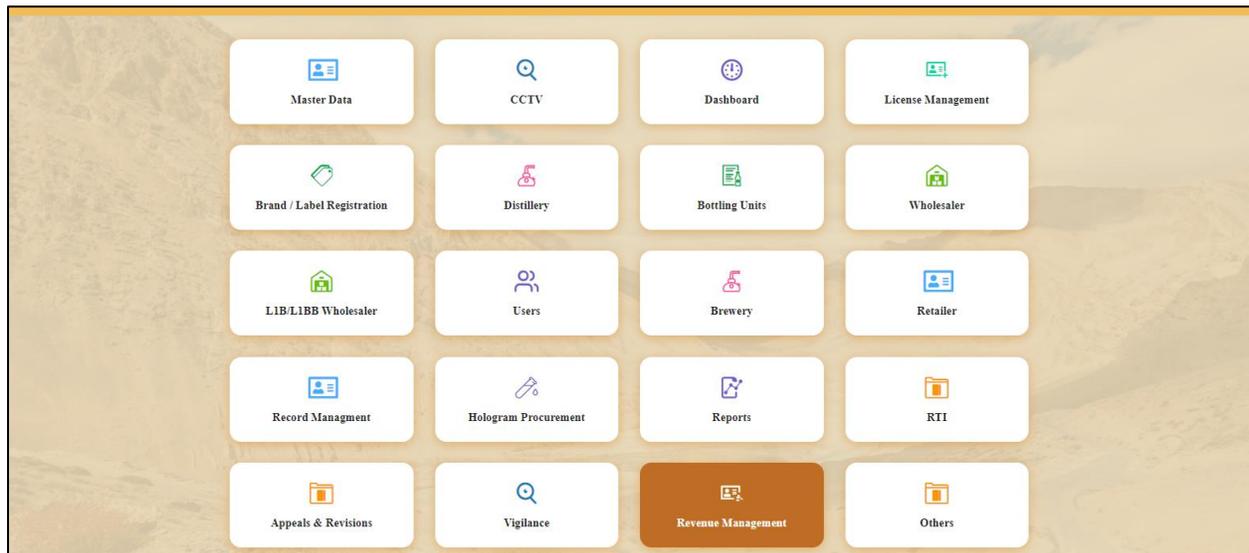
Login

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- User required to provide valid credentials as mentioned in above figure and click login button.



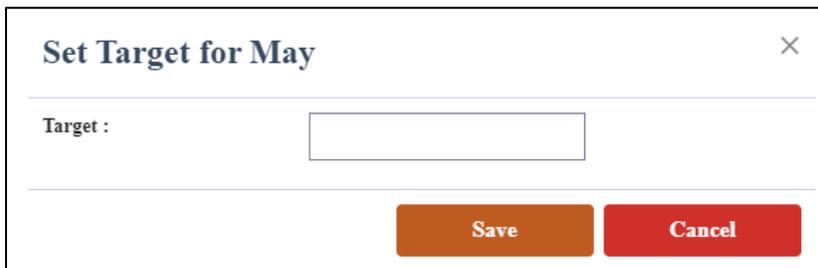
- User need to click on Revenue management as shown in above figure.



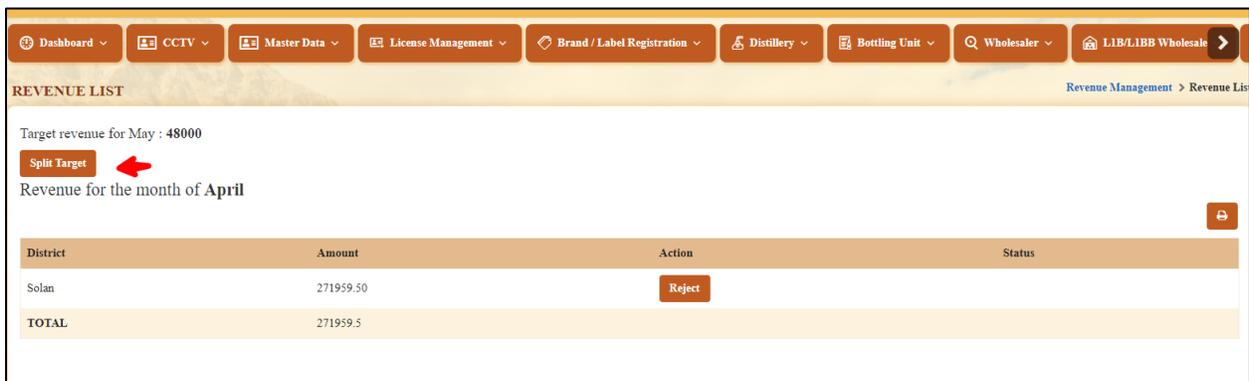
- User need to click on Revenue List as mentioned in above figure.



