WAMIS

e-Measurement Book Manual



Procedure of e-MB in WAMIS

In WAMIS when an agreement detail gets fetched from e-Procurement (GepNIC) through Posttender details of WAMIS or if any user enters agreement details manually then Divisional Accountant Officer checks/finalizes the agreement, similarly the concerned Divisional Officer checks/finalizes the agreement in WAMIS. Divisional Officer then issues measurement book to the respective Section Officer. Section Officer is now assigned to draft the measurement against the BoQ items in **Draft measurement for JE** screen in WAMIS.

Various Scenarios of MB Book:

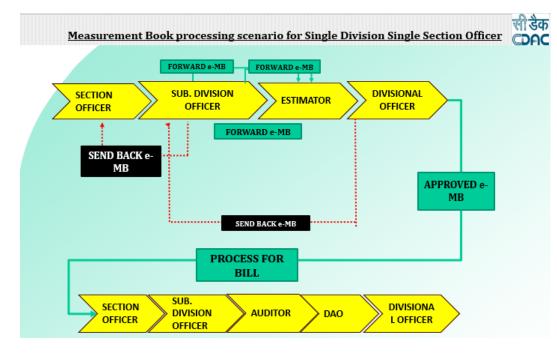
- 1) 1st Scenario Mapping of Multiple Sub-Division & Section against a work proposal for processing Measurement Book in WAMIS within the Division.
- 2) 2nd Scenario Mapping of Multiple Division, Sub-Division & Section against a work proposal for processing Measurement Book in WAMIS.
- 3) The Sub-Division and Section which is selected while creating proposal work are considered to be the Nodal Sub-Division and Section if multiple selection of Sub-Division/Section are being added against the same work proposal.
- 1. Selection & Addition of Multiple Division, Sub-Division & Section against a work proposal in WAMIS: -
 - ➤ Login into Technical Login in WAMIS.
 - > Enter Proposal Work in Works Module.
 - > Click on Work Splitting and search work. (Refer Figure 1).
 - Click on Add (+) Multiple Sub-Division/Section.
 - Select Sub-Division & Section from the drop-down list available on screen. (Refer Figure 2).
 - Select Multiple Division and Sub-Division/Section under it. (Refer Figure 4).
 - Click **save** button to save the details. (Refer Figure 5).
 - ➢ To view mapped offices, click on "View Mapped Sub-Division/Section". (Refer Figure 3 View Mapped Offices).
 - > To edit the mapped selection user needs to click on **"Edit"** button to modify the selection if required.

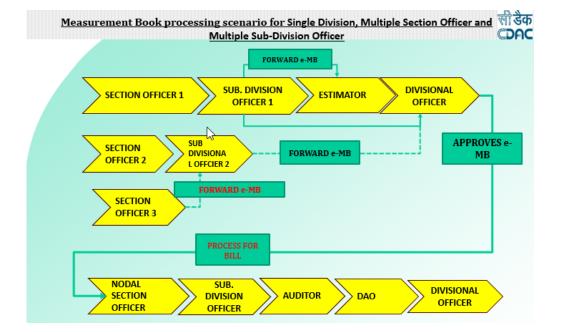
Proposal Work			Parer	nt Work Number	4980/63		٩		
» Work Splitting	0		Parent W	ork Description	Construction of Building	g in Daitari			
Approv	S	plitted W	ork Details						
Tendering		Sr.No.	r.No. Split Work Split Work Desc		Desc	Edit	Add Multiple	View Mapped	Delete
Execution			Number				Subdivision/Section	Subdivision/Section	
Reports						4	2	<u>_</u>	
		1	4980/63/1	Construction	of Building in Daitari		+	0	â

Figure 1 Work Splitting screen to Add Multiple Offices.

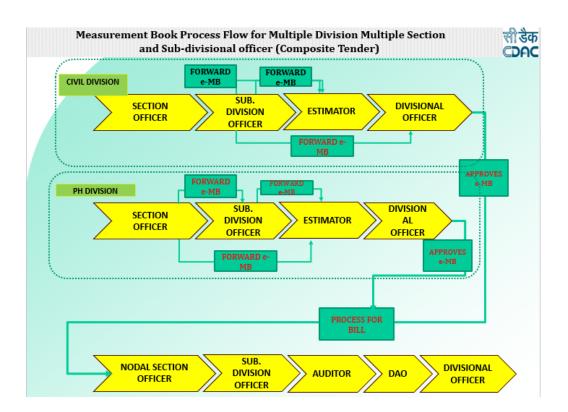


SCENARIOS of e-MB











Sr.No.	Split Work Number	Split Work Desc		Edit	Add Multiple Subdivision/Section	View Mapped Subdivision/Section	Delete
1	4980/63/1	Construction of Bu	ilding in Daitari	1	t.	۲	â
ld Subdi	ivision/Section	Split Delete All					
ivision	0		Sub Divisi	on 2		Section 3	
Divisiona	l Head (Civil)- Daitari	i(OMC001)	✓ Daitari SD-:	2		V DTRS-3	Y
		Save Close					

Figure 2 Selection of Multiple Sub-Division & Section.

plitted W	ork Details						
Sr.No.	Split Work Number	Split Work Desc	Edit	Add Multiple Subdivision/Section		Add Multiple Subdivision/Section(Demo Login)	Delete
1	4980/63/1	Construction of Building in Daitari	1	+	۲	+	â

Dista				
DIVIS	isional Head (Civil)- Daitari	Daitari SD-1	DTRS-1	a
Divis	isional Head (Civil)- Daitari	Daitari D-2	DTRS-3	m

Figure 3 View Mapped Offices

Sp	litted W	ork Details						
		Split Work Number	Split Work Desc	Edit	Add Multiple Subdivision/Section	View Map Subdivisio		Delete
	1	4980/63/1	Construction of Building in Daitari	1	†	<	9	Ē
			Split Delete All		-1)			
A	ld Subdi	vision/Section						
	ivision	Head Elect Daitari(OM	Sub Divisio	on			ction	~
		→ (Save			6		

Figure 4 Multiple Division selection.



