



# DTLMS – DISTRIBUTION TRANSFORMER LIFECYCLE MANAGEMENT SOFTWARE

USER MANUAL

## User Manual – Distribution Transformer Lifecycle Management Software.

### Introduction:

Welcome to the Distribution Transformer Lifecycle Management Software {DTLMS} user manual. DTLMS is user friendly application software developed exclusively for BESCOM in terms of the Work Award No. BESCOM/CGM(O)/DGM(OP-1)/BC-05/2017-18/CYS-79 Dated 28th February 2018.

In BESCOM, as on date approximately 3,00,000 distribution transformers are in service located at various locations to cater the needs of various types of consumers of BESCOM. Looking at the enormous quantity of distribution transformers in service and the scope of further increase in numbers, it is extremely difficult to manage the same in an efficient way from the current manual process adopted for maintenance of records.

In order to alleviate the hardship of the field and accounts officers in maintaining proper records of the distribution transformers, its periodical maintenance, tracking the events that a transformer has undergone from the date of commission till the date of scrapping the same, exercising control over distribution transformers sent for repairs and its return etc., DTLMS software is developed.

In the following pages, we will take you on an extensive tour of the software, module-by-module so that the end-user can comfortably use the DTLMS software with ease and derive the benefit from the software.

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**Method of Coding DTC (Distribution Transformer Center) Location Code:**

DTC location code is a 9-digit code and its structure is explained below:

1st Digit	District Code
2nd Digit	Taluk Code
3rd & 4th Digit	Station Code
5th & 6th Digit	Feeder Code
7 <sup>th</sup> , 8th & 9th Digit	DTC Code

**Business Process:****Failure (Single-coil):**

Reporting Failure of DTR up to generation of Work Award:

Sl. No.	Activity	By whom	Module to be Used	Submission for Approval to	Remarks
1.	Transformer Failure	<b>Section Officer</b>	Failure / Enhance > Failure Entry	AEE (SDO)	SO is the creator
2.	Approval of Failure declaration	<b>AEE (SDO)</b>	Approval > Approval Inbox	DTR sent to Repairer	On approval by AEE (SDO) sent to Repairer. Record will come to SO for Estimation once quote by Repairer.
3	Repairer confirms single-coil repair and communicates to SO				If single-coil repair, then the repairer conducts repair on the transformer.
4.	Section Officer prepares Estimate as per joint survey report (by SO, SDO & Repairer).	<b>Section Officer</b>	Approval > Approval Inbox	AEE (SDO)	SO prepares estimate and submits for scrutiny.
4.	Scrutiny of estimate	<b>AEE (SDO)</b>	Approval > Approval Inbox	DO-AET.	After scrutiny of estimate it is submitted for approval.
5.	Scrutiny of estimate	<b>DO-AET</b>	Approval > Approval Inbox	AEE(O)-Division.	After scrutiny of estimate it is submitted for approval.

6.	Scrutiny of estimate	<b>AEE(O)- Division</b>	Approval > Approval Inbox	AO	After scrutiny of estimate sent to AO for budget verification.
7.	Scrutiny of estimate	<b>AO</b>	Approval > Approval Inbox	EE	After budget verification, it is submitted for approval from EE.
8.	Estimate approved	<b>EE</b>	Approval > Approval Inbox	DO-AET	After estimate approval, sent for Work Order from AET.
9.	Work Order creation	<b>DO-AET</b>	Approval > Approval Inbox	SO	After creation of Work Order, it is submitted to SO.
10.	Receive DTr	<b>Section Officer</b>	Approval > Approval Inbox	SDO	In case of same TC, then the flow ends here.
11.	Invoice DTr approval	<b>SDO</b>	Approval > Approval Inbox	EE	In case of different TC, then it goes for approval to EE.

**Failure (Multi-coil)/Enhancement/Failure with enhancement:**

Reporting Failure of DTR up to generation of Completion Report:

Sl. No.	Activity	By whom	Module to be Used	Submission for Approval to	Remarks
1.	Transformer Failure	<b>Section Officer</b>	Failure / Enhance > Failure Entry	AEE (SDO)	SO is the creator
2.	Approval of Failure declaration	<b>AEE (SDO)</b>	Approval > Approval Inbox	DTR sent to Repairer	On approval by AEE (SDO) sent to Repairer.
3	Repairer confirms the multi-coil repair and sends transformer to Store				If multi-coil repair, then the transformer is sent to store.
4.	Section Officer prepares Estimate.	<b>Section Officer</b>	Approval > Approval Inbox	AEE (SDO)	Estimate is prepared and submitted to AEE(SDO) for scrutiny.
4.	Scrutiny of estimate.	<b>AEE (SDO)</b>	Approval > Approval Inbox	DO-AET.	After scrutiny of estimate, it is submitted for Work Order creation.
5.	Scrutiny of estimate.	<b>DO-AET</b>	Approval > Approval Inbox	AEE(O)-Division.	After scrutiny of estimate, Work Order is created and submitted for approval.
6.	Scrutiny of estimate.	<b>AEE(O)-Division</b>	Approval > Approval Inbox	AO	After scrutiny of estimate Work order is sent for budget verification.
7.	Scrutiny of estimate	<b>AO</b>	Approval > Approval Inbox	EE	After budget verification, it is submitted for approval from EE.
8.	Estimate approval	<b>EE</b>	Approval > Approval Inbox	DO-AET	Estimate is approved and sent for WO creation..



9.	Work Order Creation	<b>DO-AET</b>	Approval > Approval Inbox	Section Officer	After WO is created, it is submitted for Indent creation
10.	Creation of Indent against sanctioned W.O.	<b>Section Officer</b>	Approval > Approval Inbox	AEE(SDO)	Creation of Indent
11.	Approval of indent created by SO	<b>AEE (SDO)</b>	Approval > Approval Inbox	Store Officer	After scrutiny of Indent it is approved by SDO.
12.	Approval of the indent for issue of material	<b>Store Officer</b>	Approval > Approval Inbox	Store Keeper	After scrutiny of Indent it is approved by Store Officer and goes to Store Keeper for further action.
13.	Issue of material and Gate Pass	<b>Store Keeper</b>	Approval > Approval Inbox	Section Officer	Creation of Invoice and Gate Pass.
14.	Creation of Commissioning/ Decommissioning	<b>Section Officer</b>	Approval > Approval Inbox	Sub Division Officer	Creation of Commission/ Decommission.
15.	Approval of Decommission by Sub Division Officer	<b>Sub Division Officer</b>	Approval > Approval Inbox	Store Keeper	After scrutiny of Decommission it is approved by Sub Division Officer.

16.	Creation of RI Acknowledgement	<b>Store Keeper</b>	Approval> Approval Inbox	Store Officer	Creation of RI.
17.	Approval of RI by Store Officer	<b>Store Officer</b>	Approval> Approval Inbox	Section Officer	After scrutiny of RI it is approved by Store Officer and goes to Section Officer for further action.
18.	Scrutiny of Completion Report	<b>Section Officer</b>	Approval> Approval Inbox	Sub Division Officer	After scrutiny of CR it is approved by Section Officer.
19.	Scrutiny of Completion Report	<b>Sub Division Officer</b>	Approval> Approval Inbox	Account Officer	After scrutiny of CR it is approved by Section Officer.
20.	Approval of Completion Report	<b>Account Officer</b>	Approval> Approval Inbox	Executive Engineer	After scrutiny of CR it is approved by Account Officer and DTC Failure Commission and Decommission will complete.
21.	Approval of Completion Report	<b>Executive Engineer</b>	Approval> Approval Inbox		After scrutiny of CR it is approved by EE and DTC Failure Commission and Decommission will complete.

**DTR Repair Management:**

Sl. No.	Activity	By whom	Module to be used	Movement of document to	Remarks
1.	Failed Transformers	<b>Store Keeper</b>	Faulty DTR Search	Store Officer	Store Keeper is the Creator.
2.	Approval to Send Faulty DTR to Repairer/Supplier	<b>Store Officer</b>	Approval > Approval Inbox		On approval by Store officer Faulty DTR will be sent to Repairer / Supplier
3.	Repairer performs repair and confirms repaired good item				
4.	MT tests and confirms repair good item	<b>MT</b>	Pending to Test	Store Keeper	MT tests and certifies the repair good Item.
5.	Receive repaired transformer	<b>Store Keeper</b>	Approval > Approval Inbox	AO	Store Keeper receives the repair good item and acknowledgement is sent to AO.

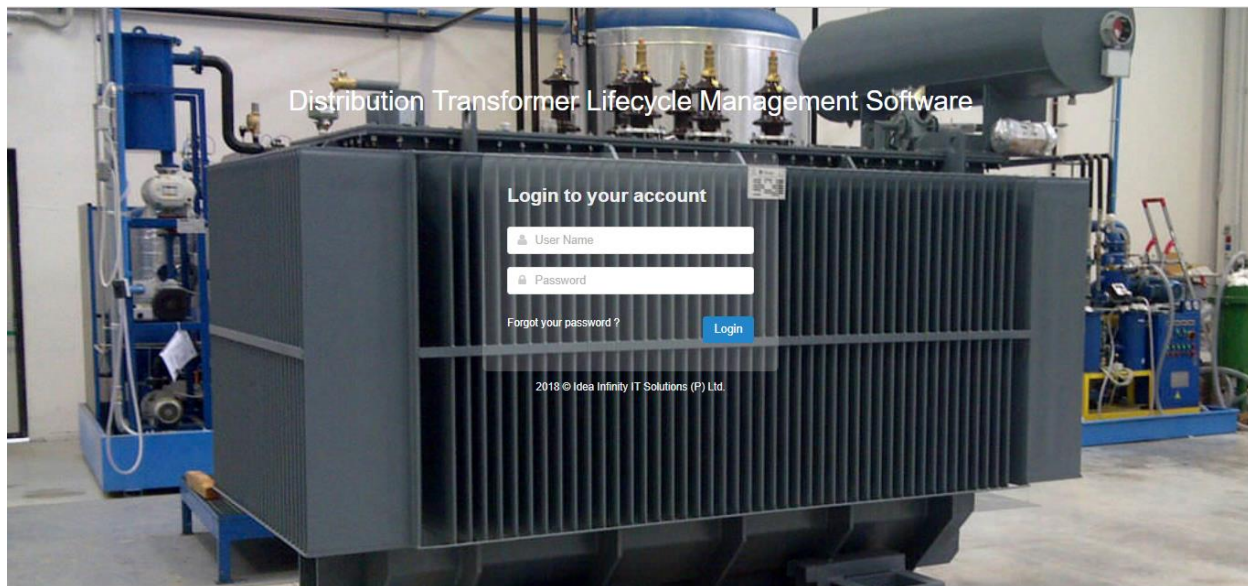
**Inter Store Transfer:**

Sl. No.	Activity	By whom	Module to be used	Movement of document to	Remarks
1.	Transformers	<b>Store Keeper</b>	Store Indent	Store Officer of the requesting division.	Store Keeper is the Creator.
2.	Approval of the indent to request material	<b>Store Officer of the requesting division.</b>	Approval > Approval Inbox	Store Officer of issuing Store	After scrutiny of Store Indent it is approved by Store Officer and goes to Store Officer of Requested Store for further action.
3.	Creation of Store Invoice	<b>Store Officer of issuing Store</b>	Approval> Approval Inbox	Store Keeper of issuing store.	After scrutiny of Indent it is approved by Store Officer to issue Materials.
4.	Approval of the Invoice for issue of material.	<b>Store Keeper of issuing store.</b>	Approval> Approval Inbox		Store Keeper will create the Invoice to issue the materials.

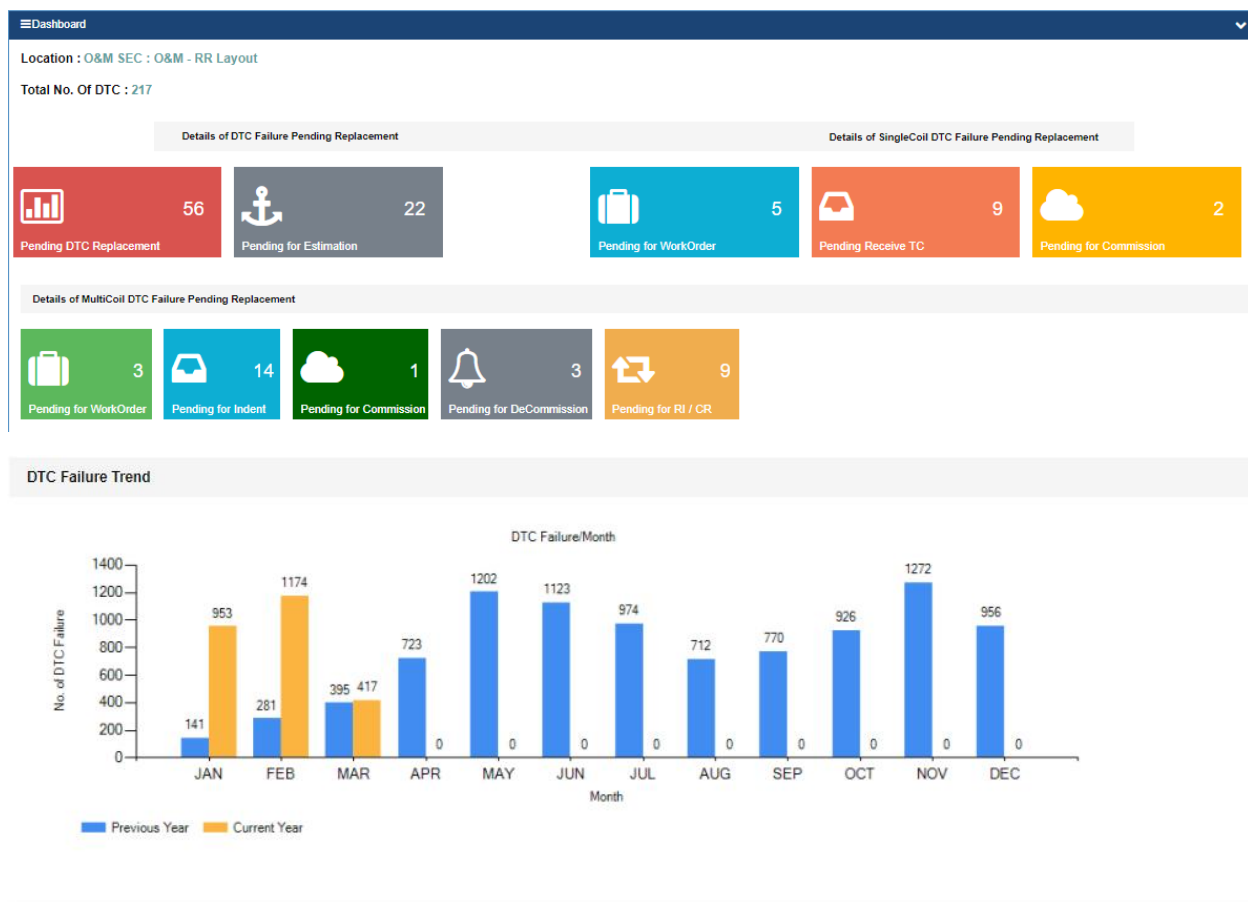
**Login Screen:**

In order to use the DTLMS software, <https://bescomdtlms.com> one has to login to the system by entering his/her username and password assigned by the administrator. After first login it is advisable to change the password by the user for security purposes. Procedure for changing the password is explained later.

To login to the DTLMS click on the link provided in BESCOM website. Following screen is displayed, where in the user has to enter the required username and password. The user will be allowed to perform the roles defined to each person like creation of record, editing the record, approval etc.

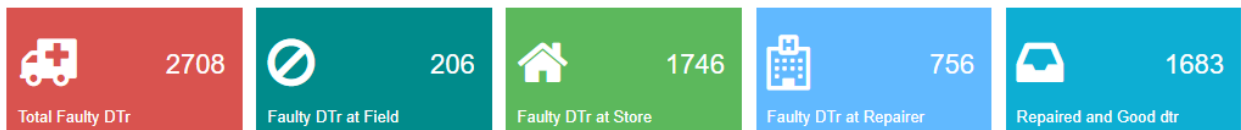


On logging in, the following screen is displayed. On the left side panel names of 10 modules are shown. Usage of the same is explained below:



## DTLMS – DISTRIBUTION TRANSFORMER LIFECYCLE MANAGEMENT SOFTWARE

[View Details](#) of Faulty DTR Details



My Inbox Status



≡ DTC Failure Abstract

Capacity(in KVA)	-Select-	Section	-Select-	<a href="#">Export Excel</a>		
Capacity(in KVA)	Section Code	Section Name	Current Month	PREVIOUS Month	Current Quarter	Current Financial Year
100	3412	CHINIYA	2	3	6	6
100	4221	NUGGEHALLY	1	2	7	7
100	2142	ARAKALAVADI	0	2	3	3
100	2214	DODDINDUVADI	0	2	2	2
100	2141	HARADANAHALLI	0	0	1	1
100	3221	KOPPA	1	2	3	3

Screenshot-1

**Software Modules:**

Following 12 Main Modules are available in DTLMS:

1. Dashboard
2. User Management
3. Masters
4. Failure/Enhance
5. DTR Repair Management
6. Scrap Transformer
7. Maintenance
8. Inter Store Transfer
9. Approval
10. Transaction
11. Location Masters
12. Reports

**1. Dashboard:**

As soon as a user logs into DTLMS, Dashboard screen is shown by default. In this screen, all vital information can be seen for ready reference. (Screenshot-1)

**2. User Management:**

This module has following two sub-modules:

- User Create.
- Change Password.

**2.1 User Create:**

- ✓ User having administrative role ONLY can create new users to operate on DTLMS.
- ✓ User is created based on his Office code and based on the activities to be performed by him, relevant access permissions are granted.
- ✓ User can login to application through username and password. Based on his access rights he can perform activities on DTLMS.

**Sequence of operation to create New User: (Administrator Only)**

- Login to DTLMS as Administrator.
- Click on “Admin Activities” and then click on “User Management” listed on the left side panel of the screen.
- On clicking User Management, one sub module is displayed.
- Click on Create User. User View Screen is displayed. (Screen shot – 2)
- Click on “New User” button available on the top right corner.
- A blank screen is displayed for entering the details of the new user. (Screen Shot – 3). The field names are self-explanatory. Relevant data is entered in the text boxes provided against each field.

