

HELP DOCUMENT FOR e-MEASUREMENT BOOK

URL : <https://emb.ongc.co.in/>

ongc e-Measurement Book ENERGY. Now AND Next Login

Contractor
Input measured quality of work completed with related documents & submit for review.
Log Work Done

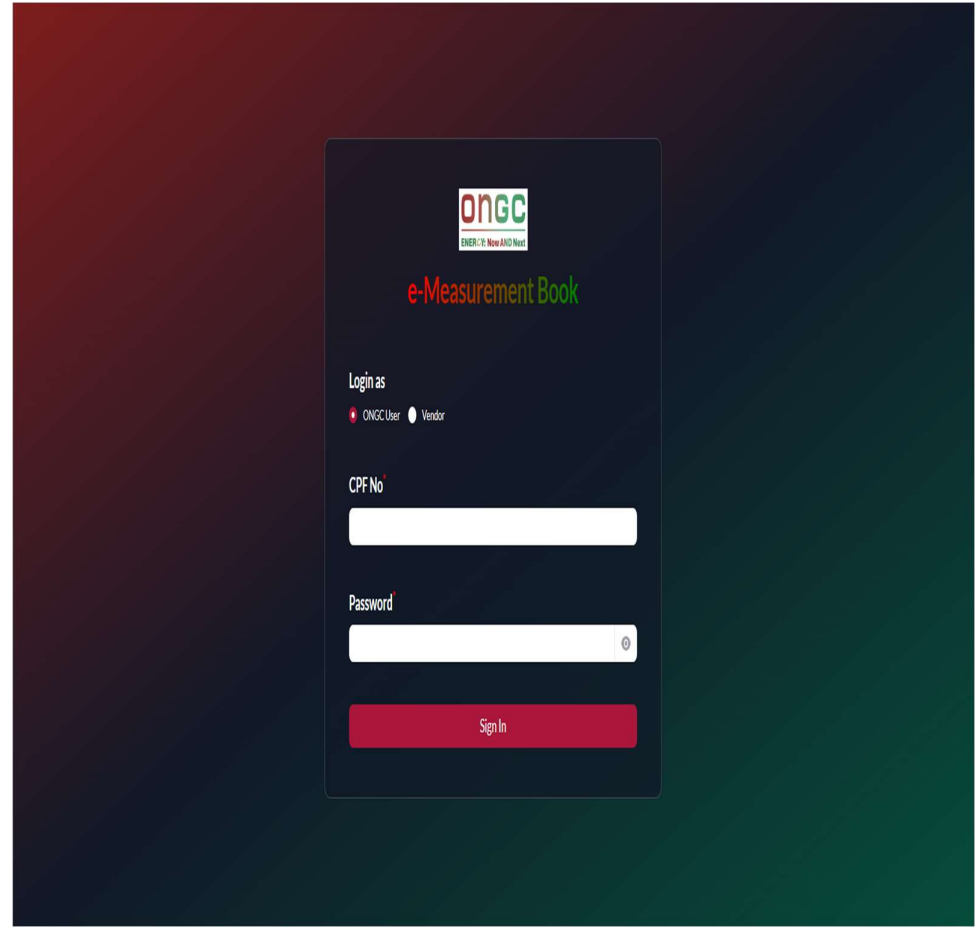
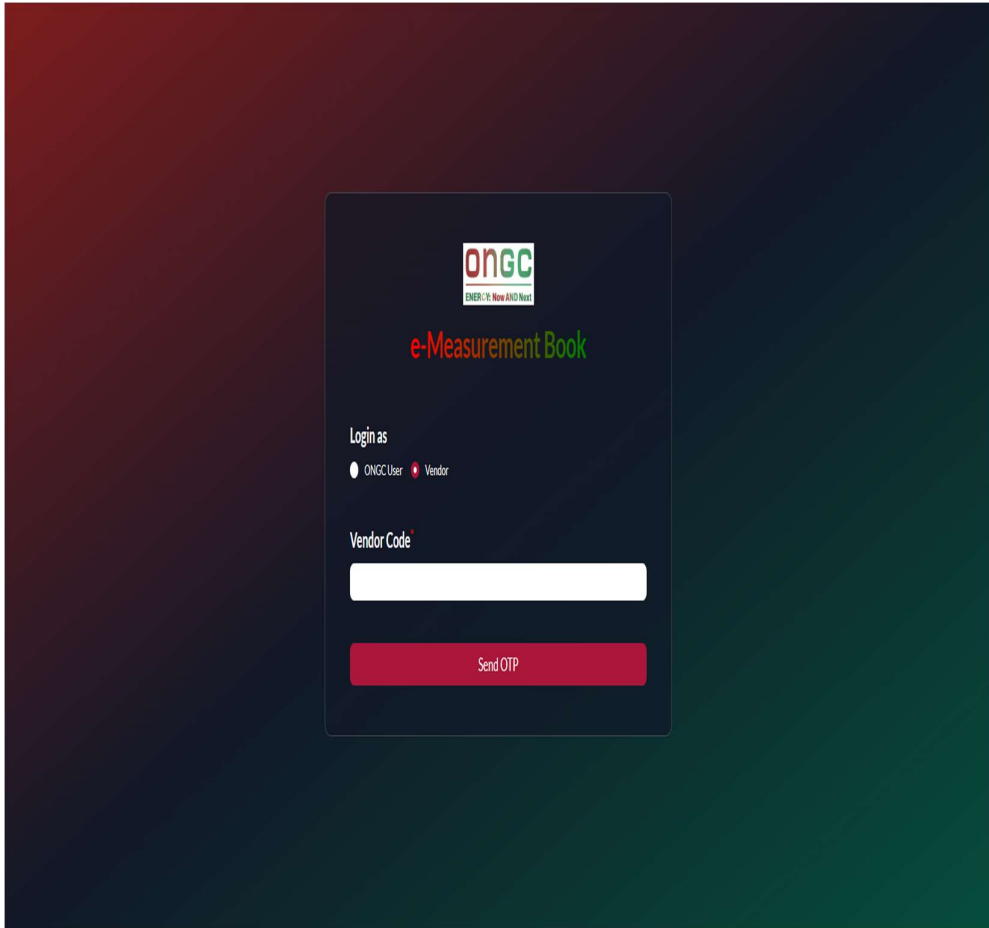
Site Engineer
Reviews, validates work entries & either approves or rejects.
Approve → Forward to Project Manager
Reject → Sent back to contractor for revision
Approve **Reject**

Project Manager
Verifies, gives final approval or send back for revision to Site Engr for updates.
Final Approval

Workflow
Contractor → Service Engineer (Approval/Revision) → Project Manager → e-MB Approved.

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Step 1: On entering the URL : <https://emb.ongc.co.in/> , the above page will appear. Click on White “Login” text to Login in the portal .