Record Saved Successfully.

Se	earch Wo	rk							
		Parent	Work Number	4980/63		٩			
		Parent Wo	rk Description	Construction of Building i	n Daitari				
Sp	plitted Work Details								
	Sr.No.	Sr.No. Split Work Split Work Desc Number		lesc	Edit	Add Multiple Subdivision/Section	View Mapped Subdivision/Section	Add Multiple Subdivision/Section(Demo Login)	Delete
	1	4980/63/1	Construction	of Building in Daitari	1	+	°.	+	Ô

Sr. No.	Division Office Name	Sub-Division Office Name	Section Office Name	Delete
1	Divisional Head (Civil)- Daitari	Daitari SD-1	DTRS-1	Ê
2	Divisional Head (Civil)- Daitari	Daitari SD-2	DTRS-3	â
3	Divisional Head Elect Daitari	DTRSDE-1	DTRSE-1	â

Figure 5 View Mapped Offices and Save details

2. Issuing Of e-MB; -

- Login into Divisional Office in WAMIS.
- Click MB Book Issue Entry in Billing Module. (Refer Figure 6).

Billing			· · · · · · · · · · · · · · · · · · ·	fox 36+, Google Chrome 37+]					
Measurement Info		-	/ Measurement Info						
» MB Book Issue Entry	Search V	Vork							
» Measurem Book For EE			Parent Work Number	4980/63		م 🕑 🔶	Search Work		
» Finalize Unlock MB		P	arent Work Description	Construction of Building in	Daitari	•			
> Bill Tracker			Work Number	4980/63/1					
🗎 Bill Info			Work Description	Construction of Building in	Daitari				
Reports	MB Issue	;							
	Sr. No.	Work Details	Division Office Name	Sub-Division Office Name	Section Office Name	Recorded By(JE)	Measurement Book Number	Reported Date	Delete
	No Rec	ord To Display							
	Add 🕄	Click	on Add Button to view offi	ce'					

Figure 6 MB Book Issue Entry

- Click on Add button which will redirect the page and views the list of Sub-Division and Section offices mapped under the Division against the work proposal.
- User can issue MB Book clicking on Add icon (+) provided against each list of offices. (Refer Figure 7).

	Parent Work Number	4980/63		Q			
	Parent Work Description	Construction of	Building in Daitari				
	Work Number	4980/63/1					
	Work Description	Construction of B	Building in Daitari				
MB Issue	•						
Sr. No.	Division Office Name		Sub-Division Office Name		Section O	office Name	Issue MB
1	Divisional Head (Civil)- Daitari		Daitari SD-1		DTRS-1	Click on Add Button to Issue e	-мв ——> +
2	Divisional Head (Civil)- Daitari		Daitari SD-2		DTRS-3		+

Figure 7 Issue e-MB

- Select the Person Recording Measurement (Section Officer) from the drop-down list. (Refer Figure 8).
- Click on Save Button to issue the MB record successfully. (Refer Figure 9).
- > If user needs to delete any particular MB record, then can click on delete Icon. (Refer Figure 9).



MB Issue			
Fields marked with an asterisk * are required.			
Division Office Name	Divisional Head (Civil)- Daitari		
Sub-Division Office Name	Daitari SD-1		
Section Office Name	DTRS-1		
Person Recording The Measurement (Junior Engineer) st	MANORANJAN PATTANAIK	~ `	 Select Employee from Drop Down List
Measurement Book Number *	OMC001/4980/63/1/1	v1j	
MB Issue Date *	02/02/2022	#	
>	Save Cancel		

Figure 8 Select Employee to issue e-MB

<mark>Note: -</mark>

MB book can be issued to the Multiple Section Officers form its Respective Division Office only. If Multiple Division (Secondary Division) other than Nodal Division are selected against the work proposal created in Nodal Division, then secondary Division has is delegated to issue MB book to its underlying Section Officer.

MB is issue	ed. 🔶								
Search Wo	ork								
	Parent Work !	Number	4980/63			Q			
	Parent Work Des	cription	Construction	of Building in Daitari					
	Work !	Number	4980/63/1						
	Work Des	cription	Construction	of Building in Daitari					
MB Issue									
Sr. No.	Work Details	Divisio Name	n Office	Sub-Division Office Name	Section Office Name	Recorded By(JE)	Measurement Book Number	Reported Date	Delete
1	Construction of Building in Daitari	Division (Civil)-		Daitari SD-1	DTRS-1	MANORANJAN PATTANAIK	OMC001/4980/63/1/1	02/02/2022	Û
2	Construction of Building in Daitari	Division (Civil)-		Daitari SD-2	DTRS-3	Ardhendu Sagar	OMC001/4980/63/1/2	02/02/2022	P

Figure 9 MB Issued Successfully

Recording Measurement through e-MB

3. Section Officer: -

3.1 MB Draft Measurement By JE: -

In Section officer Login user enters Billings Module and clicks on **Draft Measurement By JE**. Then page redirects to Draft measurement screen where user then search and selects the work. After selection of work page displays the list of BoQ items against which user can enter, view and edit detailed measurements recorded against each item. Then user finalizes the draft measurement selecting on check box provided against BoQ items which further gets displayed in the Measurement Book Screen in Section Officer Login. **(Refer Figure 10)**.





