



Service Provisioning System User Manual

Breakdown Jobs (OMS)



**CEYLON
ELECTRICITY
BOARD** Enrich Life through Power

How to send for approval and approve / Reject Breakdown Jobs (OMS)?

When creating a job using OMS system the job is showing under breakdown jobs in manage jobs. To go to breakdown jobs [Manage Jobs](#) ► [Jobs](#) ► [Breakdown Jobs](#)



After you click on breakdown jobs (OMS) you will be redirected to a page like below

BREAKDOWN ESTIMATION

Reference Number : Cost Center : 514.20 Complain Date :

Breakdown Location :

Contractor :

Job Description :

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

Resource Code	Resource Type	Resource Category	Resource Name	UOM	Unit Price	Qty.	Cost

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From the reference number drop down you can select the reference number you got from the OMS system. After you select reference no it will display the breakdown location and material costs and labor costs. After you entered the details you can click send for approval button to send it to ES. To get an idea you can see the below figure.

BREAKDOWN ESTIMATION

Reference Number : J02/B/2013/07/27/1.1 Cost Center : 514.20 Complain Date : 27/07/2013

Breakdown Location : F 2/7,DIAS PLACE ,COLOMBO 12 Job Description

Contractor : WADAGE

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

Res. Code	Res. Type	Res. Cat	Res. Name	UOM	Unit Price	Qty.	Cost
LABOUR	LABOUR-COST	2	LABOUR COST	HRS.	302.00	0.00	0.00
OVERHEAD	OVERHEAD-COST	2	OVERHEAD COST	HRS.	204.00	0.00	0.00
TRANSPORT	TRANSPORT-COST	2	TRANSPORT COST	NO.	1.00	0.00	0.00
Total Cost							0.00

[Remove Checked Resources](#)

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

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After you send it for approval the system will generate a job no. you can find the job no in green color like the below figure.

BREAKDOWN ESTIMATION

Job saved successfully and sent for approval with the job no 514.20/BDJ/13/0045

Reference Number : Select Reference No. Cost Center : 514.20 Complain Date :

Breakdown Location : Job Description

Contractor : Select Contractor

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

Resource Code	Resource Type	Resource Category	Resource Name	UOM	Unit Price	Qty.	Cost

When you send the job for approval it will show in the dashboard under jobs to be approved category. And you can approve several jobs at once using batch approvals under [Manage jobs](#) ► [Jobs](#) ► [Batch approvals](#).

VIDULIYA Service Provisioning System

Application Schedule Estimation Manage Jobs Letters Report Masters Help ADMIN Welcome ES123 514.20 BD Logout

Statistics Progress

Messages

MIS HELP DESK new telephone numbers: 1162 and 1163. Please use two numbers to contact MIS Help desk.

NBT has been introduced for CR estimates. Please clear history before using NBT.

Reports are temporary Unavailable. Will be available soon.

Please select the Zone Id in the application Form.

WISH YOU A HAPPY NEW YEAR!!!

Manage Jobs

- Jobs
- PIV
- Job Contractor
- Billing
- Revise Jobs
- View/Print Job
- Download N Print Job
- Approve Revised Job
- Undo Rejected Jobs
- Cancel Approval
- Approve Lower Levels
- BreakDown Jobs (ON)**
- Batch Approvals**

► Estimates to be Approved (5)

► Rejected Estimates (3)

► Jobs to be Revised (3)

► Jobs to be Approved (22)

► Un Attended Appointments (9)

After you go to batch approvals you can see several jobs that have to be approved. You need to select the jobs that you want to approve and then click on approve button. The selected jobs will be approved. You can see the details in the below figure

BREAKDOWN - BATCH APPROVAL

Job Date: 10/09/2013
Job Type: Breakdown

<input checked="" type="checkbox"/>	OMS Ref. No	Job No	Name	Job Location	Detail Cost
<input checked="" type="checkbox"/>	102/B/2013/07/08/1.1	514.20/BDJ/13/0044	CEYLON ELECTRICITY BOARD	24/2, GOTHAMI ROAD,, BORELLA,, COLOMBO-08	0.00
Material Cost					
	Res. Code	Res. Name	Unit Price	Qty.	Cost
	LABOUR	LABOUR	302.00	0.00	0.00
	OVERHEAD	OVERHEAD	204.00	0.00	0.00
	TRANSPORT	TRANSPORT	1.00	0.00	0.00
	Total Cost				0.00
Labour Cost					
	Labour Code	Description	Total Labour Hrs.	Labour Cost	
	Total		0.00	0.00	
<input checked="" type="checkbox"/>	102/B/2013/07/27/1.1	514.20/BDJ/13/0045	CEYLON ELECTRICITY BOARD	F 2/7 , DIAS PLACE , COLOMBO 12	0.00
Material Cost					
	Res. Code	Res. Name	Unit Price	Qty.	Cost
	LABOUR	LABOUR	302.00	0.00	0.00
	OVERHEAD	OVERHEAD	204.00	0.00	0.00
	TRANSPORT	TRANSPORT	1.00	0.00	0.00
	Total Cost				0.00
Labour Cost					
	Labour Code	Description	Total Labour Hrs.	Labour Cost	
	Total		0.00	0.00	

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