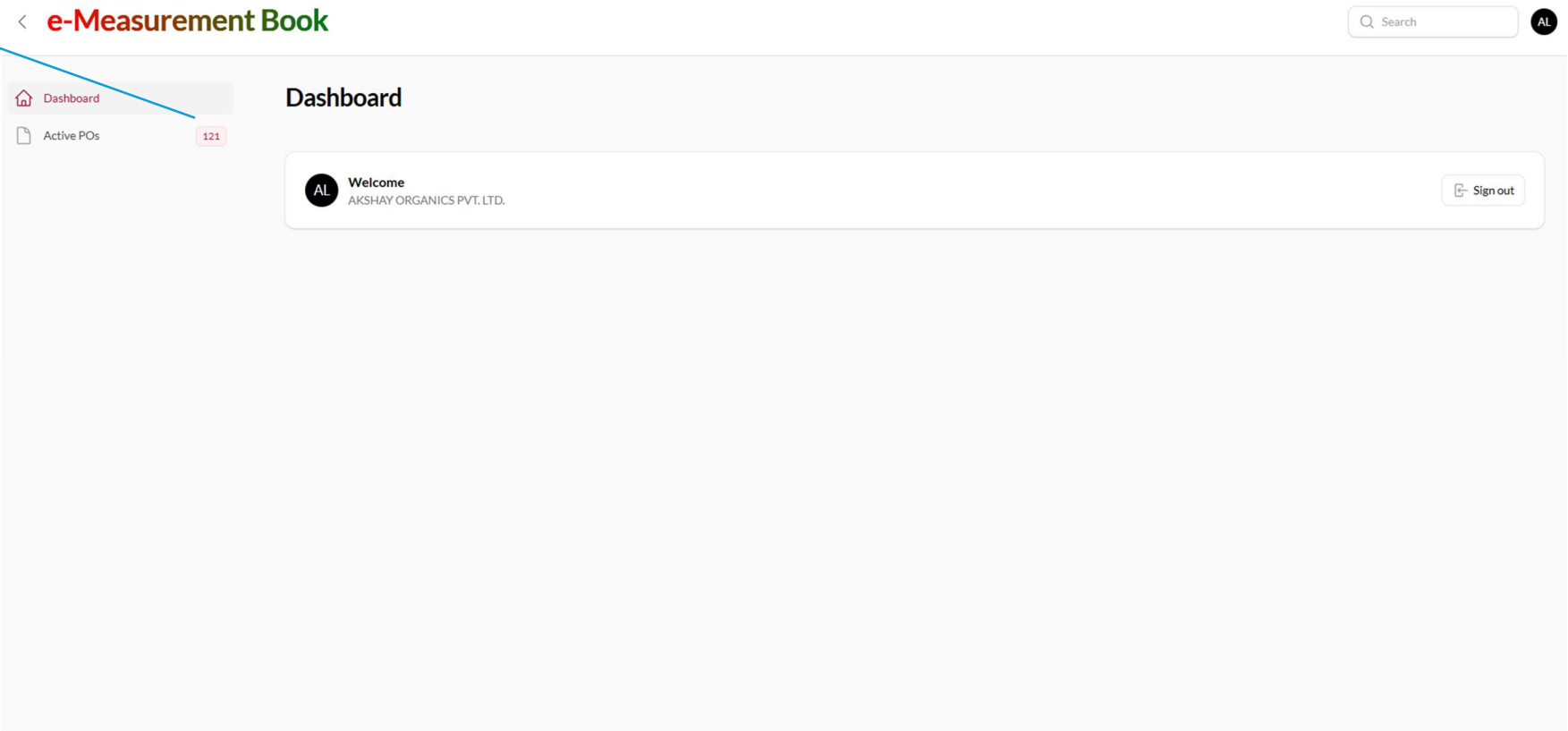


Step 2: The above Login page will open . Contractor can login with Vendor code and OTP will be sent to their registered Mobile Number or email Id updated in ONGC SAP records.

ONGC user can login with their CPF No. and domain login password.

NOTE : Contractor should ensure that their mobile numbers and email ids are entered correctly in ONGC SAP against their vender code.

Shows all Active POs against the contractor vendor code



Step 3 : On login with Vender code and OTP received on their registered mobile number / email id, the above page will open.

On Clicking “ Active PO’s” , all active POs against a particular vender will be listed as shown below.

e-Measurement Book

Dashboard | Active POs 121

Purchasing Orders > List

Purchasing Orders

My Purchasing Orders
List of purchasing orders numbers assigned to you.

Sr No	PO Number	Total Header Items	Total Services	Changes Requested	
1	5010081603	1	4	0	e-MB Data Entry
2	5010081604	1	2	0	e-MB Data Entry
3	5010081606	0	0	0	e-MB Data Entry
4	5010081608	0	0	0	e-MB Data Entry
5	5010081611	0	0	0	e-MB Data Entry
6	5010081638	0	0	0	e-MB Data Entry
7	5010081663	0	0	0	e-MB Data Entry
8	5010081665	0	0	0	e-MB Data Entry
9	5010081666	0	0	0	e-MB Data Entry

On clicking the “ < ” the screen will expand as shown below.

e-Measurement Book

Purchasing Orders > List

Purchasing Orders

My Purchasing Orders
List of purchasing orders numbers assigned to you.

Sr No	PO Number	Total Header Items	Total Services	Changes Requested	
1	5010081603	1	4	0	e-MB Data Entry
2	5010081604	1	2	0	e-MB Data Entry
3	5010081606	0	0	0	e-MB Data Entry
4	5010081608	0	0	0	e-MB Data Entry
5	5010081611	0	0	0	e-MB Data Entry
6	5010081638	0	0	0	e-MB Data Entry
7	5010081663	0	0	0	e-MB Data Entry
8	5010081665	0	0	0	e-MB Data Entry
9	5010081666	0	0	0	e-MB Data Entry
10	5010081667	0	0	0	e-MB Data Entry

Showing 1 to 10 of 121 results | Per page 10 | 1 2 3 4 ... 12 13 >

On clicking “ ≡ ” the screen will collapse as depicted above in first figure.