Figure 10 Draft Measurement Screen

In Section Officer Login: -

- Login into Section Office in WAMIS
- Click MB Draft Measurement By JE.
- Search & Select Work in search tab provided in screen. (Refer Figure 10)
- > View the BoQ items and Agreement Quantities against which click on Enter Measurement.
- Upon Clicking Enter Measurements user is redirected to the page to add detail measurements. (Refer Figure 11).

								ks and boulders requiring for blasti tering and dewatering if required e		
	BoQ Rate	266.8		BoQ	Quantity 90.0			Total Measurement Amount 0.00		
Add Measurements									02/02/20	22
Item Measurement For	Typical	Typical Measurements	No.	Length	Breadth	Depth	Quantity	Upload Document	Hidden D	elete Copy
Item 1	r.	3*4*0.075*22.80	1.0000	1.0000	1.0000	1.0000	20.5200	Choose file No file chosen		n Record
Add Measurements Save Car	ncel Return	n to Item Selection						Tota	l Quantity: 20	0.5200

Figure 11 Add Detailed Measurement Screen

- Measurement can be added in two ways through Typical Measurements & the other way is Quantitative Measurements.
- If User clicks on Typical Check Box, then system will enable the typical measurement entry box where user enters formula. (Refer Figure 11).
- To Add multiple line of measurements user can click on Add Measurement button to create another line of measurement. (Refer Figure 12).
- User can enter No. and dimensional measurements to add quantitative measurements. (Refer Figure 12).

								s and boulders requiring for blast			
	required de BoQ Rate	epth and depositing the exca 266.8	vated materials at		the work site with a Quantity 90.0	ll leads and lifts, T	ዊ shoring and shut	ering and dewatering if required e Total Measurement Amount 5474.		as direct	ed by
dd Measurements									02/02/	/2022	
Item Measurement For	Typical	Typical Measurements	No.	Length	Breadth	Depth	Quantity	Upload Document	Hidden	Delete	Co
tem 2			20				20.0000	Choose file No file chosen	0	â	@
tem 3			15				15.0000	Choose file No file chosen		ŵ	ළ
								Choose file No file chosen	0	÷	6

Figure 12 Add Quantitative Measurements

- > To upload relevant document against measurement user can choose document and uploads it.
- > To delete the Line of Measurement, click on Delete button.
- Select Date of Measurement.
- Select **Hidden Box** provided in screen if any measurement is considered to be kept hidden.
- > Click on Save button to save the measurement record.
- > Upon Clicking Cancel button page gets refreshed.
- > Click on **Return to Item Selection** to get redirected to Draft Measurement Screen.
- > On click of Save button page displays successful message of saved measurements. (Refer Figure 13).

Measurements h	ave been saved successf	ully. ←							
	tion of foundation tren epth and depositing the								
ltem Measurement For	Measurements Details	Measurement Date	No.	Length	Breadth	Depth	Quantity	ls Measurement Finalized?	Download Uploaded Documents
Item 1	3*4*0.075*22.80	02/02/2022	1.0000	1.0000	1.0000	1.0000	20.52	Not Yet Finalized	*
Return to Item Selection									Total Quantity: 20.52

Figure 13 Saved Measurements



» MB Draft Measuements By JE	Search	Work									
» Measurement Book			Parent Work Number	4980/63		C	2				
» Bill Tracker		p	arent Work Description	Construction of Building in	Daitari						
Bill Info			Work Number	4980/63/1							
Reports			Work Description	Construction of Building in	Daitari						
	Search	ltems									
		Item	Code:	Ite	m Description:			Search Clear			
	BoQ Ite	ms							Select All Dese	elect All 🗖 Invert	Selec
	Sr. No.	Item Code	Item Description		Agreement	Unit	Total Quantity	Enter	View	Edit	Fina
					Quantity		as per Measurements	Measurements	Measurements	Measurements	Item
	1	1	Farth work in excavat	tion of foundation trenches in	90.0000	cum	55,5200	+	=	C.	
	1	1		ding moorum, stony earth and		cum	55.5200			J.	
				lders (except sheet rocks and							
				r blasting) including dressing up to the required depth and							
				up to the required depth and ated materials at places away							
				with all leads and lifts, T&P							
				g and dewatering if required							
			etc. comp. as directed	d by EIC.							
	2	2		unloading and carriage by		cum	20.0000	+	=	F	0
				f all kinds of soil, including and moorum etc interspersed						U	
				/7 cum size with all lift and							

Figure 14 Edit Measurements in Draft Measurement Screen.

- After measurement gets saved, then in draft measurement screen user can view Edit Measurements. If needed user can edit measurements recorded against BoQ items. (Refer Figure 14)
- User checks the Finalize Box and clicks on Finalize Draft Measurement to Finalize the recorded detailed measurements. (Refer Figure 15).

						_					
IB Draft Measuements By JE	Search \	Nork									
leasurement Book			Parent Work Number	4980/63		Q					
ill Tracker			Parent Work Description	Construction of Building in Da	itari						
ill Info			Work Number	4980/63/1							
eports			Work Description	Construction of Building in Dai	tari						
	Search I	tems									
		Item	Code:	Ite	m Description:			Search Clear			
	BoQ Iter	ns							Select All Dese	elect All 🗖 Invert	Select
	Sr. No.	Item Code	Item Description		Agreement Quantity	Unit	Total Quantity as per Measurements	Enter Measurements	View Measurements	Edit Measurements	Fina Item
	1	1	kinds of soil includi mixed with boulders requiring for blasting bed up to the re excavated materials with all leads and li	ation of foundation trenches in all ng moorum, stony earth and earth (except sheet rocks and boulders)) including dressing and leveling the at places away from the work site fts, T&P shoring and shuttering and d etc. comp. as directed by ELC.		cum	55.5200	+	=	C	Ø
	2	2	mechanical means of earth, gravel and bounders upto 1/2 including trimming of and depositing the e	g, unloading and carriage by f all kinds of soil, including stoney moorum etc interspersed with curn size with all lift and delfts of slopes and bed to design section xcavated materials away from work cification and as directed by the		cum	20.0000	+	=	C	

Figure 15 Finalize Draft Measurements

3.2 Measurement Book (Section Officer): -

In Section Officer Login user views, the finalized measurement made from Draft Measurement Screen and verifies the detailed measurement against each item, then proceed to upload Contractor acceptance form that which has been duly signed and provided by the contractor while Physical Joint measurement on Construction Field. User then finalizes the Measurement Book in WAMIS which gets transferred to Sub-Divisional Officer. Measurement Book is processed and finalized in 4 Levels.

