

**DEPARTMENT OF EXCISE, ENTERTAINMENT AND LUXURY
TAX, GOVERNMENT OF NCT, DELHI**

November, 2012

Frequently Asked Questions (FAQs)

ESCIMS

About this Document

Purpose

The purpose of this document is to list down **Frequently Asked Questions (FAQs)** related to the Excise Supply Chain Information Management System (ESCIMS) to provide clarification to queries raised during workshop, during interactions and also to increase understanding among stakeholders.

Intended Audience

Stakeholders' viz. Distillery, Brewery, Winery, Bonded Warehouse, Foreign Liquor Bonded Warehouse, Hotels, Clubs, Restaurants and Private Vends registered with Delhi Excise and will be accessing ESCIMS and may need this document to increase their understanding of ESCIMS.

ESCIMS processes are same for distillery, brewery and winery therefore term distillery will be used interchangeably for distillery, brewery and winery throughout the document.

Disclaimer

The Frequently Asked Questions are based on the current understanding on ESCIMS. The list of FAQs shall be revisited and updated after major events like Field Trial, Pilot run, User Training and new release of ESCIMS.

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Acronyms and Abbreviation

S. No.	Abbreviation	Description
1.	1D	One dimensional
2	2D	Two dimensional
3	ESCIMS	Excise Supply Chain Information Management System
4.	GCP	Global Company Prefix
5	GS1	Global Standards (International Association to implement GS)
6	GS1-India	Indian affiliate of GS1
7	GTIN	Global Trade Identification Number
8.	HCR	Hotel, Club and Restaurant
9.	HHT	Hand Held Terminal
10.	IFL	Imported Foreign Liquor
11.	IP	Import Permits
12.	SKU	Stock Keeping Unit
13.	SOP	Standard Operating Procedure
14.	SSCC	Serial Shipping Container Code
15.	TP	Transport Permits
16.	XML	Extensible Markup Language
17.	URL	Uniform Resource Locator

1. Common

Q 1. What is GS1 India?

A - GS1 India is Standards based *not-for-profit* organization set up by the Ministry of Commerce, Govt. of India. It provides Global Company Prefix (GCP) based on number of Stock Keeping Units (SKU) requested during registration.

Q 2. What is Global Company Prefix (GCP)?

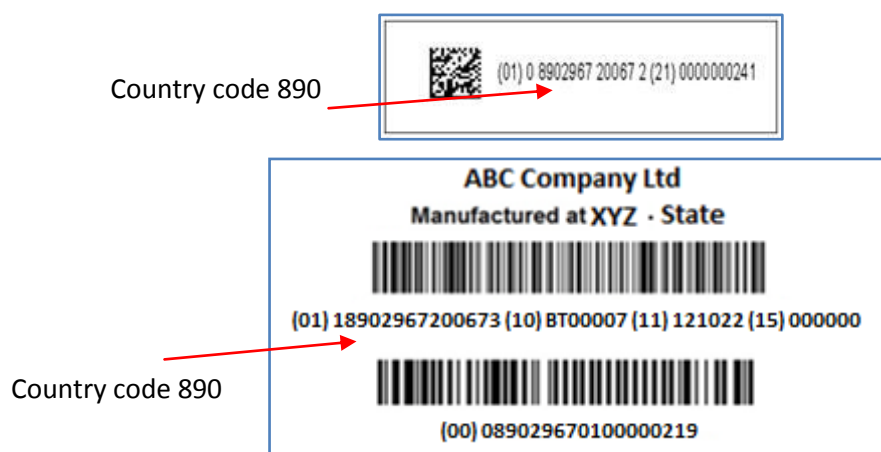
A - Global Company Prefix comprises of Country Code and Company Code. Country Code 890 means that company is registered in India.

Q 3. What is barcode?

A - Barcode is a data encoding and capture mechanism. It is a way to rapidly, accurately and efficiently gather information and transmit it to a computer through scanners.

Q 4. What does number 890 indicate in barcode?

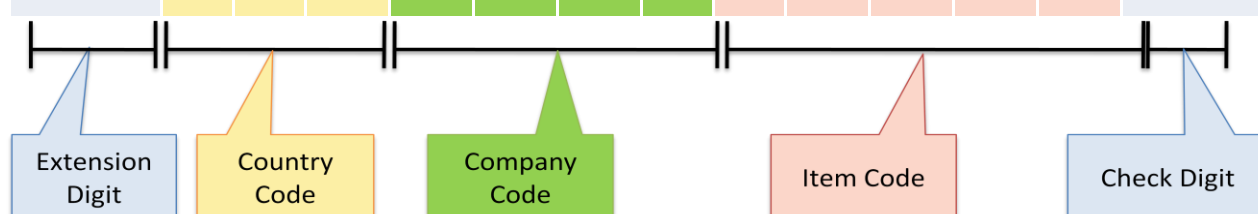
A - The number 890 indicates India as country of origin.