It may be noted that the field name followed by “red Asterisk mark” is a mandatory field and the data has to be compulsorily entered.

- In respect of field “office code” code can be directly entered if it is known or else click on “S” (search button) available on the right side of the field and select the appropriate code. For the fields “Role and Designation”, relevant item has to be selected from the drop-down list provided by clicking on the downward arrow.
- In respect of the field “sign copy” scanned copy of the new user signature has to be uploaded by clicking on “choose file” button.
- After entering all the data relating to the new user, click on “Save” button to save the record.
- On saving, a dialogue box is displayed stating that the record has been successfully saved. Click on OK button to go back to the entry screen.

NOTE: In the first instance, password is created by the administrator and the same is to be informed to the user with instructions to change his password after his login to DTLMS for the first time.

#### **Sequence of operation for Editing / Deactivate a user: (Administrator Only)**

- Login to DTLMS as Administrator.
- Click on “User Management” listed on the left side panel of the screen (refer screen shot – 1).
- On clicking user management, one sub-module is displayed.
- Click on User Create. User View Screen is displayed. (Screen shot – 2).
- As could be seen list of all the users created are displayed. Against each user an icon under edit column is shown as also the status is shown in “Green Dot”. Green Dot represents that the user is currently active.
- For editing the details of a user, click on the **icon** under edit column of the user.

Note: Administrator can modify all the fields, if the user has not yet logged into DTLMS. Once, the user has logged in to the software, then all the fields except Login name and password other field can be modified and updated.

- On clicking edit button, all the details of the user to be modified are displayed.
- After editing the fields click on button “Update” to save the changes.
- On successful updating of data, “Updated successfully” message is displayed on the screen.

#### **To De-activate a user:**

- In the user view grid, status column is shown with a dot in Green / Red color. Green color indicates that the user is active and Red color indicates that the user is de-activated.
- To change the status, click on the dot. When clicked on green dot, a dialogue box is shown with the message “Are you sure, do you want to disable user?” Now click on “OK” button to proceed further or “Cancel” button to exit.
- On clicking OK button, one more screen is displayed to enter the reasons to disable the user along with the effective date. Enter the details and click on button “Submit”.
- “User De-activated successfully” message is displayed.



- Click on “OK” button to return to the user view screen. You can observe that the green dot has changed to red color.

#### To Re-activate a De-activated user:

- To change the status, click on the red dot relating to the user to be Re-activated. A dialogue box is shown with the message “Are you sure, you want to enable user?” Now click on “OK” button to proceed further or “Cancel” button to exit.
- On clicking “OK” button, one more screen is displayed to enter the reasons to enable the user along with the effective date. Enter the details and click on button “Submit”.
- “User Activated successfully” message is displayed.
- Click on “OK” button to return to the user view screen. You can observe that the red dot has changed to green color.

The screenshot shows the 'User View' interface. At the top right is a 'New User' button. Below it are filter fields: 'Circle Name' (dropdown with '--Select--'), 'Sub Division Name' (dropdown), 'Division Name' (dropdown), and 'Section Name' (dropdown). Below these are 'Reset' and 'Export Excel' buttons. A table lists users with columns: Name, Email Id, Mobile No, Role Name, Designation, Location, Edit, and Status.

Name	Email Id	Mobile No	Role Name	Designation	Location	Edit	Status
ANIL KUMAR J	aeemtkgl@gmail.com	9448994348	LT/HT	AEE	DIV : KOLLEGAL		
MANJUNATH	xyz@gmail.com	9448994862	LT/HT	AEE	DIV : KR PETE		

Screen Shot – 2

The screenshot shows the 'Create User' interface. It contains form fields for: Full Name \*, Login Name \*, Office Code \*, Office Name, Email Id \*, Mobile \*, Phone, Role \*, Designation \*, Password \*, and Address \*. The Office Code field has a blue 'S' button next to it. The Password field has a yellow background and a red asterisk. Below the Password field is a red text hint: '\*Password should be greater than or equal to 8 digit (It should Contain at least 1 Capital Letter or 1 Small Letter, 1 Digit, 1 Special Character)'. At the bottom are 'Save' and 'Reset' buttons.

Screen Shot – 3

## 2.2 Change Password:

In this module, the user can change the password. It is advisable that the user change his password from time to time for security reasons. Steps to be followed for changing password are explained below:

- Login to DTLMS with username and password.
- Click on User Management. From the sub menu displayed, click on “change password”. Following screen is displayed. (Screen Shot – 5)

### Change Password

Screen Shot – 5

- Now enter Old Password, then enter the new password the user desires and then again enter the same new password.
- Now click on “Submit” button for saving the new password.
- “Password changed successfully” message is displayed.
- Now click on OK button.
- Once the user logout from DTLMS, he has to use the new password saved to login again.

## 3. Masters

Following 12 sub-modules are available under Masters:

- Designation
- Role
- Repairer Rates entry
- DTR Make Master
- DTR Supplier
- DTR Repairer
- Store
- Existing DTR Entry
- New DTR Master
- DTC Master
- Purchase Order Master
- Feeder Master

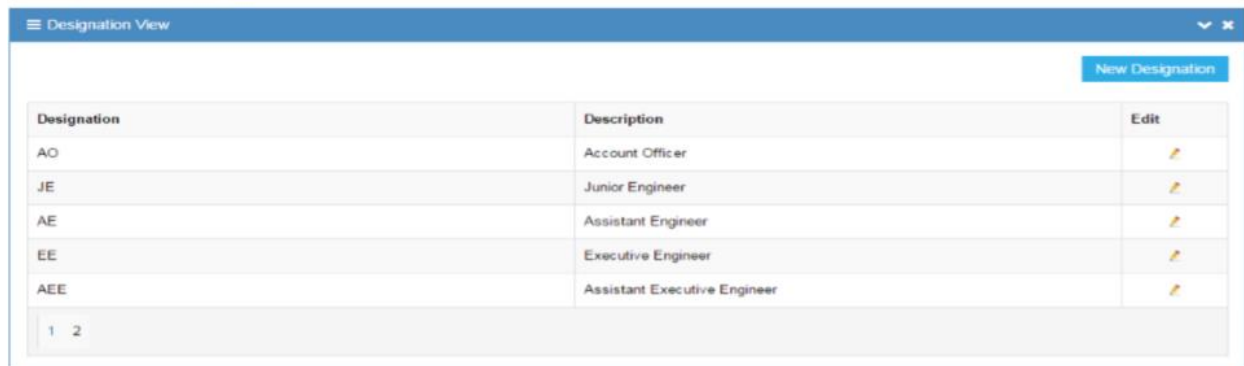
### 3.1 Designation:

- Permission to use this master is vested with Admin only.
- This form is used to create / update the designation of officers working in BESCOM.

#### Steps to be followed for creating / updating Designation Master:

- Login to DTLMS as Admin with the username and password.
- Click on “Admin Activities”.
- Sub-modules under Admin Activities are listed.
- Click on Masters and select Designation. Following screen is displayed showing the details of all the designations already created in the grid format.

#### Designation View



Designation	Description	Edit
AO	Account Officer	
JE	Junior Engineer	
AE	Assistant Engineer	
EE	Executive Engineer	
AEE	Assistant Executive Engineer	

1 2

- For creating New Designation, click on “new Designation” button available on the right top corner of the Designation view screen.
- On clicking on this button following entry screen is displayed:



**Designation Master**

Designation Name \*

Description \*

Save Reset

- Now enter the Name of the Designation and Description of the designation in the appropriate text boxes provided against each field name.
- Now click on “Save button” to save the data.
- A message “Saved Successfully” is displayed.
- Now click on “OK” button.
- In case one more new designation is to be created, repeat the above steps and save.
- Click on “designation view” button to see the new designations created are displayed in the grid.

#### Steps to be followed for modifying the designation master:

Note: Once any user has logged in and operated in the new designation, only description can be modified. Otherwise both the fields can be modified and updated.

- Login to DTLMS as Admin with the username and password.
- Click on “Admin Activities”.

- Sub-modules under Admin Activities are listed.
- Click on Masters and select Designation. Following screen is displayed showing the details of all the designations already created in the grid format.
- Click on “edit icon” in respect of the designation to be edited.
- Details already entered is displayed. Now make necessary correction required and click on “Update” button to save the changes.
- “Updated successfully” message is displayed confirming that the changes made is saved.
- Click on “OK” button. The saved data is displayed, so that the user can go through the details and if necessary can make further changes and click on “Update” button.

### 3.2 Role

- Permission to use this master is vested with Admin only.
- This form is used to create / update the Role of officers working in BESCOM.

#### Steps to be followed for creating / updating Role Master:

- Login to DTLMS as Admin with the username and password.
- Click on “Admin Activities”.
- Sub-modules under Admin Activities are listed.
- Click on Masters and select Role. Following screen is displayed showing the details of all the designations already created in the grid format.

Role View		
		<a href="#">New Role</a> <a href="#">Export Excel</a>
Role	Designation	Edit
AE	OTHERS	
SYSTEM OFFICER	OTHERS	
SUPER ADMIN	SUPER ADMIN	
LT/HT	AEE	

- For creating New Roles, click on “new Role” button available on the right top corner of the Role view screen.
- On clicking on this button following entry screen is displayed:

Create Role	
Designation *	<input type="text" value="--Select--"/>
Role Name *	<input type="text"/>
	<input type="button" value="Save"/> <input type="button" value="Reset"/>

- Now select the designation from drop-down and enter the Name of the Role in the appropriate text box provided.
- Now click on “Save button” to save the data.
- A message “Saved Successfully” is displayed.

- Now click on “OK” button.
- In case one more new Role is to be created, repeat the above steps and save.
- Click on “Role view” button to see the new Roles created are displayed in the grid.

#### Steps to be followed for modifying the Role master:

*Note: Once any user has logged in and operated in the new roles, only role name can be modified. Otherwise both the fields can be modified and updated.*

- Login to DTLMS as Admin with the username and password.
- Click on “Admin Activities”.
- Sub-modules under Admin Activities are listed.
- Click on Masters and select Role. Following screen is displayed showing the details of all the roles already created in the grid format.
- Click on “edit icon” in respect of the role to be edited.
- Details already entered is displayed. Now make necessary correction required and click on “Update” button to save the changes.
- “Updated successfully” message is displayed confirming that the changes made is saved.
- Click on “OK” button. The saved data is displayed, so that the user can go through the details and if necessary can make further changes and click on “Update” button.

### 3.3 Repairer Rates Entry

- Permission to use this master is vested with Admin only.
- This form is used to enter repairer-wise rates of various materials, labor costs and salvage costs that are currently in use at BESCOM.

#### Steps to be followed to enter Repairer rates details:

- Login to DTLMS as Admin with the username and password.
- Click on “Admin Activities”.
- Sub-modules under Admin Activities are listed.
- Click on Masters and select Repairer Rates Entry. Following screen is displayed showing the details to be entered.

The screenshot shows a web form titled "Repairer - Division Details". It contains the following fields:

- Select Type \* (dropdown menu)
- Capacity \* (dropdown menu with "--Select--")
- Repairer \* (dropdown menu)
- Wound Type \* (dropdown menu with "Select Type")
- Supplier \* (dropdown menu)
- PO Number\* (text input)
- Effect From Date \* (text input)
- PO Date\* (text input)
- Effect To Date \* (text input)
- Division \* (dropdown menu with "--Select--")

A "Reset" button is located at the bottom center of the form.

- Select Repairer/Supplier and Repairer/supplier name and all the details as seen on screenshot.

Material Cost Details

Material Name	Quantity	Base Rate	Tax Rate	Total	Measurement	Select Data
HV winding	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	--SELECT ▼	<input type="checkbox"/>
LV Winding	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	--SELECT ▼	<input type="checkbox"/>
HV Porcelain bushings	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	--SELECT ▼	<input type="checkbox"/>
HV terminal Bolt	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	--SELECT ▼	<input type="checkbox"/>
LV Bushing	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	--SELECT ▼	<input type="checkbox"/>
LV terminal Bolt	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	--SELECT ▼	<input type="checkbox"/>
SRBP Tube	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	--SELECT ▼	<input type="checkbox"/>
Lid bolts	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	--SELECT ▼	<input type="checkbox"/>

Labour Cost Details

Material Name	Quantity	Base Rate	Tax Rate	Total	Measurement	Select Data
HV winding	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	--SELECT ▼	<input type="checkbox"/>
LV winding	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	--SELECT ▼	<input type="checkbox"/>
Welding of tank	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	--SELECT ▼	<input type="checkbox"/>
Oil filtering charges	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	--SELECT ▼	<input type="checkbox"/>

Salvages Cost Details

Material Name	Quantity	Base Rate	Tax Rate	Total	Measurement	Select Data
Cost of scrap	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	--SELECT ▼	<input type="checkbox"/>
Damaged brass parts	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	--SELECT ▼	<input type="checkbox"/>
Released scrap Iron	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	--SELECT ▼	<input type="checkbox"/>
Damaged lamination	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	--SELECT ▼	<input type="checkbox"/>

Save
Reset

- Enter all the material cost, labor cost and salvages cost that are needed to be updated.
- After entry click on “Save” button.
- “Saved successfully” message is displayed confirming that the data has been saved.
- Click on “OK” button.

Note: The rates can be modified/updated by selecting the same repairer/supplier name and entering the updated rates.

### 3.4 DTR Make Master

- This form is used to enter the details of various makes of distribution transformers that are currently in use at BESCOM.
- The same form will be used to create any new Makes that may come into existence on future date.

#### Steps to be followed to create new DTR details:

- Login to DTLMS with the username and password.
- Click on Masters.
- Sub-modules under masters are listed.
- Click on “DTR Make Master”. Following screen is displayed showing the details of all DTR make already created in the grid format.

DTR Make Master			
		New Make	Export Excel
Make Name	Description	Edit	Status
ASV	ASV		
SINE POWER SYSYEMS	Sine Power Sysytems		
AEW- ALWAYS ENGINEERING WORKS	AEW ALWAYS ENGINEERING WORKS		
VIVEK ENTERPRISES	VIVEK ENTERPRISES		
SAHARA	Sahara		
CROMPTON	Made In India		

- Click on “New Make” button available on right top of the Make Master View screen.
- Following entry screen is displayed to enter the relevant data.

Create Make

Make Name \*

Description \*

Save

Reset

- Now enter the relevant details in respective text box provided.
- After entry click on “Save” button.
- “Saved successfully” message is displayed confirming that the data has been saved.
- Click on “OK” button to return to Make Master entry screen.
- Repeat the above steps in case further makes are to be entered. Else select the required module to continue work on DTLMS.

#### For modifying the Make:

Note: Once a user has logged in and operated the new Make Master defined, only description can be modified. Otherwise, both the fields can be modified and updated.

- Login to DTLMS as Admin with the username and password.

- Click on Masters.
- Sub-modules under masters are listed.
- Click on Make Master. A screen is displayed showing the view of Make Master already created in the grid format.
- Click on “edit icon” in respect of the Make Master to be edited.
- Details already entered is displayed. Now make necessary correction required and click on “Update” button to save the changes.
- “Updated successfully” message is displayed confirming that the changes made is saved.
- Click on “OK” button to continue.

#### For Changing the status of the Make:

- Login to DTLMS as Admin with the username and password.
- Click on Masters.
- Sub-modules under masters are listed.
- Click on Make Master. A screen is displayed showing the view of Makes already created in the grid format.
- Click on “Status icon” in respect of the Make whose status has to be changed. (Green color indicates the present status as active and red indicates De-Activated).
- When status has to be changed from Active to De-Active, a message box is displayed stating that “Are you sure you want to De-Activate make”. Click on “OK” button, a dialogue box is displayed seeking details like reason for de-activation and the effective date. Now enter the details and click on “Submit” button.
- “Make Master is De-Activated” successfully message is displayed.
- Click on “OK” button.
- You can see that the **green dot** has changed to **red** in color.
- When the status has to be changed from De-Active to Active, a message is displayed stating “Are you sure you want to Activate Make”.
- Click on “OK” button.
- A dialogue box is displayed seeking details like reason for activation and the effective date. Now enter the details and click on “Submit” button.
- “Make Master is Activated successfully” message is displayed.
- Click on OK button.
- You can see that the **red dot** has changed to green in color.

### 3.5 DTR Supplier:

This form is used to capture the details of existing distribution transformer suppliers / vendors as also new suppliers.

#### Steps to be followed to create new Supplier / Vendor details:

- Login to DTLMS with the username and password.
- Click on Masters.
- Sub-modules under masters are listed.
- Click on “DTR Supplier”. Following screen is displayed showing the details of all DTR Suppliers already created in the grid format.



Supplier Details View					
				New Supplier	Export Excel
Supplier Name	Phone no	EmailId	Block List	Block Listed Upto	Edit
SWATHI	8989633518	abc1@abc.com	NO		
CHIKKRAJU	08023327005	abc@asd.com	NO		
ASPHALT	080-33333333	zyx@postmark.net	NO		
SP ENTERPRISES	080-22222222	xyz@postmark.net	NO		

- Now click on “New supplier” button provided on the right top corner of the supplier view screen.
- Following entry screen is displayed for entering the data of the new supplier / vendor.

Supplier Name *		Fax No	
Phone Number (with STD Code) *		Block Listed No	
Email Id *		Block Listed Upto	
Contact Person Name		Register Address *	
Mobile Number		Communication Address	
Save		Reset	

- Now enter relevant data against the name of each field. In respect of field Black Listed select “NO” from the drop down.
- After entry of all the details click on “Save” button.
- “Saved successfully” message is displayed confirming that the data is saved.
- Click on “OK” button to return to new supplier entry screen.
- User can continue entering any other new supplier details or can proceed to any other module he likes to work on.

#### Steps to be followed to modify the details of Supplier / Vendor:

- Login to DTLMS with the username and password.
- Click on Masters.
- Sub modules under masters are listed.
- Click on “DTR Supplier”.
- Details of all the DTR Suppliers already created are shown in the grid format.
- Click on **edit icon** in respect of the supplier whose details are to be modified.
- Details of the supplier selected for modification is displayed for making necessary corrections except Supplier name.
- If black listed option is changed as “YES” then the date up to which it is black listed has to be entered.

- After making necessary changes click on the “Update” button.
- “Updated successfully” message is displayed confirming that the changes have been saved. Click on “OK” button.
- The data entry screen is displayed for information of the user. If any corrections are to be made the same can be made and updated as explained above.
- If any more changes for other suppliers are to be done, click on supplier view button and repeat the above steps.

