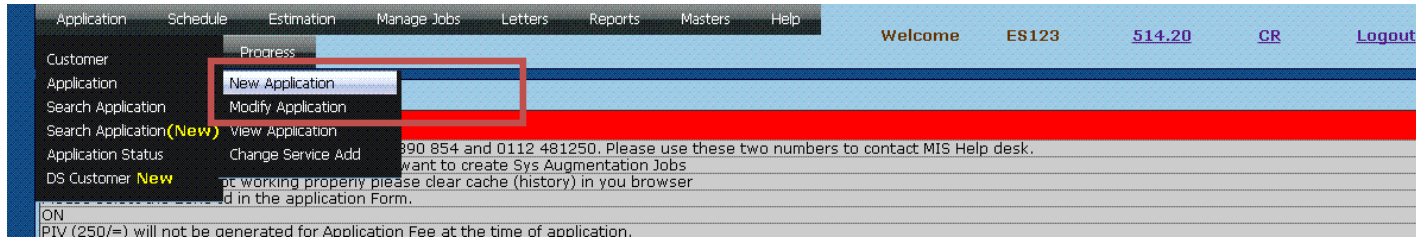


# Net Metering Guide

Application Type	CR	
Application Sub Type	NM	
Billing SMC type	D	
NetType	Net Meter	1

Go to **Application>Application> New Application**



Then you can see the application form.  
Select **Net Metering** from **Sub Type** drop down menu.

A screenshot of the 'APPLICATION FORM CEYLON ELECTRICITY BOARD'. The 'Sub Type' dropdown menu is open, showing options like 'NET\_METERING', 'METER\_DAMAGE', 'PHASE\_CHANGE(1-30,3-30)', etc. 'NET\_METERING' is selected and highlighted with a red box. The form includes fields for 'Application Id', 'Cost Center No', 'Application Type', 'Date', 'CSC', 'Sub Type', 'Finalized Within(MM)', 'Allocated To', 'Is Visiting Needed\*\*\*', 'Id Type', 'Id No', 'First Name (Initials)', and 'Last Name'.

Leave **"No"** option for **Is Visiting Needed** if you don't want to visit the service location.

A screenshot of the application form with 'Is Visiting Needed\*\*\*' set to 'NO' and 'Allocated To' set to 'ES1'. The 'Sub Type' is 'NET\_METERING'. The form includes fields for 'Application Id', 'Cost Center No', 'Application Type', 'Date', 'CSC', 'Sub Type', 'Finalized Within(MM)', 'Allocated To', 'Is Visiting Needed\*\*\*', 'Id Type', 'Id No', 'First Name (Initials)', and 'Last Name'.

Fill the other necessary fields and the **Save** button when finished.

A screenshot of the application form showing the 'Save' button highlighted with a red box. The form includes fields for 'Phase', 'Customer Category', 'Tariff Category Code', 'Connection Type', 'Customer Type', 'Tariff Code', 'Prepared By', and 'Confirmed By'. The 'Save' button is located at the bottom left of the form.

After pressing the **Save** button you can see the message like below in Blue color.  
You can see the New **Estimate No.** eg. **"514.20/ECR/15/0063"**

Cost Recovery>Application>New Application

Welcome ES123 Logout

APPLICATION FORM CEYLON ELECTRICITY BOARD

INFO:-New Application Number is 514.20/ECR/15/0063

Application Detail

Application Id	514.20/ACR/15/0063	Find	Date	2015-10-01
Cost Center No	514.20		CSC	CONSUMER SERVICE CENT
Application Type	CR	Sub Type	Sub Type	NET_METERING
Disconnected Within(MM)			Finalized Within(MM)	

The you can see you newly created estimate No from  
**Estimation>Estimate>New>Net Metering**

Application Schedule Estimation Manage Jobs Letters Reports Masters Help

ADMIN Statistics P Service Estimate New

Messages

Message

MIS HELP DESK new telephone numbers to contact MIS Help desk.