Q 5. How is 14 digit barcode for Global Trade Identification Number (GTIN) derived?

A - Following table shows how the 14 digit barcode for GTIN is derived:

Extension Digit	Company Prefix (Country Code + Company Code)							Item Reference Number					Check Digit
N1	N2	N3	N4	N5	N6	N7	N8	N9	N10	N11	N12	N13	N14
1	8	9	0	2	9	6	7	2	0	0	6	7	2



Q 6. Which barcode of case will be scanned while receiving, dispatching, issuing or selling of liquor?

A - Second barcode of case (**SSCC – Serial Shipping Container Code**) will be scanned while receiving, dispatching, issuing or selling of liquor. The 2nd bar code contains unique case identification number which can identify the case in the supply chain.



Q 7. Expiry date of the material should be displayed at the time of raising the PO?

A – It is not possible to implement as BWH can have material from multiple batches.

Q 8. Which barcode will be scanned in case when receiving hard liquor from foreign liquor supplier?

A - 2D barcode of each bottle will be scanned since there will no barcode on case. A sample is 2D barcode shown below.



Q 9. Do we need to scan all the Cases while receiving material?

A – Yes.

Q 10. How will the system manage the bottles that are received empty or half filled?

A – The current process of handling such situation would continue, in the system such bottles will be marked as damaged.

Q 11. Is there a provision to settle the damaged stock when the credit note is received?

A - The system will not maintain the account of damaged bottles, the settlement of damage will have to be recorded and maintained outside the system.

Q 12. The details of credit note should also be maintained in the system (credit note register)?

A - The system will not maintain the account of damaged bottles, the settlement of damage will have to be recorded and maintained outside the system.

Q 13. Why short supply should be marked as damaged? For the internal audit purpose also we need to maintain cap of the damaged bottles so how can we manage inventory, if we mark short supply as damaged?

A - There cannot be a short supply against the TP as per act, hence no provision is given.

Q 14. There must be an option to Mark the Stock as “Damaged”, even after the receiving is complete?

A – You can mark stock as damaged while issuing stock to counter.

Q 15. Which barcode to scan while receiving supplies?

A - You need to scan second barcode while receiving supplies.

Q 16. Will the 2D barcode be readable when beer bottles are placed into chiller for long duration?

A - Tamper Evident labels will be used for pasting barcode on bottles and cases. Labels will be smudge-proof, self destructive and water resistant. The temperature range to which barcode label can be exposed after the adhesion bonds to the substrate is from minus (– 20° C) to plus (+ 70° C).

In case scanner is not reading barcode, then the user can manually read barcode number printed.

Q 17. Will all bottles of the case be scanned while issuing of liquor from store?

A - No, if the complete case is required to be issued then second barcode of case is to be scanned. If you would like to issue few bottles of cases then you need to scan each bottle separately.

Q 18. Do we need to scan all bottles of case if entire case is sold?

A – No.

Q 19. Can the system receive a bottle purchased from another shop?

A - No.

Q 20. How do I return a Bottle in ESCIMS?

A - The bottle can be returned in two ways:

1. If consumer has not paid then scan bottle again to cancel its entry
2. If consumer has paid and come back after some time on the same day then refer steps shown in “Easy Steps to Use ESCIMS” document.

Q 21. Do I need to print receipt after every sale?

A – No. The receipt can be generated on demand.

Q 22. Can I print a duplicate sale receipt after some time?

A - No, duplicate sale receipt cannot be generated.

Q 23. Do I need to scan all the bottles even if bottles are of same brand and size?

A - Yes.

Q 24. Can we sell entire Case without opening it?

A – Yes. You need to scan case barcode.

Q 25. How to sell bottle in case barcode is not scan-able or damaged?

A - You need to manually enter 24 digit number printed near 2D barcode

Q 26. How will the existing stock without barcode be handled?

A - A Comprehensive Transition plan is under preparation and will be shared to handle existing stock without barcode.

Q 27. Will there be any Field Trial and Pilot run?

A - Yes. The plan for Field Trial and Pilot run is under preparation and will be shared.

Q 28. Is there any Standard Operating Procedure defined for stakeholders?