													सी डै CDF
Section 0	Office	er	Sub-Divisio Officer	nal		Estimator (Optional)			Divi	isiona	l Office	er	
dtrs-1											👤 Wel	come WM	Somcoolso1 •
Billing			Internet Explorer 8+, Mozilla Firef	ox 36+, Google	Chrome 37+]								
Measurement Info	🕈 Υοι	ı are here	/ Billing / Measurement Info										
MB Draft Measuements By	Searc	h Work											
Measurement Book	6		Parent Work Number 498			Q							
Bill Tracker	-				uilding in Daitai	ri							
Bill Info				0/63/1 struction of Bu	ilding in Daitar	1							
Reports	Finaliz Uploa	1. Please 2. No mea 3. Only .p e A View d Contrad	IT,PLEASE NOTE: Save Data before moving to next/ asurement values will be saved on odf file is allowed for tractor a v remark Contractor Acceptance Form Acceptance Form Acceptance Form	Finalize. Once f cceptance form, Upload Graph S	inalized, you car	n't modify any me	asuremer	nt values.					
	Final	Measurer	ments										
	Sr. No.	ltem Code	Item Descripion	Measurement Date	ltem Measurements For	Typical Measurements	No.	Length	Breadth	Depth	Quantity	Delete	Remarks
	1	1	Earth work in excavation of foundation trenches in all kinds of soil including moorum. stony	02/02/2022	Item 1	3*4*0.075*22.80	1.0000	1.0000	1.0000	1.0000	20.5200	â	Examine ; d

Figure 16 Measurement Book Screen

In Section Officer Login: -

- Login into Section Office and go to Billings Module.
- Click on Measurement Book.
- Search & select work in search tab provided in screen.
- ➢ View the detail measurements Finalized from Draft Measurement screen.
- > Choose & Upload Contractor Acceptance from before Finalizing Measurement Book. (Refer Figure 16).

Fi	le uploadeo	d successfully.Failed to send Ne	otification									
Search	Work											
		Parent Work Number	4980/63		Q							
		Parent Work Description	Construction of Buildin	g in Daitari								
		Work Number	4980/63/1									
		Work Description	Construction of Building	j in Daitari								
1. 2. 3. Finalize	IMPORTANT,PLEASE NOTE: 1. Please Save Data before moving to next/Previous Page . Data will not persist during Next/Previous Page during updation. 2. No measurement values will be saved on Finalize. Once finalized, you can't modify any measurement values. 3. Only.pdf file is allowed for contractor acceptance form,level book & graph sheet. File size should be less than 1 mb. Finalize View Remarks 1. Contractor Acceptance form 1. Updoud Graph Sheet/Level Book											
Cont	tractor Acce	ptance Form Choose File Upload &	No file chosen									
Final M	easuremer	ıts										
Sr. No.	ltem Code	Item Descripion	Measurement Date	ltem Measurements For	Typical Measurements	No.	Length	Breadth	Depth	Quantity	Delete	Remarks

Figure 17 Contractor Acceptance Form Uploaded.

- Upon Saving the Form Success message gets generated and allows user to download and check the file uploaded. (Refer Figure 17).
- > A provision for **uploading Graph sheet/Level Book** has been provided to upload relevance document in it.
- User can enter remarks against each line of measurements if needed through the remarks box provided in the screen. (Refer Figure 18)
- Provision for deletion of measurement has been provided to the user, if user needs to delete any line of measurement. (Refer Figure 18)

	Measure								1			
Sr. No.	ltem Code	Item Descripion	Measurement Date		Typical Measurements	No.	Length	Breadth	Depth	Quantity	Delete	Remarks
1	1	Earth work in excavation of foundation trenches in all kinds of soil including moorum, stony earth and earth mixed with boulders (except sheet rocks and boulders requiring for blasting) including dressing and leveling the bed up to the required depth and depositing the excavated materials at places away from the work site with all leads and lifts, T&P shoring and shuttering and dewatering if required etc. comp. as directed by EIC.	02/02/2022	Item 1	3*4*0.075*22.80	1.0000	1.0000	1.0000	1.0000	20.5200		Examined Property By
2			02/02/2022	Item 2		20.0000	0.0000	0.0000	0.0000	20.0000	Î	Checked //
3			02/02/2022	Item 3		15.0000	0.0000	0.0000	0.0000	15.0000	Î	
4			02/02/2022			0.0000	0.0000	0.0000	0.0000	0.0000	Î	

Figure 18 Check and add remarks against measurements

- If User deletes any Line of measurements as seen in Figure 18, the same flashes in MB draft measurement screen of section officer to edit or rectify the measurement details.
- > Click on Finalize Button provided besides View Remarks button. (Refer Figure 19)

🗮 🕋 DTRS-1											L We	.come WM	SOMC001SO1 -
Billing	[Best v	iewed in I	nternet Explorer 8+, Mozilla I	Firefox 36+, Google	Chrome 37+]								
Measurement Info	🕈 You	are here	/ Billing / Measurement Info	2									
» MB Draft Measuements By	Searc	h Work											
JE			Parent Work Number	4980/63		Q							
» Measurement Book » Bill Tracker			Parent Work Description	Construction of B	uilding in Daita	ri							
			Work Number	1980/63/1									
 Bill Info Reports 			Work Description	Construction of Bu	iilding in Daitar	i							
0	Finalize	I. Please : 2. No mea 3. Only .p • • View d Contrac Contractor	Form Upload 🛓	d on Finalize. Once or acceptance form	finalized, you car	n't modify any me	asuremer	nt values.					
	Final	Measuren	nents										
	Sr. No.	ltem Code	Item Descripion	Measurement Date		Typical Measurements	No.	Length	Breadth	Depth	Quantity	Delete	Remarks
	1	1	Earth work in excavation of foundation trenches in all ki of soil including moorum. sto		Item 1	3*4*0.075*22.80	1.0000	1.0000	1.0000	1.0000	20.5200	Î	Examine 🖨

Figure 19 Finalize Measurement Book by SO.

