8 Monthly Statistical Returns (MSR)

After submitting the Annual Statistical Returns (ASR), textile units will be able to submit the MSR applicable to their respective segments. If units have selected multiple segments, the option to file multiple MSR will be available on their dashboard. In the MSR, information has to be provided on indicators like employment, consumption and stock of raw materials, production, delivery, energy consumption and capacity utilisation on a monthly basis. MSR for a month has to be submitted by the 15th day of the succeeding month.

MSR type is linked to the segment selected while filing ASR in the following manner:

Segment	MSR Type
Spinning	A
Weaving / Knitting	B
Man-Made Fibre	C
Man-Made Filament Yarn	D
Processing	E
Ginning\Pressing	F(Part A)
Surgical Cotton	G
Woolen Items	H
Ready-Made Garments	I
Technical Textiles	J
Registration Type	**MSR Type**
Trader	F(Part B)

8.1 MSR-A

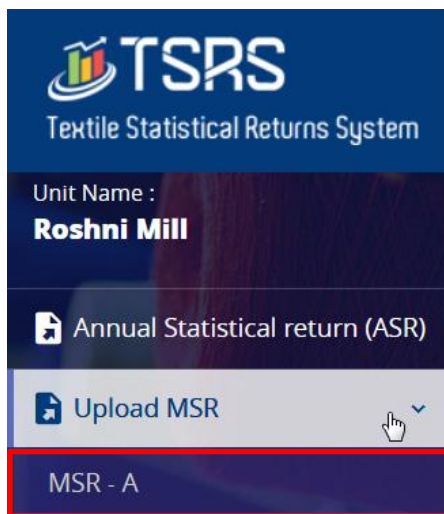Figure 8-1

- Select MSR-A from Upload **MSR >> MSR A** from left menu;

Figure 8-2

- Click ![Add New] to add New MSR

Figure 8-3

- Select Month
- Select Year
- MSR Type will displayed by default as per Segment Type.
- Click ![Save] button to save the record
- Click ![Cancel] to discard action
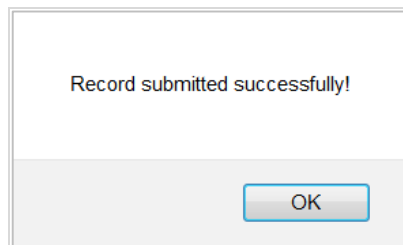- System displays message on successful Save

Figure 8-4

MSR-A will be displayed. There are 14 Parts (00 to 13) under MSR-A. Fill all required Information before submitting.

Figure 8-5

8.1.1 Part-00

Part-00 displays Unit details, as per information provided at the time of registration and during submission of ASR.

Figure 8-6

Click **PART-01** to proceed with Part-01

8.1.2 Part-01

Figure 8-7

Enter following information under Part-01:

- Workers Employed In Spinning Department Including Spinning Preparation
  - Shift- Select the Shift from dropdown list

- Length of the Shift- Enter the length of the shift in hours

- Regular – Enter total regular workers employed in spinning department including Spinning Separation

- Men * - specify number of male workers working in spinning department including Spinning Separation

- Women *- specify number of female workers working in spinning department including Spinning Separation

- Contract -Enter total Contract workers employed

- Men * - specify number of male workers working on contract base

- Women *- specify number of female workers working on contract base

- Daily Wager-Enter total daily wagers employed

- Men * - specify number of male workers employed on daily wages

- Women *- specify number of female workers employed on daily wages

- Managerial/Supervisory Staff/Other Staff- Enter total Managerial/Supervisory Staff/Other Staff employed

- Men * - specify number of male workers employed as Managerial/Supervisory Staff/Other Staff

- Women *- specify number of female workers as Managerial/Supervisory Staff/Other Staff

- Click **Save** to save the records and view them in the Table

SHIFT	Shift Length	Reg Men	Reg Women	Con Men	Con Women	Daily Men	Daily Women	Staff Men	Staff Women	Edit	Delete
Shift I	5	25	10	5	5	15	2	2	2	Edit	Delete
Total	5	25	10	5	5	15	2	2	2	Edit	Delete

Figure 8-8

Note: The length of shift can be entered in decimals. However, the total of shifts/day should not add up to more than 24 hours. In case the length of shifts in a day exceeds 24 hours, the system will not accept the values.