Step 4: To create e- measurement book (e-MB) data, contractor should click on " e-MB data entry " corresponding to the PO No. and header line item against which e-MB data needs to be created. On clicking " e-MB data entry " , the below page will be displayed.

e-Measurement Book

Purchasing Orders > 5010081603 > Service Request

Purchase Order Details of - 5010081603

Sr No	Description of Item	Items No	Work Done	Status	Uom	Delivery date	Net Order Value	Vendor	SE Actions	PM Actions	
1	HIRING OF CATERING	00001	0%	In Progress	LE	15 February 2016	₹781,000.00	0	0	0	Get Services

Per page 10

Services Details

Select a line item to view services

Click on " Get Services " to populate all the services under the corresponding header line item as mentioned in the respective PO. The below screen with services will appear.

e-Measurement Book

Purchasing Orders > 5010081603 > Service Request

Purchase Order Details of - 5010081603

Sr No	Description of Item	Items No	Work Done	Status	Uom	Delivery date	Net Order Value	Vendor	SE Actions	PM Actions	
1	HIRING OF CATERING	00001	0%	In Progress	LE	15 February 2016	₹781,000.00	0	0	0	Get Services

Per page 10

Services Details

Line	Short text	UOM	Unit Price	Net Value	Remaining Net Value	Quantity	Approved	In Review	Remaining Qty	Request Quantity	Stage	Assigned To
<input type="checkbox"/>	0000000010	tea	NO	₹1.00	8000.00	8,000.00	8000.00	0.00	0.00	8,000.00	0.00	Editable
<input type="checkbox"/>	0000000020	coffee	NO	₹150.00	750000.00	750,000.00	5000.00	0.00	0.00	5,000.00	0.00	Editable
<input type="checkbox"/>	0000000030	Lunch	NO	₹1.00	18000.00	18,000.00	18000.00	0.00	0.00	18,000.00	0.00	Editable
<input type="checkbox"/>	0000000040	Dinner	NO	₹1.00	5000.00	5,000.00	5000.00	0.00	0.00	5,000.00	0.00	Editable
Summary				Total	781000.00	Total	781,000.00	Total		36000.00		

Per page 10

⚠ IF GR/SES date is beyond Contractual Delivery date (CDD) / Contractual Completion date (CCD), PLEASE CHECK LD applicability and inform the concerned.

All Services under header item.

Purchase Order Details of - 5010081603

Header Line Items

Sr No	Description of Item	Items No	Work Done	Status	Uom	Delivery date	Net Order Value	Vendor	SE Actions	PM Actions
1	HIRING OF CATERING	00001	0%	In Progress	LE	15 February 2016	₹781,000.00	0	0	0

Denotes the percentage of work completed

Once line item /items are selected this tab will start showing.

Contractor to select the service line item for which measurement of work needs to be recorded.

Services Details

Send to Site Engineer

4 records selected

Deselect all

Line	Short text	UOM	Unit Price	Net Value	Remaining Net Value	Quantity	Approved	In Review	Remaining Qty	Request Quantity	Stage	Assigned To
<input checked="" type="checkbox"/>	0000000010	tea	₹1.00	8000.00	8,000.00	8000.00	0.00	0.00	8,000.00	4000.00	Editable	
<input checked="" type="checkbox"/>	0000000020	cofee	₹150.00	750000.00	750,000.00	5000.00	0.00	0.00	5,000.00	5000.00	Editable	
<input checked="" type="checkbox"/>	0000000030	Lunch	₹1.00	18000.00	18,000.00	18000.00	0.00	0.00	18,000.00	9000.00	Editable	
<input checked="" type="checkbox"/>	0000000040	Dinner	₹1.00	5000.00	5,000.00	5000.00	0.00	0.00	5,000.00	2000	Editable	
Summary				Total	Total	Total						
				781000.00	781,000.00	36000.00						

Contractor to log measurement of work done.

IF GR/SES date is beyond Contractual Delivery date (CDD) / Contractual Completion date (CCD), PLEASE CHECK LD applicability and inform the concerned.

Step 5: Contractor to select and fill the service line items with the actual quantity of work/job done. Once line item /items are selected this icon “ **Send to Site Engineer** ” is activated . After logging the measurement of job , contractor can forward the e-MB data to the site engineer **Send to Site Engineer** for review. On the clicking button , a pop appears as shown in the figure below to upload the all the documents and photos related to the job done.

e-Measurement Book

Purchase Order Details of - 5010061003

Dashboard | Active POs 25

Header Line Items

Sr No	Description of Item	Items No	Work	Net Order Value	Vendor	SE Actions	PM Actions
1	HIRING OF CATERING	00001	0%	₹781,000.00	0	0	0

Services Details

4 records selected

Line	Short text	UOM	Unit Price	Net	In Review	Remaining Qty	Request Quantity	Stage	Assigned To		
000000010	tea	NO	₹1.00	8000.00	8,000.00	8000.00	0.00	0.00	8,000.00	4000.00	Editable
000000020	coffee	NO	₹150.00	750000.00	750,000.00	5000.00	0.00	0.00	5,000.00	5000.00	Editable
000000030	Lunch	NO	₹1.00	18000.00	18,000.00	18000.00	0.00	0.00	18,000.00	9000.00	Editable
000000040	Dinner	NO	₹1.00	5000.00	5,000.00	5000.00	0.00	0.00	5,000.00	2000.00	Editable
Summary				Total	Total	Total					
				781000.00	781,000.00	36000.00					

Per page 10

IF GR/SES date is beyond Contractual Delivery date (CDD) / Contractual Completion date (CCD). PLEASE CHECK LD applicability and inform the concerned.

Upload required files & submit to Site Engineer

Attach the supporting documents. Combined max 5 MB per submission.

Attachments (required)

Drag & Drop your files or [Browse](#)

Country of Origin*

Select an option

Cancel Confirm

Send to Site Engineer

Get Services

Deselect all

14:53

Step 6: Contractor to upload documents , photos and other related evidence related to the job done and select the country of origin “ India” or “ Overseas” from drop down menu and submit it to site engineer (i.e. CPF No. maintained in the ONGC SAP PO ; PO Header -> Contact details-> Contact person for current PO). Please ensure correct CPF details are entered in the PO . Once the e-MB data is sent , name of the concerned Site Engineer will show under the column “ Assigned To” as shown in the below picture.

