



Portal Website *for* Contractor

Electronic Document Management System (EDMS)



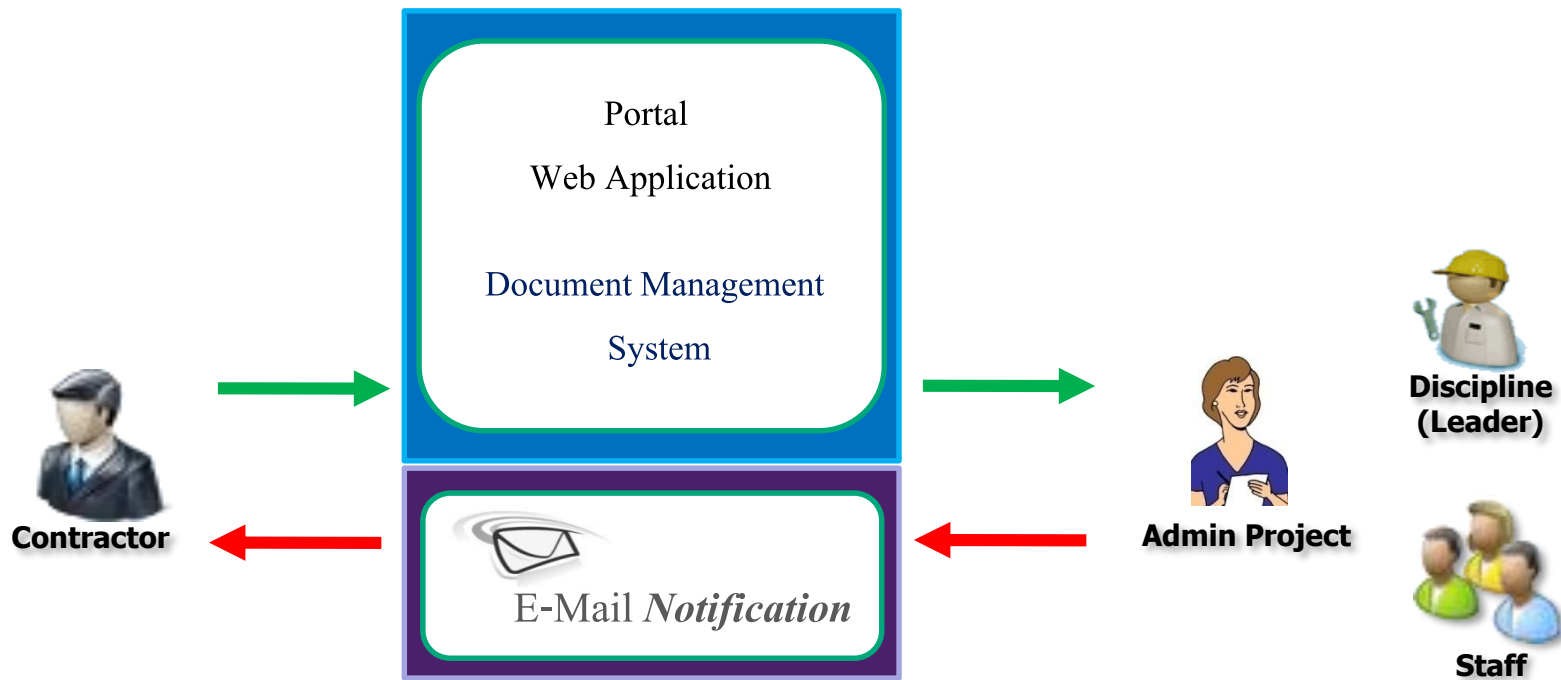
Agenda

Session 1 Overview : Portal Web Application

Session 2 Workshop

Overview : Portal Web Application

- ✓ Re-Check and Confirm Attachment
- ✓ Reduce E-mail Size



Easy-Step to *Submit* Documents

1. Prepare the documents

- Correspondence (Letter/Transmittal)
- Attachment (Drawing/Other Enclosure)
- In case : Drawing attachment, Excel file-list is required.*