		रती डेव CDA
 втяз-1 Billing Measurement Info » MB Draft Measuments By јг » Measurement Book » Bill Tracker Bill Info 	[Best viewed in Internet] Enter Remarks ×	Welcome WWSOWC001501
Reports	IMPORTANT, PLEASE Submit Cancel 1. Please Save Data before moving to next/Previous Page . Data will not persist during Next/Previous Page during updation. 2. No measurement values will be saved on Finalize. Once finalized, you can't modify any measurement values. 3. Only .pdf file is allowed for contractor acceptance form, level book & graph sheet. File size should be less than 1 mb. Finalize @ View Remarks Contractor Acceptance Form Upload Contractor Acceptance Form Upload Graph Sheet/Level Book Upload Contractor Acceptance Form Contractor Acceptance Form Contractor Acceptance Form Choose File No file chosen Upload 2	

Figure 20 Overall Remarks Box.

Upon Clicking Finalize button, screen pops up an overall remarks box to add suitable comments on viewed measurements. (Refer Figure 20).

🗮 🕋 DTRS-1		L Welcome WMSOMC001SO1 -
Billing	[Best viewed in Internet Explorer 8+, Mozilla Firefox 36+, Google Chrome 37+]	
Measurement Info	A You are here / Billing / Measurement Info	
» MB Draft Measuements By JE	Measurements are finalized successfully Mb-Book is finalized.	
» Measurement Book » Bill Tracker	Search Work	
	Parent Work Number 4980/63 Q	
	Parent Work Description Construction of Building in Daitari	
Reports	Work Number 4980/63/1	
	Work Description Construction of Building in Daitari	
	IMPORTANT, PLEASE NOTE: 1. Please Save Data before moving to next/Previous Page . Data will not persist during Next/Previous Page during updation. 2. No measurement values will be saved on Finalize. Once finalized, you can't modify any measurement values. 3. Only .pdf file is allowed for contractor acceptance form, level book & graph sheet. File size should be less than 1 mb. Finalize Contractor Acceptance Form Upload Graph Sheet/Level Book View Remarks	

Figure 21Successfully Finalized.

- > Measurements gets finalized successfully. (Refer Figure 21).
- > Measurement after gets finalized gets transferred to Sub- Divisional Officer.



4. Sub-Divisional Officer: -

4.1 Measurement Book by SDO: -

In Sub-Divisional Officer Login user checks and verifies the detail measurements that which has been finalized by Section Officer and SDO also have a provision to edit the measurements and if founds any correction to be made from SO then can send back the e-MB to Section Officer. SDO has privilege to check 50% of measurement.

[Bes	st viewe	d in Internet E	xplorer 8+, Moz	illa Firefox 36+,	Google Chrome 3	7+]							
Info 🔒	You are	here / Billing	/ Measurement	t Info									
ok For Sea	arch Wo	rk											
		Pare	nt Work Number	4980/63			Q						
		Parent	Nork Description	Constructio	on of Building in	Daitari							
			Work Number	4980/63/1									
			Nork Description	Constructio	n of Building in	Daitari							
	nd Back 숙		Check Contra	nctor Acceptance Form D/63/1/1 DTRS-1	• Once finalized,		Graph Sheet 📩		.evel Book 🛓				
Fin	nal Meas	urements for	SDO										
	ltem . Code	ltem Descripion	Measurement Date		Typical Measurements	No.	Length	Breadth	Depth	Quantity	Hidden	50% Check For SDO	JE Remarks
1	1	Earth work in excavation of foundation trenches in all kinds of soil including moorum, stony earth and earth mixed with boulders (except sheet rocks	02/02/2022	Item 1	3*4*0.075*22.	1.0000	1.0000	1.0000	1.0000	20.5200			Examined Properly By JE

In Sub-Divisional Officer Login: -

- Login into Sub-Divisional Office in WAMIS
- Click Measurement Book By SDO.
- Search & Select Work from search tab in screen.
- Select Measurement Book ID from drop down list. As we have mentioned earlier that if multiple Section Office of same Sub-Division has been chosen and added in Work Splitting screen against a work proposal then in that case separate MB book will be issued to the selected Section Offices and multiple MB Book ID will get generated according to sequence section office. The respective MB Book IDs will get displayed here in the drop-down list in SDO Login. On selecting a particular MB ID, the measurements recorded against respective MB Book will get visible accordingly to the Sub-Divisional Officer.

E.g., Suppose there are two sections named as **SO 1** & **SO 2** under same Sub-Division (SDO 1). If **SO 1** has been selected in a proposal work, then it is considered as Nodal Section (Who is responsible to generate Bill). Besides this in work splitting screen if **SO 2** is added under multiple section selection, then **SO 2** is considered as additional section to record measurement for same work proposal. When e-MB is issued from the Divisional Office to Section Office, two separate MB book with ID will be assigned to the Section Offices.



- > Click on View remarks button to check the overall remarks submitted by Section Office. (Refer Figure 22).
- Click to download and check Contractor Acceptance Form button besides View Remarks to view the document uploaded and sent by Section Office. (Refer Figure 22).

🗏 🕋 Daitari SD-1										1	L Welcome WMS	OWC00	ISUB1 -
Billing			et Explorer 8+, Mozi ling / Measurement		, Google Chrom	e 37+]							
 Measurement Info Measurement Book For 	Searc	h Work											
SDO » Bill Tracker			Parent Work Number	4980/63			Q						
Bill Info		Par	ent Work Description		tion of Building) in Daitari							
Reports			Work Number Work Description	4980/63/1	1 ion of Building	in Daitari							
	Send E	2. No measuren Back • Finalize 2252.100/wamis/m	Data before moving I nent values will be s Check C Contra easurement/finalMBExcep	aved on Finaliz ctor Acceptance Fo ptJe.do?function=	ze. Once finalize	ed, you can't i irks Download 72nSH5PQbDtc4	modify any meas	urement valu Iownload Level Bo Zoys&enp=3d89	ies. nok & 119b5040ae4bc4758		- 0	×	
	A Not	secure 117.2	247.252.100/wamis/m	easurement/fin	alMBExceptJe.do	?function=ke	WGcZC_9luY0y27	2nSH5PQbDt	c4hmld&id=MjB0	GXvTZoys&en	np=3d89 A	Q	
	Sr. No.	JE Forward Date	JE Forward Remark	SDO Forward Date	SDO Forward Remark	EST Forward Date	EST Forward Remark	SDO Send Back Date	SDO Send Back Remark	EE Send Back Date	EE Send Bacl Remark	k	arks Do Up Do
	1	04-01-2023 01:40:36	Scrutinized by Section Officer										

Figure 22 View Overall Remarks in SDO Login.