e-Measurement Book

Purchasing Orders > 5010081603 > Service Request

Purchase Order Details of - 5010081603

Header Line Items

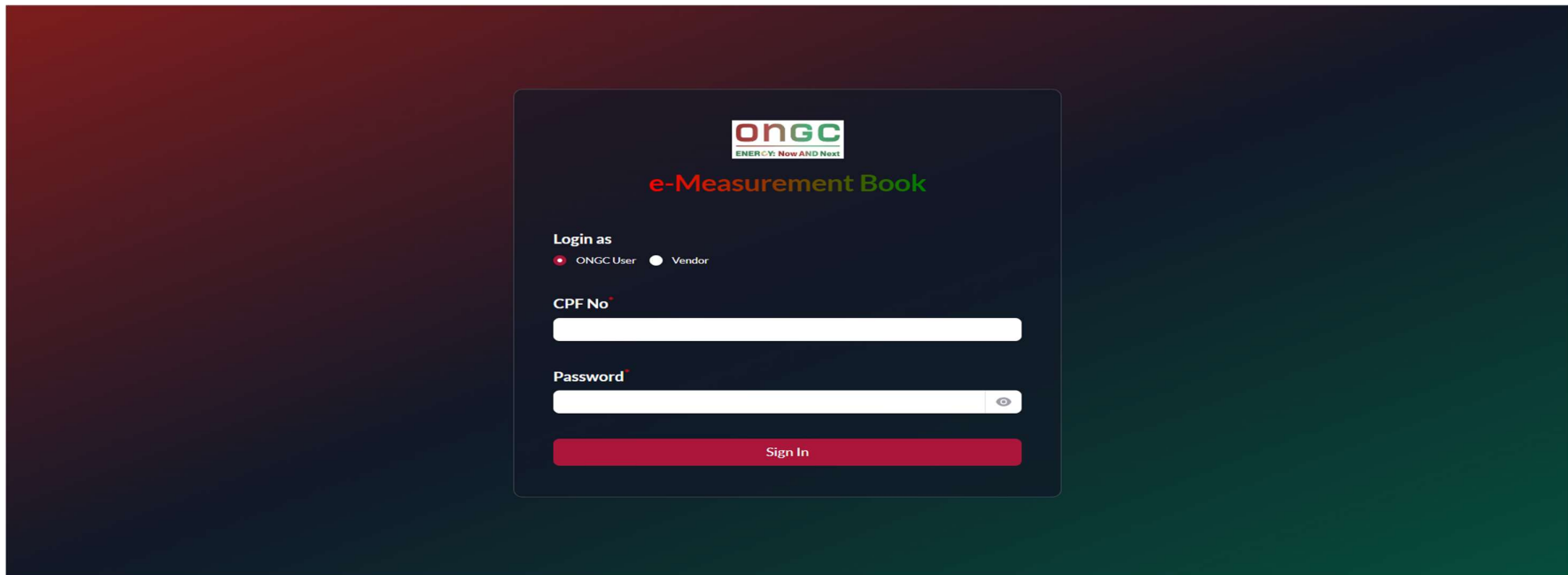
Sr No	Description of Item	Items No	Work Done	Status	Uom	Delivery date	Net Order Value	Vendor	SE Actions	PM Actions
1	HIRING OF CATERING	00001	0%	In Progress	LE	15 February 2016	₹781,000.00	0	0	0

Services Details

Line	Short text	UOM	Unit Price	Net Value	Remaining Net Value	Quantity	Approved	In Review	Remaining Qty	Request Quantity	Stage	Assigned To
0000000010	tea	NO	₹1.00	8000.00	4,000.00	8000.00	0.00	4000.00	4,000.00	0.00	With SE	Swargam Krishna Hazarika (Programming Officer)
0000000020	coffee	NO	₹150.00	750000.00	0.00	5000.00	0.00	5000.00	0.00	0.00	With SE	Swargam Krishna Hazarika (Programming Officer)
0000000030	Lunch	NO	₹1.00	18000.00	9,000.00	18000.00	0.00	9000.00	9,000.00	0.00	With SE	Swargam Krishna Hazarika (Programming Officer)
0000000040	Dinner	NO	₹1.00	5000.00	3,000.00	5000.00	0.00	2000.00	3,000.00	0.00	With SE	Swargam Krishna Hazarika (Programming Officer)
Summary				Total 781000.00	Total 16,000.00			Total 16000.00				

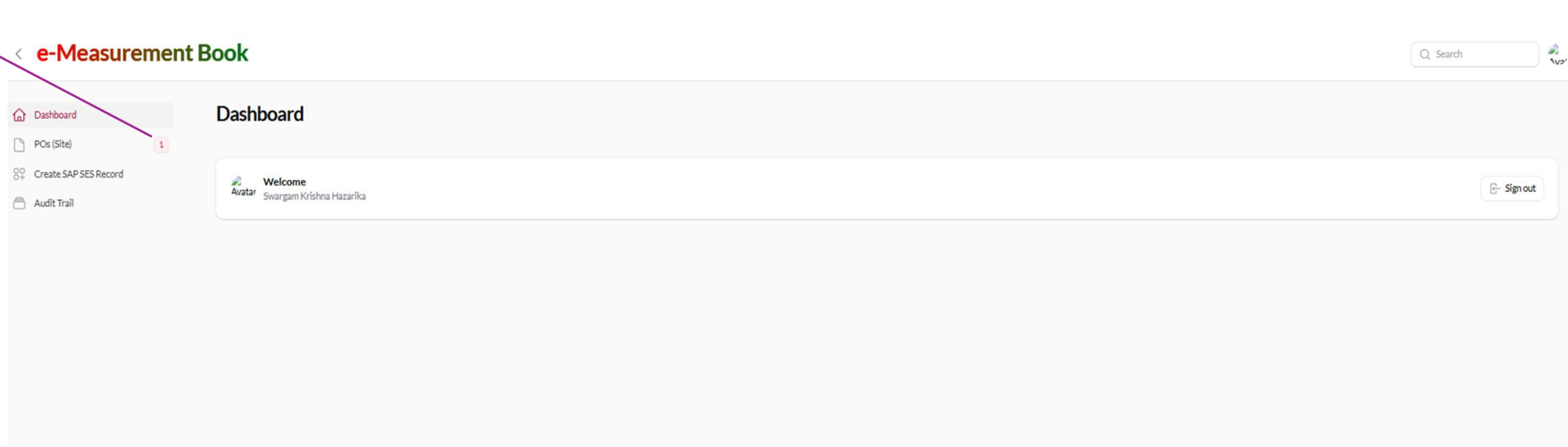
IF GR/SES date is beyond Contractual Delivery date (CDD) / Contractual Completion date (CCD), PLEASE CHECK LD applicability and inform the concerned.

Uploaded files can be accessed here. Once attached cannot be deleted.



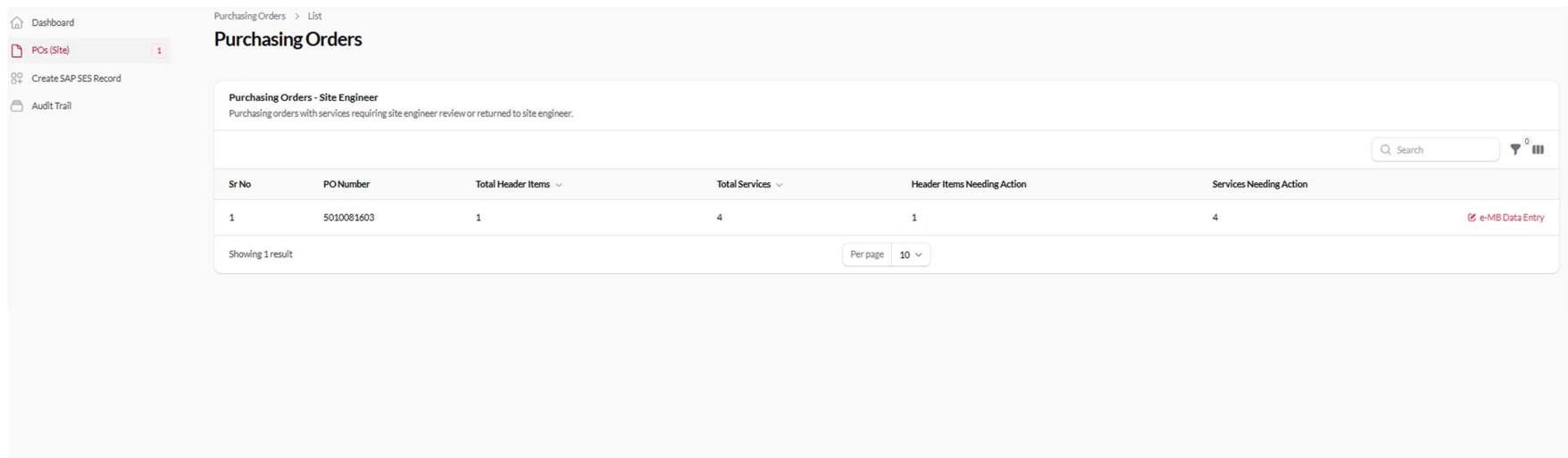
Site Engineer can login in with his/her ONGC CPF No. and Domain Password.