A - **Standard Operating Procedure** (SOP) document has been prepared for various stakeholders and published at following URL:

http://delhi.gov.in/wps/wcm/connect/doit_excise/Excise/Home/ESCIMS

Q 29. Can I get a help document to assist me while using ESCIMS?

A - Various documents have been shared with stakeholders during workshop and hands-on training session. These documents are available at following URL:

http://delhi.gov.in/wps/wcm/connect/doit_excise/Excise/Home/ESCIMS

Q 30. How can a new person start using ESCIMS?

A – The ESCIMS is very user friendly and simple system. Many documents have been prepared to assist existing as well as new users. Assistance is available if following ways:

- Download “Easy Steps to use ESCIMS” from exist portal
- Contact ESCIMS helpline. Details of the helpline will be published at appropriate time.

The URL to access excise portal is:

http://delhi.gov.in/wps/wcm/connect/doi_excise/Excise/Home/ESCIMS

Q 31. Will there be any additional Helpline and support available to stakeholder?

A – The excise department and Implementation Agency has planned to provide multiple ways to support stakeholders. Following is list:

- Two-way communication channel (escimsexcise.delhi@nic.in). This is already established to share project development with you as well as receive your readiness, feedback and suggestions.
- Schedule Demonstration and Hands-on training. This is already scheduled for pilot sites
- Publish Standard Operating Procedure (SOP) for each stakeholder at excise portal
- Publish “Easy Steps to use ESCIMS” for each stakeholder at excise portal
- A helpline will also be available once system is live. Details of the helpline will be published at appropriate time.

The URL to access excise portal is:

http://delhi.gov.in/wps/wcm/connect/doi_excise/Excise/Home/ESCIMS

Q 32. Will there be any document providing application features?

A - Yes. A small easy to use document – “Easy Steps to Use ESCIMS” is available for stakeholders. The softcopy of the document can be downloaded from excise portal. The URL to access excise portal is:

http://delhi.gov.in/wps/wcm/connect/doi_excise/Excise/Home/ESCIMS

Q 33. Who will provide network link?

A - Implementing agency is providing network (MPLS) link for corporation vends which will be terminating at Data Center. Since Data Center Company will not allow multiple vendors to terminate the link, it is necessary to take link from service providers who have tie-up for last mile with access providers approved by Data Center Company (NICSI). Currently three companies are approved by NISCI - Railtel, PGCITel and MTNL.

Q 34. Can I connect to ESCIMS using mobile data card if MPLS link is not working?

A – No. Each Vend must connect to ESCIMS via an MPLS link.

Since Data Center Company will not allow multiple vendors to terminate the link, it is necessary to take link from service providers who have tie-up for last mile with access providers approved by Data Center Company (NICSI). The list of companies shortlisted for MPLS connectivity once finalized, shall be intimated.

Q 35. What if there is no power at Vend?

A - The system at Vend should have additional power supply to continue business. Following is the list that should ensure power supply to computer at Vend:

- Electric power supply from Government Agency like NDPL, BSES.
- UPS can support systems installed upto 4 hours.

Q 36. *If there is no electricity for long, even HHT fails that means no electronic support is left, how to carry out sale?*

A - In the rare case when system and HHT both have failed either the sale will have to be stopped or you might note down the barcode number manually to enter in the system when it start working.

The sales data has to be updated in the system otherwise there will be inconsistency in physical inventory and logical inventory.

The ESCIMS system will be available even when there is no electricity at your site.

Q 37. *What are different modules in ESCIMS?*

A - Following are the modules in ESCIMS:

- License
- Permit
- Indian Liquor/Foreign Liquor
- Country Liquor
- Hotels, Clubs and Restaurants
- Supply Chain Management (SCM)
- Account/Bank Front Office
- Grievances Redressal
- Point of Sale (POS)
- Excise Intelligence Bureau
- M&TP
- Control Lab
- Luxury Tax
- Entertainment Tax
- Vigilance and Monitoring
- Monitoring and Regulation

Q 38. *What are the Import Permits and Transport Permits?*

A - They are the permits issued for transportation of liquor by Excise Department of State government.

Import Permits: The Import Permits are issued by the state to the L-1 licencees importing liquor after payment of import fee. The concerned Excise authority of the state where the distiller is located issues Export Permit on the basis of the Import Permits to take the liquor out of the state without payment of Excise Duty. The Excise Inspector posted at the Bonded Warehouse after scrutinising all the documents allows the stock for in-bonding.

