



# J&K SMALL SCALE INDUSTRIES DEVELOPMENT CORPORATION LIMITED (SICOP)

(A J&K GOVERNMENT UNDERTAKING)

ISO 27001:2013 ISO 9001:2015

Railhead Complex 2<sup>nd</sup> floor, Udyog Bhawan, Jammu, / Sanat Ghar Bemina, Srinagar.

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**Order No.18-CAO of 2021**

**Dated: - 20-12-2021**

**Subject:      Implementation of ERP System in SICOP.**

The Enterprise Resource Planning (ERP) System is a Business Management Software which has been implemented in SICOP in the Financial Year 2016-17 to streamline and improve the business norms of the Company.

This system allows compiling all financial data instantly, Trial balances, Balance sheet and other financial dates required by the Management from time to time.

However, it has been reported that various units of this Organization are doing offline transactions which is totally against the business policy of the Organization and fraught with risks as it by passes online internal mechanism.

Consequently there has been an in ordinate delay in compiling the Trial Balances and Balance Sheets of the various units for the financial year 2020-21.

As such, it is enjoined upon all the DDO's of this Organization to record all the financial transactions on the ERP system viz receipts, and payments, and All the financial books like cashbooks, sale-purchase, Journal, Debit/ credit note, day books etc. shall be updated of the ERP system so that the Trail Balance and the Balance Sheet of the units of Company are compiled well in time.

**By order.**

  
(Atul Gupta) 20.12.2021  
Chief Accounts Officer  
J&K SICOP

**No: SICOP/CAO/2021/99/699-785**  
**Dated: 20<sup>th</sup> December, 2021**

**Copy to the:-**

1. Managing Director, SICOP for favour of kind information please.
2. All General Managers, SICOP.
3. All Divisional Managers/Project Engineers/Project Managers/DFAs.
4. All DGMs/Estate Managers/Managers/Distt. Managers/AFAs,.
- ✓ 5. Incharge website SICOP.
6. Order file/ Concerned file.