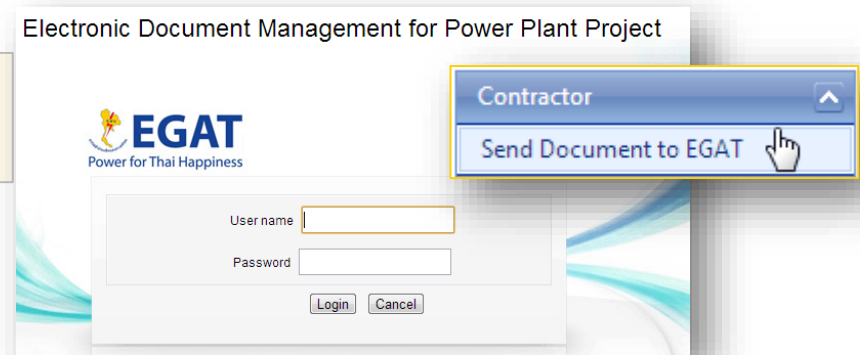
The **file-name** of the documents shall be applied as **the commitment format.**

2. Login and Upload Documents

URL = <http://edmpXXXX.egat.co.th>

XXXX = Project Code

For example : **GSRC**, **MMRP1**, etc.



3. Get an E-Mail notification



Subject = EGAT **XXXX** : Successful Submission

Example : Email Notification

Reply Reply All Forward         

EGAT PRJCODE : Successful Submissions PRJCODE-T-SCIEC-0410

edm helpdesk

To: contractor@abc.com

Cc: proj-team@egat.co.th; proj-admin@egat.co.th

Dear Sir,

The Submission is successful.