### 3.6 DTR Repairer:

This form is used to capture the details of existing / new transformer repairers with whom BESCOM is transacting.

#### Steps to be followed to create new transformer repairer:

- Login to DTLMS with the user name and password.
- Click on Masters.
- Sub-modules under masters are listed.
- Click on “DTR Repairer”. Following screen is displayed showing the details of all DTR Repairers already created in the grid format.

#### DTR Repairer View

Repairer Details View
⌵ ✕

New Repairer
Export Excel

Repairer Name	Phone no	EmailId	Location	Block List	Edit
M/S POWER TECH TRANSFORMERS	080-1252566	abc@gmail.com	KENGERI	NO	
Enter Repairer ↑	🔍				

- Now click on “New Repairer” button provided on the right top corner of the Repairer view screen.
- Following entry screen is displayed for entering the details of the new DTR Repairer.

#### Repairer Details

Repairer Details
⌵ ✕

Repairer Name \*

Division \* -Select-

Phone Number (with STD Code) \*

Email Id \*

Contact Person Name

Mobile Number

Fax No

Contract Period(In Years)

Block Listed No

BlockListed Upto

Register Address \*

Communication Address

Save
Reset

- All the field names are self-explanatory.
- Enter relevant data against each field.
- By default, the field “Black Listed” will be “NO”.
- After entry of all the details click on “Save” button.
- “Saved successfully” message is displayed confirming that the data is saved.
- Click on “OK” button to return to new Repairer entry screen.

- User can continue entering any other new repairer details or can proceed to any other module he/she likes to work on provided the user has got rights.

#### Steps to be followed to modify the details of Repairer:

- Login to DTLMS with the username and password.
- Click on Masters.
- Sub-modules under masters are listed.
- Click on “DTR Repairer”.
- Details of all the DTR Repairer already created are shown in the grid format.
- Click on **edit icon** in respect to the repairer whose details are to be modified.
- Details of the repairer selected for modification is displayed for making necessary corrections except Repairer name.
- If black listed option is changed as “YES” then the date up to which it is black listed has to be entered.
- After making necessary changes click on the “Update” button.
- “Updated successfully” message is displayed confirming that the changes have been saved.
- Click on “OK” button.
- If any more changes for other suppliers are to be done, click on Repairer view button and repeat the above steps.

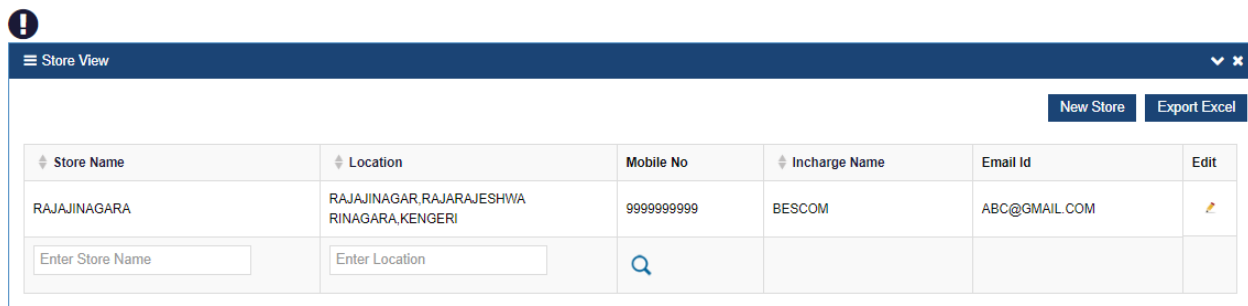
### 3.7 Store:

- This form is used to capture all the relevant details relating to existing stores in BESCOM.
- Same form can be used whenever new stores are formed.

#### Steps to be followed to create new Store:

- Login to DTLMS with the user name and password.
- Click on Masters.
- Sub-modules under masters are listed.
- Click on “Store”. Following screen is displayed showing the details of all stores already created in the grid format.

#### Store View



Store Name	Location	Mobile No	Incharge Name	Email Id	Edit
RAJAJINAGARA	RAJAJINAGAR, RAJARAJESHWARINAGARA, KENGERI	9999999999	BESCOM	ABC@GMAIL.COM	
<input type="text" value="Enter Store Name"/>	<input type="text" value="Enter Location"/>				

- Now click on “New Store” button provided on the right top corner of the Store view screen.
- Following entry screen is displayed for entering the data of the new Store.

- All the field names are self-explanatory.
- Enter relevant data against each field. With respect to field “Division” select the relevant division name from the drop down.
- After entry of all the details click on “Save” button.
- “Saved successfully” message is displayed confirming that the data is saved.
- Click on “OK” button to return to new store entry screen.
- User can continue entering any other new store details or can proceed to any other module he/she likes to work on.

#### Steps to be followed to modify the details of store:

- Login to DTLMS with the username and password.
- Click on Masters.
- Sub-modules under masters are listed.
- Click on “Store”.
- Details of all the stores already created are shown in the grid format.
- Click on **edit icon** with respect to the store whose details are to be modified.
- Details of the store selected for modification is displayed for making necessary corrections **except store code**.
- After making necessary changes click on the “Update” button.
- “Store details Updated successfully” message is displayed confirming that the changes have been saved.
- Click on “OK” button.

### 3.8 Existing DTR Entry:

This form is used to capture details of all existing distribution transformers (in field, store, transformer bank, repair center).

#### Steps to be followed to enter existing distribution transformer details:

- Login to DTLMS with the username and password.
- Click on Masters.
- Sub-modules under masters are listed.

- Click on “Existing DTR Entry”. Following screen is displayed showing the details of all existing DTRs already created in the grid format.

Existing DTR View

Make Name

-Select-

Capacity(in KVA)

-Select-

Export Excel

Total Transformer Count : 121259

DTR Code	DTR SNo	Make	Capacity(in KVA)	Life Span	Edit
133386	KVK1112011642	KAVIKA	25		
133385	NNP133385	No Name Plate(NNP)	25		
133388	25201207359	CLASSIC TECHNOLINE S(Ltd)	25		
128392	RV2573673	RVT	25		
122110	SOT2036201314	SERVOMAX INDIA LIMITED	25		

- Now click on **edit icon** provided to modify the details of the respective DTR.
- Following entry screen is displayed for modifying the data of the existing DTR.

DTR Master

DTR Code \*

101918

[View DTR History](#)

DTR Serial No \*

AY302

DTR Make \*

ANDREW YULE&CO.LTD

Capacity(in KVA) \*

250

Manufacturing Date

01/01/2013

Purchasing Date

Supplier Name

-Select-

Purchase Order No

0

Condition of TC

-Select-

Cooling

--select--

TC Type

--select--

Last Failure Date

Last Failure Type

No of Failure

0

Original Cost

Insurance (in Rs)

0

Price

0

DTR Life Span

0.00

Oil Capacity(in Litre) \*

215

Weight of DTR(in KG) \*

715

Warranty Period(in Months)

0

Last Service Date

Rating \*

3 STAR RATING

Current Location

FIELD

Core Type

--select--

Tap Charger

--select--

Last Repair Count

0

Last Repair Cost

Infosys Asset ID(RAPDRP)

Component ID(RAPDRP)

Depreciation (in Rs)

Update

Reset

- All the field names are self-explanatory.
- Enter relevant data against each field. With respect of Transformer make, Capacity, supplier name and Current Location, select the relevant data from the drop down provided.

- After entry of all the details click on “Update” button.
- “Transformer details updated successfully” message is displayed confirming that the data entered is saved.
- Click on “OK” button to return to Existing DTR entry screen.

### 3.9 New DTR Inward:

This module is used to capture all the details of new transformers received in stores against purchase order placed.

#### Steps to be followed to enter details of distribution transformer received in stores:

- Login to DTLMS with the username and password.
- Click on Masters.
- Sub-modules under masters are listed.
- Click on “New DTR inward entry”. Following screen is displayed for entering the details.

The screenshot displays two stacked forms in the DTLMS software. The top form, titled 'Dispatch Instruction Details', contains fields for 'Delivery Instruction No \*' (with a search button 'S'), 'Delivery Order Date', 'Total Quantity Ordered', and 'Supplier Name' (a dropdown menu). A 'Reset' button is at the bottom. The bottom form, titled 'DTR Details', contains fields for 'Dispatch Instruction Number \*', 'DTr Code \*', 'DTr Serial No \*', 'DTr Make \*' (dropdown), 'Capacity(in KVA) \*' (dropdown), 'Rating \*' (dropdown), 'Manufacturing Date \*', 'DTr Life Span \*', 'Warrenty Period(in Month)\*', 'Oil Capacity(in Litre) \*', and 'Weight of DTr(in KG) \*'. 'Add' and 'Reset' buttons are at the bottom.

- To start with Purchase order number against which the transformers are received is to be entered and search button (“S”) to be clicked to populate the details. In case PO details are not readily available the same can be selected using search button given against the field. On clicking on the search button “S” following dialogue box is shown. Selection could be done based on the purchase order number or by supplier name.

Search By DI No

Search Value  Search

	DI_NO	TS_NAME
Select	123456	KAVIKA SUPPLIER
Select	ADB/ASD/010	M/S S. K TRANSFORMERS CO
Select	ASD/ASD/123	KAVIKA SUPPLIER

- In the dialogue box, select the PO number or supplier name from the drop-down provided.
- After selecting the appropriate search field from the drop down, click on search button.
- All the details relating to the search option is displayed in the table form as shown in the above screen shot.
- Now click on the relevant select button.
- Automatically the details of the PO are populated in the entry screen as shown below:

**Dispatch Instruction Details**

Delivery Instruction No \*  S Total Quantity Ordered

Delivery Order Date  Supplier Name

[Click Here to Download PO](#)

Capacity(in KVA)	Make Name	Requested Quantity	Pending Quantity	Rating
No Records Found				

Reset

- As could be seen all the details along with the capacity and quantity of transformers ordered and the quantity yet to be supplied is displayed.
- In case of wrong PO selected, click on “Reset” button and repeat the above steps to select the alternate PO.
- After the selection of PO, start entering the new distribution transformer details in the lower part of the entry screen.
- Enter relevant data against the fields provided. With respect to Transformer make and capacity selection has to be done from the drop down.
- After entering the data click on “Add” button given at the bottom of the screen.
- Data entered is shown in the table form as shown in the screenshot below:



- Click on 'DTR view' to view the details.
- Data relating to new transformer captured is shown in the grid as shown below:

DTR Code	DTR SNo	Make	Capacity(in KVA)	Life Span	Edit
133386	KVK1112011642	KAVIKA	25		
133385	NNP133385	No Name Plate(NNP)	25		
133388	25201207359	CLASSIC TECHNOLOGIES (S) Ltd	25		
128392	RV2573673	RVT	25		
122110	SOT2036201314	SERVOMAX INDIA LIMITED	25		

#### Steps to be followed to edit details of new distribution transformer:

- Login to DTLMS with the username and password.
- Click on Masters.
- Sub-modules under masters are listed.
- Click on "New DTR inward entry".
- Click on "DTR View" button provided on right top corner of the screen.
- All the DTRs available in the store is displayed as shown in the above screen shot.
- Click on the **edit icon** against the transformer code to be modified.

#### Following screen is displayed for modifying the details relating to the DTR selected.

- All the fields can be modified except DTR code.
- After making necessary corrections click on "Update" button.
- "Transformer details updated successfully" message is displayed.
- Click on "OK" button to return to the edit screen with all the details as updated.
- User can go through all the details that are updated. If necessary, he/she can again edit the data and repeat the above steps to save the changes.
- If any details of other DTRs are to be edited, click on DTR view button and repeat the above steps.

### 3.10 DTC Master:

In this master user can view all the details of the DTCs available in the unit he has logged in to with provision to edit the details.

#### Steps to be followed to view the details of DTCs:

- Login to DTLMS with the username and password.
- Click on Masters.
- Sub-modules under masters are listed.
- Click on “DTC Master”.
- Following screen is displayed listing all the DTCs in the unit, feeder wise.

Feeder Name	DTC Code	DTC Name	DTR Code(SS Plate NO)	DTR Capacity(in KVA)	Edit
F08-DODDABELE	11350855	NEW KENGERI CETRE	99987	250	
F08-DODDABELE	11430803	HK herige hospital to	38158	250	
F08-DODDABELE	11430802	malnad Guestline lodge	38157	100	
F08-DODDABELE	11430801	shivalinge compound to	38156	250	
F08-DODDABELE	11430800	ramu kalony to	38155	250	
F08-DODDABELE	11430809	ramu vadavane to	38154	250	
F08-DODDABELE	11430808	shivashakthi samil	38153	250	
F08-DODDABELE	11430807	lakshmi wood works	38152	100	
F08-DODDABELE	11430804	unworth tranquil apartment to2	38150	500	

- As could be seen from the above screenshot, all the major details relating to the DTC is displayed Feeder Name wise.
- User can search a particular DTC based on feeder name / DTC code / DTC Name / DTR code by entering the relevant data and clicking on Search Icon.

#### Steps to be followed to edit details of DTC:

- Login to DTLMS with the username and password.
- Click on Masters.
- Sub-modules under masters are listed.
- Click on “DTC Mater”.
- List of all the DTCs are displayed as shown in the above screenshot.
- Click on “Edit” icon provided against required DTC details to be modified.

Following screen is displayed for modifying the details relating to the DTC selected.

Commissioning of Transformer Centre

Select Feeder	113509-F09-PATTANA-GERI	DTr Code *	99987
Transformer Centre Code *	113509655	DTr Make	ABB
Transformer Centre Name *	NEW KENGERI CETRE <a href="#">View Transformer Centre History</a>	DTr Capacity(In KVA)	250
O & M Section *	12311 S	Transformer Centre Commission Date *	01/06/2018
Internal Code		Last Service Date	01/01/2015
TIMS Code	0	Project/Scheme Type	RAPDRP
Connected KW	15	Feeder Change Date	01/01/2015
Connected HP	25	MLA Constituency	
KWH Reading	0.00	MP Constituency	
Electrical Inspect Rate number			
Electrical Inspect Date			

Commissioning of DTC

Transformer Centre Code	113509655	Transformer Centre Name	NEW KENGERI CETRE
Platform Type	SINGLE POLE	Load Type	MIXED LOAD
Transformer Centre Meters Available *	Yes	WDV(In RS)	
HT Protection	Yes	Latitude	17.255
LT Protection	Yes	Longitude	
Grounding	Yes	Availability OF GOS	Yes
Lightning Arresters *	Yes	Circuit 1	
RAPDRP	Yes	Circuit 2	
HT Line Length From Station To DTC(In KM)	15	Circuit 3	
LT Line Length(In KM)	15	Circuit 4	

Back
Save
Reset

- Except DTC code, DTC name, DTr Code, DTr make and DTr capacity all the other field can be modified.
- In this module 2 entry sheets are provided. After necessary modification in the first sheet as shown above, click on “update and continue” button. (In case there are no modifications required in the first sheet user can move on to next page by clicking on “Next” button.
- On clicking “update and continue” button “updated successfully” message is displayed.
- Click on “OK” button in the message box.
- Now next page for modification is displayed.
- Make necessary modifications in this page and click on “Update” button to save the changes. In case the user has to go back to the first page click on “Back” button.
- “DTC details Saved Successfully” message is displayed.
- Now click on “OK” button in the message box.
- In case any more DTC details are to be modified, click on “DTC View” button provided at the top right corner of the screen and repeat the above steps.

### 3.11 PO Master:

- Permission to use this master is vested with Admin only.
- This form is used to update the details of new Purchase Order details, as also edit the details already fed.

#### Steps to be followed to feed the new purchase order details:

- Login to DTLMS with the username and password.
- Click on “Admin Activities”.
- Sub-modules under Admin Activities are listed, click on “Masters”.
- Click on “Purchase Order”.

Following screen is displayed listing all the Purchase orders already fed.

Purchase Order View				
				New PO Export Excel
PO No	PO Date	Supplier Name	Quantity	Edit
p123405	09-APR-2018	IDEA	5	
po1	15-MAR-2018	IDEA	1	
345	15-MAR-2018	IDEA	1	
Enter PO Number				

- Now click on “New” button provided on the right hand top corner of the screen.

Following screen is displayed for entering the details of the new purchase order.

Create Purchase Order

PO Number\*

PO Date\*

Supplier Name \*

PO Amount

Delivery Scheduled

Upload Document

Choose File

No file chosen

Capacity Details

Make \*

Capacity(in KVA) \*

Quantity \*

Rating \*

Add

Save

Reset

- To start with enter all the details of new purchase order. Supplier name has to be selected from the drop down.
- Then select the make and capacity from the dropdown.
- Enter quantity and click on the button “Add”.

Details entered are shown in the grid at the bottom of the screen as shown below:

**Capacity Details**

Make \*  Capacity(in KVA) \*

Quantity \*

**Add**

Make	Capacity	Quantity	Delete
ANDREW YULE&CO.LTD	150	2	
ANDREW YULE&CO.LTD	250	2	

**Save** **Reset**

- As could be seen, all the details of the make, capacity and quantity entered is displayed with provision to delete, if any wrong entry is made by clicking on “X” icon.
- After ensuring the entries made is correct click on “Save” button.
- “Saved successfully” message is displayed confirming that the data is save.
- Click on “OK” button to return.
- Saved data is displayed.
- If any modifications are to be made in the already entered data, the same could be modified.
- After modification click on “Update” button provided.
- “Updated successfully” message is displayed.
- Click on “OK” button.
- If some more new purchase order details are to be fed, click on “Reset” button and repeat the above steps.
- To view the details of all the Purchase Orders placed click on “PO Master View” button provided on right hand top corner.

#### Steps to be followed to edit details of Purchase Order:

- Login to DTLMS with the username and password.
- Click on “Admin Activities”.
- Sub-modules under Admin Activities are listed.
- Click on Masters and select “Purchase Order”.
- List of all the Purchase Orders are displayed.
- Click on “Edit” icon provided against Purchase Order details to be modified.
- Details of the selected Purchase Order are displayed for modification.
- Except PO Number, Date and PO Amount, all other fields can be modified.
- Make necessary modifications required.
- Click on “Update” button.
- “Updated successfully” message is displayed.
- Click on “OK” button.

#### 3.12 Feeder Master:

This form is used to view the existing Feeders available in the logged in unit / also Create New Feeders location wise (ex: Zone, Circle, division, subdivision and account unit).

