

User Manual
(Sale Issue Note)

From website of ECR Portal

1. Go to the ECR Portal, click on Hajipur H.Q. → ACCOUNTS → STORES ACCOUNTS. You will see below page and you can find the information related to Sale Issue Note.

Wednesday, May 17, 2023 12:21:49 IST

East Central Railway

Search :

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About Us Hajipur H.Q. Divisions News Updates Tenders Contact Us Supplier Information

Home

Hajipur H.Q.

> Accounts

> STORES ACCOUNTS

CADRE

ADMINISTRATION

INFORMATION TECHNOLOGY

GST

ESTABLISHMENT

INSPECTION

AUDIT

TRAFFIC ACCOUNTS

Statistical

Budget

BOOKS

FINANCE

EXPENDITURE

PROVIDENT FUND

NEW PENSION SCHEME

PENSION

Bookmark Mail this page Print this page

QUICK LINKS

Select

STORES ACCOUNTS

Organizational Structure

Sale Issue Note

- Form for Sales Issue Note (other than P.way)
- User manual for filling details in the Form

Supplier Information

- Bill Status

Store Budget

- BUDGETARY REVIEW STATEMENT OF PH 7100 TO END OF THE MONTH JAN 2022
- BUDGETARY REVIEW STATEMENT OF PH 7200 TO END OF THE MONTH JAN 2022

Check list

- 30% OPTION
- BRIEFING NOTE
- 100% PAYMENT
- NON-STOCK STORE BILL

Source : East Central Railways / Indian Railways Portal CMS Team Last Reviewed : 17-05-2023

2. Click on the link [Form for Sales Issue Note \(other than P.way\)](#)

STORES ACCOUNTS

Organizational Structure

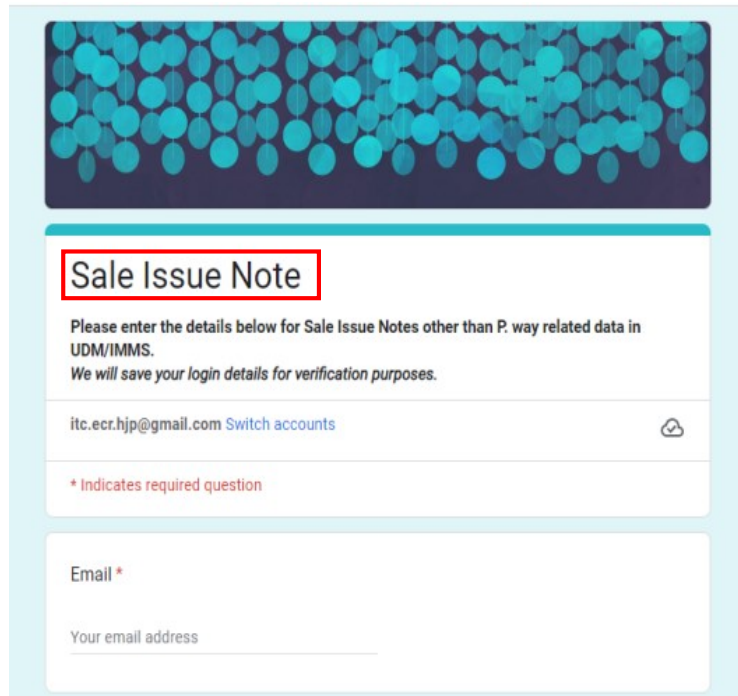
Sale Issue Note

- Form for Sales Issue Note (other than P.way)
- User manual for filling details in the Form

