

WAPCOS Limited
(A Government of India Undertaking)
76-C, Institutional Area, Sector-18, Gurugram (Haryana)

No: WAP/D(C&HRD)/2025-26/1

Date: 08.10.2025

Subject:- Strengthening Efforts for Timely Realization of Payments from Debtors

In view of the need to ensure timely realization of payments from debtors and to support smooth financial operations, the following measures are being introduced. All concerned departments and teams are requested to take note and extend their cooperation in effective implementation of these steps.

1. Entry of Expected Date of Realization of Debtors in ERP

- All Finance Representatives, in coordination with their respective HoDs, are requested to update the expected date of realization for all pending debtor payments in the ERP system.
- For the completed projects, the outstanding payments are to be realized immediately. In this regard, no fresh timeline is permissible.
- This should be taken up on priority and kept regularly updated.
- To support this, GM (HR), who is overseeing ERP operations, will ensure that the necessary provision for capturing this data is enabled in the ERP.

2. Mandatory Input while raising Invoices

- Going forward, while raising any invoice, teams are requested to enter the expected date of payment realization in the ERP.
- As far as possible, efforts may be made to ensure that payments are realized within 90 days from the date of invoice.

3. Daily Update of Payment Realization

- GM (Finance) will ensure that the ERP is updated on a daily basis to reflect:
 - All payments received from debtors
 - The respective invoice(s) against which the payment has been made
 - The concerned Finance representative to ensure all receipt vouchers are prepared on a daily basis

4. Review and Dispute Resolution

- All HoDs are encouraged to regularly review the status of outstanding debtors under their respective areas.
- If required, they may propose cases for AMRCD dispute resolution in consultation with the Legal Cell.

This issues with the approval of Competent Authority.

For WAPCOS Limited

(Amitabh Tripathi)
Director (C&HRD)

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