



TRANSMISSION CORPORATION OF ANDHRA PRADESH LIMITED

ABSTRACT

APTRANSCO - Legal Cell - Development of LCMS (Legal Cases Monitoring System) Application by M/s.K.P.M.G for monitoring of legal cases filed before various forums/Courts - Registration of legal cases in LCMS - Payment Process - Certain guidelines / instructions to HODs - Orders - Issued

T.O.O. (Per-Addl.Secy) Ms.No.178

Dt.06-09-2012

Read the following

T.O.O. (Per-Addl.Secy) Rt.No.259, Dt.25-11-2010

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ORDER

APTRANSCO vide reference cited has engaged M/s.KPMG for developing an Application for effective monitoring of legal cases filed before various legal forums/Courts. As a part of development of Legal Cases Monitoring System (LCMS) Application, APTRANSCO after careful consideration has decided that *every case filed before various legal forums/courts/tribunals, etc., should be registered in LCMS Application. It is also decided that the payment of Advocate fee and legal expenses should be done through Finance Module of IFS-ERP for only those cases which are registered in LCMS Application.*

2. Accordingly the LCMS Application has been developed and the same has been integrated with IFS-ERP so as to enable the End-Users to perform Legal Case Registrations, Expense-Users who are competent to sanction legal fee and expenses to Advocates / Legal Counsels to enter the sanction details and the Finance-Users to execute the payment process through IFS-ERP.

3. APTRANSCO hereby issues detailed guidelines / instructions to the various Users of "ERP integrated LCMS Application" and also directs all the functional heads / HODs to adhere to the said guidelines / instructions detailed in the Annexure enclosed and look after that the same are followed by LCMS Users and IFS-ERP Users scrupulously, without fail.

4. These orders shall come into force from 06-09-2012

(BY ORDER AND IN THE NAME OF TRANSMISSION CORPORATION OF A.P LIMITED)

P. RAMESH
JOINT MANAGING DIRECTOR
(HRD, COMML., IPC & IT)

To

The Executive Director (Planning, RAC & Reforms) / APTRANSCO / V.S / Hyderabad
The Executive Director (General)/Corp.Communications/APTRANSCO/V.S/ Hyderabad
The Executive Director (Mechanical) / APTRANSCO / V.S / Hyderabad
The Chief General Manager (HRD & Trg.) / APTRANSCO / V.S / Hyderabad
The Additional Secretary/ APTRANSCO / V.S / Hyderabad
The Chief Engineer / Transmission/ APTRANSCO / V.S / Hyderabad
The Chief Engineer / SLDC/ APTRANSCO / V.S / Hyderabad
The Chief Engineer / IPC / APPCC/ V.S / Hyderabad
The Chief Engineer / Commercial /APPCC/ V.S / Hyderabad
The Chief Engineer / Construction-1/ APTRANSCO / V.S / Hyderabad
The Chief Engineer / Construction-2/ APTRANSCO / V.S / Hyderabad
The Chief Engineer /Power Systems/ APTRANSCO / V.S / Hyderabad

(Contd....2)

The Chief Engineer / 400 KV L & SS/ APTRANSCO / V.S / Hyderabad
The Chief Engineer / Lift Irrigation/ APTRANSCO / V.S / Hyderabad
The Chief Engineer / Telecom/ APTRANSCO / V.S / Hyderabad
The Chief Engineer / Civil/ APTRANSCO / V.S / Hyderabad
The Chief Engineer / EA, RE, Opn., & IT/ APTRANSCO / V.S / Hyderabad
The Chief Engineer / Hyderabad Metro Zone / APTRANSCO
The Chief Engineer / Hyderabad Rural Zone / APTRANSCO
The Chief Engineer / Kadapa Zone / APTRANSCO
The Chief Engineer / Warangal Zone / APTRANSCO
The Chief Engineer / Vijayawada Zone / APTRANSCO
The Chief Engineer / Visakhapatnam Zone / APTRANSCO
The FA & CCA (A,E&R) / APTRANSCO / V.S / Hyderabad
The FA & CCA (TR) / APTRANSCO / V.S / Hyderabad
The FA & CCA (C.F) / APTRANSCO / V.S / Hyderabad
The Superintending Engineers/TL&SS/TLC/400 KV / Telecom Circles / APTRANSCO
The Senior Accounts Officers / Zones / APTRANSCO
The Accounts Officers / TL&SS / TLC / 400 KV / Telecom Circles / APTRANSCO
The Pay Officer / APTRANSCO / V.S / Hyderabad
The Accounts Officer / CPR / APTRANSCO / V.S / Hyderabad
The Divisional Engineer-IT-1 / APTRANSCO / V.S / Hyderabad
The Divisional Engineer-IT-2 / APTRANSCO / V.S / Hyderabad
The Financial Core User / ERP / APTRANSCO / V.S / Hyderabad