Supplier Information

- Bill Status

3. You will be redirected to the Google forms, fill all the required details.



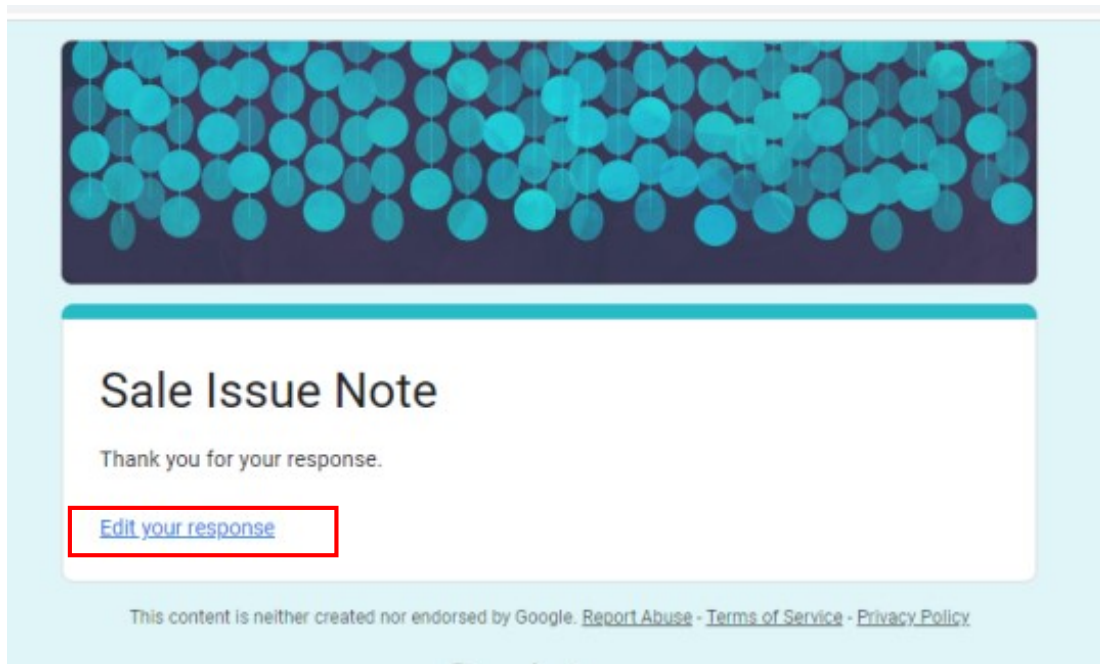
The screenshot shows a Google Form titled "Sale Issue Note" with a decorative header of blue circles. Below the title, there is a red box around the title itself. The instructions state: "Please enter the details below for Sale Issue Notes other than P. way related data in UDM/IMMS. We will save your login details for verification purposes." Below this, there is a text input field containing "itc.ecr.hjp@gmail.com" and a "Switch accounts" link. A red asterisk indicates a required question. Below this, there is a text input field labeled "Email *" with the placeholder text "Your email address".

4. Then click on **Submit** button for successfully saving your data. You can also opt for sending your response details to your email id by clicking on **Send me a copy of my responses.**

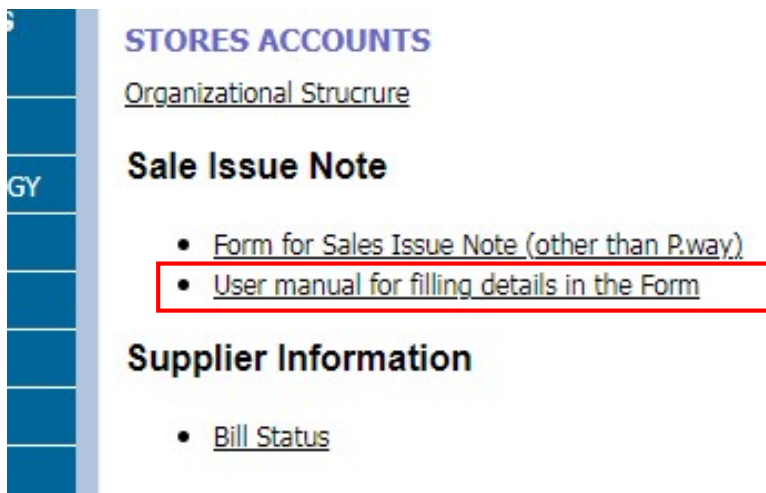


The screenshot shows a Google Form with several input fields. The first field is "Sale Release Order (SRO) No.:" with a red asterisk and a "Your answer" placeholder. The second field is "SRO Date:" with a red asterisk, a "Please enter valid date." instruction, a "Date" label, and a "mm/dd/yyyy" placeholder with a calendar icon. The third field is "Party Name:" with a red asterisk and a "Your answer" placeholder. The fourth field is "Total Sale value (EMD+BSV) (in Rs.) except GST:" with a red asterisk and a "Your answer" placeholder. Below these fields, there is a checkbox labeled "Send me a copy of my responses." which is checked. At the bottom, there is a red box around the "Submit" button. To the right of the "Submit" button, there is a green progress bar, the text "Page 1 of 1", and a "Clear form" link.

5. After clicking on submit button, you will be redirected to below page where you can make changes to your response if you want to modify any field values in the already submitted form. Your data will be saved successfully.