Shows all e-MB records pending against the site engineer



Step 7: Once Site Engineer logs in. The above page will appear.

Clicking on POs (Site) will take Site Engineer to the page where list of all PO will be visible sent by different contractors .



Clicking on corresponding **e-MB data Entry** will take the site engineer to the below page and show all the header data submitted by the contractor of the corresponding PO.

e-Measurement Book

Purchasing Orders > 5010081603 > Service Request

Purchase Order Details of - 5010081603

Header Line Items

Sr No	Description of Item	Items No	Work Done	Status	Uom	Delivery date	Net Order Value	Vendor	SE Actions	PMActions	
1	HIRING OF CATERING	00001	0%	In Progress	LE	15 February 2016	₹781,000.00	0	4	0	Get Services

Services Details

Select a line item to view services

IF GR/SES date is beyond Contractual Delivery date (CDD) / Contractual Completion date (CCD), PLEASE CHECK LD applicability and inform the concerned.



On clicking "Get Services" Site engineer can access all the service line items filled and sent by the contractor.

e-Measurement Book

Purchasing Orders > 5010081603 > Service Request

Purchase Order Details of - 5010081603

Header Line Items

Sr No	Description of Item	Items No	Work Done	Status	Uom	Delivery date	Net Order Value	Vendor	SE Actions	PMActions	
1	HIRING OF CATERING	00001	0%	In Progress	LE	15 February 2016	₹781,000.00	0	4	0	Get Services

Services Details

Messages Uploaded Files

Line	Short text	UOM	Unit Price	Net Value	Remaining Net Value	Quantity	Approved	In Review	Remaining Qty	Stage	Assigned To		
<input type="checkbox"/>	0000000010	tea	NO	₹1.00	8000.00	4,000.00	8000.00	0.00	4000.00	4,000.00	With SE	Swargam Krishna Hazarika (Prog.Officer)	Request Changes
<input type="checkbox"/>	0000000020	coffee	NO	₹150.00	750000.00	0.00	5000.00	0.00	5000.00	0.00	With SE	Swargam Krishna Hazarika (Prog.Officer)	Request Changes
<input type="checkbox"/>	0000000030	Lunch	NO	₹1.00	18000.00	9,000.00	18000.00	0.00	9000.00	9,000.00	With SE	Swargam Krishna Hazarika (Prog.Officer)	Request Changes
<input type="checkbox"/>	0000000040	Dinner	NO	₹1.00	5000.00	3,000.00	5000.00	0.00	2000.00	3,000.00	With SE	Swargam Krishna Hazarika (Prog.Officer)	Request Changes
Summary				Total	781000.00	Total	16,000.00		Total	16,000.00			

IF GR/SES date is beyond Contractual Delivery date (CDD) / Contractual Completion date (CCD), PLEASE CHECK LD applicability and inform the concerned.

All documents uploaded by Contractor are visible and downloadable by the site Engineer.

Once , the Site engineer selects any line /all line both the tabs

Send for review

and

SE: Forward to PM (by CPF/username)

will appear on screen.

Site engineer can access all the line items and request changes for any single line item by clicking on **Request Changes (only quantity change can be done by the contractor , no uploading of documents will be permitted)** to the corresponding line item. Site engineer can also select all /any line and send for review by clicking on to the **Send for review** Contractor (here contractor can re-enter quantity and also uploaded documents).

The screenshot displays the 'e-Measurement Book' interface. At the top, there is a navigation bar with 'Purchasing Orders > 5010081603 > Service Request' and a search bar. The main heading is 'Purchase Order Details of - 5010081603'. A 'Requested Changes' dialog box is open in the center, containing a 'Note' field with the text 'Kindly Check the quantity.' and a 'Close' button. Below the dialog, a table lists purchase order items. The table has columns: Line, Short text, UOM, Unit Price, Net Value, Remaining Net Value, Quantity, Approved, In Review, Remaining Qty, Stage, and Assigned To. The first row shows a line item for 'tea' with a quantity of 8000.00. The second row shows 'coffee' with a quantity of 5000.00. The third row shows 'Lunch' with a quantity of 18000.00. The fourth row shows 'Dinner' with a quantity of 5000.00. A 'Summary' row at the bottom shows a total net value of 781000.00 and a total remaining net value of 20000.00. On the right side of the table, there are buttons for 'Forward to PM (by CPF/username)', 'Send for review', 'Messages', and 'Uploaded Files'. A purple arrow points from the 'Send for review' button in the text above to the 'Send for review' button in the interface. A blue arrow points from the 'Request Changes' button in the text above to the 'Request Changes' button in the interface.

Line	Short text	UOM	Unit Price	Net Value	Remaining Net Value	Quantity	Approved	In Review	Remaining Qty	Stage	Assigned To
000000010	tea	NO	₹1.00	8000.00	8,000.00	8000.00	0.00	0.00	8,000.00	Changes Requested	Vendor
000000020	coffee	NO	₹150.00	750000.00	0.00	5000.00	0.00	5000.00	0.00	With SE	Swargam Krishna Hazarika (Prog Officer)
000000030	Lunch	NO	₹1.00	18000.00	9,000.00	18000.00	0.00	9000.00	9,000.00	With SE	Swargam Krishna Hazarika (Prog Officer)
000000040	Dinner	NO	₹1.00	5000.00	3,000.00	5000.00	0.00	2000.00	3,000.00	With SE	Swargam Krishna Hazarika (Prog Officer)
Summary				Total	Total				Total		
				781000.00	20,000.00				20000.00		

Step 8 : In case , e-MB data with documents & photos entered by the contractor is found to be correct after review by Site engineer . Site engineer can select all the line items and forward it to project manager for approval by clicking on **SE: Forward to PM (by CPF/username)** .