- > Select check box provided against each line of measurements (At least 50% check must be done).
- After selecting check box click on Check button (Beside Contractor Acceptance Form Button), by which measurement gets checked successfully. (Refer Figure 23)

» Measurement Book For	Sea	rch Wo	ork													
SDO			Pare	ent Work Number	4980/63			Q								
» Bill Tracker			Parent	Work Description	Constructio	on of Building ir	n Daitari									
葿 Bill Info				Work Number	4980/63/1											
🗎 Reports				Work Description	Constructio	Construction of Building in Daitari										
	Mea	1. Ple 2. No d Back 🖘	measurement	before moving values will be s Creck C Contra ction CMC001/498		: Page . Data will • Once finalized, • ▲ View Remarks	you can't n		neasuremer	<u> </u>	updation.					
		ltem Code	ltem Descripion	Measurement Date		Typical Measurements	No.	Length	Breadth	Depth	Quantity		50% Check For SDO	JE Remarks	Remarks	Da Uj Da
	1	1	Earth work in excavation of foundation	02/02/2022	ltem 1	3*4*0.075*22.	1.0000	1.0000	1.0000	1.0000	20.5200			Examined Properly By JE		



				र्सी डेक ©DAC
📰 者 Daitari SD-1	N			L Welcome WMSOMC001SUB1
Billing	[Best viewed in Internet Explorer 8+, Mozill	a Firefox 36+, Google Chrome 37+]		
Measurement Info	A You are here / Billing / Measurement I	nfo		
» Measurement Book For	Measurements checked successfully.			
SDO » Bill Tracker	Search Work			
Bill Info	Parent Work Number	4980/63	Q	
Reports	Parent Work Description	Construction of Building in Daitari		
Reports	Work Number	4980/63/1		
	Work Description	Construction of Building in Daitari		

Figure 24 Measurement checked successful message.

- For any correction if needed from Section Office user can click on Send Back button (Beside Finalize Button) which will get transferred to Section Office.
- > User can add suitable remarks against each Line of Measurements available in the screen.
- Clicking upon Finalize Button screen displays to SDO whether to send MB Book to Estimator or Divisional Officer.
- The measurement then gets finalized and gets displayed either to Estimator if sent via Estimator or to the Divisional Officer.

» Measurement Book For SDO										
» Bill Tracker	Search Work									
🖀 Bill Info	Parent Work Number 4980/63 Q									
Reports	Parent Work Description Construction of Building in Daitari									
Reports	Work Number 4980/63/1									
	Work Description Construction of Building in Daitari									
	IMPORTANT,PLEASE NOTE: 1. Please Save Data before moving to next/Previous Page . Data will not persist during Next/Previous Page during updation. 2. No measurement values will be saved on Finalize. Once finalized, you can't modify any measurement values. Send Back Finalize and final Creck ID Contractor Acceptance Form View Remarks Download Graph Sheet Download Level Book									
	Finalize To									
	Finalize To O Estimator O Divisional Officer Finalize IP									

Figure 25 MB Book Sending to Estimator or Divisional Officer

> On clicking Finalize Button as shown in Figure 25 the screen pops up a remark submitting box where user enters overall remarks to the Divisional Officer. (Refer Figure 26)

	E	Enter Remarks ×	
Billing Measurement Info Measurement Book For DO Bill Tracker Bill Info Reports	T You are here / Billing	Fields marked with an asterisk * are required. Remarks:* Checked By SDQ Submit Cancel	
	IMPORTANT,PLEASE NO 1. Please Save Data b 2. No measurement va	Ork Description Construction of Building in Daitari DTE: efore moving to next/Previous Page . Data will not persist during Next/Previous Page during alues will be saved on Finalize. Once finalized, you can't modify any measurement values. heck Image: Contractor Acceptance Form Image: View Remarks Download Graph Sheet Image: Download Level Book Image: Download Graph Sheet Image: Download Graph S	updation.
iqure 26 Overall rema		⊖ Estimator ® Divisional Officer nalize ∎î	

Billing	Best viewed in Internet Explorer 8+, Mozilla Firefox 36+, Google Chrome 37+]											
🗎 Measurement Info	You are here / Billing / Measurement Info											
» Measurement Book For SDO	Measurements are finalized successfully. Mb-Book is finalized.											
» Bill Tracker	Search Work											
Bill Info	Parent Work Number 4980/63 Q											

Figure 27 Measurement Book is finalized successfully by SDO.

Once measurement book gets finalized by Sub-Divisional Officer the screen displays successful message as shown in Figure 27.



5. Divisional Officer: -

5.1 Measurement Book by DO: -

In Divisional Officer Login user checks and verifies the detail measurements that which has been finalized by Sub-Divisional Officer and Divisional Officer also have a provision to edit the measurements and if founds any correction to be made from SDO then can send back the e-MB to Sub-Divisional Officer. Divisional Officer has privilege to check 10% of measurement.

🗏 🔺 Divisional Head (Civil)- Dai	tari Nodal Division	👤 Welcome WMSOMC001div 🗸
Billing	[Best viewed in Internet Explorer 8+, Mozilla Firefox 36+, Google Chrome 37+]	
Measurement Info	A You are here / Billing / Measurement Info	
» MB Book Issue Entry	Please Select Measurement Book.	
» Measurement Book For EE	Search Work	
» Finalize Unlock MB	Parent Work Number 4980/63 Q	
» Bill Tracker	Parent Work Description Construction of Building in Daitari	
🛅 Bill Info	Work Number 4980/63/1	
Reports	Work Description Construction of Building in Daitari	
	IMPORTANT,PLEASE NOTE: 1. Please Save Data before moving to next/Previous Page . Data will not persist during Next/Previous Page during updation. 2. No measurement values will be saved on Finalize. Once finalized, you can't modify any measurement values.	
	Send Back Finalize View Finalize Measurements	
	Measurement Book Selection	
	MB I'D *	
	Final Measurements for EE	
	Sr. Item Me OMC0011/4980/63/1/12 DTRS-3 ngth Breadth Depth Quantity Checked Is 10% No. Code Description Date Measurements Measurements by AE Hidden Checked For	eck Uploaded
	No Record To Disolay	

Figure 28 Measurement book for EE.