8.1.3 Part-02

Figure 8-9

Enter Raw cotton consumption (during the month) and Physical stock (month end):

- Description * - Select description from dropdown list

- Indian Cotton Consumption
- Loose: **S**pecify value for Indian Cotton consumption in loose form
- Pressed: **S**pecify value for Indian Cotton consumption in pressed form
- Total *: **D**isplayed by auto calculation

- Physical Stock at the End of Month *: Enter physical stock at the End of the month, specify value

- Imported Cotton

- Quantity Consumed During the Month *- Enter Imported Cotton Quantity, Consumed During the Month

- Physical Stock at the End of Month *- Enter Physical Stock of Imported Cotton at the End of Month

- Click **Save** to save the records and view them in the Table

Description	Indian Consumption Loose	Indian Consumption Pressed	Indian Consumption Total	Indian Physical Stock	Imported Quantity Consumed During The Month	Imported Physical Stock At The End Of Month	Edit	Delete
Extra Long Staple (32.5 mm & above)	25	15	40	25	15	5	Edit	Delete
Total	25	15	40	25	15	5	Edit	Delete

Figure 8-10

8.1.4   Part-03

Figure 8-11

Enter Quantity Of Cotton Waste Purchased, Consumed And Physical Stock Of Cotton Waste (In Kgs):

- Description * - Select description from dropdown list

- Indian Cotton Waste

- Cotton Waste purchased during the month *-specify value for Cotton Waste purchased during the month

- Quantity of cotton waste consumed during the month *-specify value for Quantity of cotton waste consumed during the month

- Physical stock at the end of month *-specify value for Physical stock at the end of month

- Imported Cotton Waste

- Quantity consumed during the month *-enter Quantity Consumed during the Month

- Physical stock at the end of month *-enter physical stock at the End of the month, enter value

- Click to save the records and view them in the Table

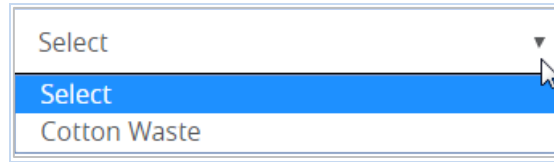| Description	Cotton Waste Purchased During The Month	Quantity Of Cotton Waste Consumed During The Month	Physical Stock At The End Of Month	Quantity Consumed During The Month	Physical Stock At The End Of Month	Edit	Delete
Cotton Waste	10	5	5	15	15	Edit	Delete

Figure 8-12

8.1.5 Part-04

Figure 8-13

Consumption and Stocks Of Man-Made Fibres And Other Fibres (In Kg)):

- Item Type- select item type from dropdown list

- Description * - Select description from dropdown list

If Item Type is Fiber

If Item Type is Filament Yarn

- Indian Cotton Waste
- Consumption *- specify value for consumption of Indian Cotton Waste
- Physical stock at the end of month * -specify value for Physical stock at the end of month for Indian Cotton Waste
- Imported Cotton Waste
- Consumption *- specify value for consumption of Imported Cotton Waste
- Physical stock at the end of month * -specify value Physical stock at the end of month for Imported Cotton Waste
- Total
- Consumption *- Total Consumption of Indian Cotton Waste and Imported Cotton Waste will be calculated automatically
- Physical stock at the end of month * -Total of Physical stock of Indian and Imported Cotton waste will be calculated automatically
- Click **Save** to save the records and view them in the Table

Description	Consumption	Physical Stock At The End Of Month	Consumption	Physical Stock At The End Of Month	Consumption	Physical Stock At The End Of Month	Edit	Delete
Viscose	25	25	15	10	40	35	Edit	Delete

Figure 8-14

8.1.6 Part-05

Figure 8-15

Enter Production Of Cotton Yarn (In Kg):

Count Group *-Select Count Group from dropdown list

• English Count Number *- Based on selected Count Group, English Count number will be displayed

• Carded *-Enter quantity for carded Cotton Yarn

• Combed *-Enter quantity for Combed Cotton Yarn

• Total *- will be calculated automatically

• TECHNOLOGY USED (Ring/Open end/Airjet)- Select Technology used for the production of Cotton Yarn

- Click **Save** to save the records and view them in the Table

Count Group	English Count	Carded	Combed	Total	Tech Used	Edit	Delete
11-20	2	12	20	32	Ring	Edit	Delete

<div align="center">

Figure 8-16

</div>

8.1.7 Part-06

<div align="center">

Figure 8-17

</div>

Production Of Blended Yarn (In Kg)