Please select Sys Augmentation Job type if you want to create a new job.

If the applications are not working properly please contact the MIS Help desk.

Please select the Zone Id in the application Form.

ON

PIV (250/=) will not be generated for Application Fee

Estimates to be Approved (59)

New  
Modify  
View  
Print  
Download N Print Estimate  
Approve/Reject  
Undo Rejects  
Cancel Approval  
Delete Estimate  
Approve Lower Levels

Meter Damage  
Re-Connection  
Phase Change(1-30,3-30)  
Phase Change(1-30,3-60)  
Other  
conversion Only(3-30,3-60) New

Property Damage New

Net Metering New

Select your newly created estimate No from Application Number (Estimate No) drop down list.

Estimation>New Estimate

Welcome ES123 Logout

NEW STANDARD ESTIMATION (NET METERING)

Application Number : 514.20/ECR/15/0063 Estimated Date : Cost Center : 514.20

Select Estimate No.

Applicant Detail

514.20/ECR/15/0049

514.20/ECR/15/0063

Applicant Name

Application Date

There is a fixed cost of Rs 5000.00.  
You can add any materials and labour codes now.

Category Code \*

CRJ

Conductor Type

ABC FLY

Line Length(m)

15

Lb(m)

Wiring Type

Under Ground Over Head

Is loop service?

Yes No

Loop Length(m)

0

Spans

0

No. Poles

No. Stays

No. Struts

SIN Number

Phase

Select Phase

Distance to Service Place(Km)\*

5

Fund Source & ID

CP - CP

Standard Estimate

Fixed Cost

5,000.00

Variable Cost

0.00

Sub Total

5,000.00

Processing Fee

0.00

Other Cost

0.00 (Material)

0.00 (Labour)

Total Cost for NBT

5,000.00

Nation Building Tax (NBT)

0.00 \* 0.00 %

Total Cost for VAT

5,000.00

VAT Amount

0.00 \* 0.00 %

Security Deposit

0.00

Addl Security Deposit

0.00

Estimated Total Cost

5,000.00

Work(Detailed) Estimate \*

[Material Costs](#)
[Labour Costs](#)

Res. Code	Res. Type	Res. Cat	Res. Name	UOM	Unit Price	Est. Qty.	Est. Cost	Customer Qty.	Customer Cost
LABOUR	LABOUR-COST	2	LABOUR COST	HRS.	300.00	0.00	0.00		
OVERHEAD	OVERHEAD-COST	2	OVERHEAD COST	HRS.	256.00	0.00	0.00		
TRANSPORT	TRANSPORT-COST	2	TRANSPORT COST	NO.	1.00	450.00	450.00		

When all the materials and labour codes are entered you can Save the estimate and send for the approval using **Save And Send for the Approval** buttons.

Wiring Type

Under Ground Over Head

Is loop service?

Yes No

Loop Length(m)

0

Spans

0

No. Poles

No. Stays

No. Struts

SIN Number

Phase

Select Phase

Distance to Service Place(Km)\*

5

Fund Source & ID

CP - CP

Other Cost

0.00 (Material)

0.00 (Labour)

Total Cost for NBT

5,000.00

Nation Building Tax (NBT)

0.00 \* 0.00 %

Total Cost for VAT

5,000.00

VAT Amount

0.00 \* 0.00 %

Security Deposit

0.00

Addl Security Deposit

0.00

Estimated Total Cost

5,000.00

Work(Detailed) Estimate \*

[Material Costs](#)
[Labour Costs](#)

Res. Code	Res. Type	Res. Cat	Res. Name	UOM	Unit Price	Est. Qty.	Est. Cost	Customer Qty.	Customer Cost
LABOUR	LABOUR-COST	2	LABOUR COST	HRS.	300.00	0.00	0.00		
OVERHEAD	OVERHEAD-COST	2	OVERHEAD COST	HRS.	256.00	0.00	0.00		
TRANSPORT	TRANSPORT-COST	2	TRANSPORT COST	NO.	1.00	450.00	450.00		
Total Cost							450.00		0.00

[Remove Checked Resources](#)

[Add Materials](#)
[Add Other Resources](#)

Save

Send for Approval

Clear

Exit

You can see the message “**Estimate has been sent for approval**” after pressing the “**Send for Approval**” button like below.