#### Steps to be followed to View Feeder Master / Create New Feeder details:

- Login to DTLMS with the username and password.
- Click on Masters.

- Sub-modules under masters are listed.
- Click on “Feeder Master”.

Following screen is displayed listing all the Feeders available in the logged in unit.

The screenshot shows the 'Feeder View' interface. At the top, there are filters for 'Circle' (dropdown), 'SubDiv Code' (dropdown), 'Division' (dropdown), and 'Acc Unit' (dropdown). A 'New Feeder' button is in the top right. Below the filters are 'Load' and 'Export Excel' buttons. The main area contains a table with the following data:

Station Name	Feeder Name	Feeder Code	Office Name	Feeder Category	Edit
ADDIHALLI	CHATTANAHALLI	3711	BELLUR	AGRI(NJY AGRI)	
ADDIHALLI	BINDIGANAVILE	3712	BELLUR	NJY	
ADDIHALLI	NARGONAHALLY	3713	BELLUR	AGRI(NJY AGRI)	
ADDIHALLI	MAYAGONAHALLY	3714	BELLUR	AGRI(NJY AGRI)	
ADDIHALLI	KOOCHAHALLY	3715	BELLUR	AGRI(NJY AGRI)	
ADDIHALLI	SATHENAHALLI	3716	BELLUR	RURAL(MIXED)	
ADDIHALLI	MADIHALLY	3717	BELLUR	RURAL(MIXED)	
ADDIHALLI	BIDRAKERE	3718	NUGGEHALLI	RURAL(MIXED)	

- Further the user can view the Feeders available in a particular Division / sub division / accounting unit by entering the relevant details at the top of the entry screen and clicking on “Load” button.
- For creating a New Feeder, click on “New Feeder” button provided on right top corner of the screen.

Following screen is displayed for making necessary entries.

The screenshot shows the 'Feeder Master' interface. It has a 'Feeder View' button in the top right. The form contains the following fields:

- District Name \* (dropdown)
- Taluk Name \* (dropdown)
- Station Name \* (dropdown)
- Bank Name (dropdown)
- Bus Name (dropdown)
- Office Code \* (text input with a search button 'S')
- Feeder Code \* (text input)
- Feeder Name \* (text input)
- Feeder Type \* (dropdown)
- Feeder Category \* (dropdown)
- Shared \* (dropdown)
- Connected Transformer Centre capacity (KVA) \* (dropdown)
- MDM FeederCode (text input)
- Total No of Transformer Centre (text input)

At the bottom, there are 'Save' and 'Reset' buttons. A note at the bottom left states: "Note : Add or Replace Office Code by Selecting/DeSelecting from checkbox".

- All the fields are entered by selecting the relevant item from the drop down. With respect to office code click on search button. A dialogue box is opened for searching the code, check the box for relevant entry and click on “Proceed” button.
- After entering the details, click on “Save” button.

- “Feeder information saved successfully” message is displayed confirming that the information is saved.
- Click on “OK” button.
- User can continue entering further new feeder details if any by following the above steps or can click on “Feeder View” to check the entry in the table.

#### 4. Failure / Enhance:

This module is used to report failure of distribution transformer, proposal for enhancing the capacity of DTR, Work Order, Indent, Invoice, Decommissioning and RI approval through following 7 sub modules:

1. Failure Entry.
2. Enhancement.
3. Work Order.
4. Indent.
5. Invoice.
6. Decommissioning.

Process of initiating the failure entry / proposal for enhancement, is vested with Section Officer. All the other options offer only view.

##### 4.1 Failure Entry:

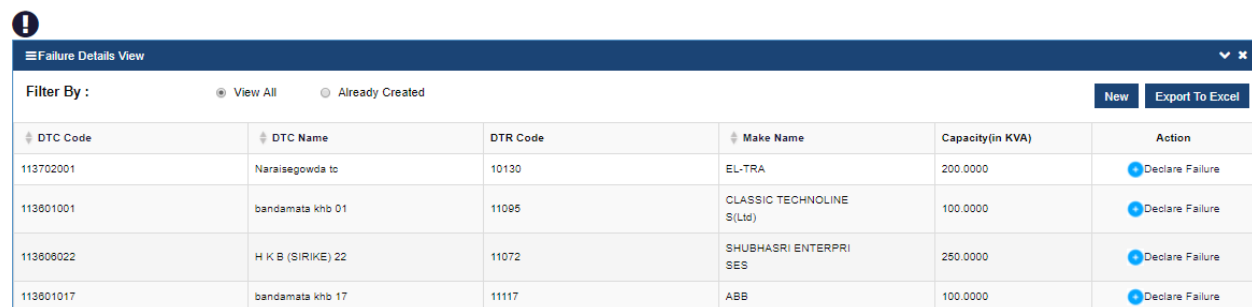
This module can be operated on by the user having Section Officer Role.

##### Steps to be followed to declare DTR failure:

- Login to DTLMS with the username and password.
- Click on Failure / Enhance module provided on the left side panel.
- Sub-modules under Failure / Enhance are listed.
- Click on “Failure Entry”.

Following screen is displayed listing all the DTCs available in the logged-in unit in the format shown below:

##### Failure Details View



DTC Code	DTC Name	DTR Code	Make Name	Capacity(in KVA)	Action
113702001	Naraisegowda to	10130	EL-TRA	200.0000	<a href="#">Declare Failure</a>
113601001	bandamata khb 01	11095	CLASSIC TECHNO LINE S(Ltd)	100.0000	<a href="#">Declare Failure</a>
113606022	H K B (SIRIKE) 22	11072	SHUBHASRI ENTERPRISES	250.0000	<a href="#">Declare Failure</a>
113601017	bandamata khb 17	11117	ABB	100.0000	<a href="#">Declare Failure</a>

- There are 2 radio buttons on the top of the screen, one with the caption “view all” and the other “already created”.

- By default, “view all” radio button is activated.
- When “already created” radio button is enabled, it will list out all the failed DTRs for which Failure details has been created.
- In the screen select the DTR to be declared as failed by using the search option given at the bottom of the screen giving any of the parameters and click on search icon / click on “declare failure in respect of the DTR code / by clicking “New” button provided at the top right of the screen.

On clicking the “New” link “Declare Failure” page will open as shown below.

- Select the DTC code by clicking on search button or enter the DTC code if known and click on search button.
- All the details relating to the selected DTC is automatically populated.
- The user has to ensure whether the selection made is correct before proceeding to enter the failure details.
- After entering Failure details click on “Save” button.
- “DTC failure declared successfully” message is displayed.



- Click on “OK” button.
- If any more failure is to be declared, click on “Reset” button and repeat the above steps.
- Click on “close” button to return to Failure Details view screen.

#### To view the DTCs failed for which Failure has been created:

- Login to DTLMS with the username and password.
- Click on Failure / Enhance module provided on the left side panel.
- Sub-modules under Failure / Enhance are listed.
- Click on “Failure Entry”.
- Click on radio button “already created”.

Following screen is displayed listing all the failed DTCs for which Failure is created:

#### Failure Details View

DTC Code	DTC Name	DTR Code	Make Name	Capacity(in KVA)	Action
113605006	H K B (SIRIKE) 06	11056	RVT	50.0000	View

- To view the Failure Entry details, user has to click on the icon under the column “Action”, in respect of the required DTC.
- User can also select the required DTC by entering the relevant details in the search option provided at the end of the page and clicking on search button.
- All the details already fed relating to the failure is displayed. At the bottom of the page “view” button is provided.
- Click on “view” button.
- “Failure report” of the failed transformer will be displayed.
- The report can also be printed by clicking on the print icon available on the top left corner of the web page.

## 4.2 Enhancement Entry

This module is used when the failed transformer has to be replaced with a higher capacity.

#### Steps to be followed to propose for enhancement of DTR capacity:

- Login to DTLMS with the user name and password.
- Click on Failure / Enhance module provided on the left side panel.
- Sub modules under Failure / Enhance are listed.
- Click on “Enhancement”.

Following screen is displayed listing all the DTCs available in the logged-in unit as shown below:

## Capacity Enhancement View



Enhancement Details View					
Filter By :		<input checked="" type="radio"/> View All	<input type="radio"/> Already Created	<input type="button" value="New"/> <input type="button" value="Export To Excel"/>	
DTC Code	DTC Name	DTR Code	Make Name	Capacity(in KVA)	Action
113801001	bandamata khb 01	11095	CLASSIC TECHNOLOGIES (LTD)	100.0000	<input type="button" value="Declare"/>
113800022	H K B (SIRIKE) 22	11072	SHUBHASRI ENTERPRISES	250.0000	<input type="button" value="Declare"/>
113801017	bandamata khb 17	11117	ABB	100.0000	<input type="button" value="Declare"/>
113801003	bandamata khb 03	11081	ELECTRIC CONSTRUCTION AND EQUIPMENT CO. LTD	100.0000	<input type="button" value="Declare"/>

- User can select the required DTC by entering the details in the search option at the bottom of the screen by giving any of the parameters and clicking on search button.
- Click on “Declare” button in respect of the desired DTC for which enhancement is to be proposed.

Following screen is displayed showing all the details relating to the DTC. After ensuring that the DTC displayed is the correct selection, enter the date of enhancement and reason for enhancement.

Transfomer Centre Code <input type="text" value="113804024"/> <input type="button" value="S"/>		Section <input type="text" value="O&amp;M - RR Layout"/>
Transfomer Centre Name <input type="text" value="Jnanabharathi Layout TC"/>		DTr Code <input type="text" value="38167"/>
Service Date <input type="text" value="20/04/2018"/>	DTr Make <input type="text" value="ABB"/>	
Load KW <input type="text" value="0"/>	DTr Serial Number <input type="text" value="npp38167"/>	
Load Hp <input type="text" value="0"/>	Capacity Enhanced(in KVA) * <input type="text" value="--Select--"/>	
Transfomer Centre Commission Date <input type="text" value="20/04/2018"/>	Reason * <input type="text"/>	
DTr Commission Date <input type="text" value="23/05/2018"/>	Transfomer Centre Reading <input type="text"/>	
Capacity(in KVA) <input type="text" value="100"/>	Upload LTVR File <input type="button" value="Choose File"/> No file chosen	

- After entering the data click on “Save” button.
- “DTC enhancement declared successfully” message is displayed.
- Click on “OK” button.
- If any more DTCs are to be declared for enhancement, click of “Reset” button, enter the DTC code and click on search button / click on search button and select from the list.
- Repeat the above steps.
- To return to capacity enhancement view click on “Close” button provided on the right hand top corner of the screen.

#### 4.3 Work Order:

In this module work order details relating to failure / enhancement / new DTC can be viewed.

#### Steps to be followed:

- Login to DTLMS with the username and password.
- Click on Failure / Enhance module provided on the left side panel.

- Sub modules under Failure / Enhance are listed.
- Click on “Work Order”.

Following screen is displayed as shown below:

#### Work Order View

- User can select the type from the drop down to view the list of work orders created against the type selected.
- User can view the required work order by clicking on view icon under action column.

#### 4.4 Indent:

In this module, the user can view all the work orders created with major details like DTC code, DTR code, whether indent is created or not and indent number in a table format. User can view work orders relating to failure / enhancement by selecting the same from the drop down under ‘type’.

#### Steps to be followed:

- Login to DTLMS with the username and password.
- Click on Failure / Enhance module provided on the left side panel.
- Sub-modules under Failure / Enhance are listed.
- Click on “Indent”.

Following screen is displayed as shown below:

#### Indent View

- To view the indent, click on “view” icon under Action column.
- Now click on “view” button at the bottom of the screen.
- Actual indent generated is displayed. Hard copy also can be taken by clicking on the print icon.

#### 4.5 Invoice:

In this module, the user can view all the indents created by field officers for which action is to be taken to issue materials.

**Steps to be followed:**

- Login to DTLMS with the username and password.
- Click on Failure / Enhance module provided on the left side panel.
- Sub modules under Failure / Enhance are listed.
- Click on “Invoice”.

Following screen is displayed as shown below:

**Invoice View**

! Invoice View

Type: Failure

DTC Failure Invoice Details

WO No	Indent No	Indent Date	Invoice Issued	Invoice No	Invoice Date	Action
No Records Found						

- To view the invoice, click on “view” icon under action column or by entering the parameters at the bottom of the screen and click on search icon. Click on “view” button available at the bottom of the screen to generate invoice in the prescribed format.
- Invoice can be printed by clicking on the print icon.
- Click on “Print Gate Pass” to print the same.

**4.6 Decommissioning:**

In this module, all DTCs for which Invoice is created are shown in grid. User can view / print the details relating to the selected DTC.

**Steps to be followed:**

- Login to DTLMS with the username and password.
- Click on Failure / Enhance module provided on the left side panel.
- Sub modules under Failure / Enhance are listed.
- Click on “Decommissioning”.

Following screen is displayed as shown below:

**Decommissioning Details View**

! Replacement Details View

Type: Failure Export To Excel

DTC Failure Decommissioning Details :

DTC Name	DTR Code	Indent No	Invoice No	Action
No Records Found				

- User can select Type from drop down [Either Failure or Enhancement DTC].
- Click on “view” under Action column in respect of the DTC details to be viewed.

- If the document is to be printed click on “View”, a report is generated which can be viewed / printed by clicking on the print icon.

## 5. Repairer Management:

This module is used to send failed DTR to Repairer / Supplier, checked whether Repaired or not and Repaired DTR delivers to Store through following 3 sub modules:

1. Fault DTR search.
2. Pending to Test.
3. Pending to Receive.

### 5.1 Fault DTR Search:

This module can be operated on by the user having Store Keeper role.

#### Steps to be followed to send failed DTR to Repairer / supplier:

- Login to DTLMS with the username and password.
- Click on DTR Repairer management module provided on the left side panel.
- Sub-modules under DTR Repairer management are listed.
- Click on “Fault DTR search”.
- Click on “Load Fault Transformer”.

Following screen is displayed listing all the DTRs available in the logged-in unit in the format shown below:

Faulty Transformer Search

Make

--Select--

Capacity(in KVA)

--Select--

Store

KOLAR DIVISION

Guarantee Type

Select

Load Fault Transformer

Reset

Export To Excel

Select	DTR Code	DTr SIno	Make Name	Capacity(in KVA)	Manf. Date	Sent To Repairer	Guarantee Type	STATUS
<input type="checkbox"/>	1403	23199	SVR	100	01-JAN-2013	0		Already Sent
<input type="checkbox"/>	1423	0319705081	KAVIKA	100	01-MAY-1997	0	AGP	Already Sent
<input type="checkbox"/>	1635	CSK-100/06	No Name Plate(NNP)	100		0		Already Sent
<input type="checkbox"/>	1901	0210003017	KAVIKA	63	01-JAN-2010	0		PENDING
<input type="checkbox"/>	1915	KEL01201592847	KEL	25	01-JAN-2015	0		PENDING

- User can filter the DTR by selecting Make name and Capacity in dropdown list.
- All the details relating to the selected DTR is automatically populated.
- Select the DTR code by clicking on check box and click on “click to send for Supplier / Repairer”, following page will be displayed.

## Fault Transformer Issue

Close

Supplier / Repairer Details

Guarantee Type
-Select-

Type
-Select-

Supplier/Repairer

Name

Phone

Address

Issue Details

Issue Date

PO No

PO Date

Invoice Date
13/04/2018

Invoice No
181900001

Manual Invoice NO

Select Old PO NO
S

Remarks

Save
Reset

Selected Transformer

DTr Code
S

Make
Load

DTr Code	Make Name	Capacity(in KVA)	Manf. Date	Purchase Date	Remove
1901	KAVIKA	63	01-JAN-2010		X

GatePass

Vehicle No

Challen Number

Receipt Name

Print GatePass

- User has to select “Guarantee type”, i.e. “AGP” (after guarantee period), “WGP” (within guarantee period) or “WRGP” (within repairer guarantee period) and “Type” i.e. Supplier or Repairer from the dropdown.
- Based on Type, user can select Supplier or Repairer, as soon as selecting Supplier / Repairer, their name, Ph no. and address will be displayed.
- Next step is, user should enter Issue date, PO no, PO date, Invoice date and Invoice no. will load automatically.
- Selected Transformer in “Fault DTR search” form will be displayed in “Selected Transformer” as show above.
- User can delete the DTR by clicking on **Red symbol (X)**.
- User can add the DTR by selecting DTR code in DTR Search and clicking on “Load”.
- By clicking on “save”, user can send DTR to Supplier / Repairer.
- Click on “close” button to return to “Fault DTR search” screen.

## 5.2 Pending to Test:

This module can be operated on by the user having AEE LT role.

## Steps to be followed to Test whether Repaired or not.

- Login to DTLMS with the username and password.
- Click on DTR Repairer management module provided on the left side panel.
- Sub-modules under DTR Repairer management are listed.
- Click on “Pending to Test”.

Following screen is displayed.

Transformer Inspection at Repair Center

Purchase Order No \* PO-01MAR S Make --SELECT--

Capacity(in KVA) --Select--

Load Pending Transformer Reset Export To Excel

Select	DTr Code	DTr SIno	Make Name	Capacity(in KVA)	Issue Date	PO No
<input type="checkbox"/>	824	12D0730043	Chethan	250	01-MAR-2018	PO-01MAR
<input type="checkbox"/>	822	2502012110773	CLASSIC TECHNOLINE S(Ltd)	250	01-MAR-2018	PO-01MAR

- By selecting Purchase Order and clicking on “Load Pending transformer”, Repaired DTRs are displayed.
- User can filter the DTRs by selecting Repairer, supplier, make and Capacity.

Transformer Inspection at Repair Center

Transformer Inspection at Repair Center

Purchase Order No \* PO-01MAR S Make --SELECT--

Capacity(in KVA) --Select--

Load Pending Transformer Reset Export To Excel

Select	DTr Code	DTr SIno	Make Name	Capacity(in KVA)	Issue Date	PO No
<input type="checkbox"/>	822	2502012110773	CLASSIC TECHNOLINE S(Ltd)	250	01-MAR-2018	PO-01MAR

Click to Inspect

- Select the DTR by clicking on Check box and click on “Click to Inspect” button to enter test Result.

Following screen is displayed.

## Transformer Inspection at Repair Center

Close

Store

N R MOHALLA

Purchase Order No.

PO-01MAR

Issue Date

01-MAR-2018

Old Purchase Order No.