Once , the Site engineer clicks on **SE: Forward to PM (by CPF/username)** , a pop-up tab will open, and site engineer has to input name /CPF No. of Project manager and all other details like reference, reason for deduction from a drop-down menu (as selected in case of SES creation), Job start date & end date , % indigenious , remarks and then click on submit to send e-MB record to the Project manager for approval.

The screenshot displays the 'e-Measurement Book' interface. The main page shows 'Purchase Order Details of - 5010081603' with a table of line items. A pop-up window titled 'SE: Forward to PM (by CPF/username)' is open, allowing the user to select a Project Manager from a list and provide additional details.

SE: Forward to PM (by CPF/username)

PM (search by name / CPF)

Select an option

- bikram
- BIKRAMA PAL-58586 (58586)
- AMIT BIKRAM DAS-106866 (106866)
- BIKRAMJIT DAS-127081 (127081)
- BIKRAMJEET SINGH-134961 (134961)
- Bikram Kow-105147 (105147)

Job Start Date*
01-09-2025

Job End Date*
23-09-2025

% Indigenious*
100 %

Remarks*
All Document checked and found ok

Submit Cancel

Background Page Details:

Purchase Order Details of - 5010081603

Net Order Value: ₹731,000.00 | Vendor: 0 | SE Actions: 4 | PM Actions: 0

Line	Short text	UOM	Unit Price
0000000010	tea	NO	₹1.00
0000000020	cofee	NO	₹150.00
0000000030	Lunch	NO	₹1.00
0000000040	Dinner	NO	₹1.00

Summary: 781000.00 | 20,000.00 | 20000.00

Per page: 10

IF GR/SES date is beyond Contractual Delivery date (CDD) / Contractual Completion date (CCD), PLEASE CHECK LD applicability and inform the concerned.

Step 9: Once submitted, the e-MB record will get forwarded to selected project manager. The below figure shows the page the project manager views after login.

Once any or single line item is selected **PM: Approve** and **PM: Return to SE** appears on the screen.

Now, based on the e-MB record forwarded by the concerned site engineer , Project manager at his/her discretion either approve or rejects the record.

Shows all e-MB records pending against the Project Manager

e-Measurement Book

Purchasing Orders > 5010081604 > Service Request

Purchase Order Details of - 5010081604

Dashboard | POs (PM) 1 | Audit Trail

Sr No	Description of item	Items No	Work Done	Status	Uom	Delivery date	Net Order Value	Vendor	SE Actions	PM Actions
1	catering services	00001	0%	In Progress	LE	11 February 2016	₹30,500.00	0	0	2 Get Services

Per page 10

Services Details **PM: Approve** **PM: Return to SE** **Messages** **Uploaded Files**

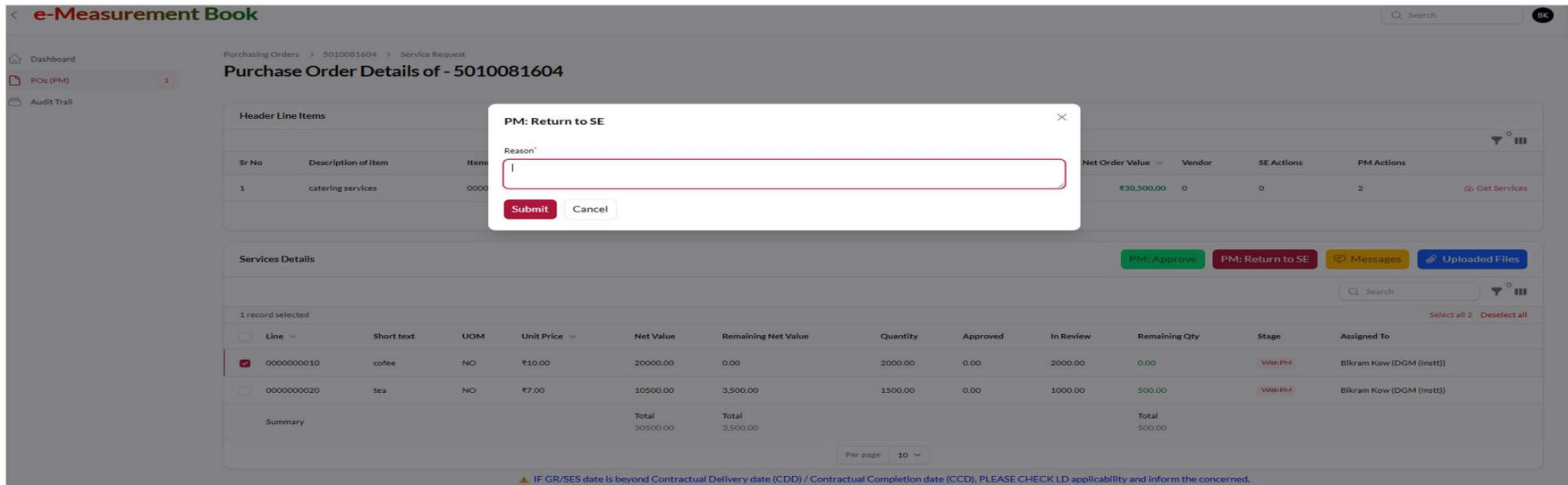
2 records selected [Deselect all](#)

Line	Short text	UOM	Unit Price	Net Value	Remaining Net Value	Quantity	Approved	In Review	Remaining Qty	Stage	Assigned To	
<input checked="" type="checkbox"/>	0000000010	coffee	NO	₹10.00	20000.00	0.00	2000.00	0.00	2000.00	0.00	With PM	Bikram Kow (DGM (Instt))
<input checked="" type="checkbox"/>	0000000020	tea	NO	₹7.00	10500.00	3,500.00	1500.00	0.00	1000.00	500.00	With PM	Bikram Kow (DGM (Instt))
Summary				Total	30500.00	3,500.00			Total	500.00		

Per page 10

⚠ IF GR/SES date is beyond Contractual Delivery date (CDD) / Contractual Completion date (CCD), PLEASE CHECK LD applicability and inform the concerned.

Step 10 : If project manager find that the e-MB record is not correct he/she can return it back to the site engineer by clicking on **PM: Return to SE** and the below pop-up appera , where the project manager inputs the remarks and send it back to the site engineers for review.



If the project manager reviews and find the e-MB data entered is correct and he/she is satisfied with the data and related documents / photos uploaded , the project manager can approve the e-MB record by clicking on **PM: Approve** and then confirming it as shown in the below figure.

e-Measurement Book

Purchasing Orders > 5010081604 > Service Request

Purchase Order Details of - 5010081604

PM: Approve
Are you sure you would like to do this?