- User need to **Set Target** as shown in above figure and a pop-up will be displayed as shown in next page.



- User need to enter Target and click on Save.



- After Target is set successfully, now user required to **Split Target** as shown in above figure.

- User required to click on Split Target as shown in figure.

Split Target for May ×

Target Amount: 48000

Kangra	<input type="text"/>
Baddi	<input type="text"/>
Nurpur	<input type="text"/>
Bilaspur	<input type="text"/>
Chamba	<input type="text"/>
Hamirpur	<input type="text"/>
Kinnaur	<input type="text"/>
Mandi	<input type="text"/>
Shimla	<input type="text"/>
Sirmaur	<input type="text"/>
Solan	<input type="text"/>

Submit
Cancel

- User need to split the Target accordingly as shown in above figure and click on submit button.

Dashboard
CCTV
Master Data
License Management
Brand / Label Registration
Distillery
Bottling Unit
Wholesaler
LIB/LIBB Wholesale

REVENUE LIST Revenue Management > Revenue List

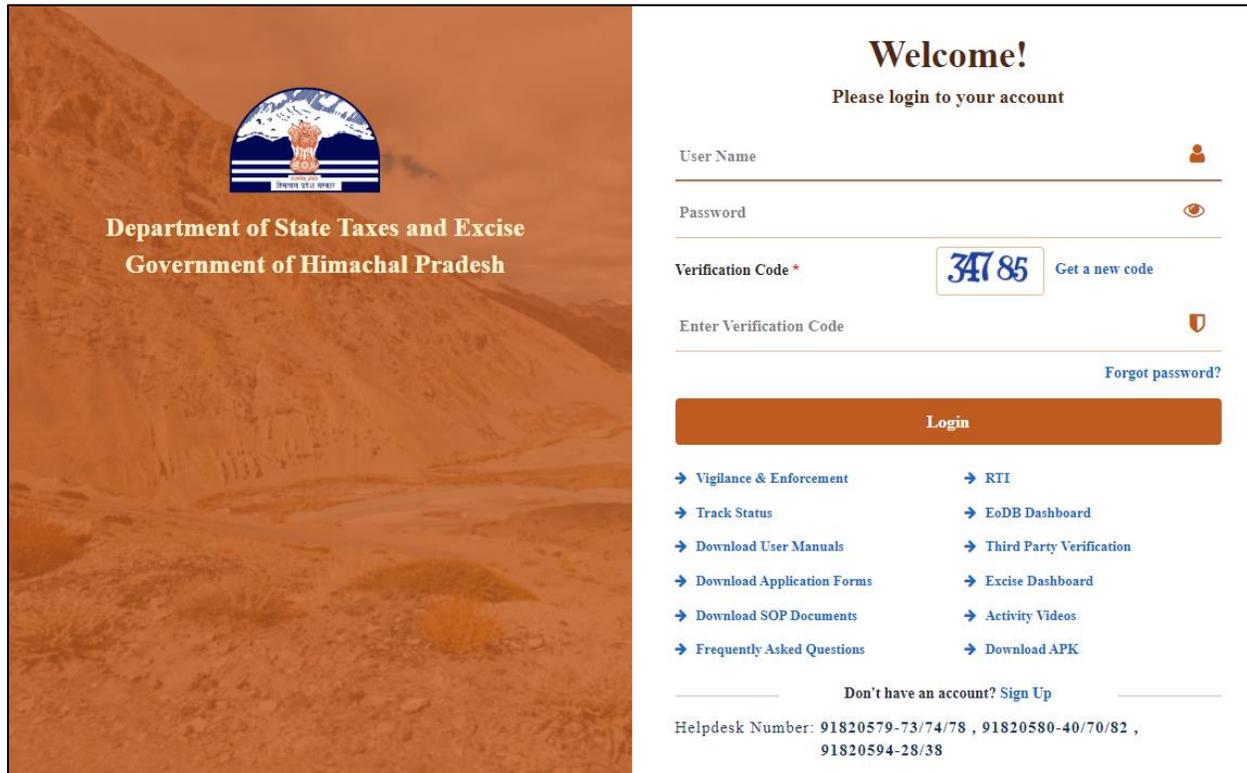
Revenue for the month of **April** 🖨

District	Amount	Action	Status
Solan	271959.50	Reject	
TOTAL	271959.5		