Date : 3/22/2014 9:41:52 AM

Correspondence from Contractor to EGAT : **PRJCODE-T-SCIEC-0410.PDF**

PRJCODE-D-SCIEC-22UXY-0001.PDF

PRJCODE-D-SCIEC-22UXY-0002.PDF

PRJCODE-D-SCIEC-22UXY-0011.PDF

PRJCODE-D-SCIEC-22UXY-0200.PDF

PRJCODE-T-SCIEC-0410.PDF

PRJCODE-T-SCIEC-0410.XLS

contact via E-MAIL : proj-admin@egat.co.th

Email Notification from EGAT Reply

1. Get an E-Mail



Email with Link

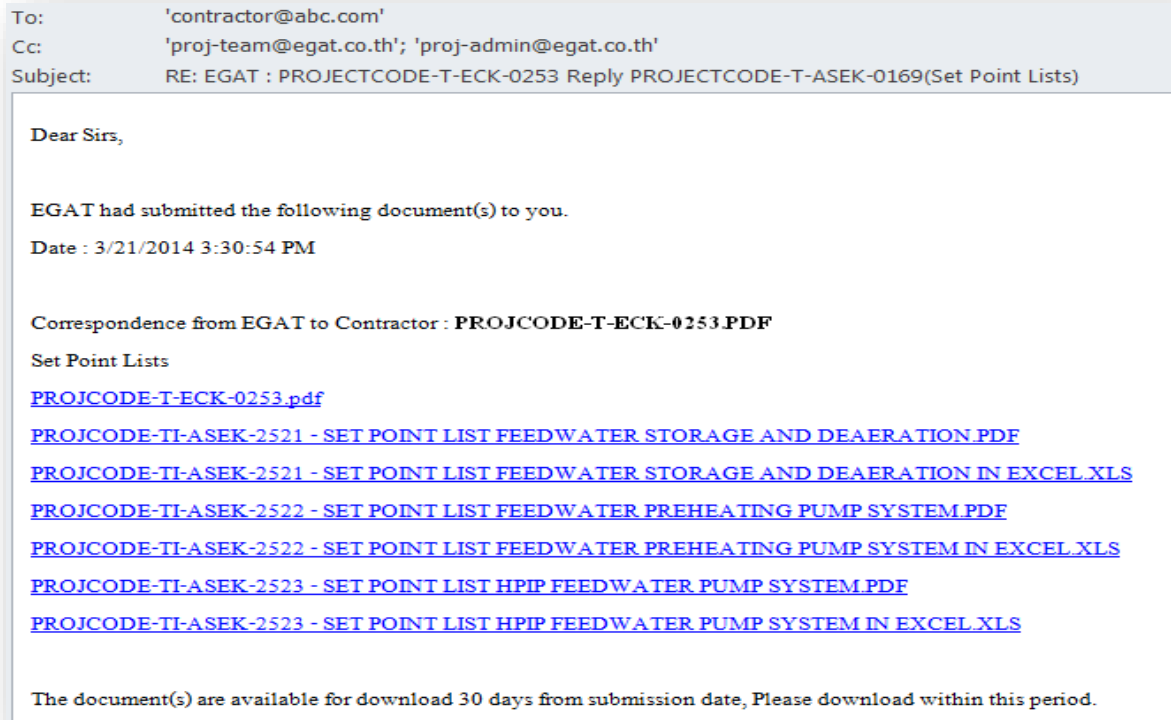


Subject = EGAT : **XXXX** [Correspondence Number] Reply ...

XXXX = Project Code

For example : **MMRP1**, **HDI-KT**, etc.

2. Click Link to Download Documents



File Name Format (Correspondence)

Example Transmittal : GSRC-MPS-OEE-T-C-19-0001

Project Code	Sender	Receiver	Document Type	Discipline	Year	Running Number
GSRC	GSR = Gulf SRC Company Limited	GSR = Gulf SRC Company Limited	L = Letter T = Transmittal	B = General Project Issue	19 = 2019 20 = 2020 21 = 2021	NNNN
	OEE = Owner's Engineer (EGAT)	OEE = Owner's Engineer (EGAT)		C = Civil/Structural/Architectural		
	MPS = MHPS-PTC	MPS = MHPS-PTC		M = Mechanical		
	MHQ = Mitsubishi Hitachi Power Systems, LTD Headquarter	MHQ = Mitsubishi Hitachi Power Systems, LTD Headquarter		E = Electrical		
	TGO = Mitsubishi Hitachi Power Systems, LTD Takasago	TGO = Mitsubishi Hitachi Power Systems, LTD Takasago		I = Instrumentation and Control		
	HTC = Mitsubishi Hitachi Power Systems, LTD Hitachi	HTC = Mitsubishi Hitachi Power Systems, LTD Hitachi		G = General Correspondence		
	MEL = Mitsubishi Electric Corporation Kobe	MEL = Mitsubishi Electric Corporation Kobe		S = Safety and Environmental Issue		
	SNT = Sino-Thai Engineering & Construction Public Company Limited	SNT = Sino-Thai Engineering & Construction Public Company Limited		O = Commissioning		

File Name Format (Attachment)