Sr No	Description of Item	Items No	Work Done	Net Order Value	Vendor	SE Actions	PM Actions
1	catering services	00001	0%	₹30,500.00	0	0	2 Get Services

Services Details

2 records selected

Line	Short text	UOM	Unit Price	Net Value	Remaining Net Value	Quantity	Approved	In Review	Remaining Qty	Stage	Assigned To
0000000010	cofee	NO	₹10.00	20000.00	0.00	2000.00	0.00	2000.00	0.00	With PM	Bikram Kow (DGM (Instt))
0000000020	tea	NO	₹7.00	10500.00	3,500.00	1500.00	0.00	1000.00	500.00	With PM	Bikram Kow (DGM (Instt))
Summary				Total	Total				Total		
				30500.00	3,500.00				500.00		

IF GR/SES date is beyond Contractual Delivery date (CDD) / Contractual Completion date (CCD), PLEASE CHECK LD applicability and inform the concerned.

Step 11: Once the e-MB is approved by the Project Manager . The site engineer will find the approved record its “ Create SAP SES record “.

e-Measurement Book

Create SAP SES Record

POs for SES Creation

PO	vendor Name	Total EMBs	Needs SAP
5010081604	AKSHAY ORGANICS PVT. LTD.	1	1 → Create SES Record

Per page 10

On clicking “ **Create SES record** ” and choose the e-MB number , tab gets activated as shown below. The site can choose the approved EMB numbers corresponding to one PO and send for SES creation in SAP and confirm.

< e-Measurement Book Search SH

Dashboard
POs (Site)
Create SAP SES Record
Audit Trail

SES Record

Header Line Items

Sr No	Description of item	Items No	Work Done	Status	Uom	Delivery date	Net Order Value	Vendor	SE Actions	PM Actions	
1	catering services	00001	85.71%	In Progress	LE	11 February 2016	₹30,500.00	0	0	0	Create Sap Entry

Per page 10

Emb Batch [Send selected EMBs to SAP](#)

Search

1 record selected [Deselect all](#)

EMB Number	Approve Services	Approved Qty	Pushed Qty	Pending Qty	
<input checked="" type="checkbox"/> emb000002	2	3,000.00	0.00	3,000.00	View Services

Per page 10

< e-Measurement Book Search SH

Dashboard
POs (Site)
Create SAP SES Record
Audit Trail

SES Record

Header Line Items

Sr No	Description of item	Items No	Work Done	Status	Uom	Delivery date	Net Order Value	Vendor	SE Actions	PM Actions	
1	catering services	00001	85.71%	In Progress	LE	11 February 2016	₹30,500.00	0	0	0	Create Sap Entry

Per page 10

Emb Batch [Send selected EMBs to SAP](#)

Search

1 record selected [Deselect all](#)

EMB Number	Approve Services	Approved Qty	Pushed Qty	Pending Qty	
<input checked="" type="checkbox"/> emb000002	2	3,000.00	0.00	3,000.00	View Services

Per page 10

×

Send selected EMBs to SAP

Are you sure you would like to do this?

Once EMBs to SAP is confirmed , the following message will appear.

Integrated Materials... 2025.htm

e-Measurement Book Search SH

Dashboard
POs (Site)
Create SAP SES Record
Audit Trail

SES Record

Header Line Items

Sr No	Description of item	Items No	Work Done	Status	Uom	Delivery date	Net Order Value	Vendor	SE Actions	PM Actions
1	HIRING OF CATERING	00001	0.01%	In Progress	LE	15 February 2016	₹781,000.00	0	0	0

Per page 10

Emb Batch

EMB Number	Approve Services	Approved Qty	Pushed Qty	Pending Qty	
<input type="checkbox"/> emb000002	3	3.00	3.00	0.00	View Services

Per page 10

SAP submission finished
POs sent: 1

This confirmation message will be received by site engineer.

Step 12: On clicking Audit trail and then on view history , the following audit trail will be visible with date stamp record.

e-Measurement Book

Dashboard
POs (Site)
Create SAP-SES Record
Audit Trail

Audit Events

Group by PO

EMB

5010081604

emb000002

Showing 1 result

Timeline

Timeline

Action	When	By	Role
Vendor Submitted	2025-09-24 05:48	AKSHAY ORGANICS PVT. LTD.	Vendor
EMB	SES	# Services	Qty
-	-	2	3,000,000
Site Engineer Forwarded to PM	2025-09-24 06:33	Swargam Krishna Hazarika	Site manager
EMB	SES	# Services	Qty
-	-	-	-
Note	Project Manager		
All Documents checked and found OK.	Bikram Kow-105147		
Project manager Approved	2025-09-24 07:08	Bikram Kow	Project manager
EMB	SES	# Services	Qty
emb000002	-	2	3,000,000
Emb Assigned	2025-09-24 07:08	Bikram Kow	System

Search

Search

View history

Last entry will show both EMB No. and SES No.

e-Measurement

- Dashboard
- POs (Site)
- Create SAP SES Record
- Audit Trail

EMB No. and SES No. created.

Action	When	By	Role
Project manager Approved	2025-09-26 11:00	Bikram Kow	Project manager
EMB	SES	# Services	Qty
emb000001	-	4	10.000

Action	When	By	Role
Emb Assigned	2025-09-26 11:00	Bikram Kow	System
EMB	SES	# Services	Qty
emb000001	-	-	-

Action	When	By	Role
SES Created	2025-09-26 11:01	Swargam Krishna Hazarika	Site Engineer
EMB	SES	# Services	Qty
EMB25001	1000935839	4	10.000

Cancel

SES is created with EMB No. and CPF No. of Site Engineer linked automatically.

SES Created automatically

EMB No. linked automatically

CPF No. of Site Engineer linked automatically.

Entry Sheet Edit Goto Environment System Help

1000935839 Change Entry Sheet

Other Purchase Order Process Guide/FAQ

Entry Sheet: 1000935839 No acceptance Returns Indicator

For Purchase Order: 5010081603 1

Short Text: HIRING OF CATERING

Basic Data | Accept. Data | Vals | Long Txt | History

Acct. Assgt. Cat.: Cost center

External Number: EMB25001 Price Ref.: 26.09.2025

Service Loc. PRsp. Intern.: 139231

Period PRsp. Extern.:

Line	D.	P	C	U	Service No.	Short Text	Quantity	Un	Gross Price	Crcy	Cost Center	Order	WBS Element
10	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Lunch	4	NO	1.00	INR	MUMDSMG101		
20	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Dinner	3	NO	1.00	INR	MUMDSMG101		
30	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		tea	1	NO	1.00	INR	MUMDSMG101		
40	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		cofee	2	NO	150.00	INR	MUMDSMG101		
50	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						INR			
60	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						INR			
70	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						INR			
80	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						INR			
90	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						INR			
100	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						INR			
110	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						INR			
120	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						INR			
130	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						INR			
140	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						INR			
150	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						INR			
160	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						INR			
170	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						INR			
180	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						INR			
190	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						INR			
200	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						INR			
210	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						INR			
220	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						INR			
230	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						INR			

Service Sel. Line 10

SAP RD1 (2) 500 eccddi OVR

Modify Quantities in Approved EMB's

Note : SE can make these changes vide his/her login.