- Count Group *-Select Count Group from dropdown list

- English Count Number *- Based on selected Count Group, English Count number will be displayed

- Cotton Viscose *- Enter produced Quantity of Viscose (In Kg)

- Cotton Polyester *- Enter produced Quantity of Cotton Polyester (In Kg)

- Cotton With Others *- Enter produced Quantity of Cotton With Others (In Kg)

- Polyester Viscose *- Enter produced Quantity of Polyester Viscose (In Kg)

- Polyester With Others *- Enter produced Quantity of Polyester With Others(In Kg)

- PVC/ Blend *-Enter produced Quantity of PVC/Blend (In Kg)

- Others *-Enter other productions (In Kgs)

- Total *- Will be auto-updated (sum of all above entered values)

- Click **Save** to save the records and view them in the Table

Count Group	English Count	COTTON VISCOSE	COTTON POLYESTER	COTTON WITH OTHERS	POLYESTER VISCOSE	POLYESTER WITH OTHERS	PVC/ BLEND	OTHERS	TOTAL	Edit	Delete
21-30	3	15	15	15	15	15	15	15	105	Edit	Delete

Figure 8-18

8.1.8   Part-07

Figure 8-19

Production Of 100% Non-Cotton Yarn (In Kg)

- Count Group *- Select Count Group

- English Count Number *- *- Based on selected Count Group, English Count number will be displayed

- Viscose *-Enter produced Quantity of Viscose (In Kg)

- Polyester *-Enter produced Quantity of Polyester(In Kg)

- Poly Propylene *-Enter produced Quantity of Poly Propylene(In Kg)

- Acetate *-Enter produced Quantity of Acetate(In Kg)

- Acrylic *-Enter produced Quantity of Acrylic(In Kg)

- Others *-Enter produced Quantity of Others in Kgs

- Total *- Will be auto-updated (sum of all above entered values)

- Click **Save** to save the records and view them in the Table

Count Group	English Count	Viscose	Polyester	Poly Propylene	Acetate	Acrylic	Others	Total	Edit	Delete
21-30	3	10	10	10	10	10	10	60	Edit	Delete

Figure 8-20

8.1.9 Part-08

Deliveries & Stock Of Cotton Yarn (In Kg);

All quantities are to be entered in (Kgs)

- Count Group *- Select Count Group

- English Count Number *- *- Based on selected Count Group, English Count number will be displayed

- Hanks

- Carded *- Enter delivered Quantity of Carded Hanks

- Combed *Enter delivered Quantity of Combed Hanks

- Hosiery Cones

- Carded *- Enter delivered Quantity of Carded Hosiery Cones

- Combed *Enter delivered Quantity of Combed Hosiery Cones

- Weaving Cones (Other Than Hosiery)

- Carded *-Enter delivered Quantity of Carded Weaving Cones (Other Than Hosiery)

- Combed *-Enter delivered Quantity of Combed Weaving Cones (Other Than Hosiery)

- Sewing Thread*- Enter delivered Quantity of Sewing Thread

- Other Yarns*-Enter delivered Quantity of Other Yarns

- Total Deliveries *- Will be auto updated based on the values entered above

- Total Export Deliveries *- Enter Value for Total Export Deliveries

- Total Month End Physical Stock *- Enter Total Month End Physical Stock

- Click ![Save] to save the records and view them in the Table

Count Group	English Count	Hanks Carded	Hanks Combed	Hosiery Carded	Hosiery Combed	Weaving Corded	Weaving Combed	Sewing Thread	Other Yarns	Total Deliveries	Total Export Deliveries	Total Month End Physical Stock	Edit	Delete
11-20	2	10	10	10	10	12	12	12	12	88	200	25	Edit	Delete
Total		10	10	10	10	12	12	12	12	88	200	25	Edit	Delete

Figure 8-22

Note: If any of the above fields is not applicable to the unit, the user can fill '0' in that field and save the record

8.1.10 Part-09

<div align="center">Figure 8-23</div>

Deliveries & Stock Of Blended Yarn (In Kg)