Example Drawing : GSRC-MPS-EA-10KKS-0001

Project Code	Initiator Code	Discipline	Type of Document	Block and Unit Designators	KKS Code	Running Number
GSRC	<p>MPS = submission from MHPS-PTC</p> <p>MHQ = submission from Mitsubishi Hitachi Power Systems, LTD Headquarter</p> <p>TGO = submission from Mitsubishi Hitachi Power Systems, LTD Takasago</p> <p>HTC = submission from Mitsubishi Hitachi Power Systems, LTD Hitachi</p> <p>MEL = submission from Mitsubishi Electric Corporation Kobe</p> <p>SNT = submission from Sino-Thai Engineering & Construction Public Company Limited</p>	<p>C = Civil, Structural and Architectural</p> <p>E = Electrical</p> <p>I = Instrumentation and Control</p> <p>M = Mechanical</p> <p>N = Environmental</p> <p>O = Non-specific</p> <p>S = Commissioning</p>	<p><u>Drawing</u></p> <p>A = Arrangement</p> <p>D = Diagrams</p> <p>F = Physical Design</p> <p>G = Physical Construction</p> <p><u>Technical Information</u></p> <p>B = Concept Documents</p> <p>C = Calculations</p> <p>E = Method Statements</p> <p>L = Lists ex. Equipment</p> <p>O = Manuals</p> <p>M = Erection Procedures</p> <p>P = Specifications</p> <p>S = System Descriptions</p> <p>T = Test Procedures</p> <p>U = Commissioning Procedures</p> <p>X = Studies</p> <p>Y = Other</p>	<p>10 = Block 1</p> <p>20 = Block 2</p> <p>30 = Block 3</p> <p>40 = Block 4</p> <p>90 = non-Block</p> <p>91 = Block 1 and Block 2 related Common Facilities</p> <p>92 = Block 3 and Block 4 related Common Facilities</p>	KKS	NNNN

How to Use EGAT

Thai Happiness

Contractor

Send Document to EGAT

Project Document

Download

1

Login to Portal Website

Electronic Document Management for Power Plant Project



User name

Password

Login

Cancel

URL = <http://edmpXXXX.egat.co.th>

XXXX = Project Code

For example : **GSRC, MMRP1**, etc.

EDM for Power Plant Project

Welcome

Project :

Logout

LetterTransmittal



Date : October 06,2017

Send Document to EGAT

General Information

Project

The Consortium of

ATTN.

Correspondence Type Letter Transmittal

2
Select Type :
Letter or Transmittal

Letter

Letter



LETTER

Choose File No file chosen

Lists of Enclosures

Choose Files No file chosen

Add Files

3
Browse Files

- Correspondence
- Attachment
 - [Browse Excel file Drawing List]
- Drawing

Input Criteria

Subject/Title*

4
Fill in "Subject/Title" text box
with the summary about the
correspondence.

Contact Information

CC

Contract No. W100295-2387-12/2555-
MMRP1

ALSTOM Power System

Tel

Fax

5
Upload



Click "Upload" and "Submit"

Download Excel Template and User Manual

EGAT
Power for Thai Happiness

EDM for Power Plant Project

Welcome

Project : LetterTransmittal   Logout

Send Document to EGAT

Date : September 22, 2017

General Information

Project
The Consortium of
ATTN.

Correspondence Type Letter Transmittal

Click icon  for download the Excel file template.

Click icon  for download User Manual.

Example : Excel Template

Drawings/Technical Number	Description/Title	Revision	Type
BPRP1-xxxxxxxx	xx	1	For Action Required
BPRP1-xxxxxxxx	xx	1	For Information
BPRP1-xxxxxxxx	xx	1	Final for Construction
			Final As Built