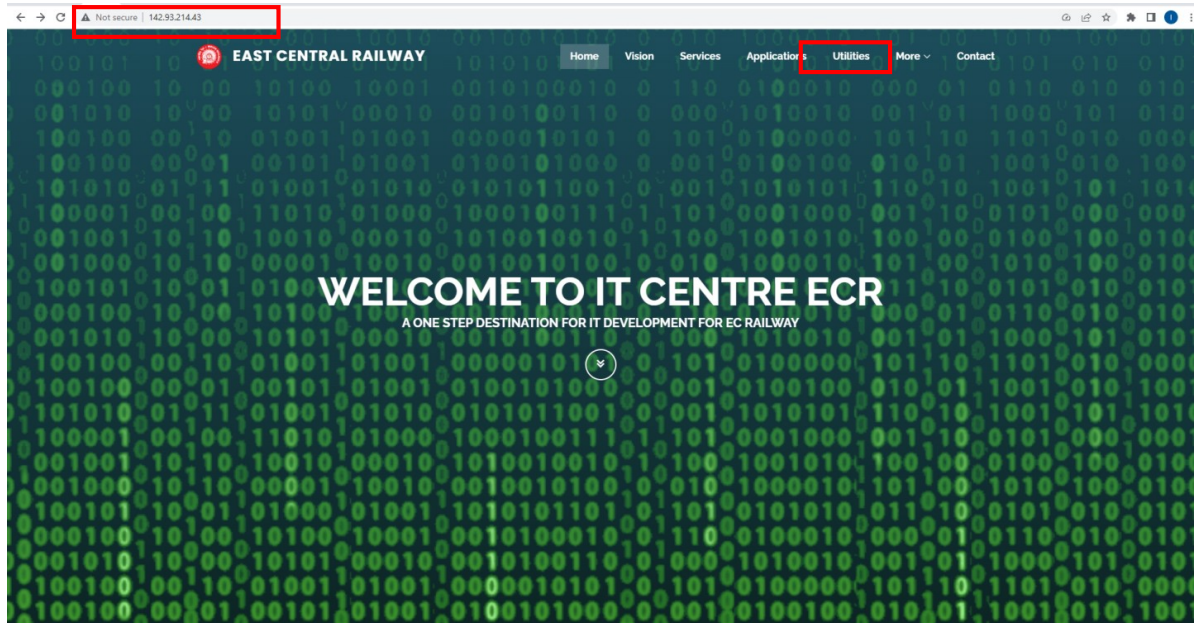


6. User Manual is also available on the ECR Portal Hajipur → H.Q. → ACCOUNTS → STORES ACCOUNTS → Sale Issue Note → User Manual