- The Revenue for the month is successfully generated as displayed in above figure.
- User need to click on print icon for a copy of revenue.

S No.	District	Duty Paid	Duty Paid Transfer	Hologram Procurement	Import Fee/Excise Duty	Transport Permit	License Registration	License Renewal	Security Deposit	Brand Fee	Label Fee	Indent	Spirit Challan	Spirit Process	License Modification	Letter of Intent	Letter of Intent Renewal	Export Fee	Permit Fee	Total
1	Solan	241659	20459.50	46500.00	237154	124388	286576	219768	186153	100000	390942	370921	105000.00	151624	356832	129600	380213	443482	138436	271959.5
Total		373615	20459.5	46500	232804	378495	366469	284739	324756	100000	401473	271725	105000	419419	130134	367275	222440	173119	326084	4544506.5

Deputy commissioner:



Welcome!
Please login to your account

User Name

Password

Verification Code * [Get a new code](#)

Enter Verification Code

[Forgot password?](#)

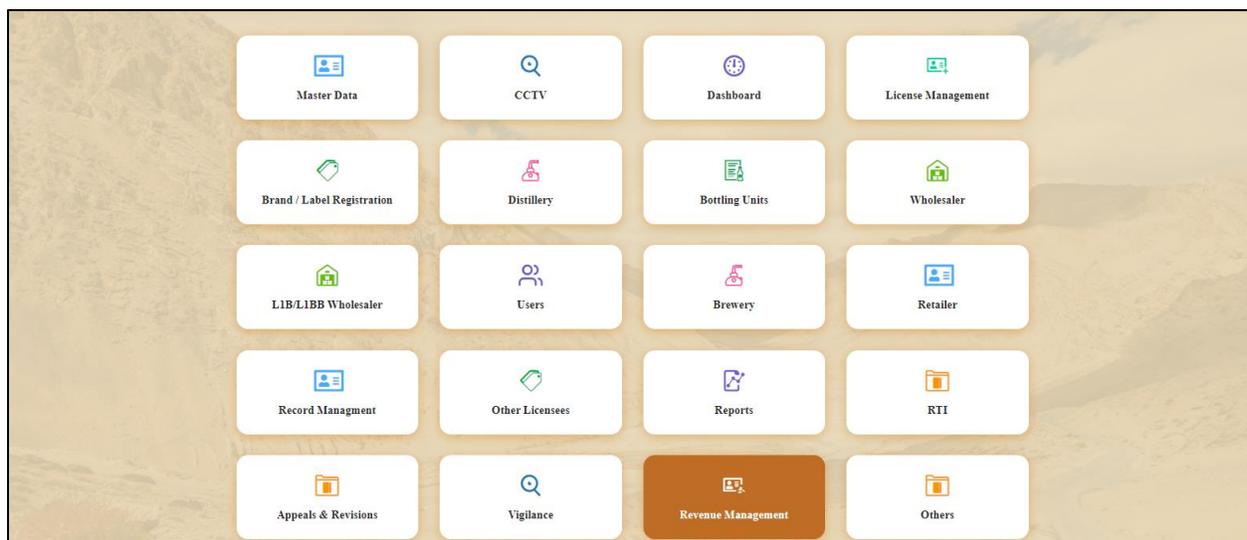
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Helpdesk Number: 91820579-73/74/78 , 91820580-40/70/82 , 91820594-28/38

- User required to provide valid credentials as mentioned in above figure and click on login button.



