



Project – SUGAM

User Manual

Process Name: Gate pass

Process Number: 19



DOCUMENT DETAILS

PROJECT NAME	MODULE:	Business Scenario:
SUGAM	MATERIAL MANAGEMENT	Gate pass
MODULE LEAD – BSPTCL	MODULE LEAD – YASH	PROCESS OWNER -
Sri Aftab Alam	Sri.Ashok Kumar Jhanwar	Sri Amar Kumar Mishra
UNSER MANUAL NUMBER	PROCESS NAME	
19	GATE PASS	

AUTHORS & PARTICIPANTS

Role	Name
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Workshop Participants	

Revision History

Date	Document Version	Document Revision Description	Author	Reviewer
	V0	Draft for review	Madan Magar	Ashok Kumar Jhanwar



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Americas | EU | ASIA | AUS

SAP T-code	ZMMGP01
Process	Gate pass creation

Create Gate pass and Execute

Gate Pass



Gate PassCreate


Gate PassChange

Gate PassReport

Gate PassPrintout

Select Non Returnable checkbox and execute

Gatepass



Returnable

In Returnable

Out Returnable

Non-Returnable

Out Non-Returnable



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Enter Material document Number(SIV)

System Help

Gate Pass Non Returnable

REFRESH

Gate Pass Details	Reference Details
Gate In/Out: <input type="text" value="OUT"/> <input type="checkbox"/> Force Close	Material Doc.: <input type="text" value="4900000222"/>
Gate Out Date: <input type="text" value="06.03.2019"/>	Plant: <input checked="" type="checkbox"/>
Gate Out Time: <input type="text" value="17:01:06"/>	Stor. Loc.: <input checked="" type="checkbox"/>
Created By: <input type="text"/>	Vendor Chal No&DT: <input type="text"/>
Status: <input type="text"/>	Transporter Name: <input type="text"/>
	Vehicle no: <input type="text"/>
	Received By: <input type="text"/>
	Designation: <input type="text"/>

Enter Created by, Vehicle no, Received by, Designation

Enter item level remark or Header level remark if any.

Gate Pass Non Returnable

REFRESH

Gate Pass Details	Reference Details	Receiver Details
Gate In/Out: <input type="text" value="OUT"/> <input type="checkbox"/> Force Close	Material Doc.: <input type="text" value="4900000222"/>	Vendor Name: <input type="text"/>
Gate Out Date: <input type="text" value="06.03.2019"/>	Plant: <input type="text" value="1100 Trans Circle Patna"/>	Plant: <input type="text" value="1100"/>
Gate Out Time: <input type="text" value="17:01:06"/>	Stor. Loc.: <input type="text" value="1000 C/S,Fatuha"/>	Stor. Loc.: <input type="text" value="1010"/>
Created By: <input type="text" value="STORE KIPPER"/>	Vendor Chal No&DT: <input type="text"/>	Address: <input type="text" value="220KV, Fatuha"/>
Status: <input type="text"/>	Transporter Name: <input type="text"/>	
	Vehicle no: <input type="text" value="MH24 M1814"/>	
	Received By: <input type="text" value="AEE GSS"/>	
	Designation: <input type="text" value="AEE"/>	

Line Text: Remarks:

Following Gate pass created

GATE PASS NO 11001000180031 YEAR 2018 CREATED SUCCESSFULLY



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SAP T-code	ZMMGP01
Process	Gate pass Print

Select radio button Gate pass print and click on execute

Gate Pass

Execute

Gate PassCreate

Gate PassChange

Gate PassReport

Gate PassPrintout

Enter gate pass number and Execute

GatePass Form


Execute

Gate Pass Details

Gate Pass Number

Following print came

Print Preview, Document 1 of 1

 **Bihar State Power Transmission Company Limited**

Corporate Identity Number (CIN) : U40102BR2012SGC018889
GST Registration No. : 10AAFCE2393H1Z1
Head. Office : 4th Floor, Vidyut Bhavan, Bailey Road, Patna - 800021.
Trans Circle Patna(1100)
C/S,Fatuha(1000)