Login to the portal website to download the documents

Menu : Download

EGAT
Power for Thai Happiness

EDM for Power Plant Project

Welcome Contractor Name / Project : Project Name Logout

Contractor
Send Document to EGAT

Project Document
Download

Download Document

Search Criteria

Documents submitted by : Contractor ▾

Submit-Date : Today ▾

Search by Correspondence ▾

Search by Correspondence
Search by Subject/Title
Search by Description

Search Clear Export

Fill in "Keyword" textbox with the summary about the correspondence



Submit Documents

Examples of *Invalid Case*

Example : Invalid File Name Format

Notice : Please re-check filename format

The screenshot displays the EGAT web portal interface. At the top left is the EGAT logo with the tagline "Power for Thai Happiness". The main header area includes the text "Mae Moh Power Plant Project" and "Mae Moh Power Plant Units 4-7 Replacement Project Logout". A navigation menu on the left contains "Contractor", "Send Document to EGAT", "Project Document", and "Download". The main content area is titled "Send Document to EGAT" and includes a date "Date : October 06,2017". A "General Information" section lists project details: "Project: Mae Moh Power Plant Units 4-7 Replacement Project", "The Consortium of: The Consortium consisting of ALSTOM Power Systems SA, ALSTOM (Thailand) Ltd. and Marubeni Corporation", and "Correspondence Type: Letter (selected) Transmittal". A "Transmittal" section shows a "Formal Transmittal sheet" with a PDF icon and the text "TRANSMITTAL". Below this is a "Choose File" button with the text "No file chosen" and a red error message: "Please re-check file-name format !!". The "Attach File" section has two steps: "Step 1 : File Transmittal(Excel)" with a "Choose File" button and "No file chosen", and "Step 2 : File Drawings" with a "Choose Files" button and "No file chosen". An "Add Files" button is at the bottom of the attach file section. A red-bordered dialog box is overlaid on the page, containing the text "edmpmmp1.egat.co.th says: Please re-check file-name format !!" and an "OK" button.

Example : Invalid File Name Format

Notice : [Filename is invalid format]

The screenshot shows the 'Send Document to EGAT' interface. The page header includes the EGAT logo and project details: 'EDM for Power Plant Project', 'Welcome Black & Veatch (Thailand) Ltd. / Project : Bang Pakong Combined Cycle (Units 1-2 Replacement) Project', and a 'Logout' link. A 'LetterTransmittal' status indicator is visible in the top right.

The main content area is titled 'Send Document to EGAT' and includes a 'Date : October 19,2017' field. Under 'General Information', the project name is 'Bang Pakong Combined Cycle (Units 1-2 Replacement) Project' and the correspondence type is 'LetterTransmittal'. The 'Transmittal' section shows a 'Formal Transmittal sheet' with a PDF icon and the filename 'BPRP1-T-BVTEC-9999.PDF'. Below this, there are sections for 'Attach File' (Step 1: File Transmittal(Excel) with filename 'BPRP1-T-BVTEC-9999') and 'Step 2 : File Drawings'.

At the bottom, a table lists the attachments:

Item	Drawings/Technical Number	Description/Title	Revision	Type	Attachment
1	BPRP1-TI-BVTEC-7444	Technical Information for Multimedia Filter	1	For Information	BPRP1-TI-BVTEC-7444.PDF
2	BPRP1-TI-BVTEZ-7445 [Filename is invalid format]	Technical Information for Multimedia Filter 2	1	For Information	

Example : Invalid File Name Format

Notice : Please browse the total correct file-name attachment

The screenshot displays the EGAT web application interface for the 'EDM for Power Plant Project'. The page title is 'EDM for Power Plant Project' and the user is identified as 'Welcome Marubeni Corporation / Project : Mae Moh Power Plant Units 4-7 Replacement Project'. The date is 'January 08, 2018'. A navigation menu on the left includes 'Contractor', 'Send Document to EGAT', 'Project Document', and 'Download'. The main content area is titled 'Send Document to EGAT' and contains a 'General Information' section with fields for Project, The Consor, ATTN, and Corresponden. A modal dialog box is overlaid on the page with the message 'Please browse the total correct file-name attachment.' and an 'OK' button. Below the dialog, the 'Transmittal' section shows a 'Formal Transmittal sheet' with a PDF icon and the text 'TRANSMITTAL'. A 'Browse...' button is followed by 'No file selected.' and the filename 'MMRP1-T-MCEM-9999.PDF'. The 'Lists of Drawing/Technical Information' section has an 'Attach File' section with 'Step 1 : File Transmittal(Excel)' and 'Step 2 : File Drawings'. Both steps have 'Browse...' buttons followed by 'No file selected.' and a 'Add Files' button at the bottom.



Example : Length of Correspondence File Name

Notice : The maximum length of a Correspondence file name is 30 characters.