Master Data	CCTV	Dashboard	License Management
Brand / Label Registration	Distillery	Bottling Units	Wholesaler
LIB/LIBB Wholesaler	Users	Brewery	Retailer
Record Management	Other Licenses	Reports	RTI
Appeals & Revisions	Vigilance	Revenue Management	Others

- User need to click on Revenue Management as shown in above figure.

b) Revenue Target:



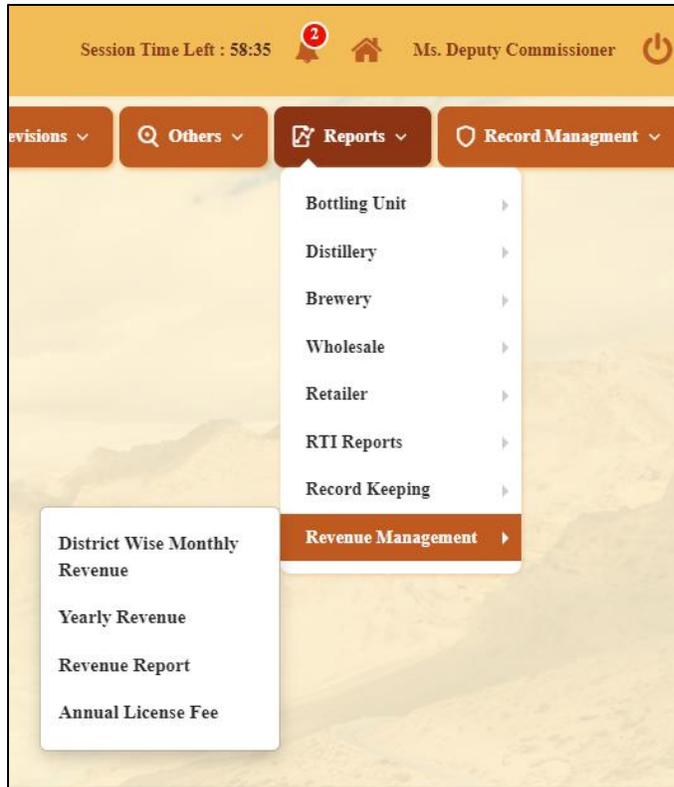
District	Proposed Revenue target	Generated Revenue	Target Achieved(%)	Print
Solan	2000	315870.10	15793.5	

- The Revenue Target will be displayed as shown in above figure and user need to click on Print icon for copy of Revenue.

District: Solan Month: May	
TYPE OF FEE	AMOUNT
Dutypaidtransfer	164858.10
HologramProcurement	7750.00
SpiritChallan	143262.00
Total	315870.1
Proposed Revenue Target	6000
Generated Revenue	315870.1
Target Achieved(%)	15793.5

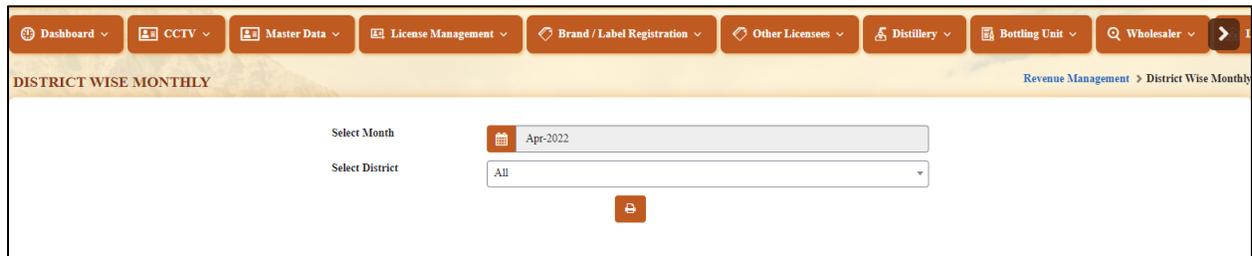
Reports:

- User can see the reports of revenue management in reports tab,



- User Required to select the district wise monthly Revenue as shown in above figure.

