CENTRAL LEATHER RESEARCH INSTITUTE
(Council of Scientific & Industrial Research)
Adyar, Chennai-600 020

No. ERP/CLRI/2011-E.II

Dated: 23.08.2013

CIRCULAR

Sub: Implementation of ERP in CLRI – Reg.
Ref: CLRI Circular No. ERP/CLRI/2011-E.II dated 14.05.2013 and 01.07.2013.

As all staff are aware ERP is being implemented in CSIR-CLRI. With effect from 1st July 2013, online submission of leave applications has been in vogue. Salary for the months of April, May, June and July 2013 have been processed in ERP and tallied with **IMPACT** pay bill/slip. Salary for the current month is being processed in ERP and this parallel processing of salary in ERP will continue till the current financial year. Thereafter, decision to process salary in ERP alone will be taken by Competent Authority in CSIR. Further, the labs are informed now that all transactions can be carried out in ERP and issues faced be reported to CSIR Headquarters for needful at their end.

It is, therefore, requested all staff members may submit their personal claims etc., through ERP to the extent of available provision in ERP and difficulties encountered / observed be intimated to Section Officer EII / erpcell@clri.res.in to enable the implementation team to look into the same for needful.

Co-operation of one and all is solicited.

(C. Manavazhagan)
Controller of Administration

To:

All Notice Boards

Copy to:

1. All Heads of Division/Section
2. Dr. B U Nair, Chief Scientist and Chairman CSIR-ERPS Task Force Committee
3. Shri M. Jinandra Doss, Chief Scientist and Chairman CSIR-ERPS Implementation Team
4. Head Computer Centre
5. PS to COA
6. PS to Sr. COA
7. PS to Director

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CIRCULAR

Sub: Implementation of ERP in CLRI – Reg.

As all staff are aware ERP is being implemented in CSIR-CLRI and w.e.f 1st July 2013 online submission of leave applications has been in vogue. All service related information have already been entered in e-service book, and vide this office circular dated 20.06.2012 all staff have been requested to go through the same by logging in 'ONECSIR' and verify their e-service book and report any discrepancy found to Section Officer EII. Inspite of that no response has been received from many staff and it has been observed that there are discrepancies in the data entered. Unless the data entries are correct implementation of ERP will not be successful.

Further, reporting of discrepancies with regard to individuals by themselves coupled with verification by staff in establishment will help in having 100% perfect e-service book. It is, therefore, requested that all staff members do verify their e-service book by logging in 'ONECSIR' with their user ID and password and inform Section Officer EII / erpcell@clri.res.in, if any discrepancy found as on date. Even if no discrepancy is found individuals may send a 'nil' discrepancy found mail / information to Section Officer EII latest by 16.09.2013.

Co-operation of one and all is solicited.

(C. Manavazhagan)
Controller of Administration

To:

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