Tested By \*

--Select--

Tested On \*

Testing Location \*

--Select--

Remarks

done

Save

Reset

DTR Code	DTR SIno	Make Name	Capacity(in KVA)	Manf. Date	Testing Result	Remarks	Upload Document	Remove
822	2502012110773	CLASSIC TECH NOLINES(Ltd)	250	01-JUL-2012	<input type="radio"/> Pass <input type="radio"/> Fail <input type="radio"/> Scrap <input type="radio"/> None		<input type="button" value="Choose File"/> No file chosen	✖

- Store name, purchase Order no., and Issue date is displayed automatically.
- User should select Tested by, Tested On, and Testing location.
- And user should click on relevant radio button under testing results column, based on test result and enter Remarks and click on “save”.
- Click on “close” button to return to “Transformer Inspection at repairer” screen.
- Repeat the above procedure to test different transformers.

## 5.3 Pending to Receive:

This module can be operated on by the user having Store officer / Store Keeper role.

## Steps to be followed to receive pending transformer.

- Login to DTLMS with the username and password.
- Click on DTR Repairer management module provided on the left side panel.
- Click on “Pending to Receive” Sub module.

Following screen is displayed.

## Transformer Pending to Recieve

!

Transformer Pending to Recieve

Purchase Order No

POO-22

S

Supplier

--SELECT--

Repairer

--SELECT--

Load Pending Transformer

Reset

Testing Pass Details

Export Excel

PO No	PO Date	Issue Date	Supplier/Repairer	Total Quantity	Pending Qty for Recieve	Recieved Quantity	Recieve
POO-22	22-NOV-17	22-NOV-17	DINU ENTERPRIZES	4	3	0	

Pending for Testing

Export Excel

PO No	PO Date	Issue Date	Supplier/Repairer	Total Quantity	Pending Qty for Testing
POO-22	22-NOV-17	22-NOV-17	DINU ENTERPRIZES	4	1

- User can filter the “Testing pass details” and “Pending for Testing details” by selecting Purchase Order no., Supplier and Repairer by Dropdown list.

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- Click on Receive to receive DTR to store i.e. only passed DTRs are displayed in “Testing pass details” and test pending DTRs are displayed in “Pending for Testing”.

Following screen is displayed.

Receive Transformers Close

---

Store \*  Deliver Date \*

Verified By \*  RV No \*

Deliver Challen No. \*  RV Date \*

---

Receive Pending Transformers Close

STATUS	Select	DTR Code	DTR SIno	Make Name	Capacity(in KVA)	Manf. Date	warranty Period	GUARENTEE TYPE	warranty Period (In Year)	Test Document
SCRAP	<input type="checkbox"/>	1031	9388	NGEF	250	01-JAN-2000		--Select--		Report Not Available
SCRAP	<input type="checkbox"/>	895	22308	KIEL	250	01-JAN-1990		--Select--		Report Not Available
PASS	<input type="checkbox"/>	1090	23400	SVR	100	01-JUL-2013		--Select--		Report Not Available

- User should enter “Deliver challan no.”, “Deliver date” and “Verified by” from dropdown.
- Select checkbox of DTRs and click on Receive, DTRs are delivered to Store.
- Click on “close” button to return to Transformer Pending screen.

## 6. Scrap Transformer

This module is used to Declare the DTR as Scrap and action for further disposal.

Following are two sub modules of this main module:

1. Scrap Transformer.
2. Scrap Disposal.

### 6.1 Scrap Transformer:

This module can be operated on by the user having Store officer / Store Keeper role.

#### Steps to be followed to Declare the DTR as Scrap:

- Login to DTLMS with the username and password.
- Click on Scrap Transformer module provided on the left side panel.
- Sub-modules under Scrap Transformer are listed.
- Click on “Scrap Transformer”.
- Click on “Load Fault Transformer”.

Following screen is displayed listing all the DTRs available in the logged-in unit in the format shown below:

**Faulty Transformer Search**

Store: N R MOHALLA      Capacity(in KVA): --Select--

Make: --Select--

**Load Fault Transformer**      **Reset**      **Export Excel**

Select	DTR Code	DTR SIno	Make Name	Capacity(in KVA)	Manf. Date	Supplier
<input type="checkbox"/>	1007	22982	SVR	100	01-JUL-2012	

**Send For Scrap**

- User can filter the DTR by selecting Make name and Capacity in dropdown list.
- All the details relating to the selected DTR is automatically populated.
- Select the DTR code by clicking on check box and click on “Send for Scrap”, following page will be displayed.

**Scrap Entry** Close

OM No \*       OM Date \*

Remarks \*

**Save**      **Reset**

**Selected Transformer**

DTR Code	Make Name	Capacity(in KVA)	Manf. Date	Purchase Date	Supplier	Remove
69993	KEL	63	01-JAN-1999			

- User has to enter OM No., OM date and Remarks.
- User can delete the DTR by clicking on Delete symbol (X).
- User can add the DTR by selecting DTR code in DTR Search and clicking on “Load”.
- By clicking on save, DTR can be declared as scrap.
- Click on “close” button to return to fault DTR search screen.

## 6.2 Scrap Disposal:

This module can be operated on by the user having Store officer / Store Keeper role.

### Steps to be followed to Dispose scrapped DTR:

- Login to DTLMS with the username and password.
- Click on Scrap Transformer module provided on the left side panel.
- Sub-modules under Scrap Transformer are listed.
- Click on “Scrap Disposal”.

Following screen is displayed

## Scrap Entry View

**Scrap Entry View**

OM No  S Capacity(in KVA) --Select--  
 Make --Select-- Store \* R R NAGAR

Load Scrap Transformers Reset Export Excel

Select	DTr Code	Make Name	Capacity(in KVA)	Manf. Date	Supplier
<input type="checkbox"/>	971	KEL	100	01-MAR-2002	

Send to Dispose

- Select OM No. by click on search and click on “Load scrap transformer”, Scrap entered DTRs are loaded.
- User can filter the DTRs by selecting “make” in dropdown and “capacity” in dropdown.
- Select DTR by clicking on checkbox and click on “send to Dispose”.

Following screen is displayed.

**Scrap Disposal** Close

Invoice No \* 12161700073 Send To   
 Invoice Date \* 14/09/2016 Description \*   
 Quantity \* 1  
 Amount \*

Save Reset

**Selected Transformer**

DTr Code  S Make  Load

DTr Code	Make Name	Capacity(in KVA)	Manf. Date	Purchase Date	Supplier	Remove
971	KEL	100	01-MAR-2002			

**CatePass**

Vehicle No \*  Challen Number \*   
 Receipt Name \*

Print CatePass

- User should enter OM No., amount & Description and Quantity is automatically loaded based on DTRs.
- User can delete the DTR by clicking on Delete symbol (X).

- User can add the DTR by selecting DTR code in DTR Search and clicking on “Load”.
- By clicking on save, user can disposal the DTRs.
- Click on “close” button to return to Scrap Entry view screen.

## 7. Maintenance

This module is mainly used to track the maintenance details of the DTR.

Following sub module under this module:

1. Preventive Maintenance.
2. Maintenance

### 7.1 Preventive maintenance:

This module can be operated on by the user having Section Officer role.

**Steps to be followed to entered the maintenance details:**

- Login to DTLMS with the username and password.
- Click on Maintenance module provided on the left side panel.
- Sub-modules under Maintenance are listed.
- Click on “Preventive Maintenance”.

Following screen is displayed listing all the DTRs available in the logged-in unit in the format shown below:

Preventive Maintenance View

DTC Name	DTC code	DTR Code	Maintenance Type	Last Service Date	Edit
mallasandra circle to	113503002	11361	QUARTERLY	12/01/2018	
mallasandra cakadure to	113503003	10001	QUARTERLY	12/01/2018	

- There are 2 radio buttons on the top of the screen, one with the caption “Quarterly” and the other “Half yearly”.
- By default, “Quarterly” radio button is activated.
- When ‘Half yearly’ radio button is enabled, it will list out all the DTRs which are due for half yearly maintenance.
- In the screen select the DTC to enter maintenance details by using the search option given at the bottom of the screen giving any of the parameters and click on search icon / click on “Edit in respect of the DTR code / by clicking “New” button provided at the top right of the screen.
- On clicking the “Edit” link, “DTC maintenance” page will open as shown below.
- Maintenance type is disabled based on “Last service date” whether quarterly or half yearly.
- All the details relating to the selected DTC is automatically populated.
- The user has to ensure whether the selection made is correct before proceeding to enter the Maintenance details.
- After entering maintenance details click on “Save” button.

- “Maintenance details saved successfully and display next maintenance date” message is displayed.
- Click on “OK” button.
- If any more maintenance is to be entered, click on “Reset” button and repeat the above steps.
- Click on “close” button to return to maintenance view screen.

## 7.2 Maintenance:

This module can be operated on by the user having Section officer role.

### Steps to be followed to view maintained DTC details and Update the details:

- Login to DTLMS with the username and password.
- Click on Maintenance module provided on the left side panel.
- Sub modules under Maintenance are listed.
- Click on “Maintenance”.

Following screen is displayed listing all the DTRs available in the logged-in unit in the format shown below:

#### Maintenance View

DTC Name	DTC code	DTR Code	Maintenance Type	Last Service Date	Maintenance By	Edit
mylsandra bar tc	113503001	11365	QUARTERLY	25-MAR-2018	SECTION OFFICER	
bandamata kthb 04	113503024	118752	QUARTERLY	30-MAR-2018	SECTION OFFICER	

- There are 2 radio buttons on the top of the screen, one with the caption “Quarterly” and the other “Half yearly”.
- By default, “Quarterly” radio button is activated.

- When “Half yearly” radio button is enabled, it will list out all the DTCs which are half-yearly maintained.
- In the screen, select the DTC to entered maintenance details by using the search option given at the bottom of the screen giving any of the parameters and click on search icon / click on “Edit in respect of the DTC code / by clicking “New” button provided at the top right of the screen.
- On clicking the “Edit” link “DTC maintenance” page will open as shown below.
- User can also enter maintenance details by clicking on New and selecting DTC.

DTLMS Maintenance

DTC Code \*  
DTC Name \*  
DTC Code \*

113503001  
myisandra bar ic  
11395

Type Of Maintenance \*  
Maintenance Date \*  
Maintained By \*

QUARTERLY  
25/03/2018  
SECTION OFFICER

Update

Connections \*  
Fuses \*  
Oil leakage \*  
Bushings \*  
Breather \*  
DANGER Plates \*  
Anti-Climbing Devices \*

Tested OK  
Tested OK  
Tested OK  
Tested OK  
Tested OK  
Tested OK  
Tested OK

Lightning Arrestor \*  
G.O Switches \*  
Load Balancing \*  
Supports \*  
Explosion Vent Diaphragm \*  
Arcing horns \*  
Earthing \*  
General Condition Nuts \*  
LT switch/LT Protection R1 \*

Tested OK  
Tested OK  
Tested OK  
Tested OK  
Tested OK  
Tested OK  
Tested OK  
Tested OK

DTC Code	DTC Code	Maintenance Date	Maintained By	Maintenance Type
113503001	11395	25/03/2018	SECTION OFFICER	HALF YEARLY
113503001	11395	25/03/2018	SECTION OFFICER	QUARTERLY

Enter Dtc Code  
Enter DTC Code

#### Steps to be followed to edit details of Maintenance:

- Login to DTLMS with the username and password.
- Click on Maintenance.
- Sub modules under Maintenance are listed.
- Click on “Maintenance”.
- List of all the Maintained DTCs are displayed.
- Click on “Edit” icon provided against DTC details to be modified.
- Details of the selected DTCs are displayed for modification.
- Except DTC name, DTC code, Maintenance Type Date and DTR code, all other fields can be modified.
- Make necessary modifications required.
- Click on “Update” button.
- “Updated successfully and next Maintenance date” message is displayed.
- Click on “OK” button.

## 8. Inter Store Transfer

This module is used to Transfer DTRs from one store to another through following 3 sub modules:

1. Store Indent.
2. Store Invoice.
3. Receive Transformer.

### 8.1 Store Indent:

This module can be operated on by the user having Store Keeper role.

**Steps to be followed to requisition for required number of DTR from other store is initiated:**

- Login to DTLMS with the user name and password.
- Click on Inter-Store Transfer module provided on the left side panel.
- Sub-modules under Inter-store transfer are listed.
- Click on “Store Indent”.

Following screen is displayed.

Store Indent View				
Filter By : <input checked="" type="radio"/> Pending for Invoice <input type="radio"/> Completed Invoice for Indent <span>New</span> <span>Export Excel</span>				
Indent Number	Indent Date	Requested No. of Transformers	To Store	View
11171800329	03-MAR-2018	1	H N PURA	
11171800315	23-FEB-2018	7	ARSIKERE	
11171800310	21-FEB-2018	3	PANDAVAPURA	
11171800309	19-FEB-2018	1	V V MOHALLA	

- There are 2 radio buttons on the top of the screen, one with the caption “Pending for Invoice” and the other “completion Invoice for Indent”.
- By default, “Pending for Invoice” radio button is activated.
- When “Completed for Indent” radio button is enabled, it will list out all the Indents for which Invoice has been created.
- Now click on “New” button provided on the right hand top corner of the screen.

Following screen is displayed for entering the details of the new Store Indent.

Capacity and Quantity

Capacity \*

--Select--

Quantity \*

Add

Capacity	Quantity	Delete
25	1	

Store Indent

Indent Number\*

11171800329

To Store\*

H N PURA

Indent date\*

03/03/2018

Description\*

remarks

- To start with enter all the details of new Store Indent.
- Then select the make and capacity from the dropdown.
- Enter quantity and click on the button “Add”.
- Detail entered is shown in the grid at the bottom of the screen as shown on the screenshot:
- As could be seen, all the details of capacity and quantity entered is displayed with provision to delete, if any wrong entry is made by clicking on “X” icon.
- Then “To Store” name has to be selected from the drop down and enter Indent date, Description.
- After ensuring the entries made is correct click on “Save” button.
- “Saved successfully” message is displayed confirming that the data is saved.
- Click on “OK” button to return.
- Saved data is displayed.
- To view the details of all the store indent placed click on “Close” button provided on right hand top corner.

Following screen is displayed.

Indent View

Store Indent View

Filter By :

☐ Pending for Invoice
 ☒ Completed Invoice for Indent

New

Export Excel

Indent Number	Indent Date	Requested No. of Transformers	To Store	View
142181900001	03-APR-2018	1	KENGERI	
141171800001	13-MAR-2018	1	R R NAGAR	
Enter Indent No				

## 8.2 Store Invoice:

This module can be operated on by the user having Store Keeper role with the approval of Store officer.

**Steps to be followed to generate the Invoice for Selected Indent:**



- Login to DTLMS with the username and password.
- Click on Inter-Store Transfer module provided on the left side panel.
- Sub-modules under Inter store transfer are listed.
- Click on “Store Invoice”.

Following screen is displayed.

#### Invoice View

**Invoice View**

Filter By :
☒ Pending Indent Request
☐ Invoice Raised

Export Excel

Indent No	Requested No. of Transformers	Pending No. Transformers	From Store	View
142171800004	1	1	R R NAGAR	
<input type="text" value="Enter Indent No"/>	<input type="text" value=""/>			

- There are 2 radio buttons on the top of the screen, one with the caption “Pending Indent Request” and the other “Invoice Raised”.
- By default, “Pending Indent Request” radio button is activated.
- When “Invoice Raised” radio button is enabled, it will list out all the Invoices for which Invoice has been created.
- Click on view it will show the fields below shown in snapshot but can’t create Invoice.
- To create Invoice, Store keeper should select the item from the “Approval Inbox” to approve.
- In Store keeper approval inbox, click on approve button to create Invoice.

Following screen is displayed for entering the details of the new Store Indent.

Store Invoice
Close

**Indent Information**

Indent Number \*

Indent Date

Request From Store
R R NAGAR

Quantity

Capacity(in KVA)	Requested No. of Transformers	Pending No. Of Transformers
250	1	1

Invoice Generation

Invoice Number\*

142181900002

Invoice Date\*

Remarks\*

DTr Code\*

S

Add

Approve

Reset

GatePass

Vehicle No

Challen Number

Receiptient Name

Print GatePass

- To start with enter all the details of new Store Invoice.
- Then select the Requested Capacity DTR from DTR code search.

Selected DTR is shown in the grid at the bottom of the screen as shown below:

Invoice Generation

Invoice Number\*

142181900002

Invoice Date\*

Remarks\*

DTr Code\*

S

Add

Approve


Reset

DTr Code	DTr Make Name	Capacity(in KVA)	Delete
11371	No Name Plate(NNP)	100	✖
11384	No Name Plate(NNP)	100	✖

- As could be seen, all the selected DTRs are displayed with provision to delete, if any wrong entry is made by clicking on “✖” icon.
- After ensuring the entries made is correct click on “Approve” button.
- “Approved successfully” message is displayed confirming that the data is saved.
- Click on “OK” button to return.
- Saved data is displayed.
- To view the details of all the store indent placed click on “Close” button provided on right hand top corner.

Following screen is displayed.

## Invoice View



Invoice View				
Filter By : <input type="radio"/> Pending Indent Request <input checked="" type="radio"/> Invoice Raised <span>Export Excel</span>				
Indent No	Requested No. of Transformers	Pending No. Transformers	From Store	View
142181900001	1	0	R R NAGAR	
141181900001	2	0		

**8.3 Receive Transformer:**


This module can be operated on by the user having Store Keeper role.

**Steps to be followed to Received Transformer to Store:**

- Login to DTLMS with the username and password.
- Click on Inter-Store Transfer module provided on the left side panel.
- Sub modules under Inter store transfer are listed.
- Click on “Receive Transformer”.

Following screen is displayed.

## Receive Transformer



Receive Transformer					
Filter By : <input type="radio"/> Pending To Receive <input checked="" type="radio"/> Already Received <span>Export Excel</span>					
Indent Number	Invoice Number	Invoice Date	From Store	No Of Transformers	View
142181900001	141181900001	03-APR-2018	KENGERI	1	
<input type="text" value="Enter Indent No"/>	<input type="text" value="Enter Invoice No"/>				

- There are 2 radio buttons on the top of the screen, one with the caption “Pending to receive” and the other “Already Received”.
- By default, “Pending to Receive” radio button is activated.
- When “Already Received” radio button is enabled, it will list out all the Invoices against which materials have been received in Store.
- In Store keeper approval inbox, click on approve button to Receive transformer.

