

User Guide

11. New Modules-MOH-Palor Reservation- 159-MOH-Billing Ver 2.0.0

For

Supply, delivery, installation, Commissioning, Training
and Maintenance of Enterprise Resource Planning
System (DMMC-ERP)

For

DEHIWALA MOUNT-LAVINIA MUNICIPAL COUNCIL

By

EMETSOFT (PVT) LTD

1. REVISION HISTORY

Date	Version	Description	Author
08-03-2022	0.0.1	Initial version	EMETSOFT IMP Team
26-04-2022	0.1.1	Modifications to the report	EMETSOFT IMP Team
28-04-2022	1.0.0	Final Release	Project Manager
19-05-2022	2.0.0	Enhancements for the manual	Project Manager

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ENTERPRISE RESOURCE PLANNING (ERP)

Dehiwala Mount Lavinia Municipal Council

Welcome to the Easiest, Fastest, most Secure, FIRST & the ONLY ERP for the LGA sector

Pallor Reservation Billing



Departmental
Bill Payments
(other Revenue)

Bills for Shop Rental, Gully
Bowser, Bookings, other
services

[READ MORE](#)

3. THE PROCESS

4.



PALLOR RESERVATION BILLS

STEP: 01 Click On this Icon in ERP Page



Departmental
Bill Payments
(other Revenue)

Bills for Shop Rental, Gully
Bowser, Bookings, other
services

READ MORE



**STEP: 02 Login using your user name
and password to the system**

Log In to your account

sahan_Emet

...

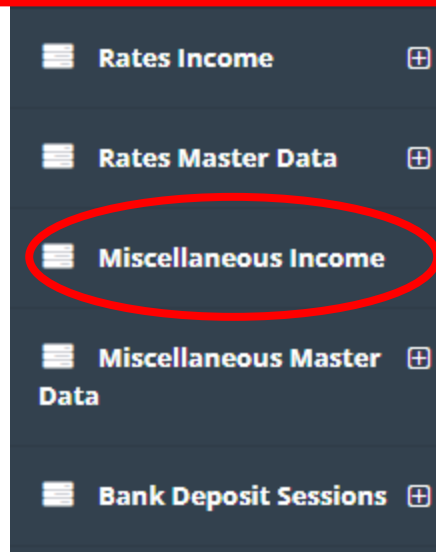


Advanced Options

Log In



STEP: 03 Then click on Miscellaneous Income



STEP: 04 Then click on Other Bill Receipts





STEP: 05 Enter Department Mater data

Receipt No **01** 55943 Date **02** 4/7/2022 Receipt ID **03** -472182 Billing Type **04** CEMETERY-BURIAL

Payee Field Officer Payee **05** sahan Chathuranga

Remarks **06** No: 110/12 Saranankara Road, Dehiwala File No./Reference **07** 100

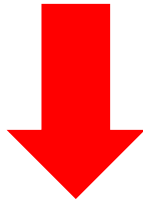
Reg. No	Discription	Amount	Account No
>>	CEMETERY-BURIAL 08	500 09	30-445300 : Cemetery Burials & Cremat 10

VAT Included NBT Included StampDuty Included Copy Fees 0.00

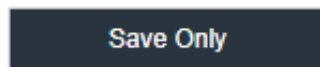
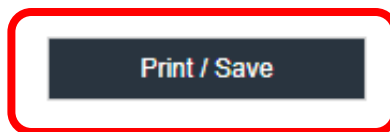
MOP	Date	Cheque No	Amount	Bank / Branch	Remarks	Date Re-pay	Re-Pay Date
Cheque	4/7/2022		0.00			<input type="checkbox"/>	

Printing Formats TempBill_Receiptt_Preprinted.rpt **11** 500

01. Receipt Number (Auto Generate)
02. Date (Auto Generate)
03. Receipt Id (Auto Generate)
04. Select Bill type (EX: **Palor Reservation**)
05. Select payee
06. Enter Remarks
07. Enter File Number/ Reference
08. Enter description
09. Enter Amount
10. Select Account Number
11. Check Total



STEP: 06 Click on Print/Save Button



STEP: 07 Issu Bill to Customer.

*****END*****

The next is authorized by Shorff