Transport Permits: On receipt of the Transport Permits, the Excise Inspector at Bonded

Warehouse allows the stock to be transported to various retail outlets, clubs, hotels and restaurants.

Q 39. How will excise duty be refunded for damaged cases or short supply at Vends?

A - As per the Delhi Excise Act 2010, excise duty once paid cannot be refunded for damaged cases.

Q 40. What will be the expiry date of beer when supplying against to Point of Sale?

A - Beer can be issued to Point of Sale (HCR or vends) only if at least 15 days are remaining from date of expiry.

Q 41. Will there be any data maintained in local desktop?

A – No, local desktop will not maintain any data. A file will be generated for uploading of data into ESCIMS from local desktop. Data will be maintained at a remote Data Center.

Q 42. How ESCIMS will ensure genuineness of Liquor sold at Point of Sale?

A – The ESCIMS with its end – to end supply chain module will ensure only genuine liquor is sold at point of sale. Scanning of any other bottle at point of sale will trigger an alert to ESCIMS for department to act upon.

Q 43. Will the ESCIMS record date and time of sale?

A - Yes.

Q 44. Where can I get steps on Stock Take process?

A – A document – “Easy Steps to Use ESCIMS” is available for stakeholders. The softcopy of the document can be downloaded from excise portal.

http://delhi.gov.in/wps/wcm/connect/doit_excise/Excise/Home/ESCIMS

Q 45. How do I ensure sale during peak hours is not affected?

A – It should not increase any time to sale material. The ESCIMS requires only scanning of bottle/ case at sale point. The sale during peak hours depends on speed with which a user can scan the bottle.

Q 46. What is the maximum limit to sale liquor to a person?

A - The limit is 9 litre in case of hard liquor and 18 litre in case of beer.

Q 47. How do we educate public on insisting for scanning of bottle?

A - A poster to educate public shall be available with Excise Department which must be displayed at prominent location at the store.

Q 48. Will it increase time to sale any product at counter?

A - It should not. The time taken to scan is very minimal.

Overall it will help vends in many ways:

- No need to maintain to Registers manually
- No need to count stock manually
- No need to print receipt when required

Almost no need to spend time in stock take, inventory lookup and reconciliation of stock.

Q 49. When will scanned barcode data be uploaded in ESCIMS?

A - At the end of the day, all scanned barcode of received liquor or issued stock from store will be uploaded.

Q 50. Can Excise application be integrated with existing application that we are using?

A - No.

Q 51. Which banks can be used for online payment?

A – Currently only SBI payment gateway is integrated with ESCIMS.

Q 52. Can we make payment using DD or follow existing challan process?

A - Yes.

Q 53. Will there be no interaction with the respective brands for ordering of liquor?

A – ESCIMS only provide online facility for raising PO and does not stop any interaction.

Q 54. What will be the backup in case of a system failure?

A –Data will safe in case of system failure at any stakeholder (i.e. Distillery, Bonded warehouse, Retailers). The ESCIMS system will have its own backup and all transaction data will be safe under the control of excise department.

Q 55. Can the liquor vendor (Bonded warehouse) apply TP on behalf of the restaurant's owner and pay Excise Department on their behalf?

A - No.

Q 56. Is there any change to deal with expired goods?

A - No.

Q 57. Who will be responsible of the duty paid at damaged goods, will the excise duty be taken care of in the next consignment?

A –ESCIMS is based on Delhi Excise Act 2010. The handling of goods shall be as per the excise act.

Q 58. Please make a provision if possible for the vendor to pay the excise duty on our stocks into our account with the excise department.

A –ESCIMS is based on Delhi Excise Act 2010. As per the act there is no such provision available.

Q 59. It will be more easy and transparent if all the cash transactions of paying excise duty be done by that distributor itself.

A –ESCIMS is based on Delhi Excise Act 2010. As per the act there is no such rule available.

Q 60. Please explain how can we exchange damaged bottles of liquor and beers effectively.

A –ESCIMS is based on Delhi Excise Act 2010. The handling of goods shall be as per the excise act.

Q 61. Can we set up a credit period of 45-60 days with this system?

A –ESCIMS is based on Delhi Excise Act 2009 to assist regulation in sale of liquor. It is not a financial accounting system, hence would not help in credit period.

Q 62. Please explain stock availability from distributor?

A –User can view the stock available at warehouse while raising PO.

Q 63. Can system be installed without having the licence?

A –ESCIMS is web based system and will be accessible only to entities registered with excise as licence holder.