Following screen is displayed for entering the details.

## Receive Transformer

Close

Indent Details

Indent Number

141171800001

Indent date

13-MAR-2018

Capacity(in KVA)

250

Quantity

1

Receive Transformer

Invoice Number

142171800002

Invoice Date

13-MAR-2018

Recieved From Store

R R NAGAR

Quantity

1

DTr Code	DTr SIno	DTr Make	Capacity(in KVA)	STATUS
11380	CTPL100577	No Name Plate(NNP)	250	REPAIR GOOD

RV No\*

45

Remarks\*

received

- To start with enter all the details of Receive DTR to Store.
- After ensuring the entries made is correct click on “Receive” button.
- “Received successfully” message is displayed confirming that the data is save.
- Click on “OK” button to return.
- Saved data is displayed.
- To view the details of the entire Received DTR click on “Close” button provided on right hand top corner.

Following screen is displayed.

## Receive Transformer

Receive Transformer

Filter By :

☐ Pending To Receive
 ☒ Already Received

Export Excel

Indent Number	Invoice Number	Invoice Date	From Store	No Of Transformers	View
141171800001	142171800002	13-MAR-2018	R R NAGAR	1	
Enter Indent No	Enter Invoice No				

## 9. Approval

This module is used to give Access Rights to particular Role, assigning approval priority as per the Role for Workflow Purpose through following 3 sub-modules:

1. Access Rights.
2. Approval Priority.
3. Approval Inbox.

### 9.1 Access Rights:

This module can be operated on by the user having Admin role.

**Steps to be followed to give access rights to the forms based on Role:**

- Login to DTLMS with the username and password.
- Click on “Admin Activities”, go to “Approval” sub-module provided.
- Sub modules under Approval are listed.
- Click on “Access Rights”.

Following screen is displayed.

Access Rights View

The screenshot shows the 'Access Rights' window. At the top, there is a header bar with a menu icon, the text 'Access Rights', and window control icons. Below the header, there are two dropdown menus. The first is labeled 'Module Name \*' and has a value of '-Select-'. The second is labeled 'Roles \*' and also has a value of '-Select-'. The rest of the window is empty.

- There are 2 drop downs on the top of the screen, one is “Module name” and the other one is “Roles”.
- Select Module name and Roles from dropdown.

Following Screen is displayed.

Access Rights View

The screenshot shows the 'Access Rights' window with the 'Module Name' dropdown set to 'Maintenance' and the 'Roles' dropdown set to 'SECTION OFFICER'. Below these, there is a table for selecting access rights. The table has two columns: 'Form Name' and 'Select'. The 'Form Name' column contains 'Maintenance'. The 'Select' column contains four checkboxes: 'ALL' (checked), 'CREATE', 'MODIFY/DELETE', and 'READ ONLY' (all unchecked). Below the table, there are two buttons: 'Update' and 'Reset'.

Form Name	Select
Maintenance	<input checked="" type="checkbox"/> ALL <input type="checkbox"/> CREATE <input type="checkbox"/> MODIFY/DELETE <input type="checkbox"/> READ ONLY

- User can assign access rights by selecting “module name” and “Roles”.
- User can give rights to create, modify, read only or all by selecting the checkbox.
- After ensuring the entries made is correct click on “Save” button.
- “Saved successfully” message is displayed confirming that the data is saved.
- Click on “OK” button to return.
- Saved data is displayed.

#### Steps to be followed to edit details of Access Rights:

- Login to DTLMS with the user name and password.
- Click on “Admin Activities”.
- Sub-modules under Admin Activities are listed.
- Click on “Approval” and click on “Access Rights”.
- Select “module name” and “Role” from the drop-down menu.
- Details of the selected module and Role are displayed for modification.
- All Fields can be modified.
- Make necessary modifications required.

- Click on “Update” button.
- “Updated successfully” message is displayed.
- Click on “OK” button.

## 9.2 Approval Priority:

This module can be operated on by the user having Admin role.

Steps to be followed for giving the Priority for Role for particular form:

- Login to DTLMS with the username and password.
- Click on “Admin Activities”, select sub-module “Approval”.
- Sub-modules under Approval are listed.
- Click on “Access Priority”.

Following screen is displayed.

### Priority Mapping

! Basic Details

Module Name \* --Select-- ▼ Form Name \* ▼

Approval Priority

Role Name \* ▼ Add

Note : Priority 1 is Creator of Selected Form

Save Reset

- There are 2 drop-downs on the top of the screen, one is “Module name” and the other one is “Form name”.
- Select Module name, Form name and Role name from drop-down to add.

Following Screen is displayed.

## Priority Mapping

**Basic Details**

Module Name \*  Form Name \*

Creator: STORE OFFICER, STORE KEEPER, AE(TECH)

**Approval Priority**

Role Name \*

Note : Priority 1 is Creator of Selected Form

Module Name	Role Name	Priority	Delete
Store Master	STORE OFFICER	1	<input type="button" value="X"/>
Store Master	STORE KEEPER	2	<input type="button" value="X"/>

- As could be seen, all the selected Roles are displayed with provision to delete, if any wrong entry is made by clicking on “X” icon.
- After ensuring the entries made is correct click on “Save” button.
- “Saved successfully” message is displayed confirming that the data is saved.
- Click on “OK” button to return.
- Saved data is displayed.

Following screen is displayed.

## Priority Mapping

**Basic Details**

Module Name \*  Form Name \*

Creator: SECTION OFFICER

**Approval Priority**

Role Name \*

Note : Priority 1 is Creator of Selected Form

Module Name	Role Name	Priority	Delete
Failure Entry	SECTION OFFICER	1	<input type="button" value="X"/>
Failure Entry	SUBDIV OFFICER	2	<input type="button" value="X"/>

## Steps to be followed to edit details of Access Rights:

- Login to DTLMS with the username and password.
- Click on the module “Admin Activities” and select Approval.
- Sub modules under Approval are listed.
- Click on “Access Priority”.
- Select “module name”, “form name” and “Role”.
- Details of the selected module, form name and Role are displayed for modification.
- Make necessary modifications required.

- Click on “Update” button.
- “Updated successfully” message is displayed.
- Click on “OK” button.

### 9.3 Approval Inbox:

This module can be operated on by the all users.

Steps to be followed to giving the Priority for Role for particular form:

- Login to DTLMS with the username and password.
- Click on Approval module provided on the left side panel.
- Sub-modules under Approval are listed.
- Click on “My Approval inbox”.

Following screen is displayed.

My Approval Inbox

**My Approval Inbox**

Filter By : ☒ Pending for Approval ☐ Already Approved ☐ Rejected

Subject:  Sent By:

From Date:  To Date:

**Load**

Subject	Description	Approved By	Created By	Approved On	Status	Action
Failure Entry	Failure Entry For DTC Code 11 3503019	SECTION OFFICER	SECTION OFFICER	11-APR-2018	PENDING	
Indent Entry	Indent pertaining to DTC Code - 113503041, DTC Name - test 8 for Work Order No F/-1	SECTION OFFICER	SECTION OFFICER	27-MAR-2018	PENDING	
Failure Entry	Failure Entry For DTC Code 11 3503038	SECTION OFFICER	SECTION OFFICER	27-MAR-2018	PENDING	

Callouts from Action column:

- Edit and Approve with comments
- Approve with comments
- Reject with comments
- View history

- There are 3 radio buttons on the top of the screen, one with the caption “Pending for approval”, “already approved” and other is “Rejected”.
- By default, “Pending for approval” radio button is activated.
- When “Already approved” radio button is enabled, it will list out all the approved and modified & approved details.
- When “Rejected radio button is enabled, it will list out all the Rejected details.
- By selecting Modify and Approve, User can edit the information entered by other user with comment which is Mandatory.
- By selecting Approve, User can approve the Record with comment which is Mandatory.
- By selecting Reject, User can reject the Record with comment which is Mandatory. Rejected Record will be sent back to Approval inbox of the person who created that record.

Following screen is displayed for modified and approving the details.



Comments for Approve/Reject

Comments \*

Modify and Approve

Reset

- User can also view the Approval History by Clicking on View History.

Following screen is displayed.

#### Approval History

Close

Approval History

DTC Code: 113503019    DTC Name: test1    DTr Code: 118758  
Work Name : Failure Entry For DTC Code 113503019  
Current Status : PENDING WITH SUBDIV OFFICER-

Approver	Created On	Comments
SECTION OFFICER	11-APR-18 01:47 PM	

- Click on “close” button to return to Approval inbox screen.
- When “Already approved” radio button is enabled, it will list out all the approved and modified & approved details.

Following screen is displayed.



#### My Approval Inbox

! My Approval Inbox

Filter By : ☐ Pending for Approval ☒ Already Approved ☐ Rejected

Subject: -Select--    Sent By: -Select--  
From Date:    To Date:

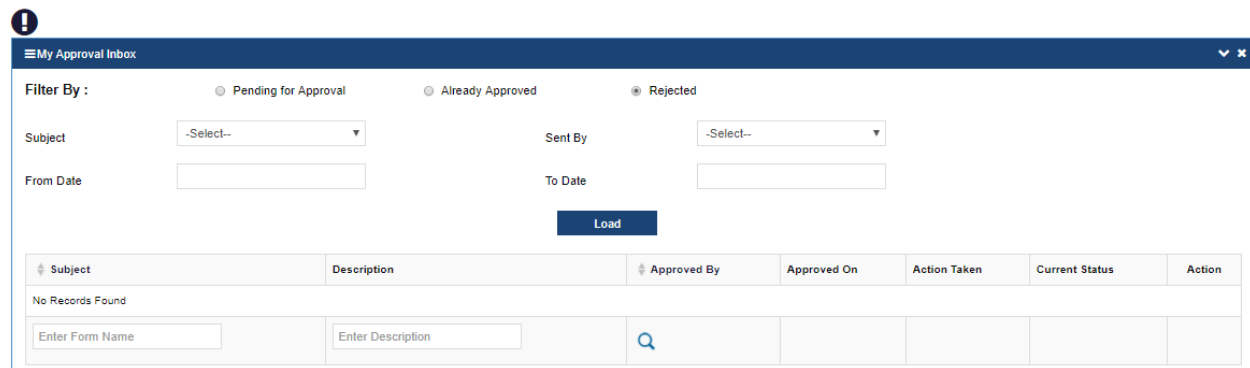
Load

Subject	Description	Approved By	Approved On	Action Taken	Current Status	Action
Indent Entry	Indent pertaining to DTC Code - 113503024, DTC Name - ban damata khb 04 for Work Order No GI-/4333	SECTION OFFICER	09-APR-2018	APPROVED	APPROVED	
Failure Entry	Failure Entry For DTC Code 11 3503022	SECTION OFFICER	09-APR-2018	APPROVED	APPROVED	

- User can View already approved details by clicking on View Symbol.
- User can also view the Approval history by clicking on “Approval history” symbol.
- When “Rejected” radio button is enabled, it will list out all the Rejected details.

Following screen is displayed.

## My Approval Inbox



The screenshot shows the 'My Approval Inbox' interface. At the top, there's a header bar with a menu icon and a close icon. Below it, a 'Filter By' section has three radio buttons: 'Pending for Approval', 'Already Approved', and 'Rejected'. The 'Rejected' option is selected. There are two dropdown menus for 'Subject' and 'Sent By', both currently showing '-Select--'. Below these are two date input fields for 'From Date' and 'To Date'. A 'Load' button is positioned below the date fields. The main content area features a table with columns: 'Subject', 'Description', 'Approved By', 'Approved On', 'Action Taken', 'Current Status', and 'Action'. A message 'No Records Found' is displayed above the table. Below the table, there are two input fields: 'Enter Form Name' and 'Enter Description', followed by a search icon.

- User can View already approved details by clicking on View Symbol.
- User can also view the Approval history by clicking on “Approval history” symbol.

## 10. Transaction

This module is used to request for an alert when the requested stock is available in particular store, Transformers which are currently available in the store and see the full details / Tracker of particular DTR and DTCs through following 3 sub modules:

1. Stock Alert.
2. Stock status.
3. DTR Tracker.
4. DTC Tracker.
5. DTR Allocation.

### 10.1 Stock Alert:

**Steps to be followed to request for an alert when the requested stock is available in particular store:**

- Login to DTLMS with the username and password.
- Click on Transaction module provided on the left side panel.
- Sub-modules under Transaction are listed.
- Click on “Stock Alert”.

Following screen is displayed for entering the details.

#### Stock Alert



The screenshot shows the 'Stock Alert' form. It has a header bar with a menu icon and a close icon. The form contains three input fields: 'Indent No \*' with a search button 'S' next to it, 'Failure Id', and 'DTr Capacity(In KVA)'. At the bottom, there are two buttons: 'Alert Me When Stock Arrives' and 'Reset'.

- To get an alert when stock is available, enter the indent number and click on search button (“S”) to populate the details of the indent. In case Indent details are not readily available the same

can be selected using search button given against the field. On clicking on the search button “S” following dialogue box is shown. Selection could be done based on the Indent number or by “Indent created by”.

**Search and Select Indent No**

Search By -- Select Type --

Search Value   Search

- In the dialogue box select the Indent number or Created by from the drop down provided.
- After selecting the appropriate search field from the drop down, click on search button.
- All the details relating to the search option is displayed in the table form as shown in the above screen shot.
- Now click on the relevant select button.

Automatically the details of the Indent No. are populated in the entry screen as shown below:

Stock Alert

**Stock Alert**

Indent No \*  S

Failure Id

DTr Capacity(in KVA)

Alert Me When Stock Arrives
Reset

- The user has to ensure whether the selection made is correct before proceeding.
- Now click on “Alert me when Stock arrives” button.
- “Indent Alert Saved successfully” message is displayed.
- Click on OK button.

## 10.2 Stock Status:

**Steps to be followed, to know the stock of Transformers Currently Available in the store:**

- Login to DTLMS with the username and password.
- Click on Transaction module provided on the left side panel.

- Sub-modules under Transaction are listed.
- Click on “Stock Status”.

Following screen is displayed.

Stock Status																				
Store Name	--Select--																			
STORE NAME	10	15	25	50	63	100	125	150	160	200	250	300	315	400	500	630	750	1000	1250	TOTAL
CENTRAL STORE	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
CHANDAPUR DIVISION	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
CHIKKABALLAPURA DIVISION	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
CHINTHAMANI DIVISION	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
CHITRADURGA DIVISION	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
DAVANAGERE DIVISION	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H S R	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
HARIHARA DIVISION	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
HEBBAL	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
HIRIYURU DIVISION	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
HOSKOTE DIVISION	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
INDRANAGAR	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
JAYANAGARA	0	0	0	0	4	3	0	0	0	1	3	0	0	0	0	0	0	0	0	11

User can search a particular Store based on Store name / Store Location by entering the relevant data and clicking on Search Icon.

### 10.3 DTR Tracker:

Steps to be followed to see full details of particular DTR:

- Login to DTLMS with the username and password.
- Click on Transaction module provided on the left side panel. Sub modules under Transaction are listed.
- Click on “DTR Tracker”.

Following screen is displayed.

DTR Tracker

DTR Tracker

DTR Code \*

S

[View DTR Details](#)

Type

--Select--

From Date

To Date

Load

Export Excel

DTR Basic Details

DTR SI No

DTR Make

Capacity(in KVA)

Repair Count

- Enter DTR code and click on search button (“S”) to populate the details. In case DTR details are not readily available the same can be selected using search button given against the field. On clicking on the search button “S” following dialogue box is shown. Selection could be done based on the DTR code or by “DTR SI no”.

**Search and Select TC CODE Details**

Search By DTr Code ▼

Search Value  Search

- In the dialogue box select the DTR code or DTR SI No. from the drop down provided.
- After selecting the appropriate search field from the drop down, click on search button.
- All the details relating to the search option is displayed in the table form as shown in the screen shot below.
- Now click on the Load button.
- Automatically the details of the selected DTR are populated in the screen as shown below.

**DTR Tracker**

DTr Code \* 10001 S Type --Select-- ▼

View DTr Details To Date

From Date  Load Export Excel

---

**DTR Basic Details**

DTr SI No KVK0407020313 DTr Make No Name Plate(NNP) Capacity(in KVA) 250

Repair Count 0

Date	Location	Status	View Details
14-MAR-2018 03:08 P M	SECTION : O&M - Channasandra	DTR FAILURE: 4	
13-MAR-2018 03:22 A M	SECTION : O&M - Channasandra	COMMISSIONED TO DTCCODE : 113503003	
13-MAR-2018 02:57 A M		NEW DTR CREATED	

- User can sort the details by selecting forms from 'Type' Dropdown and can get records for particular range of date by selecting "from date" and "to date".
- User can see the selected DTR details by clicking on "View DTR details".
- User can see the particular record details by clicking on "View" symbol in View Details column.

#### 10.4 DTC Tracker:

##### Steps to be followed to see full Details of particular DTC:

- Login to DTLMS with the username and password.
- Click on Transaction module provided on the left side panel.
- Sub-modules under Transaction are listed.
- Click on "DTC Tracker".

Following screen is displayed.

DTC Tracker

- DTC code is to be entered and search button ("S") to be clicked to populate the details. In case DTC details are not readily available the same can be selected using search button given against the field. On clicking on the search button "S" following dialogue box is shown. Selection could be done based on the DTC code or by "DTC Name".

DT_COD E	DT_NAME
113503001	mylasandra bar to
113503002	mailasandra circle to
113503003	mailasandra cakadure to

- In the dialogue box select the DTC code or DTC Name. from the drop down provided.

- After selecting the appropriate search field from the drop down, click on search button.
- All the details relating to the search option is displayed in the table form as shown in the screen shot below.
- Now click on the Load button.
- Automatically the details of the DTC are populated in the screen as shown below.

#### DTC Tracker

The screenshot shows the 'DTC Tracker' interface. At the top, there's a search bar with 'DTC Code' set to '113503001' and a 'Type' dropdown set to '--Select--'. Below this are 'From Date' and 'To Date' input fields. There are 'Load' and 'Export Excel' buttons. Below the search bar is a section titled 'DTC Basic Details' which shows 'DTC Name' as 'mysandra bar tc', 'DTr Code' as '11395', and 'Connected Load (KW)' as an empty field. Below this is a table with the following data:

Date	Status	DTR Code	View Details
16-MAR-2018 01:22 P M	DTC FAILURE	11395	
16-MAR-2018 01:22 P M	DTC REPLACED WITH NEW DTr Code: 11395	11395	
13-MAR-2018 12:57 P M	DTC FAILURE	11390	

- User can sort the details by selecting forms from 'Type' Dropdown and can get records for particular range of date by selecting "from date" and "to date".
- User can see the selected DTC details by clicking on "View DTC details".
- User can see the particular record details by clicking on "View" symbol in View Details column.