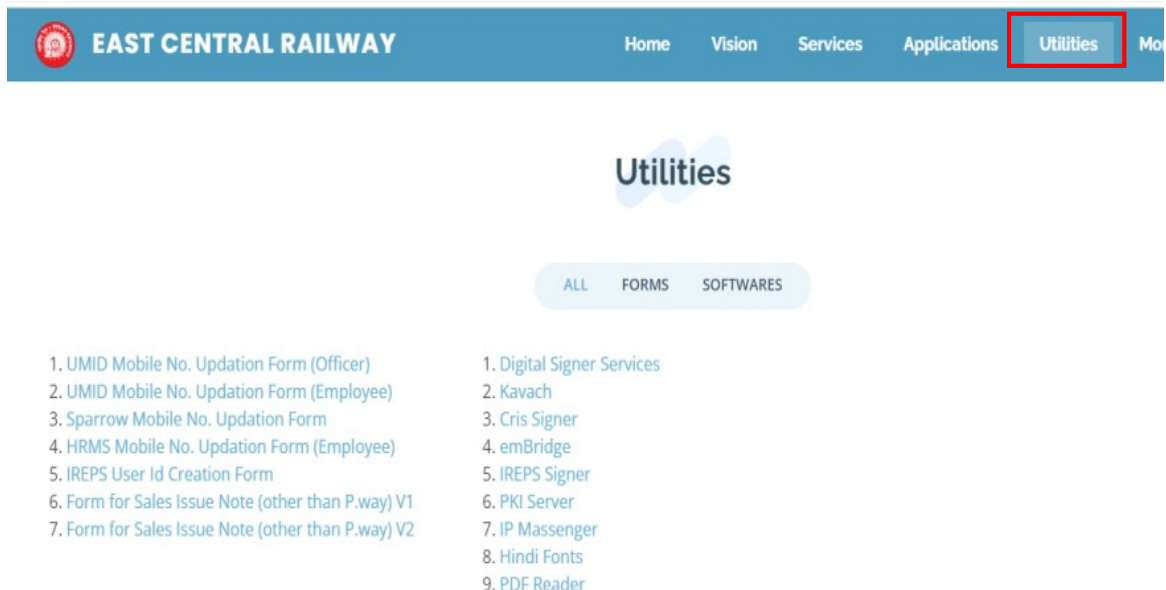


From website of IT Centre ECR

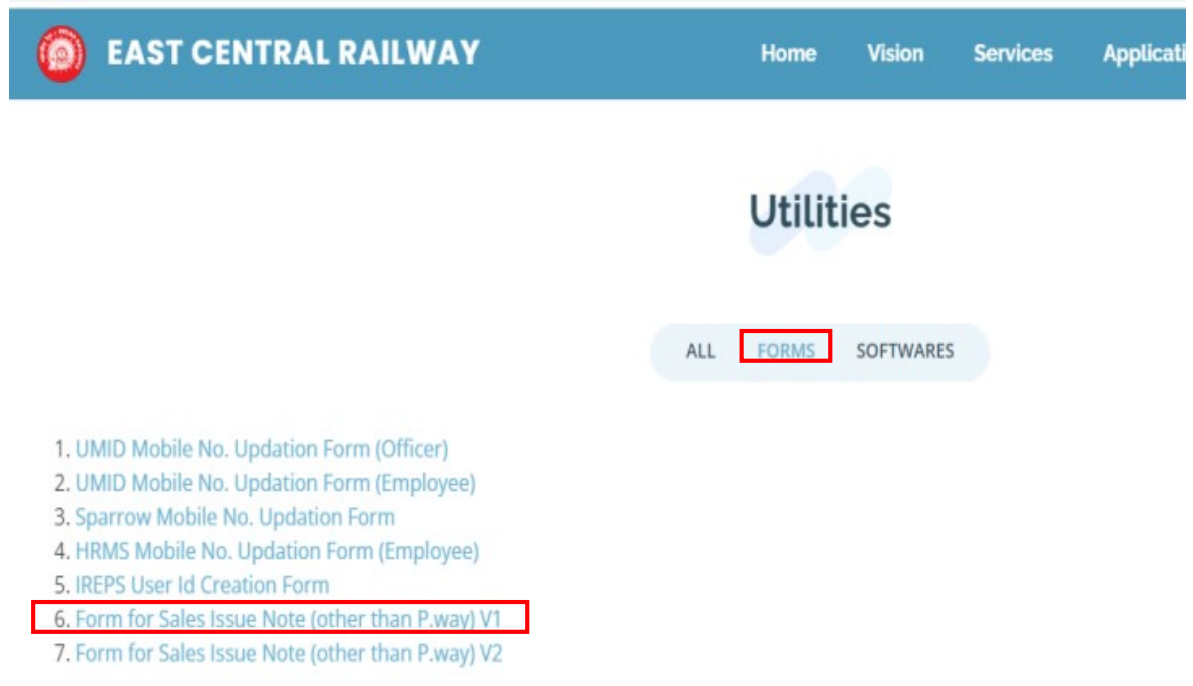
1. Click on <http://142.93.214.43/> (IT Centre ECR) link, it will take you to the below screen. And Go to Utilities tab (on the top menu)



2. You will get below screen after clicking on utilities tab



3. Click on FORMS tag then click on **Form for Sales Issue Note (other than P.way) V1**



The screenshot shows the EAST CENTRAL RAILWAY website. The header includes the railway logo and navigation links: Home, Vision, Services, and Application. Below the header is a 'Utilities' section with three tabs: ALL, FORMS (highlighted with a red box), and SOFTWARES. Under the FORMS tab, a list of forms is displayed. The sixth item, '6. Form for Sales Issue Note (other than P.way) V1', is highlighted with a red box. The other items in the list are: 1. UMID Mobile No. Updation Form (Officer), 2. UMID Mobile No. Updation Form (Employee), 3. Sparrow Mobile No. Updation Form, 4. HRMS Mobile No. Updation Form (Employee), 5. IREPS User Id Creation Form, and 7. Form for Sales Issue Note (other than P.way) V2.