Q 64. Please incorporate a system where we can see expiry date of stock of beers while ordering.

A – ESCIMS shall not allow show any stock of beer at the time of raising PO which is not expiring in next 15 days.

Q 65. How much cost of manuals do we need to pay for using ESCIMS?

A – The documentation like SOP and Easy Steps are available at excise portal and can be downloaded without any payment. The URL to access ESCIMS documents is:

http://delhi.gov.in/wps/wcm/connect/doi_excise/Excise/Home/ESCIMS

Q 66. *Where can I find easy to understand documents on ESCIMS processes?*

A – There are many documents like SOP and Easy Steps are available at excise portal. The URL to access and download ESCIMS documents is:

http://delhi.gov.in/wps/wcm/connect/doi_excise/Excise/Home/ESCIMS

Q 67. *Please suggest where we can buy the Barcode machine and the vendors available for the same.*

A – Refer specifications provided in SOP document to identify vendors whose machines/items will be compatible with ESCIMS.

Q 68. *The Excise Inspector should be aware about all system so that we can ask our query any time with him.*

A – It may not be required as there are many documents like SOP and Easy Steps are available at excise portal. The URL to access and download ESCIMS documents is:

http://delhi.gov.in/wps/wcm/connect/doi_excise/Excise/Home/ESCIMS

Q 69. *A very good system but please inform us how to use the scanner system.*

A – A training plan is under preparation and will be shared with user to attend training.

Q 70. *When this ESCIMS will be online, some problems may be faced, so we need assistance time to time.*

A – Yes, the excise department and Implementation Agency has planned to provide multiple ways to support stakeholders. Following is list:

- Two-way communication channel (escimsexcise.delhi@nic.in). This is already established to share project development with you as well as receive your readiness, feedback and suggestions.
- Schedule Demonstration and Hands-on training. This is already scheduled for pilot sites
- Publish Standard Operating Procedure (SOP) for each stakeholder at excise portal
- Publish “Easy Steps to use ESCIMS” for each stakeholder at excise portal
- A helpline will also be available once system is live. Details of the helpline will be published at appropriate time.

The URL to access excise portal is:

http://delhi.gov.in/wps/wcm/connect/doi_excise/Excise/Home/ESCIMS

Q 71. *Please make sure the system is easy to operate and maintain the records.*

A – There are many documents like SOP and Easy Steps are available at excise portal. The URL to access and download ESCIMS documents is:

http://delhi.gov.in/wps/wcm/connect/doi_excise/Excise/Home/ESCIMS

The local desktop will not maintain any data. All ESCIMS data shall be securely maintained at a remote Data Centre.

Q 72. How many days a PO application will take to process?

A – Refer to citizen charter at delhi.go.in portal on time schedule for various activities. The URL to access citizen charter page is:

<http://delhi.gov.in/wps/wcm/connect/doi/excise/Excise/Home/Citizens+Charter>

Q 73. How do I track status of my application – renewal status of licence, status of PO?

A – Visit home page of ESCIMS application and use track status option to know the status.

Q 74. If internet is not working, is there any way by which we can use the system.

A - When internet is not working then you can sell through HHT. In that case, you have to scan each bottle. After completion of sale, connect HHT to your local system to transfer sale details. When internet is available and your system is connected to ESCIMS, the sale data will be transferred to ESCIMS.

Q 75. Do we need separate scanner to receive material and issue/despatch material?

A – No, same scanner can be used for both the purpose

Q 76. Will we get a confirmation mail on PO approval?

A – Yes. The ESCIMS will send a confirmation mail on PO approval.

Q 77. Can we have all the Scanners connected to one computer at POS?

A – No. Each scanner at point of sale must be connected to a separate computer. That means, one scanner per point of sale (computer).

Q 78. Can the material be received directly at Counter?

A – Yes. There is an option to receive material directly at counter. However, the entire material will be marked as received at counter.

Q 79. Is there a possibility to partially receive at counter?

A – No. Partial receiving at counter is not allowed. Following steps must be followed to have partial receiving of material at counter:

- Receive material against a TP (refer Receive Material steps shown in “Easy Steps to Use ESCIMS” for Point of Sale.)
- Issue required stock to counter (refer Issue Stock to Counter steps shown in “Easy Steps to Use ESCIMS” for Point of Sale.)

Q 80. Can received stock be issued from store without uploading the received stocks against TP?

A – No. it will be issued only when stock is received in ESCIMS. However, the entire material under a TP can be issued without actually receiving in store. An option is available to receive material directly at counter. Please note when the material receiving is complete, the HHT must be connected local desktop to transfer the TP data in ESCIMS.