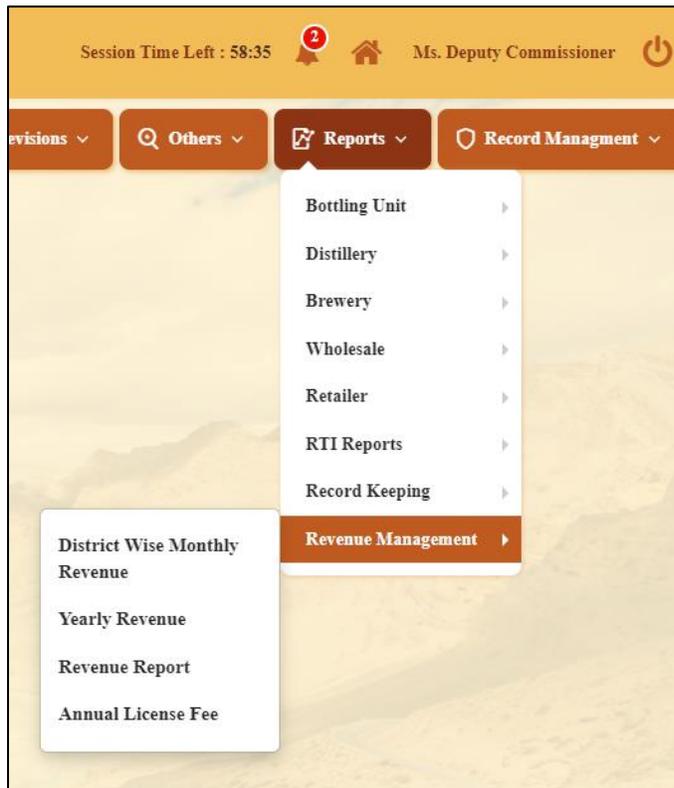
a) District Wise Monthly Revenue:



- User need to select month and District accordingly to find the Report monthly wise and click on print icon to view the Report as shown in next page.

District: All Month: April	
TYPE OF FEE	AMOUNT
Brand Fee	100000
Duty Paid Transfer	20459.50
Hologram Procurement	46500.00
Spirit Challan	105000.00
Total	271959.5

b) Yearly Revenue:



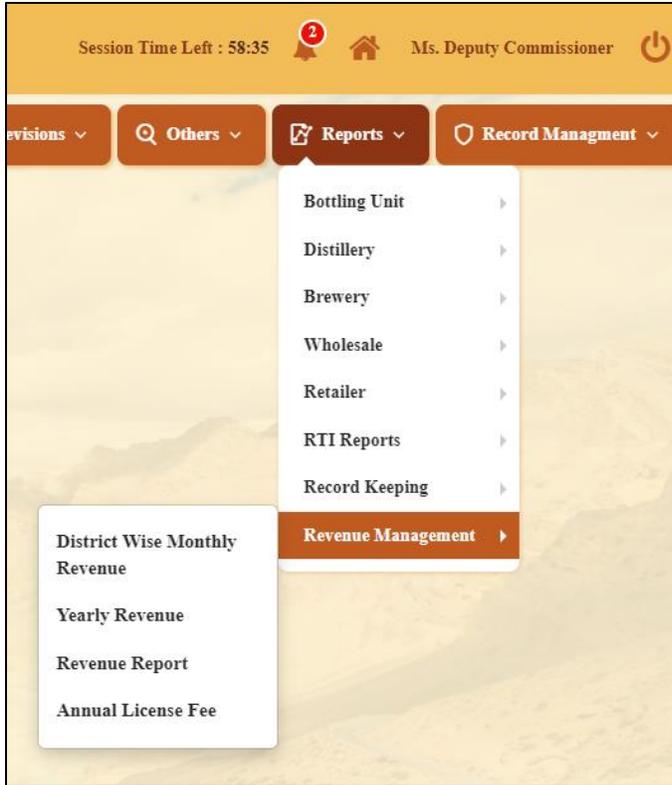
- User has to select on yearly revenue in revenue management tab.