Estimate>Modify Estimate Welcome ES123 Logout

**MODIFY STANDARD ESTIMATION (NET METERING)**

**Estimate sent for approval successfully!**

Estimation Number : 514.20/ECR/15/0063 Estimated Date : Cost Center : 514.20

**Applicant Details**

Applicant Name : - Application Date :  
 Address : Remarks :  
 Assessment Number :  
 Neighbours Acc. No :  
 (\*) Must be entered

Then when you go to main manu press the **Estimate To be Approve** tile.  
 Find your **estimate No** from the list and press the link.

Estimates to be Approved (60)

514.20/ECR/14/0085	514.20	2014 Dec 22	5,712.00	Meter Damage
514.20/ECR/14/0087	514.20	2014 Dec 22	5,712.00	Meter Damage
514.20/ECR/14/0096	514.20	2014 Dec 22	5,712.00	Meter Damage
514.20/ECR/14/0099	514.20	2014 Dec 22	5,712.00	Meter Damage
514.20/ECR/14/0116	514.20	2014 Dec 22	450.00	Re-Connection
514.20/ECR/14/0121	514.20	2014 Dec 22	5,712.00	Meter Damage
514.20/ECR/14/0122	514.20	2014 Dec 22	5,712.00	Meter Damage
514.20/ECR/15/0018	514.20	2015 Jun 09	3,398.86	Other CR
514.20/ECR/15/0020	514.20	2015 Sep 07	5,712.00	Meter Damage
514.20/ECR/15/0042	514.20	2015 Jun 25	25,873.65	Other CR
514.20/ECR/15/0063	514.20	2015 Oct 01	2,000.00	Net Metering
514.20/ECR/2011/0205	514.20	2011 Sep 12	20,925.00	Phase Change (3,30)
514.20/ECR/2011/0206	514.20	2011 Oct 10	null	Other CR
514.20/ECR/2011/0258	514.20	2011 Dec 26	6,351.45	Other CR
514.20/ECR/2011/0273	514.20	2013 Dec 06	9,212.31	Meter Damage
514.20/ECR/2011/0296	514.20	2012 May 31	1,884.75	Conversion Only

Approved Estimates (54)  
 Rejected Estimates (3)  
 Jobs to be Revised (11)

Then you can see the estimate full details and if it is correct you can press **Approve** button. Otherwise press **Reject** button

Res. Code	Res. Type	Res. Cat	Res. Name	UOM	Unit Price	Est. Qty.	Est. Cost	Customer Qty.	Customer Cost
B0705	MAT-COST	1	WASHER G.I. 12MM	NO.	10.00	1.00	10.00		0.00
LABOUR	LABOUR-COST	2	LABOUR	HRS.	300.00	6.50	1,950.00		0.00
OVERHEAD	OVERHEAD-COST	2	OVERHEAD	HRS.	256.00	6.50	1,664.00		0.00
TRANSPORT	TRANSPORT-COST	2	TRANSPORT	NO.	1.00	450.00	450.00		0.00
<b>Total Cost</b>							4,074.00		0.00

Approve Recommend Check Reject Clear Exit

You can see message saying “**Approved**” in green colour if you estimate within your approval limits. Otherwise it goes to higher authority level to approval.

Estimate>Approve Estimate Welcome [Logout](#)

**APPROVE/REJECT ESTIMATION (NET METERING)**

**Approved**

Estimation Number :  Estimated Date : 01/10/2015 Cost Center : 514.20

**Applicant Details**

Applicant Name : Application Date :

Go to main menu.