2. Distillery, Brewery and Winery

Q 1. Is barcode sequence numbers downloaded from ESCIMS dependent on Import Permit?

A - No, downloading of barcode sequence number for printing and pasting is independent of Import Permit.

Q 2. Is there any limit on downloading the bar code numbers from ESCIMS?

A - There is no Limit of downloading the barcode sequence numbers from ESCIMS. But the limit is dependent upon the limits of the downloading format & tool. As per current version of Microsoft Excel, there is a limit to download up to 65000 records in one instance. If more than 65000 barcode sequence numbers are required, then you can download barcode sequence numbers multiple times from ESCIMS. ESCIMS will track the 'downloaded' and 'used' barcode sequence numbers.

Q 3. What about barcode paper quality?

A – The specifications are mentioned in the Distillery Readiness Specification document available as Standard Operating Procedure (SOP) document. The document is published at following URL:

http://delhi.gov.in/wps/wcm/connect/doi_excise/Excise/Home/ESCIMS

Q 4. Shall the 2D barcode be pasted on bottle and mono carton both?

A - 2D barcode will be pasted on bottle cap if bottle does not have mono carton otherwise, 2D barcode will be pasted on mono carton.

Q 5. What is the best way to paste the 2D barcode?

A - Dotted part of the 2D barcode label will be pasted on the cap of the bottle and human readable text like GTIN and unique number will be rolled down to the neck. In case of mono carton, 2D barcode label will be pasted on the external openable part of flap of mono carton.

Dotted part of barcode



Q 6. Where will the barcode be pasted?

A - On the cap of bottle and on the top flap of mono-carton.

Q 7. Can we paste 2D barcode on mono carton and bottle?

A – ESCIMS requires 2D to be pasted on external openable flap of mono carton, however you may paste 2D barcode on bottle.

Q 8. Will holograms also be pasted on bottle cap along with 2D barcode labels?

A - During transition period, both holograms and 2D barcode labels may be used. Continuation of pasting of holograms during the transition period will be notified shortly.

Q 9. How will I get Import Permit?

A - Import Permit will be delivered as a link in the work list. You need to login to ESCIMS using User ID/Password and print the Import Permit.

Q 10. Is printed Import Permit valid for local state excise and during transport without physical signature?

A – The ESCIMS printed Import Permit will be valid for transportation with goods as it will have signature image of authorized person (that is - digital signature of authorized person of excise department) and barcode to uniquely identify it.

Q 11. Explain Case and Bottle barcode?

A – The Bottle Barcode number consists of - GTIN + Sequence number. While composition of Case Barcode Number is:

- Case First Barcode: Case GTIN + Sequence Number
- Case second case bar code number :Serialized Shipment Container Code(SSCC)

Q 12. How will the 'DD' part of manufacturing date and expiry date be handled since dates are printed as best before 6 months etc. and have month and year?

A - Manufacturing and Expiry dates will be captured in first barcode of case in YYMMDD format.

For example, expiry date will be zeros '000000 in case of hard liquor'. Sample is shown below:



In case of beer let us say when it is manufactured in Oct-12 on 22nd then its expiry date as "Best before 6 months" shall be 130422. Sample is shown below:



Q 13. Can I use '00' as the value for 'DD'?

A – Yes.

Q 14. Is there any format for Batch Number?

A – There is no format defined for Batch Number.

Q 15. What is Secondary Packaging and Tertiary Packaging?

A – When Miniature bottles (size 60 ml) are packed into small case of pack size 2, 4, 6, 8 etc. then this second level of packing is called secondary packaging. Further, when the secondary packs are packed into shipper carton or case, then the shipper carton will be called as tertiary packaging.

Q 16. What is the format of barcode sequence number downloaded from ESCIMS?

A - The barcode sequence number will be available in Microsoft Excel format.

Q 17. Is Distillery required to upload barcode sequence number for each requested brands during interim upload?

A - Yes, Distillery has to put the batch number, manufacturing date and best before use date in Excel file and upload the same back in ESCIMS as interim upload.

Q 18. What is interim upload?

A – Interim upload is an important step to upload necessary information - batch number, manufacturing date and best before use date - in ESCIMS before dispatching material against Import Permit.

Q 19. How will breakage be handled after pasting of barcode on bottle cap and before dispatching of liquor against IP?

A - Distillery will place a request to ESCIMS for reprinting of relevant 2D barcodes and paste them on caps of fresh bottle.