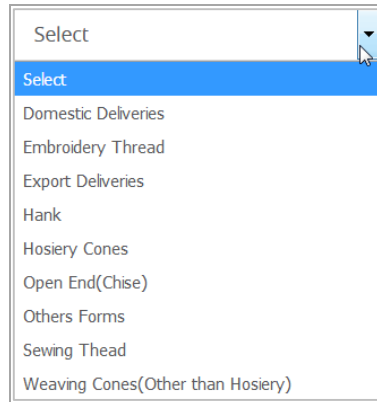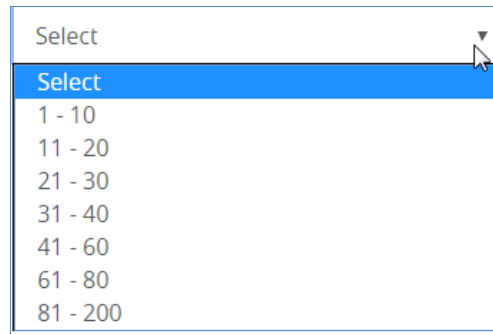- Particulars*-Select Value from dropdown list

Figure 8-24

- Count Group *- Select Count Group

- English Count Number *- *- Based on selected Count Group, English Count number will be displayed

- Cotton Viscose *- Enter delivered quantity of Viscose

- Cotton Polyester *- Enter delivered quantity of Cotton Polyester

- Cotton With Others *- Enter delivered quantity of Cotton With Others

- Polyester Viscose *- Enter delivered quantity of Polyester Viscose

- Polyester With Others *- Enter delivered quantity of Polyester With Others

- PVC/ Blend *-Enter delivered quantity of PVC/Blend

- Others *-Enter delivered quantity of Others

- Export Delivery*- Enter delivered quantity of Exports

- Total Deliveries*- Will be auto-updated (sum of all above entered values)

- Total Month End Physical Stock *- Enter Total Month End Physical Stock

- Click to save the records. Saved information will be displayed in the table

Particulars	Count Group	English Count	Cotton Viscose	Cotton Polyester	Cotton With Others	Polyester Viscose	Polyester With Others	Pvc/blend	Others	Total Deliveries	Export Delivery	Total Month End Physical Stock	Edit	Delete
Domestic Deliveries	11-20	2	12	15	15	10	15	20	20	107	20	25	Edit	Delete
Total Deliveries		0	12	15	15	10	15	20	20	107	20	25	Edit	Delete
Total Export Deliveries		0	0	0	0	0	0	0	0	0	0	0	Edit	Delete

Figure 8-25

8.1.11 Part-10

Figure 8-26

Deliveries & Stock Of 100% Non-Cotton Yarn (In Kg);

- Enter the Quantities in Kgs.

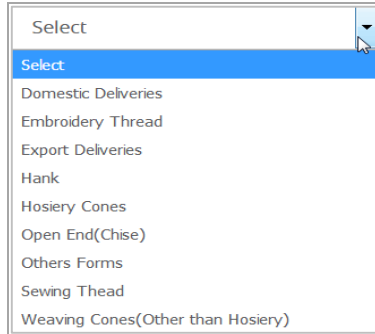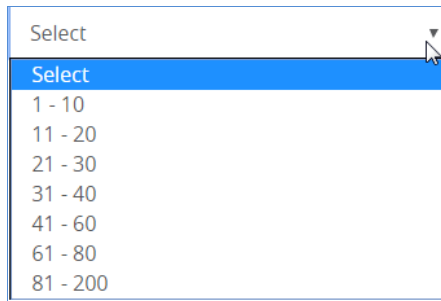- Particulars *-Select Value from dropdown list

<p align="center">Figure 8-27</p>

- Count Group *- Select Count Group

- English Count Number *- Based on selected Count Group, English Count number will be displayed

- Viscose *-Enter delivered Quantity of Viscose

- Polyester *-Enter delivered Quantity of Polyester

- Poly Propylene *-Enter delivered Quantity of Poly Propylene

- Acetate *-Enter delivered Quantity of Acetate

- Acrylic *-Enter delivered Quantity of Acrylic

- Others *-Enter delivered Quantity of Others

- Total Deliveries*- Will be auto-updated (sum of all above entered values)

- Total Month End Physical Stock *-Enter Total Physical Stock at the end on the Month

- Click **Save** to save the records. Saved information will be displayed in the table