## 11. Location Masters

Following 8 Sub-modules are available under Location Masters:

1. Zone Master.
2. Circle Master.
3. Division Master.
4. Sub Division Master.
5. Section Master.
6. District Master.
7. Taluk Master.
8. Station Master.

### 11.1 Zone Master:

- Permission to use this master is vested with Admin only.
- This form is used to create / update the Zone related to BESCOM.

**Steps to be followed for creating / updating Circle Master:**

- Login to DTLMS as Admin with the username and password.
- Click on Admin Activities and click on Location Master.
- Sub-modules under Location masters are listed.
- Click on Zone.
- Following screen is displayed showing the details of all the Zones already created in the grid format.

#### Zone View

Zone ID	Zone Name	Edit
1	BMAZ-SOUTH	
2	BMAZ-NORTH	
3	BRAZ	
4	CTAZ	

Enter Zone ID:  Enter Zone Name:

- For creating New Zone, click on “new Zone” button available on the right top corner of the Zone view screen.
- On clicking on this button following entry screen is displayed:

#### Create Zone

Zone ID \*  Mobile \*

Zone Name \*  Phone \*

Name Of Head \*  Address \*

- Now enter the Name of the zone, name of Zone Head, Mobile, Phone and Email of the zone in the appropriate text boxes provided against each field name.
- Now click on “Save button” to save the data.
- A message “Saved Successfully” is displayed.
- Now click on “OK” button.
- In case one more new zone is to be created, repeat the above steps and save.
- Click on “Zone view” button to see the new Zone created are displayed in the grid.

#### For modifying the Zone master:

- Login to DTLMS as Admin with the username and password.
- Click on Admin Activities and click on Location Master.
- Sub-modules under Location masters are listed.
- Click on Zone. Following screen is displayed showing the details of all the Zones already created in the grid format.
- Click on “edit icon” in respect of the Zone to be edited.



- Details already entered is displayed. Now make necessary correction required and click on “Update” button to save the changes.
- Zone Code Cannot be edited.
- “Updated successfully” message is displayed confirming that the changes made are saved.
- Click on “OK” button. The saved data is displayed, so that the user can go through the details and if necessary can make further changes and click on “Update” button.

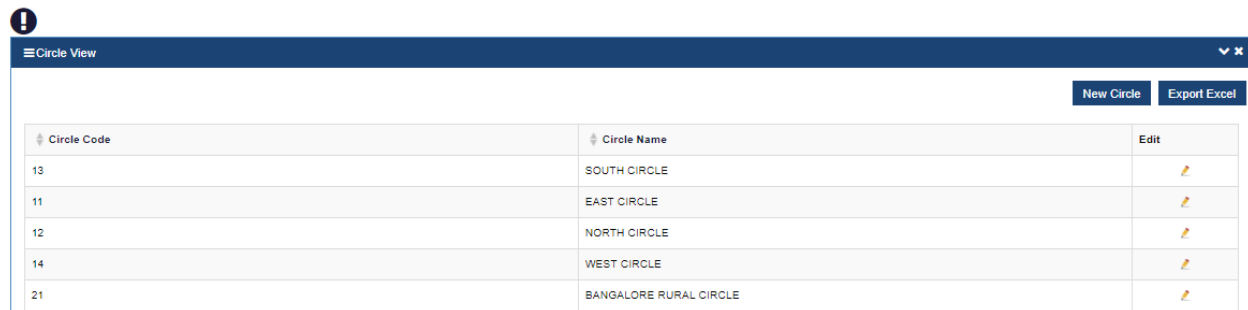
### 11.2 Circle Master:

- Permission to use this master is vested with Admin only.
- This form is used to create / update the Circles related to BESCOM.

#### Steps to be followed for creating / updating Circle Master:

- Login to DTLMS as Admin with the username and password.
- Click on Admin Activities and click on Location Master.
- Sub-modules under Location masters are listed.
- Click on Circle. Following screen is displayed showing the details of all the Circles already created in the grid format.

#### Circle View

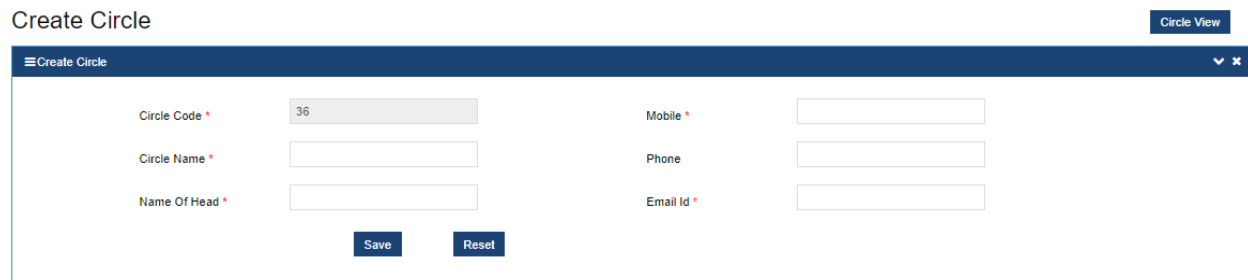


The screenshot shows the 'Circle View' interface. At the top right, there are buttons for 'New Circle' and 'Export Excel'. Below these is a table with three columns: 'Circle Code', 'Circle Name', and 'Edit'. The table contains five rows of data:

Circle Code	Circle Name	Edit
13	SOUTH CIRCLE	
11	EAST CIRCLE	
12	NORTH CIRCLE	
14	WEST CIRCLE	
21	BANGALORE RURAL CIRCLE	

- For creating New Circle, click on “new Circle” button available on the right top corner of the Circle view screen.
- On clicking on this button following entry screen is displayed:

#### Create Circle



The screenshot shows the 'Create Circle' form. It has a header bar with a 'Circle View' button. The form contains the following fields:

- Circle Code \* (text box with value 36)
- Circle Name \* (text box)
- Name Of Head \* (text box)
- Mobile \* (text box)
- Phone (text box)
- Email Id \* (text box)

At the bottom, there are 'Save' and 'Reset' buttons.

- Now enter the Circle Code, Name of the circle, name of Circle Head, Mobile, Phone and Email of the Circle in the appropriate text boxes provided against each field name.
- Now click on “Save button” to save the data.
- A message “Saved Successfully” is displayed.
- Now click on “OK” button.

- In case one more new circle is to be created, repeat the above steps and save.
- Click on “Circle view” button to see the new Circle created are displayed in the grid.

#### For modifying the Circle master:

- Login to DTLMS as Admin with the username and password.
- Click on Admin Activities and click on Location Master.
- Sub-modules under Location masters are listed.
- Click on Circle. Following screen is displayed showing the details of all the Circle already created in the grid format.
- Click on “edit icon” in respect of the Circle to be edited.
- Details already entered is displayed. Now make necessary correction required and click on “Update” button to save the changes.
- Circle Code Cannot be edited.
- “Updated successfully” message is displayed confirming that the changes made, are saved.
- Click on “OK” button. The saved data is displayed, so that the user can go through the details and if necessary can make further changes and click on “Update” button.

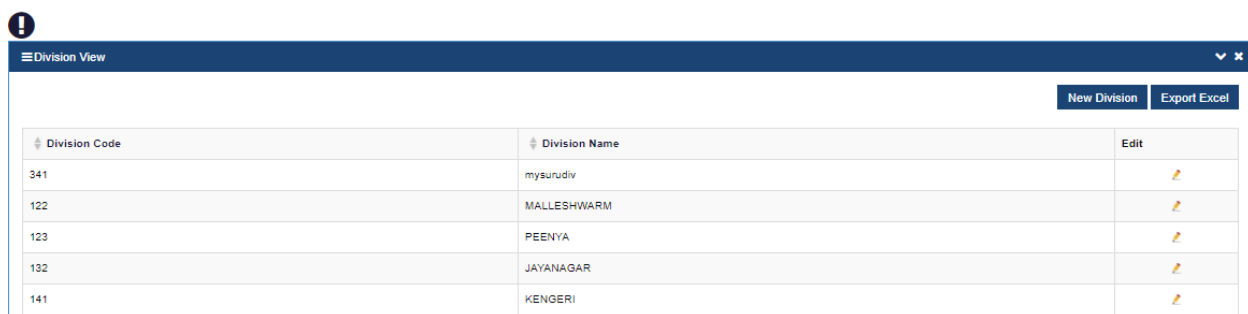
#### 11.3 Division Master:

- Permission to use this master is vested with Admin only.
- This form is used to create / update the Division Related to BESCOM.

#### Steps to be followed for creating / updating Division Master:

- Login to DTLMS as Admin with the username and password.
- Click on Admin Activities and click on Location Master.
- Sub-modules under Location masters are listed.
- Click on Division. Following screen is displayed showing the details of all the Division already created in the grid format.

#### Division View



Division Code	Division Name	Edit
341	mysurudiv	
122	MALLESHWARM	
123	PEENYA	
132	JAYANAGAR	
141	KENGERI	

- For creating New Division, click on “new Division” button available on the right top corner of the Division view screen.
- On clicking on this button following entry screen is displayed:

## Create Division

Division View

- Now enter the Circle Name, Division Code, Name of the Division, name of Division Head, Mobile, Phone and Email of the Division in the appropriate text boxes provided against each field name.
- Now click on “Save button” to save the data.
- A message “Saved Successfully” is displayed.
- Now click on “OK” button.
- In case one more new Division is to be created, repeat the above steps and save.
- Click on “Division view” button to see the new Division created are displayed in the grid.

**For modifying the Division master:**

- Login to DTLMS as Admin with the username and password.
- Click on Admin Activities and click on Location Master.
- Sub-modules under Location masters are listed.
- Click on Division. Following screen is displayed showing the details of all the Division already created in the grid format.
- Click on “edit icon” in respect of the Division to be edited.
- Details already entered is displayed. Now make necessary correction required and click on “Update” button to save the changes.
- Circle Name and Division Code cannot be edited.
- “Updated successfully” message is displayed confirming that the changes made, is saved.
- Click on “OK” button. The saved data is displayed, so that the user can go through the details and if necessary can make further changes and click on “Update” button.


**11.4 Sub Division Master:**

- Permission to use this master is vested with Admin only.
- This form is used to create / update the Sub Division Related to BESCOM.





**Steps to be followed for creating /updating Sub Division Master:**

- Login to DTLMS as Admin with the username and password.
- Click on Admin Activities and click on Location Master.
- Sub-modules under Location masters are listed.
- Click on Sub Division. Following screen is displayed showing the details of all the Sub Division already created in the grid format.

## SubDivision View

 SubDivision View

[New SubDivision](#) [Export Excel](#)

Circle Name	Division Name	Sub-Division Name	SubDivision Code	Mobile No	Office Head	Edit
EAST CIRCLE	INDIRANAGAR	E10 - PAI LAYOUT	1111	3453453453	1EEEE	
EAST CIRCLE	INDIRANAGAR	E3	1112		1	
EAST CIRCLE	INDIRANAGAR	E4	1113		1	
EAST CIRCLE	INDIRANAGAR	E7	1114		1	

- For creating New Sub Division, click on “new Sub Division” button available on the right top corner of the Sub Division view screen.
- On clicking on this button following entry screen is displayed:

## Create SubDivision

SubDivision View

SubDivision Office Entry

Circle \*

Division \*

Sub-Division Code \*

Sub Division Name \*

Office Head \*

MobileNo \*

PhoneNo \*

Email \*

[Save](#) [Reset](#)

- Now enter the Circle Name, Division Name, Sub Div Code, Name of the Sub Division, name of the Head of office, Mobile, Phone and Email of the Sub-division in the appropriate text boxes provided against each field name.
- User is allowed to create Subdivision under specific Division and Circle Office.
- For Each Subdivision there will be one Office Head.
- Subdivision code is a 3-digit code and it must start with code of Circle and division to which the sub-division is attached. [ e.g. circle code is 1, division code is 1, subdivision code must start with 11, followed by sub-division code like 111, 112 etc.]
- Now click on “Save button” to save the data.
- A message “Saved Successfully” is displayed.
- Now click on “OK” button.
- In case one more new Sub Division is to be created, repeat the above steps and save.
- Click on “Sub Division view” button to view the new Sub Division created.

**For modifying the Sub Division master:**

- Login to DTLMS as Admin with the username and password.
- Click on Admin Activities and click on Location Master.
- Sub-modules under Location masters are listed.
- Click on Sub Division. Following screen is displayed showing the details of all the Sub Division already created in the grid format. Click on “edit icon” in respect of the Sub Division to be edited.
- Details already entered is displayed. Now make necessary correction required and click on “Update” button to save the changes.

- Circle Name and div Name, Sub Division Code Cannot be edited.
- “Updated successfully” message is displayed confirming that the changes made is saved.
- Click on “OK” button. The saved data is displayed, so that the user can go through the details and if necessary can make further changes and click on “Update” button.

### 11.5 OM Section Master:

- Permission to use this master is vested with Admin only.
- This form is used to create / update the O&M Section Related to BESCOM.

#### Steps to be followed for creating / updating OM Section Master:

- Login to DTLMS as Admin with the username and password.
- Click on Admin Activities and click on Location Master.
- Sub-modules under Location masters are listed.
- Click on “OM Section”. Following screen is displayed showing the details of all the O&M Sections already created in the grid format.

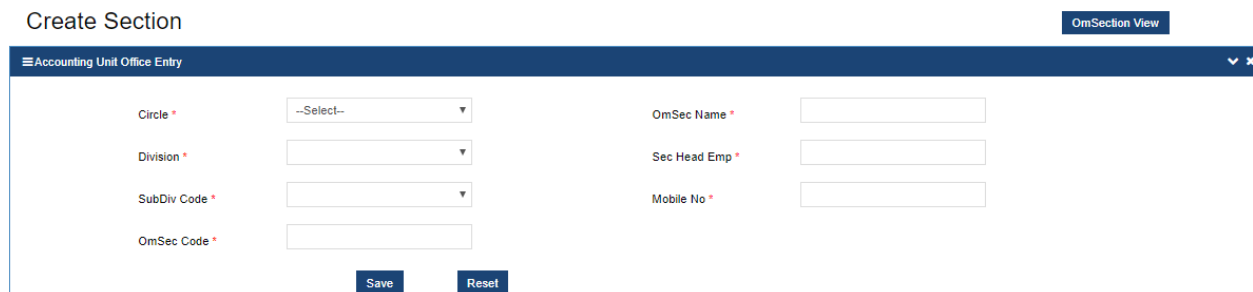
#### Section View



SubDivision Name	OmSection Name	OmSection Code	Mobile No	Office Head	Edit
E10 - PAI LAYOUT	O&M - PAI LAYOUT...	11111	9999999999	IDEA	
E10 - PAI LAYOUT	O&M - Kaggadasapur	11112	9999999999	IDEA	
E10 - PAI LAYOUT	O&M - Kasthuri Nagar	11113	9999999999	IDEA	

- For creating O&M Section, click on “new OM Section” button available on the right top corner of the OM Section view screen.

On clicking on this button following entry screen is displayed:



Create Section

Accounting Unit Office Entry

Circle \* --Select--

Division \*

SubDiv Code \*

OmSec Code \*

OmSec Name \*

Sec Head Emp \*

Mobile No \*

Save Reset

- Now enter the Circle Name, Division Name, Sub Div Code, Name of the Sub Division, OM Code, name of the Head of office, Mobile, Phone and Email of the O&M Section in the appropriate text boxes provided against each field name.
- User is allowed to create OM Section under specific Sub Division.
- For Each OM Section there will be one Office Head.
- OM Section code is a 4-digit code and it must start with Circle, division and sub division code under which the O&M section is attached. [ e.g. circle code is 1, division code is 2, subdivision code is 3 and OM Section code is 1231,1232].

- Now click on “Save button” to save the data.
- A message “Saved Successfully” is displayed.
- Now click on “OK” button.
- In case one more new OM Section is to be created, repeat the above steps and save.
- Click on “OM Section view” button to see the new OM Section created are displayed in the grid.

#### For modifying the OM Section master:

- Login to DTLMS as Admin with the username and password.
- Click on Admin Activities and click on Location Master.
- Sub-modules under Location masters are listed.
- Click on OM Section. Following screen is displayed showing the details of all the OM Section already created in the grid format.
- Click on “edit icon” in respect of the OM Section to be edited.
- Details already entered is displayed. Now make necessary correction required and click on “Update” button to save the changes.
- Circle Name and div Name, Sub Division Name, OM Code Cannot be edited.
- “Updated successfully” message is displayed confirming that the changes made, is saved.
- Click on “OK” button. The saved data is displayed, so that the user can go through the details and if necessary can make further changes and click on “Update” button.

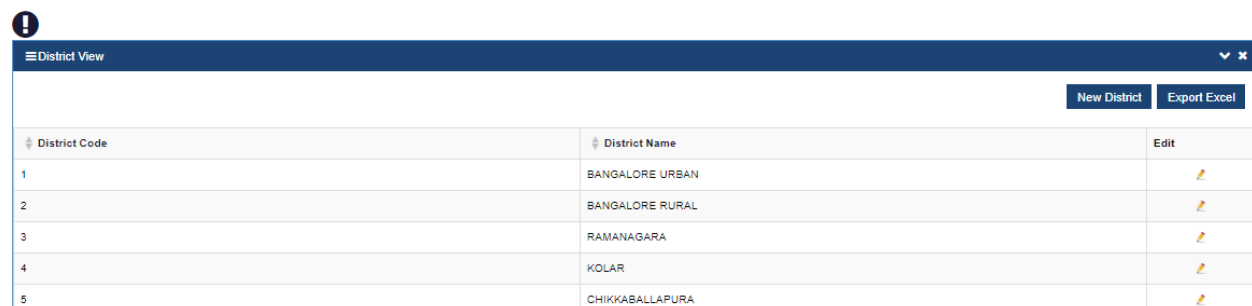
#### 11.6 District Master:

- Permission to use this master is vested with Admin only.
- This form is used to create / update the District Related to BESCOM.