In Divisional Officer Login: -

- Login into Divisional Office in WAMIS.
- Click Measurement Book By EE. (Refer Figure 28).
- Search & Select Work from search tab in screen. (Refer Figure 28).
- Select MB ID from the drop-down list to view the measurement recorded against each MB ID by Multiple Section Officer and sent through Sub-Divisional Office to Divisional Officer. (Refer Figure 28).
- > Upon selecting MB ID page gets redirect and displays measurements accordingly. (Refer Figure 29).
- Divisional Officer verifies the Contractor Acceptance Form uploaded by Section Officer, hence if Divisional Officer wants to attach or upload updated Contractor Acceptance form after certain changes in the measurement book then he has the privilege to upload the document in his login. (Refer Figure 29) & (Refer Figure 30).
- Divisional Officer can send back the measurement details to Sub-Divisional Officer clicking on Send back button if needed for rectification with suitable remarks. (Refer Figure 29) & (Refer Figure 30).

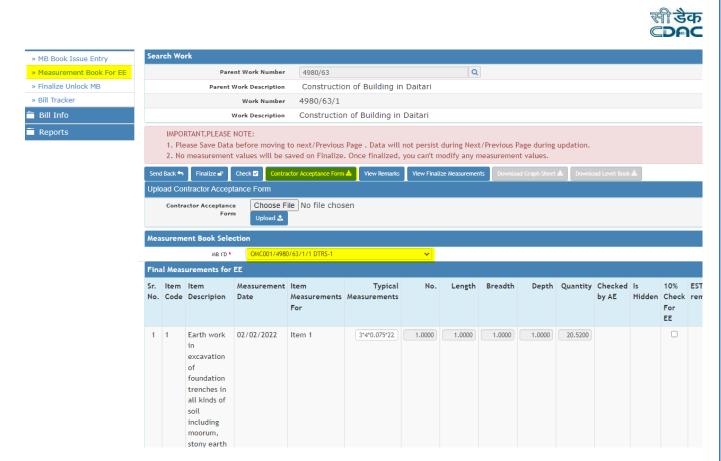


Figure 29 Measurement Book For EE.

🔳 🕋 Divisional Head Elect Daitari															۹.	Velcome wrr	nsomc010div +
Billing	[Best	: viewe	d in Internet E	xplorer 8+, Moz	illa Firefox 36+,	Google Chrome 3	7+]										
Measurement Info	πŶ	ou are l	here / Billing	/ Measurement	: Info												
» MB Book Issue Entry	Sea	rch Wo	rk														
Measurement Book For EE				Parent Work Nu	mber 4980/6	3			0	2							
» Finalize Unlock MB			Pa	rent Work Descri	ption Const	ruction of Buildi	ng in Daita	ari									
» Bill Tracker		Work Number 4980/63/1															
💼 Bill Info				Work Descri	ption Constr	uction of Buildir	ng in Daita	ri									
Reports			RTANT, PLEASE	NOTE													
	Seno Uple	5 No i Back 🔊 oad Cor Contract	me 8 ment	Check C Contra conce Form Form Choose Upload ction	aved of 3 lize actor Acceptance Form the File No file of the file No file of	hosen	you can't m		neasuremer			ad Level Book	±				
	Fin	al Moas	urements for		4980/63/1/3 DTRSE	-1		~									
	Sr.	Item		Measurement Date		Typical Measurements	No.	Length	Breadth	Depth	Quantity	Checked by AE		Check For EE	EST remarks	Remarks	Download Uploaded Documents
	1	3	Earth work in excavation of	02/02/2022	item1		20.0000				20.0000				5		*

Figure 30 Measurement Bokk step by step procedure.

- Divisional Officer has all rights to edit the detailed measurement and add suitable remarks against each Line of measurements as shown in Figure 30.
- Click on save button to save the edited measurements and entered remarks.
- > Divisional Officer Click on check Box provided against each Line of Measurements as shown in **Figure 30**.
- After selecting the Line of Measurements then click on Check button to check the measurement successfully. (Refer Figure 31).

		सी डैक ©DAC
Billing	[Best viewed in Internet Explorer 8+, Mozilla Firefox 36+, Google Chrome 37+]	
Measurement Info	🕈 You are here / Billing / Measurement Info	
» MB Book Issue Entry	Measurements checked successfully.	
» Measurement Book For EE	Search Work	
» Finalize Unlock MB	Parent Work Number 4980/63 Q	
» Bill Tracker	Parent Work Description Construction of Building in Daitari	
📋 Bill Info	Work Number 4980/63/1	
Reports	Work Description Construction of Building in Daitari	
	IMPORTANT,PLEASE NOTE: 1. Please Save Data before moving to next/Previous Page . Data will not persist during Next/Previous Page during updation. 2. No measurement * s will be saved on Finalize. Once finalized, you can't modify any measurement values. Send Back * Finalize * Chrck * Contractor Acceptance Form * View Remarks View Finalize Measurements Download Graph Sheet * Download Level Book * Upload Contractor Acceptance Form Choose File No file chosen Upload * Upload * View Finalize View Finalize	

Figure 31 Measurement Checked Successfully.

> After measurement gets checked successfully user then clicks on finalize button to finalize the measurement details which further will be considered to get processed in Bill.

In Section Officer (Nodal Section) Login: -

- Login into Section Office in WAMIS.
- Click Bill info.
- ➢ Click RA Bill details.
- > Enter relevant details in the available fields to create RA Bill or First and Final Bill.
- > Click on Save button to save the Bill details in WAMIS. (Refer Figure 32).

