# **Bulk Delivery Customer Creation**

Creation of Bulk Delivery Customer to Close, Dispatch and Deliver the Articles to Bulk customer in Bulk Bag from the Mail Offices under his Division.

#### **Pre-Requisite:**

Employee should be in Division Office.

Division Office user needs to have Roll "YS: MOIPVS\_DMSL\_USER (MOIPVS DMSL USER Role)" to the required User through their RDA.

#### T code: 'ZIPVS\_BULKCUST':-

As defined T code: **'ZIPVS\_BULKCUST'** will be used to create, edit or delete the Bulk delivery customer for the facility under his division.

- 1. Login to ECP system.
- 2. Enter T-code "ZIPVS\_BULKCUST'. Click on Enter.



- 3. Click on the respective option.
  - Insert To create Bulk Delivery Customer.
  - Edit To Modify Bulk Delivery Customer.
  - Delete To delete wrongly Created Bulk Delivery Customer.

### **Bulk Delivery Customer creation.**

4. Click on Insert.

	Bulk Delivery Customer Maintenance								
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					Insert (S	hift+F1)			
	Facility ID	CustomerNo	Fac ID Des	Name	DPOFID	Des	Pincode	Cust Addr	Cust MobNo
	PH21350000763	5700010001	Mysuru PH	Puneeth	HO21308100000	Mysuru H.O	570001	Mysore	
	MO21350000564	0000003418	Mysuru NSH	MS CHAITANYA A	HO21308100000	Mysuru H.O	570001	MYSURU	3425167890

- 5. Enter HUB Facility ID and click on Enter. Hub Description is displayed from the system.
- 6. Enter Post office facility ID in which Bulk Delivery addressee supposes to be delivering.
- 7. Click on Enter PO Facility Description is displayed from the system.

Insert					
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Hub ID	PH21350000763 🗇				
Hub Desc.	Mysuru PH				
Delivery Post Office	H021308100000				
Facility ID Desc.	Mysuru H.O				
Pincode	570001				
Customer Name					
Customer Address					
Customer Mobile No					

Save Clear

- 8. Enter the Customer Name, Address and Mobile Number. (Note: Mobile number is not mandatory).
- 9. Click on Save.

Insert								
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Hub ID	PH21350000763							
Hub Desc.	Mysuru PH							
Delivery Post Office	H021308100000							
Facility ID Desc.	Mysuru H.O							
Pincode	570001							
Customer Name	Test CEPT							
Customer Address	Mysore							
Customer Mobile No								
Save Clear								

## Modify Bulk Delivery Customer.

10. Select Customer which needs to be modified.

11. Click on Edit.

Bulk Delivery Customer Maintenance										
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	Facility ID	CustomerNo	Fac ID Des	Name	Edit (F9)	Fac ID Des	Pincode	Cust Addr	Cust MobNo	
	PH21350000763	5700010002	Mysuru PH	Test CEPT	HO21308100000	Mysuru H.O	570001	Mysore		
	PH21350000763	5700010001	Mysuru PH	Puneeth	HO21308100000	Mysuru H.O	570001	Mysore		
	MO21350000564	000003418	Mysuru NSH	MS CHAITANYA A	HO21308100000	Mysuru H.O	570001	MYSURU	3425167890	

12. Modify the customer name, address or phone number.

13. Click on save.

Edit							
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Hub ID	PH21350000763						
Hub Desc.	Mysuru PH						
Delivery Post Office	H021308100000						
Facility ID Desc.	Mysuru H.O						
Pincode	570001						
Customer Name	Test CEPT						
Customer Address	Nazarbad Mysore						
Customer Mobile No							
Save Clear							
ulk Delivery Customer Delete	1						
14. Select Customer which needs to be deleted.							
15. Click on Delete.							

Bulk Delivery Customer Maintenance									
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₿	Facility ID	CustomerNo	Fac ID Des	Name	DPOFID		rincode	Cust Addr	Cust MobNo
	PH21350000763	5700010002	Mysuru PH	Test CEPT	HO21308100000	Mysuru H.O	570001	Nazarbad Mysore	
	PH21350000763	5700010001	Mysuru PH	Puneeth	HO21308100000	Mysuru H.O	570001	Mysore	
	MO21350000564	000003418	Mysuru NSH	MS CHAITANYA A	HO21308100000	Mysuru H.O	570001	MYSURU	3425167890

16. Confirm Deletion record in confirmation screen.

17. Click on Yes.

Bulk Delivery Customer Maintenance								
9   5 6   4 7	701	ট Delete Confirmation						
<ul> <li>Facility ID</li> <li>PH21350000763</li> <li>PH21350000763</li> </ul>	CustomerN 570001000 570001000	Do you want to delete selected record(s)	Cust MobNo					
MO21350000564	000000341	Yes No	425167890					

Note:-Bag Close, Dispatch and Delivery transaction is available in IPVS Transactions '<u>http://utilities.cept.gov.in/csi/Default.aspx?uid=4</u>'.