Particulars	Count Group	English Count	Viscose	Polyester	Poly-Propylene	Acetate	Acrylic	Total Deliveries	Export Delivery	Total Month End Physical Stock	Edit	Delete
Export Deliveries	21-30	3	15	15	25	20	20	20	115	0	25	Edit Delete
Total Deliveries		0	0	0	0	0	0	0	0	0	0	Edit Delete
Total Export Deliveries		0	15	15	25	20	20	20	115	0	25	Edit Delete

<div align="center">Figure 8-28</div>

8.1.12 Part-11
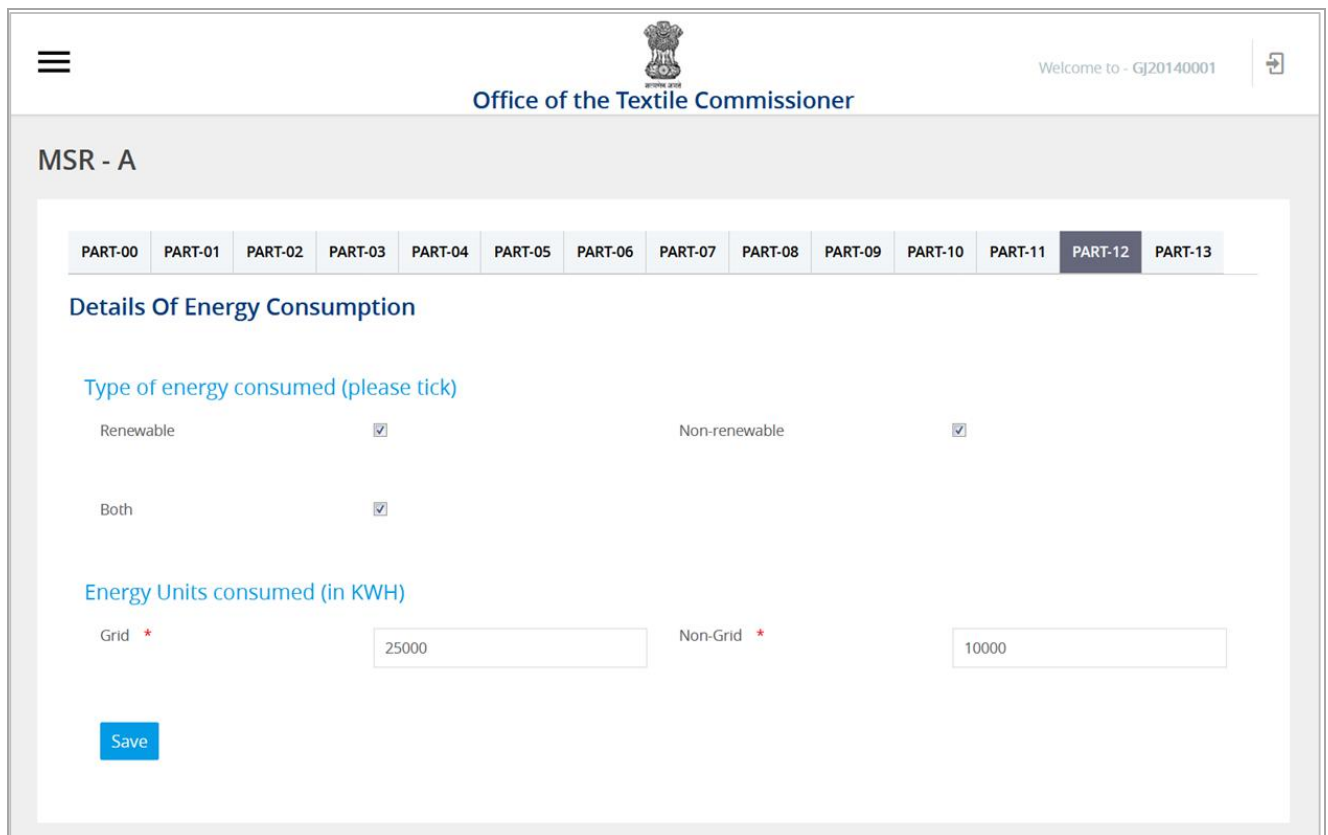

<div align="center">Figure 8-29</div>

Deliveries & Stock Of By-Products (Cotton Waste & Other Waste) (In Kg)

- Deliveries - Cotton Waste
  - Domestic *- Enter quantity of Domestic Cotton Waste
  - Export *- Enter quantity of Export Cotton Waste

- Other Fibre Waste (other than cotton)

  - o Domestic *- Enter quantity of Domestic Other Fibre Waste (other than cotton)