Press **Approved Estimates** tile. Then you can find your estimate no and press the [link](#).

Estimates to be Approved (59)				
Approved Estimates (55)				
514.20/ECR/12/0352	514.20	2012 Dec 17	654.15	Other CR
514.20/ECR/13/0025	514.20	2013 Jan 22	3,152.05	Other CR
514.20/ECR/13/0053	514.20	2013 Feb 05	5,321.86	Other CR
514.20/ECR/13/0267	514.20	2013 Nov 28	721.87	Other CR
514.20/ECR/13/0268	514.20	2013 Nov 28	5,712.00	Meter Damage
514.20/ECR/13/0285	514.20	2013 Dec 06	2,526.50	Re-Connection
514.20/ECR/13/0289	514.20	2013 Dec 06	615.00	Re-Connection
514.20/ECR/13/0290	514.20	2013 Dec 07	3,933.94	Other CR
514.20/ECR/13/0306	514.20	2013 Dec 18	5,712.00	Meter Damage
514.20/ECR/13/0309	514.20	2013 Dec 19	5,712.00	Meter Damage
514.20/ECR/13/0311	514.20	2013 Dec 22	1,510.86	Other CR
514.20/ECR/13/0317	514.20	2013 Dec 22	5,712.00	Meter Damage
514.20/ECR/13/0318	514.20	2013 Dec 22	1,510.30	Other CR
514.20/ECR/14/0089	514.20	2014 Dec 22	17,136.00	Meter Damage
514.20/ECR/15/0089	514.20	2015 Jun 09	5,712.00	Meter Damage
514.20/ECR/15/0063	514.20	2015 Oct 01	2,000.00	Net Metering
514.20/ECR/2011/0106	514.20	2011 Jul 30	23,350.00	Phase (3,30)
514.20/ECR/2011/0106	514.20	2011 Oct 06	0.00	Meter Damage
Rejected Estimates (3)				
Jobs to be Revised (31)				

Now you can see the **PIV** details. Press **Save & Print** button. You can see the computer generated PIV no in the PIV. Then press **Print** button to get a print out.

**PIV Generated Successfully. (If printing failed, try again by clicking on Print button below.)**

Estimation No: 514.20/ECR/15/0005 C.E.B. Branch : CONSUMER SERVICE CENTRE MATHUGAMA Cost Center No : 514.20 PIV Date : 01/10/2015

Find

☐ Normal PIV ☐ Deposit PIV ☒ Loan PIV

PIV No: PIV/514.20/ECR/15/0018

Id No: 123

Job Description : Net Meter

Depositor's Name: DILEEPA R Waduge

Address:

PIV Receipt No:

Online Reference No:

Paying Bank/Branch \*: People's Bank-MATHUGAMA

Date Paid (dd/mm/yyyy):

Payment Mode: ☐ Cash ☐ Cheque ☐ On Line

Bank Code: Select Bank

Branch Code: Select Bank Branch

Cheque No:

Cheque Date (dd/mm/yyyy):

If Bank loan is granted

Loan Reference:

Loan Amount:

Code No	Description	Amount
1300	Miscellaneous Income	2,000.00
1380	Processing Fee	0.00
3600	Electricity Debtors	0.00
5600	Security Deposit	0.00
5610	Service Connection/Electricity Schemes	0.00
5640	Tender Deposit	0.00
5660	Miscellaneous Deposit	0.00
5800	Cash in Transit	0.00
5910	For Dishonoured Cheque	0.00
	<b>Sub Total</b>	<b>2,000.00</b>
5222	VAT	0.00
5228	NBT	0.00
	<b>Grand Total</b>	<b>2,000.00</b>

Amount in Words: Two Thousand Rupees Only.