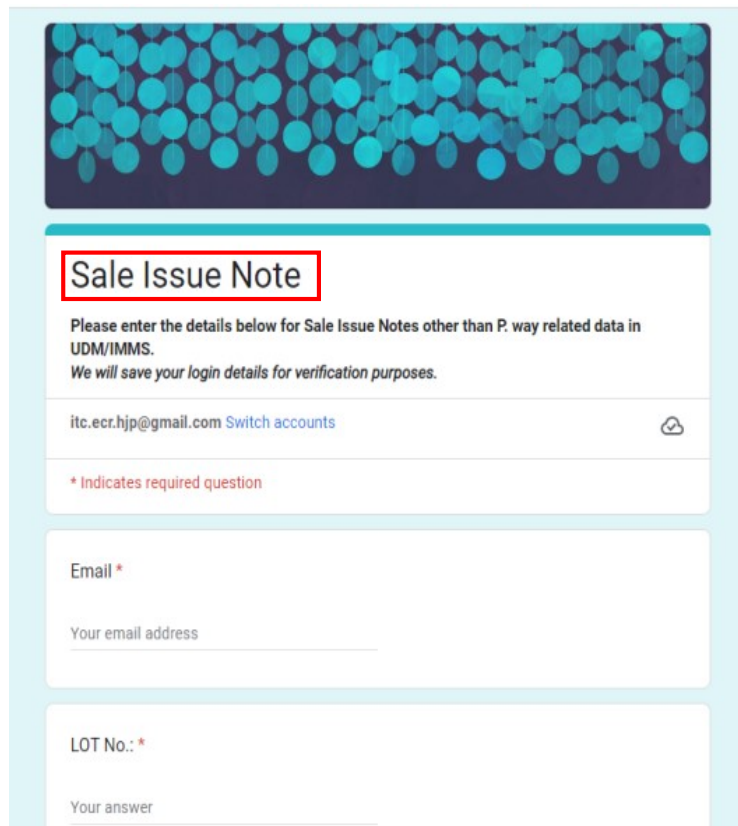
EAST CENTRAL RAILWAY Home Vision Services Application

Utilities

ALL **FORMS** SOFTWARES

1. UMID Mobile No. Updation Form (Officer)
2. UMID Mobile No. Updation Form (Employee)
3. Sparrow Mobile No. Updation Form
4. HRMS Mobile No. Updation Form (Employee)
5. IREPS User Id Creation Form
- 6. Form for Sales Issue Note (other than P.way) V1**
7. Form for Sales Issue Note (other than P.way) V2

4. You will be redirected to the Google forms, fill all the required details.



The screenshot shows a Google Form titled 'Sale Issue Note'. The form has a header with a blue and white pattern. Below the title, there is a red box around the title 'Sale Issue Note'. The text below the title reads: 'Please enter the details below for Sale Issue Notes other than P. way related data in UDM/IMMS. We will save your login details for verification purposes.' Below this text is a login section with the email 'ite.ecr.hjp@gmail.com' and a 'Switch accounts' link. Below the login section is a red asterisk indicating a required question. The form has two input fields: 'Email *' and 'LOT No.: *'. The 'Email *' field has a placeholder text 'Your email address'. The 'LOT No.: *' field has a placeholder text 'Your answer'.

Sale Issue Note

Please enter the details below for Sale Issue Notes other than P. way related data in UDM/IMMS.
We will save your login details for verification purposes.

ite.ecr.hjp@gmail.com [Switch accounts](#)

* Indicates required question

Email *

Your email address

LOT No.: *

Your answer

5. Then click on **Submit** button for successfully saving your data. You can also opt for sending your response details to your email id by clicking on **Send me a copy of my responses**.

The screenshot shows a form with four input fields and a checkbox. The first field is 'Sale Release Order (SRO) No.: *' with a placeholder 'Your answer'. The second field is 'SRO Date: *' with a placeholder 'Please enter valid date.' and a date picker icon. The third field is 'Party Name: *' with a placeholder 'Your answer'. The fourth field is 'Total Sale value (EMD+BSV) (in Rs.) except GST: *' with a placeholder 'Your answer'. Below the fields is a checkbox labeled 'Send me a copy of my responses.' which is checked. At the bottom left is a 'Submit' button. At the bottom right are the labels 'Page 1 of 1' and 'Clear form'.

6. After clicking on submit button, you will be redirected to below page where you can make changes to your response if you want to modify any field value to the already submitted details.

The screenshot shows a page with a decorative header of blue circles. Below the header is a white box with the title 'Sale Issue Note' and the text 'Thank you for your response.' Below this text is a link labeled 'Edit your response'. At the bottom of the page is a footer that reads 'This content is neither created nor endorsed by Google. Report Abuse - Terms of Service - Privacy Policy'.