EGAT
Power for Thai Happiness

EDM for Power Plant Project

Welcome Project Logout

Letter Transmittal  

Contractor


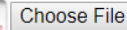
- Send Document to EGAT
- Project Document**
- Download

Send Document to EGAT Date : October 06,2017

General Information

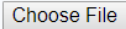

Project .
The Consortium of
ATTN.
Correspondence Type Letter Transmittal

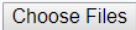

Transmittal


Formal Transmittal sheet
 **TRANSMITTAL**
 No file chosen The maximum length of a correspondence file name is 30 characters. Please fill in the detail of the correspondence in "Description" text box.

Lists of Drawing/Technical Information

Attach File

Step 1 : File Transmittal(Excel)
 No file chosen 

Step 2 : File Drawings
 No file chosen 



Input Criteria

Subject/Title*

Contact Information

Example : Length of Drawings File Name

Notice : The maximum length of a Drawing file name is 30 characters.

The screenshot illustrates a web application interface for document submission. A dialog box titled "Attach File" is overlaid on the page, displaying a warning message: "Step 1 : File Transmittal(Excel) The maximum length of a Drawing file name is 30 characters." Below this message, there is a "Select" button and a file icon. The dialog also shows "Step 2 : File Drawings" with a "Submit" button. In the background, an "Open" dialog box is visible, showing a file named "MMRP1-T-ASEC-8888.xls" selected in a folder named "Data... MMRP1-T-ASEC-8888---test long-name-dra...". The main application window shows a "Send Document to EGAT" form with sections for "General Information" and "Input Criteria".

Item	Drawings/Technical Number
No records to display.	



Drawings/Technical Number	
SBRP1-D-SAEK-00ABC-00501	Technical I
SBRP1-D-SAEK-00ABC-00501254651	Technical I

Example : Duplicate file name of the correspondence

Notice : This Correspondence (Letter/Transmittal) number has been sent.
Please re-check the file-name.

EDM for Power Plant Project

Welcome Project : Logout

LetterTransmittal  

Contractor

Send Document to EGAT

Project Document

Download


Send Document to EGAT Date : October 06,2017

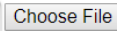
General Information

Project
The Consortium of
ATTN.
Correspondence Type Letter Transmittal

Transmittal

Formal Transmittal sheet

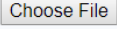

 **TRANSMITTAL**

 No file chosen This correspondence number has been sent. Please re-check the file-name.

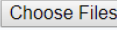

Lists of Drawing/Technical Information


Attach File

Step 1 : File Transmittal(Excel)

 No file chosen 

Step 2 : File Drawings

 No file chosen 




Input Criteria

Subject/Title*

Example : Can not resubmit the not yet reply drawings



Notice : ["Please wait for EGAT-Reply"]



EGAT
Power for Thai Happiness

EDM for Power Plant Project

Welcome Project : Logout

Letter Transmittal  

Contractor

Send Document to EGAT

Project Document

Download


Send Document to EGAT Date : October 06,2017

General Information

Project
The Consortium of
ATTN. .
Correspondence Type Letter Transmittal

Transmittal

Formal Transmittal sheet




TRANSMITTAL

Choose File No file chosen MMRP1-T-ASEB-9988.PDF


Lists of Drawing/Technical Information

Attach File

Step 1 : File Transmittal(Excel)

No file chosen MMRP1-T-ASEB-9988 

Step 2 : File Drawings

No file chosen 

Item	Drawings/Technical Number	Description/Title	Revision	Type	Attachment
1	MMRP1-D-ASEB-HAN-8787	Boiler Aqueous Ammonia Equipment Isometric Drawings	B ["Please wait for EGAT-Reply"]	For Action Required	



Workshop

***Submit* Documents to EGAT**



Questions ?

THANK YOU for YOUR Cooperation

Electronic Document Management System for Power Plant (EDMS *for pp*)

Contact IT

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