Prepared By : ES123 on 01/10/2015 01:27:41 PM

Save & Print Print Clear Exit

To confirm the PIV go to **Estimation>PIV>Confirm PIV**

Application Schedule Estimation Manage Jobs Letters Reports Masters Help

Welcome ES123 514.20 CR Logout

ADMIN Statistics P Service Estimate New

Estimate

PIV

Job Creator

Generate PIV

Modify PIV Receipt No

Confirm PIV

view PIV

Cancel PIV

change Piv 2 IdNo

Messages

Message

MIS HELP DESK new telephone number is 1111111111. Please use these two numbers to contact MIS Help desk.

Please select Sys Augmentation Job type if you want to create a new job. If the applications are not working properly please contact the MIS Help desk.

Please select the Zone Id in the application form.

ON

PIV (250/=) will not be generated for Application Fee.

Type your PIV No the press **Find** Button

PIV No:   C.E.B. Branch : CONSUMER SERVICE CENTRE MATHUGAMA Cost Center No : 514.20 PIV Date : 01/10/2015

Reference No: 514.20/ECR/15/0063 Job Description :

Id No: 123

Depositor's Name: DILEEPA R Waduge

Address: 55 Main Street, wallawatta, Colombo\_8

PIV Receipt No\*:

Online Reference No:

Paying Bank/Branch\*:

Date Paid (dd/mm/yyyy)\*:

Payment Mode: ☒ Cash ☐ Cheque ☐ On Line

Bank Code:

Branch Code:

Cheque No:

Cheque Date (dd/mm/yyyy):

If Bank loan is granted:

Loan Reference:

Loan Amount:

Code No	Description	Amount
1300	Miscellaneous Income	2,000.00
1380	Processing Fee	0.00
3600	Electricity Debtors	0.00
5600	Security Deposit	0.00
5610	Service Connection/Electricity Schemes	0.00
5640	Tender Deposit	0.00
5660	Miscellaneous Deposit	0.00
5800	Cash in Transit	0.00
5910	For Dishonoured Cheque	0.00
<b>Sub Total</b>		<b>2,000.00</b>
5222	VAT	0.00
5228	NBT	0.00
<b>Grand Total</b>		<b>2,000.00</b>

Amount in Words: Two Thousand Rupees Only.

Prepared By: ES123 on 01/10/2015 01:27:41 PM

After completing PIV Receipt No and Paid Date press **Confirm** button

Then you will be directed to job no creator page. Press the **Generate Job No** button.

Now you can see the newly **generated job no**.

**Create Job**

**Estimate Detail**

Cost Center No: 514.20

**Application Details**

Applicant's Name:  Application Date:

Address:  Remarks:

Assessment No:

Neighbours Acc. No:

**Connection Details**

Phase:  Connection Type:

Tariff Category Code:  Tariff Code:

Job Description:

Category Code:

Fund Source:

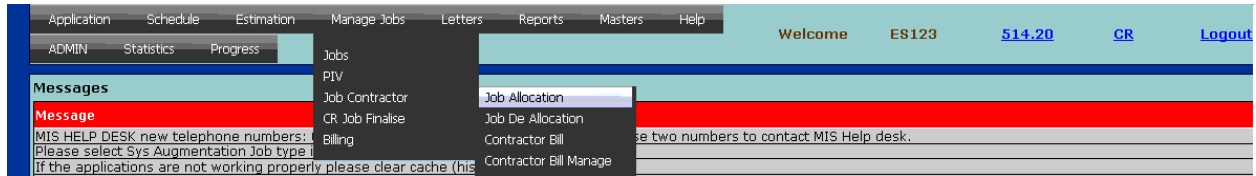
CSC No:  Suggested CSC No:

Reference No(optional):

Estimate No:



Go to **Manage Jobs>Job Contractor>Job Allocation**



Select Contractor from **contractor** drop down list , select the job no and finally press the **Allocate** Button.