Copy to

PS to Chairman & Managing Director/APTransco/V.S/Hyderabad.
PS to Jt.Managing Director(HRD, Comml., IPC & IT)/VS/Hyderabad
PS to Jt.Managing Director (V&S)/APTransco/VS/Hyderabad
PS to Jt.Managing Director(Distribution)/VS/Hyderabad
PS to Director (Fin. & Rev.)/APTransco/VS/Hyderabad.
PS to Director (Grid Operations)/APTransco/VS/Hyderabad.
PS to Director (Transmission)/ APTransco/VS/Hyderabad.
PS to Director (Projects)/ APTransco/VS/Hyderabad.
The Legal Advisor / APTRANSCO / VS / Hyderabad
S.F

C.F.No.Addl.Secy/DS(L,IR&R)/AS(L,IR&R)/PO(L)/JPO.I/2010/10

// FORWARDED BY ORDER //

PERSONNEL OFFICER

Guidelines to the Users of “ERP integrated LCMS Application”

- 1) Each and every legal case pending before various Courts / Forums / Tribunals should be entered in LCMS Application with all the case details including case hearings
- 2) The Case Registration Number generated by the Application after entering all the case details of particular case should be noted down.
- 3) Since the LCMS Application is integrated with Finance Module of ERP Application, the payment of Advocate fee and expenses can only be done for the Legal Cases registered in the LCMS Application
- 4) Case Registration Number/s of the particular legal case/s should be duly mentioned in the fee/expenses Sanction order.
- 5) No sanction order should contain fee/expenses sanctioned to more than one Advocate/Legal Counsel, (i.e) each sanction order should contain only fee/expenses sanctioned to a single Advocate/Legal Counsel only.
- 6) Each and every Legal Counsel / Advocate need to be registered in IFS-ERP Application and the Supplier ID need to be procured. The fee / expenses sanction details can be submitted in the LCMS Application only with the valid Supplier ID of the Legal Counsel/Advocate.
- 7) Expense Users (Chief Engineers /Zones, Chief Engineer(Telecom) & Chief Engineer (Civil)) need to enter the sanctions made by them towards legal fee and expenses in the LCMS Application in complete accordance with the delegation of powers issued vide T.O.O (Per-P&G) Ms.No.161, Dt.29-07-2006
- 8) Only when the Expense Users enter the sanction details of Advocate/Senior Advocate in the case/s registered in LCMS Application and submit the same, the sanction data along with sanction ID and Supplier ID will flow to ERP, and then only the payment process can be executed by Finance User of ERP
- 9) The partial payment against each sanction cannot be performed in ERP
- 10) LCMS Functional support, i.e., data entry and other legal functional aspects will be provided by Legal Wing, O/o.Additional Secretary
- 11) LCMS User Management, i.e, creation of new LCMS User IDs, Supplier IDs, etc., will be done by IT Wing, O/o.CE/EA, RE, Opn & IT
- 12) LCMS-ERP integration technical support i.e, data flow between LCMS & ERP will be provided by IT Wing, O/o.CE/EA, RE, Opn & IT
- 13) LCMS Application User Manual is made available in APTRANSCO website (www.aptransco.gov.in)
- 14) LCMS Application can be accessed by all the end users using the URL <http://172.27.0.7> or <http://lcmsapp/>