Material Gate Pass



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SAP T-code	ZMMGP01
Process	Gate pass change

Select radio button Gate pass change

Gate Pass



- Gate PassCreate
- Gate PassChange
- Gate PassReport
- Gate PassPrintout

Enter Gate pass number which we want to change

Program YR_MM_GATE_PASS_RVFN_CHANGE



GATENO

11001000180031

- CHANGE
- CANCEL
- DISPLAY



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We can change header date

Gate Pass Change

Gate pass Details	Reference Details
Gate Type: NR <input type="checkbox"/> Force Close	Material Doc.: 4900000222
Gate Pass No: 11001000180031	Plant: 1100 Trans Circle Patna
Gate In/Out: OUT	Stor. Loc.: 1000
Gate Out Date: 06.03.2019	C/S, Fatuha
Gate Out Time: 17:09:37	
Created By: STORE KIPPER	
Status: OUT	
	Vendor Chal No&DT: <input type="text"/>
	Transporter Name: <input type="text"/>
	Vehicle no: MH24 M1814
	Received By: AEE GSS
	Designation: AEE

Save the document after save the document



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SAP T-code	ZMMGP01
Process	Gate pass Cancel

Select radio button Gate pass change

Gate Pass



- Gate PassCreate
- Gate PassChange
- Gate PassReport
- Gate PassPrintout

Enter gate pass number which we want to Cancel, select Cancel radio button and Execute

Program YR_MM_GATE_PASS_RVPN_CHANGE



GATENO

- CHANGE
- CANCEL
- DISPLAY





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Click on Cancel button and Save document

SAP

Gate Pass Details

CANCEL

Gate Type	NR	<input type="checkbox"/> Force Close
Gate Pass No	11001000180031	
Gate In/Out	OUT	
Gate Out Date	06.03.2019	
Gate Out Time	17:11:46	
Created By	STORE KIPPER	
Status	OUT	

Reference Details

Material Doc.	4900000222	
Plant	1100	Trans Circle Patna
Stor. Loc.	1000	
	C/S,Fatuha	

Vendor Chal No&DT

Transporter Name

Vehicle no

Received By

Designation



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SAP T-code	ZMMGP01
Process	Gate pass report

Select Gate pass report checkbox and click on execute

Gate Pass



- Gate PassCreate
- Gate PassChange
- Gate PassReport
- Gate PassPrintout

If we want to display Nonreturnable gate pass then click on nonreturnable check box and Click Execute

Gate Pass Report



Enter Details

Gate Pass No.	<input type="text"/>	to	<input type="text"/>	
Gate In Date	<input type="text"/>	to	<input type="text"/>	
Gate Out Date	<input type="text"/>	to	<input type="text"/>	
Plant	<input type="text"/>	to	<input type="text"/>	
Storage Location	<input type="text"/>	to	<input type="text"/>	
Vendor Reference No.	<input type="text"/>			
Status	<input type="text"/>			
<input type="checkbox"/> Returnable				
<input checked="" type="checkbox"/> Non-Returnable				



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Gate Pass Report



S.No	Gate Pass No.	GP Type	Created By	Material No	Description	Out Date	Out Time	Out Qty	UOM	Status
1	11001000180001	NR		1000000006	Power cable 2C x 6 Sq MM	21.02.2019	13:56:06	5.000	KM	OUT
2	11001000180003	NR	AEN	1000000006	Power cable 2C x 6 Sq MM	21.02.2019	15:26:21	1.000	KM	OUT
5	11001000180004	NR	STORE KISHAN	1000000006	Power cable 2C x 6 Sq MM	26.02.2019	11:17:17	4.000	KM	OUT
3	11001000180007	NR		1000000041	power cable 2C - Test	23.02.2019	14:05:31	2.000	KM	OUT
4		NR		1100000002	Circuit Breaker	23.02.2019	14:05:31	1.000	NO	OUT
6	11001000180010	NR		1000000026	power cable 2C	26.02.2019	14:40:27	1.000	KM	OUT