  - o Export *- Enter quantity of Export Other Fibre Waste (other than cotton)

- Total

  - o Domestic *- Total Domestic Waste will be auto calculated based on above values

  - o Export *-Total Export Waste will be auto calculated based on above values

- Stocks

  - o Cotton Waste *- Enter quantity of Cotton Waste in Stock

  - o Other Fibre Waste (other than cotton) *-Enter quantity of Other Fibre Waste (other than Cotton) in Stock

- Total *-will be auto calculated based on above stock values

- Click [Save] to save the record

8.1.13 Part-12

Figure 8-30

Details Of Energy Consumption

- Type Of Energy Consumed (Please Tick) – Tick the checkbox for Renewal, Non-Renewal or Both

  - o Renewable

- o Non-Renewable
- o Both
- Energy Units Consumed (In Kwh)- Enter Energy Units Consumed under;
  - o Grid * -
  - o Non-Grid*
- Click **Save** to save the Record.

8.1.14 Part-13

Figure 8-31

Details of Utilization

- Installed Capacity Utilization
  - o Capacity Utilization (%) *- Enter Capacity Utilization in percentage
  - o Average no. of days worked during the month *- Enter average number of days worked during the month.

Note: System displays Total Number of Days in MSR Month;

- Number of days not worked due to:
    - Power Shortage *- Enter number of days not worked because of Power Shortage
    - Absenteeism *- Enter number of days not worked due to Absenteeism
    - Labour Shortage *- Enter number of days not worked due to Labour Shortage
    - Maintenance *- Enter number of days not worked because of Maintenance
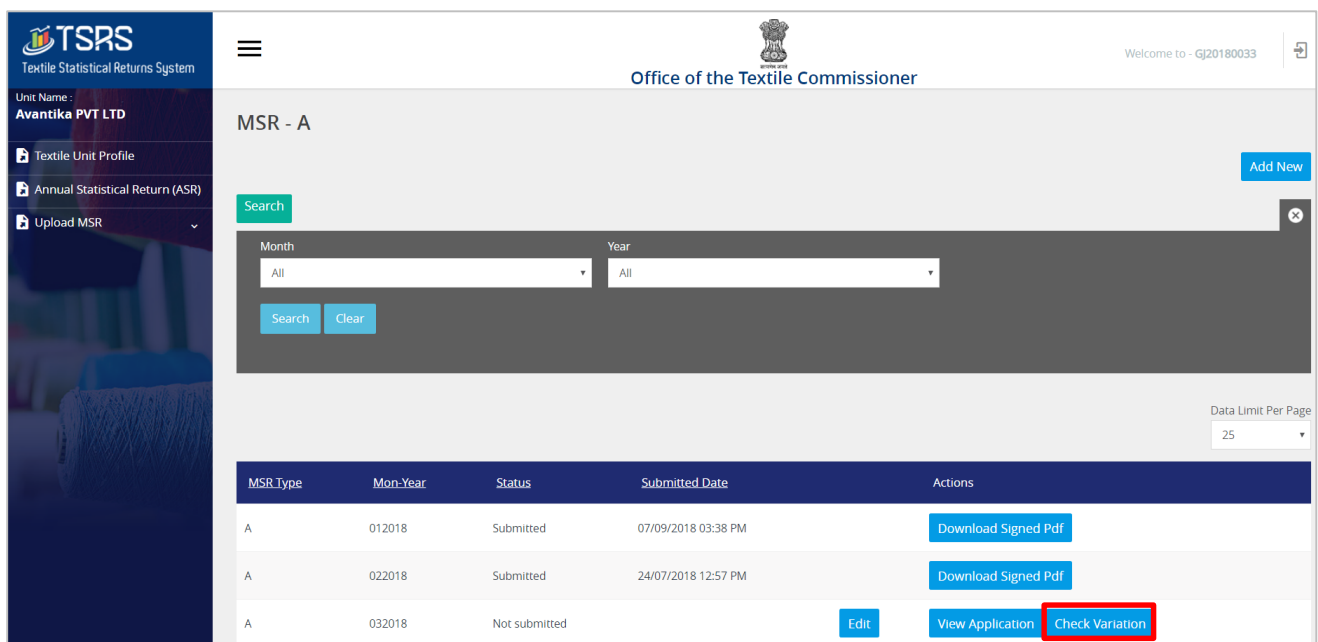   - Others (please specify) *- Enter number of days not worked due to Other Reasons

Note: Average number of days worked during the month and the total number of days not worked should add up to total number of days in the month.