Q 20. What are the safety measures to be taken while pasting of barcode on bottles in local warehouse?

A - Distillery will take same safety measures as taken on production line.

Q 21. Where do we get specification for the hardware set-up required at Distillery/ Brewery/ Winery?

A - It is given in detail in Standard Operating Procedure (SOP) document. The document is published at following URL:

http://delhi.gov.in/wps/wcm/connect/doi_excise/Excise/Home/ESCIMS

Q 22. Where can I get specification of Scanner?

A - Scanner should be capable to scan both GS128 linear barcode and Data Matrix 2D barcode. The specifications are given in Standard Operating Procedure (SOP) document. The document is published at following URL:

http://delhi.gov.in/wps/wcm/connect/doi_excise/Excise/Home/ESCIMS

Q 23. How In-Transit damages will be handled?

A – The In-Transit damages will be handled as per Excise Act 2010.

Q 24. What is mapped and unmapped data?

A – In case of mapped data, ESCIMS will provide the mapped barcodes of case and its corresponding bottles. Whereas, in case of unmapped data, ESCIMS will provide the bar code numbers and distiller will map the case to bottles and share that information with the system.

Q 25. Import Permit will be in soft copy of hard copy?

A – The IP can be printed at distiller's premise through ESCIMS.

Q 26. Will shipment not meant for Delhi also require Barcode from ESCIMS?

A – Only liquor intended to be sold in Delhi will have the barcode from ESCIMS.

Q 27. How the barcode generated and dispatched be reconciled?

A – The mapped data will be shared with ESCIMS at each stage of supply chain to ensure it is reconciled.

Q 28. How to handle breakage before despatch against IP?

A – When there is any breakage before dispatch against IP, Distillery need to reprint and paste bottle barcode on cap of fresh bottle.

Q 29. IP request should allow material from 2 different batches?

A – It is possible to receive material from more than one batches but it is limited to two.

3. Bonded Warehouse - Indian Liquor

Q 1. *How will the loose bottles be handled?*

A - When loose bottles are left after repackaging a case then the loose bottles will be used to make a complete case when bottles of same batch and manufacturing date are supplied in next consignment.

Q 2. *What will be the cut-off date of beer for supplying of liquor against Transport Permit to Sale Point (HCR or Vends)?*

A - Beer can be issued to Point of Sale (HCR or vends) only if at least 15 days are remaining from date of expiry.

Q 3. *How will the liquor stock be handled when truck has met with an accident?*

A - The current process is

- Lodge an FIR,
- Inform Excise and
- Complete all other requirements laid down by department

The same will continue to exist.

When the material is loaded in another truck, the truck details shall be updated in the ESCIMS with reasons when the truck arrives at bonded warehouse for In-bonding.

Q 4. *How to handle stock without barcode at the time of transition?*

A - A Comprehensive Transition plan is under preparation and will be shared to handle existing stock without barcode.

4. Bonded Warehouse - Foreign Liquor

Q 1. How will one get the Global Company Prefix (GCP)?

A - Please visit GS1 India site www.gs1india.org and click on *Get Registered* link at the right upper corner. Finally click on 'Register for GS1 Company for barcoding'.

The supporting documents are required to be submitted to GS1 India and GCP will be issued within 2 to 3 days.

Q 2. When we are supplying IMFL liquor then do we really need to get GCP and register again with GS1 India for imported foreign liquor?

A - It depends on your GCP allotted by GS1-India. There may be a possibility of using same GCP for foreign liquor. We suggest you connect with GS1-India to confirm whether you need another registration.

Q 3. Will Excise Department provide application software for generating and printing the barcode?

A – No. Bonded Warehouse has to procure barcode printer and software for generating and printing the barcode.

Q 4. Will there be 1D barcode on shipper carton for hard liquor in case of foreign liquor?

A – Since order is placed in number of quantity therefore IFL bonded warehouse supplies hard liquor in number of quantity only. So there will be no barcode on case.

Q 5. How will the export pass be issued in case of foreign liquor?

A - Imported Foreign Liquor licensee (IFL) need to apply Export Pass through ESCIMS.

Q 6. How will the export pass be issued in case brand is not registered with Delhi Excise?

A - Bonded warehouse can enter the details of the brands that are not registered with Delhi Excise at the time of applying for export pass and can get the pass.

Q 7. Is ESCIMS only for liquors retailer in Delhi?

A – ESCIMS is a Supply Chain Information system which tracks supply of liquor from packaging to the point of sale in NCT of Delhi. ESCIMS is for all the entities involved in this supply chain.