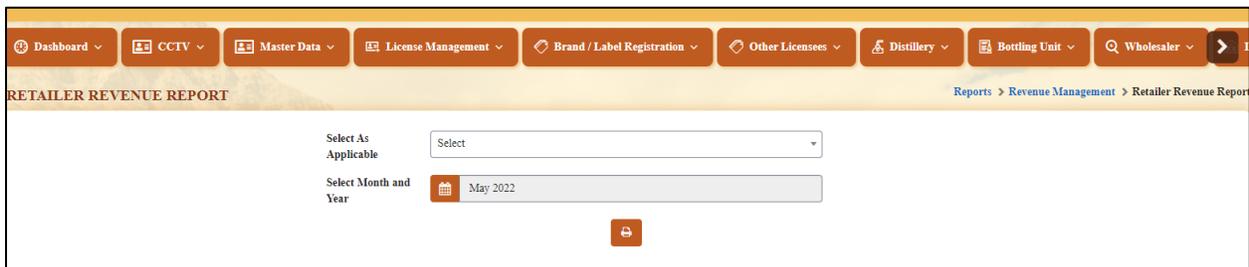
- User has to select the year after clicking on yearly revenue.

Revenue for the the year 2021-22																				
S No.	Month	Duty Paid	Duty Paid Transfer	Hologram Procurement	Import Fee/Excise Duty	Transport Permit	License Registration	License Renewal	Security Deposit	Brand Fee	Label Fee	Indent	Spirit Challan	Spirit Process	License Modification	Letter of Intent	Letter of Intent Renewal	Export Fee	Permit Fee	Total
1	Apr-2022	183667	25355.50	201500.00	250981	465477	363351	418671	326723	150000	150420	469239	126000.00	312253	108293	383358	268927	101183	171765	502855.5
2	May-2022	409760	256398.25	178250.00	9179.20	248995	12000	223316	240238	1560000	465215	423884	593922.00	305705	403851	381030	401283	471614	488038	2609749.45
Total		723317	281753.75	379750	255990.2	658666	347091	702093	308757	1710000	334012	529043	719922	449129	750881	872666	312295	601049	715464	10651878.95

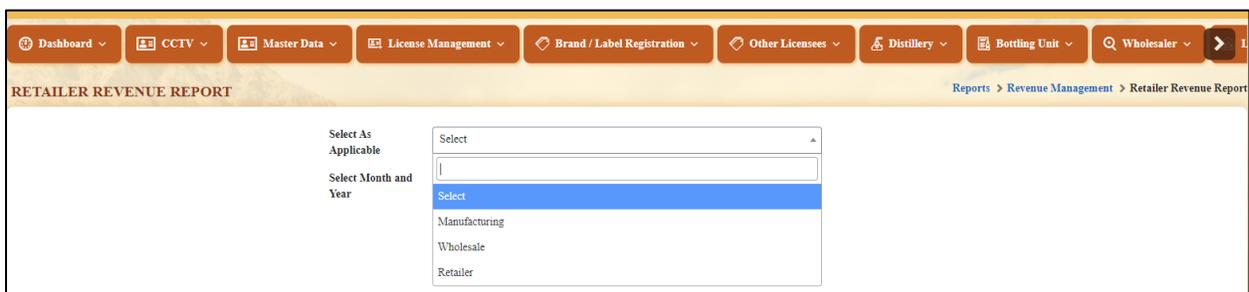
c) Revenue Report:



- User need to click on revenue Report as mentioned in above figure.



- User need to select as applicable as shown in figure.



- User need to select From Dropdown as shown.

- User need to Select month and year, then click on Print icon.