- Click [Save] to save the Record

Note: In cases where capacity utilization may not be correctly captured by the number of days worked during the month, it may be worked out as the number of machine hours spent idle as a percentage of machine hours available. For e.g., if 5 machines are available which can work for 24 hours all 30 days, then the machine hours available will be 3600 hours. If the machines are under repair/maintenance or inoperational for 600 hours spread over different days of the month, the capacity utilisation may be worked out as 83% [=(3000/3600)*100].

- Saved MSR A will be displayed on Dashboard

8.2 Dashboard (MSR)

Figure 8-32

8.2.1 Search

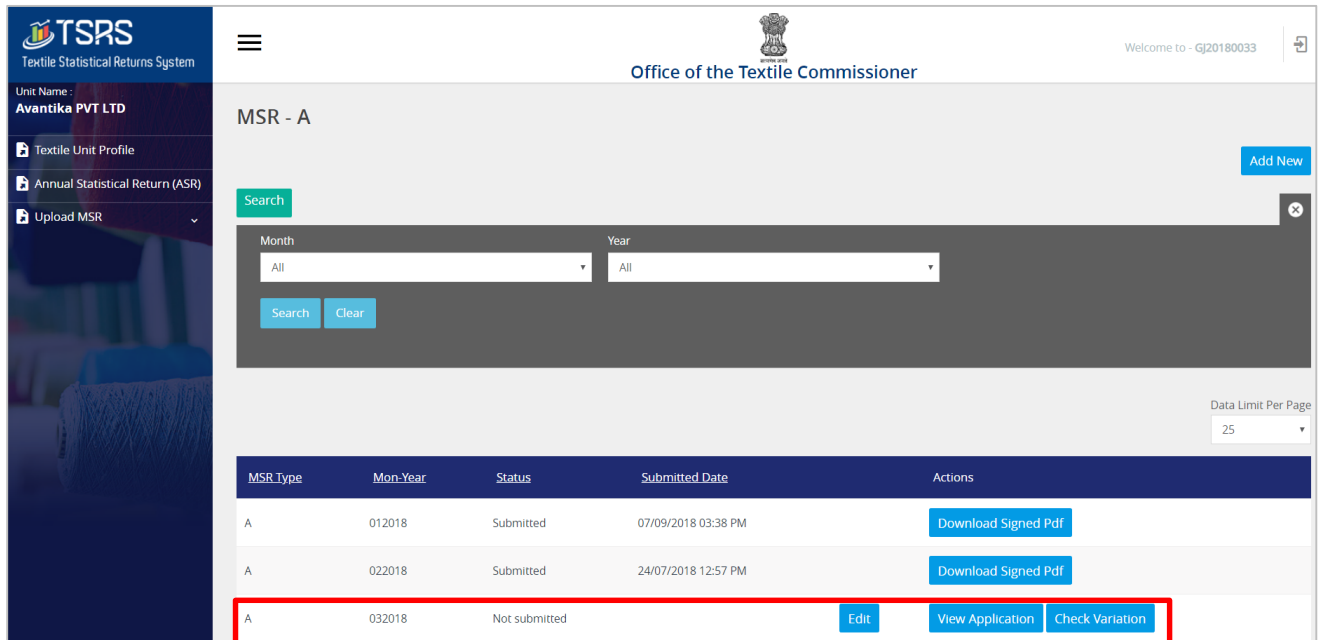- Click **Search** to view search functionality. You can search specific MSR by month / year.

Enter Select Month and Year from dropdown list and click **Search** button.

Filled MSR Records will be displayed on Dashboard with following column headings:

- MSR Type
- Mon-Year
- Status
- Submitted Date
- Actions
- Check Variation –Click **Check Variation** to check the variation in the values entered in previous month and current month MSR.
- View – click **View Application** to view application and sign
- Submit – Click **Submit** to submit Signed Application (MSR)

8.2.2 Check Variation

The provision to Check Variation has been introduced as a self-correction mechanism to facilitate units in identifying data entry errors and rectify the same before submitting MSR. Selected items which show more than 20% variation over last month's figures are displayed in this module. The user has to enter and save the reasons for variation. The option to submit MSR appears once the user has completed the process of checking variation and saving reasons for the same.