🗏 🕋 DTRS-1							L Welcome WMSOMC001501 →
Billing	[Best viewed in Internet Explorer	8+, Mozilla Fire	efox 36+, Google Chrome 37+]				
📋 Measurement Info	♠ You are here / Billing / Bill	nfo					
Bill Info	🔳 View						
» RA Bill Details	Search Work						
» Deviation Approval	Paren	Work Number	4980/63		Q		
» Extra Item	Parent W	ork Description	Construction of Building in Dai	tari			
» Price Escalation/Differential Cost		Work Number	4980/63/1				
» Bill Items	W	ork Description	Construction of Building in Dait	ari			
» Royalty Calculation Details	RA Bill Details						
» MB Record	Table medead with an a	at a state at a second					
Reports	Fields marked with an a		required.				
	Whether Final Bill *	No		~			
	RA Bill Date *	02/02/2022					
	Multiple COA Head Selection *	00/0005//00/	021/0009/00001/000	~			
	RA Bill No. *	1				Fill details for saving	
	SGST Percent *	9				RA Bill details	
	CGST Percent *	9					
	IGST Percent *	0					
	Update Physical Status of Project *	Bill Generated					
	3	Save Canc	el				

Figure 32 Preparing Bill in WAMIS



- > After record saved successfully user clicks on Bill items in RA Bill. (Refer Figure 33).
- In Bill items user clicks on Save RA Bill details from e-MB. Where the finalized measurement details and its executed quantity gets visible. (Refer Figure 34) & (Refer Figure 35).
- > User if needed can edit the abstract quantity against bill item. (Refer Figure 36).
- Section Officer then Finalizes the Bill to Sub-Divisional Officer.

Billing				et Explorer 8+, N	\ozilla	Firefox 3	6+, Google	Chrome 37+]								
Measurement Info	1	You are	here / Bill	ing / Bill Info												
Bill Info		ecord sav	red successf	ully. 🔶			2									
» RA Bill Details	S	earch Wo	ork													
» Deviation Appro				Parent Worl	k Numb	er 49	80/63			Q						
» Extra Item		Parent Work Description Construction of Building in Daitari														
» Price Escalation/Differential Cost					k Numb		80/63/1	r or building in bu	i curi							
» Bill Items				Work De	escripti	on CO	nstruction	of Building in Dai	tari							
Royalty Calculation Details			ill Details													
» MB Record																
Reports		Sr.	RA Bill	RA Bill	Edit	Delete	Bill	Upload	Royalty	Recoveries	MB	Update	View	View	Bill	Finalize
		No.	No.	Date			Items	Document	Calculation		Record	Bill	Bill	Photo	Info	
	3	1	1	04/02/2022	1	ŵ		۲	œ				۲	۵	0	-

Figure 33 RA Bill saved successfully in Section Officer Login

Billing	[Best view	ed in Intern	et Explorer 8+, I	Mozilla F	irefox 3	6+, Google	Chrome 37+]								
Measurement Info	🕈 You are	e here / Bill	ing / Bill Info												
🗎 Bill Info															
» RA Bill Details	Search W	ork													
» Deviation Appro			Parent Wor	k Numbe	er 49	80/63			Q						
» Extra Item			Parent Work D	escription	n C(onstructio	n of Building in Da	aitari							
» Price Escalation/Differential Cost		Work Number 4980/63/1													
» Bill Items			Work D	escription	n Co	nstruction	of Building in Dai	itari							
 » Royalty Calculation Details » MB Record 	View RA	Bill Details				2									
Reports	Sr. No.	RA Bill No.	RA Bill Date	Edit	Delete	Bill Items	Upload Document	Royalty Calculation	Recoveries	MB Record	Update Bill	View Bill	View Photo	Bill Info	Finalize
	1	1	04/02/2022	1	â		٥	œ				۲	۵	0	

Figure 34 Bill items in RA Bill details

Billing				ox 36+, Google Chrome 37+]							
🛅 Measurement Info	f You are he	re / Billing / Bill Info									
🗎 Bill Info	RA Bill Details										
» RA Bill Details	Search Work										
» Deviation Approval		Parent W	ork Number	4980/63		Q					
» Extra Item		Parent Work	Description	Construction of Building in	Daitari						
» Price Escalation/Differential Cost		w	ork Number	4980/63/1							
» Bill Items		Work	Description	Construction of Building in I	Daitari						
» Royalty Calculation Details	RA Bill Items	By JE									
» MB Record											
Reports	Sr. No.	BoQ Item No.	Item Cod	e Item Description	Agreement Quantity	Approved Quantity	Executed Quantity	Upto Date Quantity	Amount	Remarks	Edit
	No Record To	Display									
									Total A	mount : 0.0	5
,	Save RA	Bill Items From e-MB	View e-MB	Measurements Delete Bill Iter	ms						

Figure 35 Save RA Bill details from e-MB



Billing					efox 36+, Google Chrome 37+]							
asurement Info	f You ar	e here /	Billing	/ Bill Info								
l Info	RA Bill Details											
Bill Details	Search V	Vork										
viation Approval	Parent Work Number			Parent Work Number	4980/63	Q						
ra Item	Parent Work Description			rent Work Description	Construction of Building in Daitari							
e Escalation/Differential				Work Number	4980/63/1							
items				Work Description	Construction of Building in Daitari							
Ity Calculation Details	RA Bill It	ems Bv .	JE									
Record												
Reports	Sr. No.		Item Code	Item Description		Agreement Quantity	Approved Quantity			Amount	Remarks	Ed
	1	1	1	including moorum, (except sheet rocks dressing and levelin depositing the exca site with all leads a	vation of foundation trenches in all kinds of s stony earth and earth mixed with boulders a and boulders requiring for blasting) includir ing the bed up to the required depth and vated materials at places away from the wor nd lifts, T&P shoring and shuttering and red etc. comp. as directed by EIC.	g	90.0000	55.5200	55.5200	14812.74		
	2	2	2	of all kinds of soil, i	, unloading and carriage by mechanical mea including stoney earth, gravel and moorum e ounders upto 1/2 cum size with all lift and		159.0000	40.5200	40.5200	1918.62		4

Figure 36 Edit Bill items.