Lifting and Consumption Comparative Statement

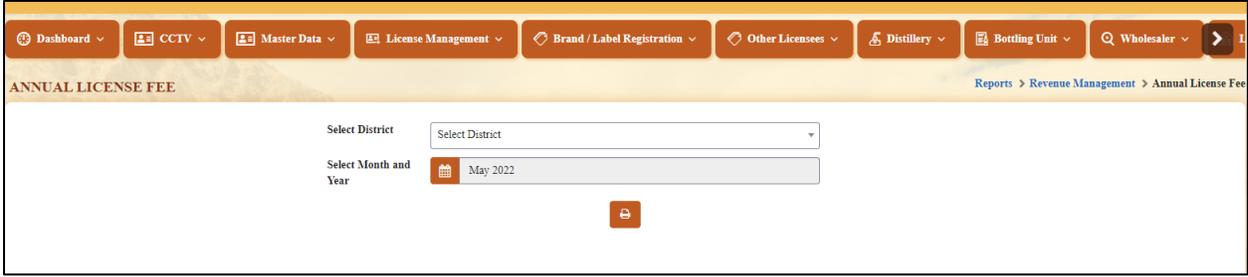
Lifting and Consumption Comparative Statement of upto May 2022 in respect of Shimla district.

Name of the District	Lifting during the month May 2021			Lifting up to the month May 2021			Lifting during the month May 2022			Lifting up to the month May 2022		
	CL(PL)	IMFL(PL)	BEER(BL)	CL(PL)	IMFL(PL)	BEER(BL)	CL(PL)	IMFL(PL)	BEER(BL)	CL(PL)	IMFL(PL)	BEER(BL)
Shimla												
Total												

Name of the District	Lifting during the month May 2021			Lifting up to the month May 2021			Lifting during the month May 2022			Lifting up to the month May 2022		
	CL(PL)	IMFL(PL)	BEER(BL)	CL(PL)	IMFL(PL)	BEER(BL)	CL(PL)	IMFL(PL)	BEER(BL)	CL(PL)	IMFL(PL)	BEER(BL)
Shimla												
Total												

d) Annual License Fee:

- User need to click on Annual License Fee as shown in above figure.



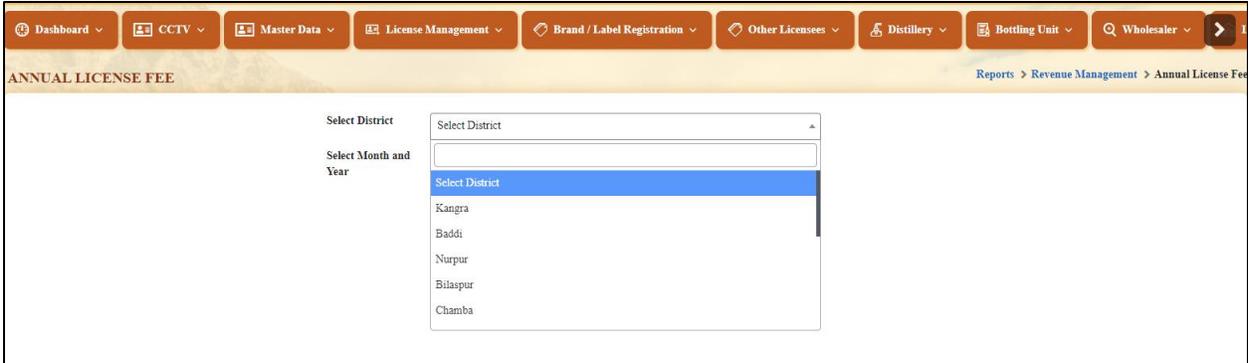
ANNUAL LICENSE FEE Reports > Revenue Management > Annual License Fee

Select District:

Select Month and Year:



- User required to select district and month, year respectively.



ANNUAL LICENSE FEE Reports > Revenue Management > Annual License Fee

Select District:

Select Month and Year:

- User need to select as mentioned in above figure.



ANNUAL LICENSE FEE Reports > Revenue Management > Annual License Fee

Select District:

Select Month and Year:



- User need to click on print icon as shown in above figure.

Annual License Fee					
Annual License Fee For the Year 2021-22 for the month of Apr 2022 R/o of District Solan(HP)					
License Fee for remaining for the year 2021-22 ie June,2021 to May,2022 (IN RS.)	Monthly License Fee (IN RS.)	Monthly License Fee Due up to the month of Apr 2022 (IN RS.)	License Fee Recoverd During the month of Apr 2022 (IN RS.)	License Fee Recoverd Up to the month of Apr 2022 (IN RS.)	BALANCE AS ON Apr 2022 (IN RS.)

Thank you.