Figure 8-33

Check Variation –Click [Check Variation] on MSR Dashboard to check the variation in the values entered in the MSR for previous and current month.

Following are the list of parameters considered for checking the variation in MSR-A:

MSR Part	Description
2	Consumption Indian Cotton
2	Consumption Imported Cotton
2	Physical Stock Indian Cotton
2	Physical Stock Imported cotton
4	Filament Yarn Consumption
4	Fibres Other Than Cotton Consumption
4	Filament Yarn Physical Stock
4	Fibres Other Than Cotton Physical Stock
5	Production Of Cotton Yarn
6	Production Of Blended Yarn
7	Production Of 100% Non-Cotton

If the variation is greater than 20% then the user needs to specify the reason for variation i.e. whether it is a Data entry error or otherwise. If the user selects 'others', the reason will have to be specified.
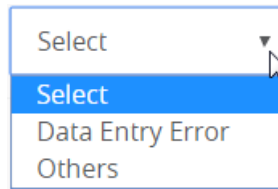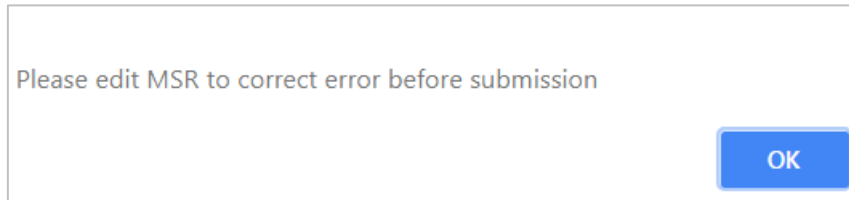

Figure 8-34

Variation screen will be displayed with following column headings:

- MSR Type

- Part

- Description

- Previous Month Total

- Current Month Total

- Variation In % - Variation in the values entered, will be displayed in percentage. If the variation is below 20%, then you can ignore the variation and submit MSR. IF the variation is greater than 20%, then you need to specify the reason for variation with remarks.

- Reason for Variation: Select the reason for variation from dropdown list:

Select ▼

Select
Data Entry Error
Others

- If Data entry error, then system displays message to correct it before submission

Please edit MSR to correct error before submission

OK

- If Other Reason, then enter the value under " Others-Specify"

| A | 2 | Physical Stock Indian Cotton | 400 | 1 | -100 | Others ▼ | Stock remaining in Indian Cotton |

- Click **Save Variation** to save the detail
- Only after filling this variation sheet and saving reasons for variation, you can submit MSR report
- Click **Cancel** to discard action
- System displays message on successful save

Note: You must select either "Data Entry Error" or "Other", and specify the reason for "Other" in the textbox. After filling all these details only, you will be able to submit Current MSR.

8.2.3 View MSR

- View – click **View Application** to view application and sign. Windows "File Open" Dialog Box appears;
- You can either open the PDF in Browser or you can save it on drive to sign at later stage
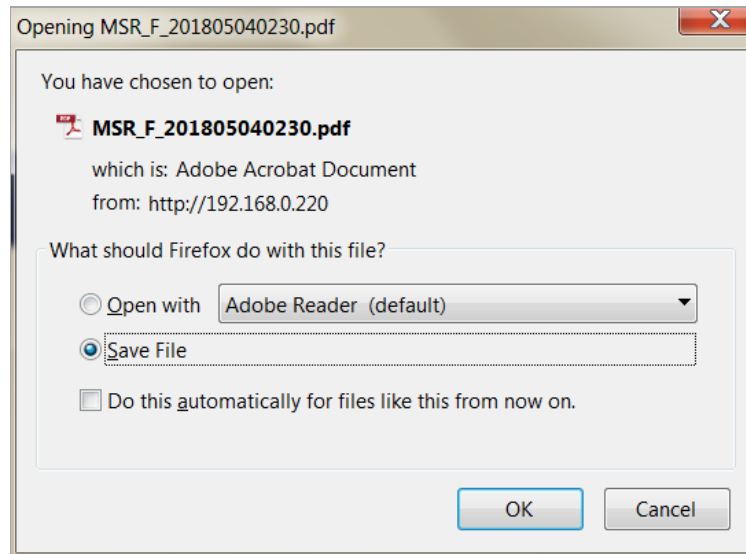
Figure 8-35

Take a printout of the MSR. Sign it and scan a copy of the document