#### Steps to be followed for creating / updating District Master:

- Login to DTLMS as Admin with the username and password.
- Click on Admin Activities and click on Location Masters.
- Sub-modules under Location masters are listed.
- Click on District. Following screen is displayed showing the details of all the District already created in the grid format.

#### District View



District Code	District Name	Edit
1	BANGALORE URBAN	
2	BANGALORE RURAL	
3	RAMANAGARA	
4	KOLAR	
5	CHIKKABALLAPURA	

- For creating New District, click on “new District” button available on the right top corner of the District view screen.

On clicking on this button following entry screen is displayed:

## Create District

District View

- Now enter the Name of the District and District code in the appropriate text boxes provided against each field name.
- District Code should be 1 digit.
- Now click on “Save button” to save the data.
- A message “Saved Successfully” is displayed.
- Now click on “OK” button.
- In case one more new District is to be created, repeat the above steps and save.
- Click on “District view” button to see the new District created are displayed in the grid.

**For modifying the District master:**

- Login to DTLMS as Admin with the username and password.
- Click on Admin Activities and click on Location Masters.
- Sub-modules under Location master are listed.
- Click on District. Following screen is displayed showing the details of all the District already created in the grid format.
- Click on “edit icon” with respect to the District to be edited.
- District code cannot be edited.
- Details already entered is displayed. Now make necessary correction required and click on “Update” button to save the changes.
- “Updated successfully” message is displayed confirming that the changes made, is saved.
- Click on “OK” button. The saved data is displayed, so that the user can go through the details and if necessary can make further changes and click on “Update” button.

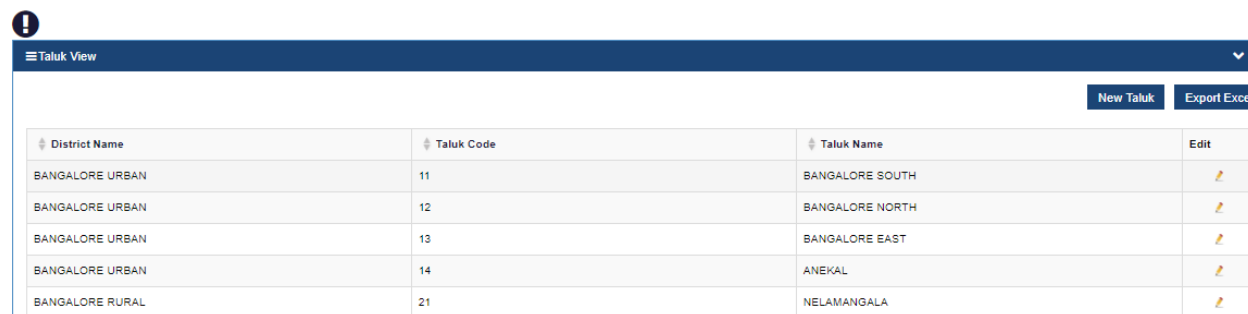
**11.7 Taluk Master:**

- Permission to use this master is vested with Admin only.
- This form is used to create / update the Taluk Related to BESCOM.

**Steps to be followed for creating / updating District Master:**

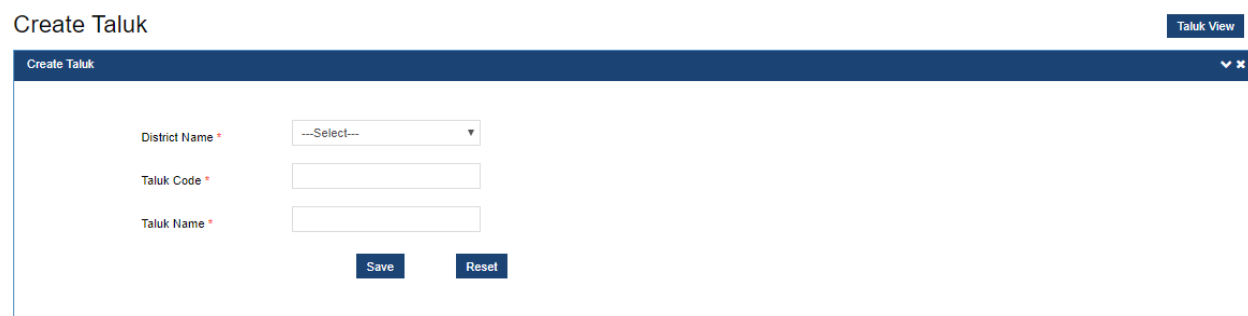
- Login to DTLMS as Admin with the username and password.
- Click on Admin Activities and click on Location Masters.
- Sub-modules under Location masters are listed.
- Click on Taluk. Following screen is displayed showing the details of all the Taluk already created in the grid format.

## Taluk View



District Name	Taluk Code	Taluk Name	Edit
BANGALORE URBAN	11	BANGALORE SOUTH	
BANGALORE URBAN	12	BANGALORE NORTH	
BANGALORE URBAN	13	BANGALORE EAST	
BANGALORE URBAN	14	ANEKAL	
BANGALORE RURAL	21	NELAMANGALA	

- For creating New Taluk, click on “new Taluk” button available on the right top corner of the Taluk view screen. On clicking on this button following entry screen is displayed:



Create Taluk

District Name \*

Taluk Code \*

Taluk Name \*

- Now enter the Name of the Taluk and Taluk code in the appropriate text boxes provided against each field name.
- Taluk Code should be 2-digit.
- Now click on “Save button” to save the data.
- A message “Saved Successfully” is displayed.
- Now click on “OK” button.
- In case one more new Taluk is to be created, repeat the above steps and save.
- Click on “Taluk view” button to see the new Taluk created are displayed in the grid.

**For modifying the Taluk master:**

- Login to DTLMS as Admin with the username and password.
- Click on Admin Activities and click on Location Masters.
- Sub-modules under Location master are listed.
- Click on Taluk. Following screen is displayed showing the details of all the Taluk already created in the grid format.
- Click on “edit icon” in respect of the Taluk to be edited.
- Taluk code cannot be edited.
- Details already entered is displayed. Now make necessary correction required and click on “Update” button to save the changes.
- “Updated successfully” message is displayed confirming that the changes made, is saved.
- Click on “OK” button. The saved data is displayed, so that the user can go through the details and if necessary can make further changes and click on “Update” button.



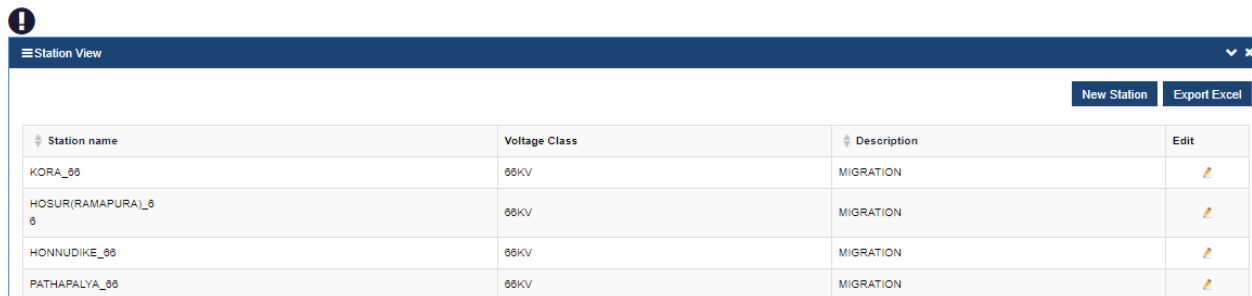
### 11.8 Station Master:

- Permission to use this master is vested with Admin only.
- This form is used to create / update the Station Master of BESCO.

#### Steps to be followed for creating / updating Station Master:

- Login to DTLMS as Admin with the username and password.
- Click on Admin Activities and click on Location Masters.
- Sub-modules under Location masters are listed.
- Click on Station. Following screen is displayed showing the details of all the Station already created in the grid format.

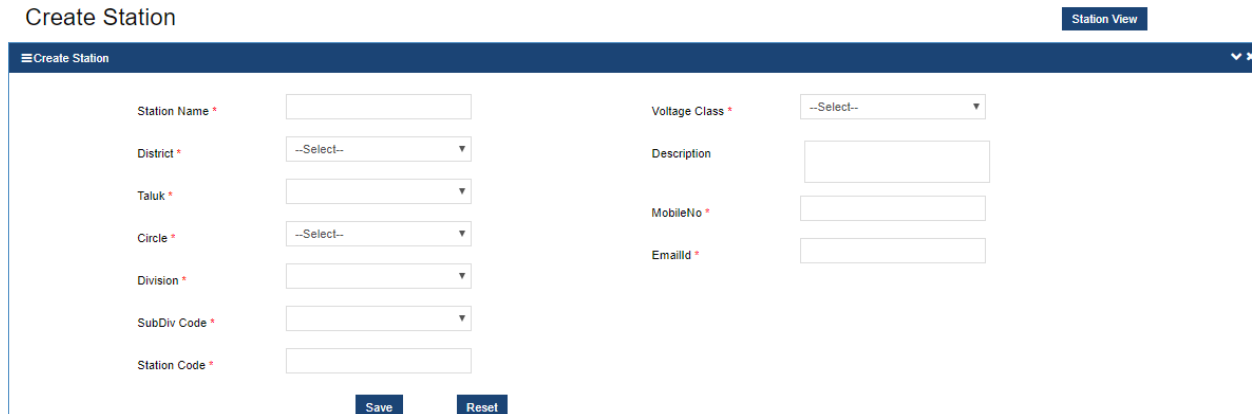
#### Station View



Station name	Voltage Class	Description	Edit
KORA_05	66KV	MIGRATION	
HOSUR(RAMAPURA)_6	66KV	MIGRATION	
HONNUDIKE_05	66KV	MIGRATION	
PATHAPALYA_05	66KV	MIGRATION	

- For creating New Station, click on “new Station” button available on the right top corner of the Station view screen. On clicking on this button following entry screen is displayed:

#### Create Station



Station Name *	<input type="text"/>	Voltage Class *	--Select--
District *	--Select--	Description	<input type="text"/>
Taluk *	--Select--	MobileNo *	<input type="text"/>
Circle *	--Select--	EmailId *	<input type="text"/>
Division *	<input type="text"/>		
SubDiv Code *	<input type="text"/>		
Station Code *	<input type="text"/>		

- Now enter the Name of the Station and Station code in the appropriate text boxes provided against each field name.
- District Code should be 3-digit.
- User is allowed to create Station under Zone, Circle, Division or Subdivision.
- Station name must be unique for selected office Code.
- Now click on “Save button” to save the data.
- A message “Saved Successfully” is displayed.
- Now click on “OK” button.

- In case one more new Station is to be created, repeat the above steps and save.
- Click on “Station view” button to see the new Station created are displayed in the grid.

**For modifying the Station master:**

- Login to DTLMS as Admin with the username and password.
- Click on Admin Activities and click on Location Masters.
- Sub-modules under Location master are listed.
- Click on Station. Following screen is displayed showing the details of all the Station already created in the grid format.
- Click on “edit icon” in respect of the Station to be edited.
- Details already entered is displayed. Now make necessary correction required and click on “Update” button to save the changes.
- “Updated successfully” message is displayed confirming that the changes made, is saved.
- Click on “OK” button. The saved data is displayed, so that the user can go through the details and if necessary can make further changes and click on “Update” button.

## 12. Reports

Following 11 Sub-modules are available under Report module:

1. DTR Report.
2. DTC Report.
3. DTC Failure Report.
4. Abstract Report.
5. Status of Failed TC.
6. DTC Added Report.
7. Register Abstract Report.
8. Repairer Performance.
9. Make-wise Report.
10. Repairer-wise Report.
11. Failure Replacement Timeline.

### 12.1 DTR Report

**Steps to be followed to see full details of particular DTR:**

- Login to DTLMS with the username and password.
- Click on Report module provided on the left side panel.
- Sub-modules under Report are listed.
- Click on “DTR Report”.

Following Screen will be displayed.

- User can generate the Report for particular “DTR make” and “Capacity” by selecting in dropdown and clicking on “Generate Report” button.
- Report will be generated as shown below.

List of Transformers with details					
Zone:					
Circle : WEST CIRCLE		Division : KENGERI		Sub Division : K1 - KENGERI	
		Section : O&M - Kengeri		Current Location: FIELD	
SL No	DTr Code	DTr SI No.	DTr Make	Capacity(in KVA)	Manufacturing Date
1	18144	VVU/0126	VIJAY VIDYUTH UDYOGH00		01-JAN-2004
2	32845	VVU/028	VIJAY VIDYUTH UDYOGB50		01-JAN-2004
3	32873	VVU/048	VIJAY VIDYUTH UDYOGB50		01-JAN-2001
4	11040	0416021	CHAITHANYA	250	01-JAN-2001
5	11095	1002016010893	CLASSIC TECHNOLOGIES(DOI)		01-JAN-2014

## 12.2 DTC Report


### Steps to be followed to see full details of particular DTC:

- Login to DTLMS with the username and password.
- Click on Report module provided on the left side panel.
- Sub modules under Report are listed.
- Click on “DTC Report”.

Following Screen will be displayed.

- User can generate the Report for particular “Feeder Name” and “Project/Scheme Type” by selecting in dropdown and clicking on “Generate Report” button.

- Report will be generated as shown below.




Bangalore Electricity Supply Company Limited

**BESCOM**

(Government of Karnataka Undertaking)

Product of



List of DTC with Details

Zone:

Circle :

WEST CIRCLE

Division :

KENGERI

Sub Division :

K1 - KENGERI

Section :

O&M - Kengeri

Feeder:

113412

Feeder name:

F12-RV-COLLAGE

SL No	DTC Code	DTC Name	DTr Code	DTr SI No	DTr Make	Capacity(in KVA)
1	113412001	Rv college tc1	11398	KVK/07060088	KAVIKA	250
2	113412002	rc college orchids school	11399	VT/25011115/09	VIJAY	250
3	113412003	rc college airavatha residency	11400	KVK/0407100252	KAVIKA	250
4	113412004	airavatha residency tc2	10213	NNP10213	No Name Plate(NNP)	250
5	113412005	gundu rao tc	10214	KVK/0304050743	KAVIKA	100

### 12.3 DTC Failure Report

Steps to be followed to see full details of particular DTR:

- Login to DTLMS with the username and password.
- Click on Report module provided on the left side panel.
- Sub-modules under Report are listed.
- Click on “DTC Failure Report”.

Following Screen will be displayed.

From Date

To Date

DTC Make

--Select--

Failure Type

--Select--

Guarantee Type

--Select--

Report Type \*

--Select--

Zone

--Select--

Circle

Division

Sub Division

O & M Section

Select Capacity

--Select--

Select Stage\*

--Select--

Generate

Reset

Export Excel

From Date

To Date

Zone

--Select--

Circle

Division

Generate

Reset

Export Excel

Select Month \*

Select Report Type\*

--Select--

Generate

Reset

Export Excel

From Date

To Date

DTC Code

Failure Type

--Select--

Zone

--Select--

Circle

Division

Generate

Reset

Export Excel

- User can generate the Report “Pending/Completed Failure Details”, “DTR Work Order Details” “Failure Abstract”, “Frequently Failing DTCs” by selecting the appropriate filters provided and clicking on “Generate Report” button.
- Report will be generated accordingly.

## 12.4 Abstract Report

### Steps to be followed to see full details of particular DTR:

- Login to DTLMS with the username and password.
- Click on Report module provided on the left side panel.
- Sub-modules under Report are listed.
- Click on “Abstract Report”.

Following Screen will be displayed.

The image displays three screenshots of the DTLMS software interface, each showing a different report generation screen.

**Failure Abstract Report:** This screen features a header bar with a menu icon and a warning icon. Below the header, there are four dropdown menus: 'Circle' (with a '--Select--' option), 'Division', 'Sub Division', and 'O & M Section'. At the bottom, there are three buttons: 'Generate Report', 'Reset', and 'Export Excel'.

**CR ABSTRACT:** This screen also has a header bar with a menu icon and a warning icon. It includes two date input fields labeled 'From Date' and 'To Date'. Below these are four dropdown menus: 'Circle' (with a '--Select--' option), 'Division', 'Sub Division', and 'O & M Section'. At the bottom, there are three buttons: 'Generate', 'Reset', and 'Export Excel'.

**CR DETAILS:** This screen has a header bar with a menu icon and a warning icon. It features a single input field labeled 'DTC Code' with the placeholder text 'Enter DTC CODE'. At the bottom, there are two buttons: 'Search' and 'Reset'.

- User can generate the Report “Failure Abstract Report”, “CR Abstract” “CR Details” by selecting the appropriate filters provided and clicking on “Generate Report” button.
- Report will be generated accordingly.

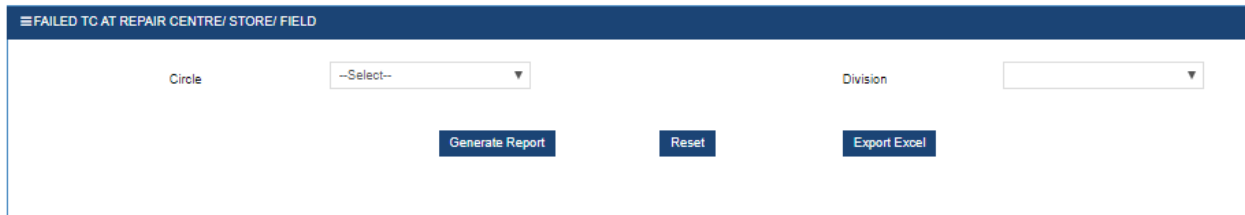
## 12.5 Status of Failed TC Report

### Steps to be followed to see full details of particular DTR:

- Login to DTLMS with the username and password.
- Click on Report module provided on the left side panel.

- Sub-modules under Report are listed.
- Click on “Status of Failed TC”.

Following Screen will be displayed.



Circle --Select--

Division

Generate Report Reset Export Excel

- User can generate the Report for particular “Zone Name” and “Circle Name” and “Division” by selecting in dropdown and clicking on “Generate Report” button.
- Report will be generated as shown below.

Similarly, user can generate Transformer Centers Added Report, Register Abstract Report, Repairer Performance Report, Makewise Report, Repairerwise Report, Detailed Report, Enumeration Report, and Failure Replacement Timeline report. User can generate user specific reports by filling out the filters provided.