The screenshot shows the 'Job Allocation' form. The 'Contractor' dropdown is set to 'WADAGE'. The 'Job Allocation Date' is '01/10/2015'. The 'Jobs in Hand' is '295' and the 'Total Amount' is '55720813.3'. Below the form is a table of jobs:

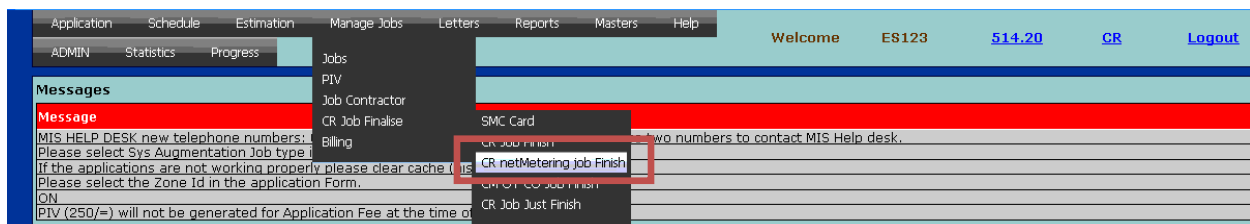
Select	Job No	Consumer Name	Amount (Rs)
<input type="checkbox"/>	514.20/AMU/15/0001	W R V PATHIRATHNA	11690.0
<input type="checkbox"/>	514.20/BDJ/15/0007	W R V PATHIRATHNA	1670.0
<input type="checkbox"/>	514.20/CRJ/13/0060	MR M ARUMUGAM	1209.0
<input type="checkbox"/>	514.20/CRJ/14/0010	MICHEL JACKSON	2022.0
<input type="checkbox"/>	514.20/CRJ/15/0003	Thanuksha Kaviratne	11690.0
<input type="checkbox"/>	514.20/CRJ/15/0007	IRESH ABEYSINGHE	450.0
<input type="checkbox"/>	514.20/CRJ/15/0008	W R V PATHIRATHNA	870.0
<input type="checkbox"/>	514.20/CRJ/15/0009	W R V PATHIRATHNA	1670.0
<input type="checkbox"/>	514.20/CRJ/15/0010	DILEEPA R Waduge	450.0
<input type="checkbox"/>	514.20/CRJ/15/0012	DILEEPA R Waduge	4074.0

Below the table, the 'Allocate' button is highlighted. The bottom of the page shows the Ceylon Electricity Board logo.

After energizing the job, the job has to be finished and sent to billing.

To finish the job

Go to **Manage Jobs>CR Job Finalize> CR Net Metering Job Finish**



Then you can see the SMC card.

For Import enter details of CEB end readings

For export enter details of consumer end readings

**For B/F enter details of B/F readings (B/F unit=99999999)**

Select **No of meters** as 3

Fill the **import** and **Export** meter details

**If it is a digital meter, enter the same meter no in import and export**

Fill the agreement date

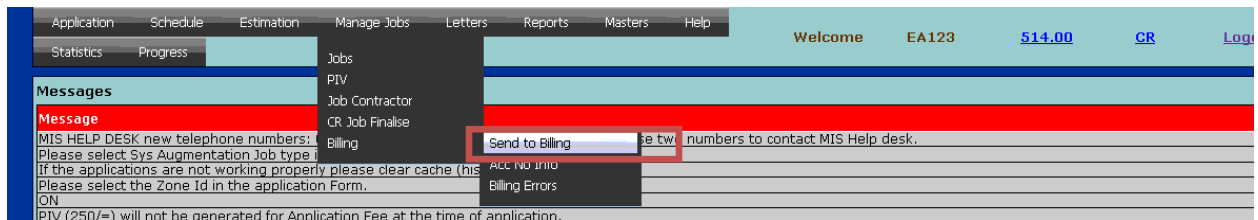
Fill the **capacity** eg. 5.25 (x.xx)

After filling all the necessary data you can press “**save**” button or “**Job finish**” button to finish the job

Then you can see the message saying “Job has been finished successfully”.

Then you can send the SMC card to billing.

Go to **Manage Jobs>Billing> send to billing**



Select the job number that wants to be sent and Press the send to Bill.