Q 8. Is ESCIMS applicable to liquor marked "Not for sale in Delhi"?

A – No.

Q 9. Do I need to get registered with GS1 even if I am not registered as L1F but get export pass from Excise Department?

A –ESCIMS has been designed and developed as per Delhi Excise Act 2009 and for export pass you need to register with Delhi Excise and then apply for export pass.

Q 10. What will be time-frame to obtain TP?

A - The system would require just a click of a button but subject to the completeness and correctness of application, excise official shall approve it after scrutiny.

5. Hotels, Clubs and Restaurants

Q 1. *Number of HHT devices?*

A – The number of devices would depend on the volume of the material to be handled and frequency of receipt and issue. In case multiple TP are received simultaneously, multiple scanners can be used but for single TP all the receipt will have to be made from a single device.

Q 2. *Where will I get HHT application?*

A - The HHT application will be available on the portal and can be downloaded and installed by HCRs. There will be a self extracting set-up file which will install the HHT automatically. The portal will also have documentation on instructions for installation and user manual.

Q 3. *What about liquor purchased from Duty Free shops and sold at HCR?*

A – HCR cannot sell liquor purchased from duty free shops as they are for individual consumption and not for resale.

Q 4. *Will liquor purchased from Duty Free shops have same barcode scheme?*

A – The liquor in duty free shops will not bear barcodes.

Q 5. *Will local desktop have data or it will be on remote server?*

A – The data will not be local desktop. It will be on remote server.

Q 6. *How to handle receipt of wrong material?*

A – The chances of receiving any wrong carton are very bleak as the dispatch information will be shared by warehouse only once it has loaded the material in the carriage. So the material that is actually dispatched is shared with HCR through ESCIMS. In rare case if wrong case comes in the carriage then system will not allow to receive that case and it will have to be returned back to the bonded warehouse.

Q 7. *How do we handle stocks that could last for years?*

A – This will be considered while finalizing Transition Plan. This Transition Plan will be shared with all stakeholders.

6. Private Vends

Q 1. How to handle unsold non-barcode stock in inventory when migrate to new system?

A - A Comprehensive Transition plan is under preparation and will be shared to handle existing stock without barcode.

Q 2. Can this application (ESCIMS) be integrated with any other existing systems?

A – No.

Q 3. What is the provision for backup of the information present in the current working?

A – The ESCIMS system has built-in redundancy in terms of availability and there is a provision to take backup of information at regular interval.

Q 4. Where to put 2D barcodes on Mono Cartons OR Bottles OR both?

A – The barcodes are not pasted at the point of sale.

Q 5. What is process to handle mismatch between receipt of stock and issue at the counter for sale?

A – Use “Mark Damage” process as record mismatch between receipt of stock and issue at the counter for sale.

Q 6. Can we scan and upload documents also while renewing licence?

A – No.

Q 7. Is it possible to know Balance amount with Excise while raising PO?

A – Yes. It will be shown on the screen.

Q 8. Is it possible to know stock at warehouse while raising PO?

A – Yes. It will be shown on the screen.

Q 9. What is Adhoc PO?

A – It is a facility which helps you raise PO for items not in your stock like new variety of liquor.

Q 10. What is Weekly PO?

A – It is an advanced feature where it intelligently analyses consumption history and helps you to raise PO for fast moving items.

Q 11. Do we need to train What is Weekly PO?

A – It is an advanced feature where it intelligently analyses consumption history and helps you to raise PO for fast moving items.

Q 12. Can we sale damaged stock?

A – No.

Q 13. How to receive material when HHT is not working?

A – You can receive it manually. Refer “Easy Step to use ESCIMS” document.

Q 14. Can we receive stock directly at counter when there is no stock in inventory?

A – Yes. There is an option to receive material directly at counter. However, the entire material will be marked as received at counter.

Q 15. How will ESCIMS help me in controlling pilferage?

A – No. ESCIMS is a Supply Chain system. You will need to put in your infrastructure to control pilferage.

Q 16. Can we change/ update price of liquor in system?

A – No. The price of liquor will be updated centrally.

Q 8. Is there any expiry date for PO?

A – No. However user can cancel any PO that has not been approved. The money will be credited to licensee account.

7. Corporation Vends

Q 1. *How do Corporation vends intimate Head office on ad-hoc requirements?*

A - You need to continue current practice of intimation.

Q 2. *Will Vends need to maintain registers?*

A - Various reports can be viewed in ESCIMS as required and the many of them can be printed.

ESCIMS