Modification can be possible if;

1. The batch is already approved by PM.
2. The batch is not pushed for creation of SES or No SES is created against the batch. (Once SES is created against the batch then modification of quantities is not possible).

The screenshot displays the 'e-Measurement Book' interface. On the left, a sidebar contains navigation options: 'Dashboard', 'POs (Site)' (0), 'Create SAP SES Record' (1), and 'Audit Trail'. The main content area is titled 'SES Record' and features a table of 'Header Line Items'. Below this is the 'Emb Batch' section, which includes a search bar and a table of batch details. Three callout boxes provide instructions: one points to the 'Create Sap SES Record' button in the sidebar, another points to the 'Create Sap Entry' button in the 'Header Line Items' table, and a third points to the 'Request Qty Edit' button in the 'Emb Batch' table.

Header Line Items

Sr No	Description of item	Items No	Work Done	Status	Uom	Delivery date	Net Order Value	Vendor	SE Actions	PM Actions	
1	test 1234	00001	0%	In Progress	LE	07 January 2026	₹454,545.00	0	0	0	Create Sap Entry

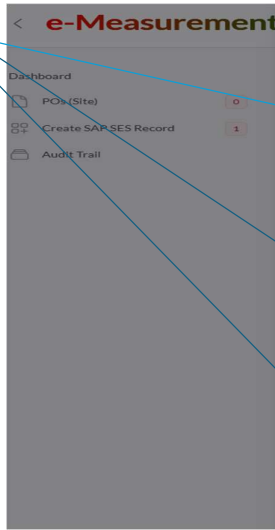
Per page 10

Emb Batch

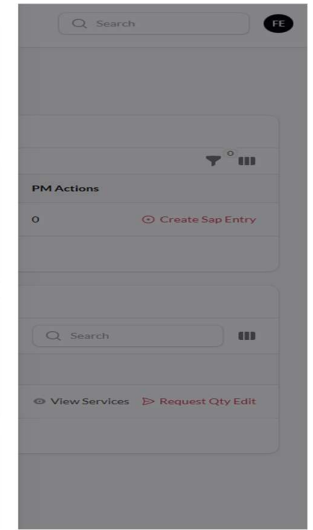
EMB Number	Approve Services	Approved Qty	Pushed Qty	Pending Qty	Qty Edit	PM Approved
<input type="checkbox"/> b000002	4	2.001	0.000	2.001	Applied	2.001 View Services Request Qty Edit

Per page 10

SE can change the values here

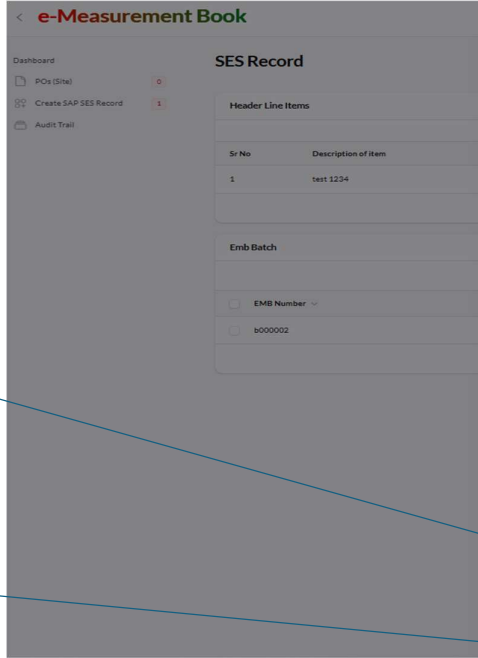


Line	Service	UOM	Current Approved	Pushed Qty	Total Qty
0000000010	Load/Unload of Matl_upto 28000 T p.a	MT	0.000	0.000	0.000
Proposed Qty* <input type="text" value="0"/>					
0000000010	Load/Unload of Matl_upto 28000 T p.a	MT	0.001	0.000	0.000
Proposed Qty* <input type="text" value="0.001"/>					
0000000020	Load/Unload of Matl_beyond 28000 T p.a	MT	2.000	0.000	0.000
Proposed Qty* <input type="text" value="2"/>					
0000000020	Load/Unload of Matl_beyond 28000 T p.a	MT	0.000	0.000	0.000
Proposed Qty* <input type="text" value="0"/>					



PM's Name is visible here

Submit button for sending it to PM for approval

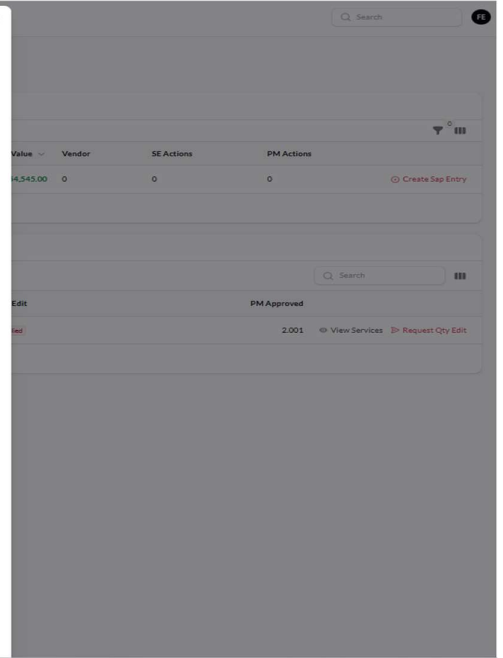


Request approved quantity edit

Line	Service	UOM	Current Approved	Pushed Qty	Total Qty
0000000010	Load/Unload of Matl_upto 28000 T p.a	MT	0.000	0.000	0.000
Proposed Qty* <input type="text" value="0"/>					
0000000010	Load/Unload of Matl_upto 28000 T p.a	MT	0.001	0.000	0.000
Proposed Qty* <input type="text" value="0.001"/>					
0000000020	Load/Unload of Matl_beyond 28000 T p.a	MT	2.000	0.000	0.000
Proposed Qty* <input type="text" value="2"/>					
0000000020	Load/Unload of Matl_beyond 28000 T p.a	MT	0.000	0.000	0.000
Proposed Qty* <input type="text" value="0"/>					

Project Manager
Bikram Kow-105147

Reason*



Dashboard

- POs (PM) 0
- Audit Trail

awaiting SAP push

complete in SAP

Awaiting My Approval

Search

PO	Vendor	SE	Status	Note from SE	Updated
No batches found					

Per page 10

With PM – Timeline

1

0

0-2d 3-5d 6-10d >10d

Approved Qty Edit Requests

Search

PO	EMB	Requested by SE	Reason	Requested	
5060076869	b000001	Fallback Site Engineer	done	1 minute ago	Approve Reject

Per page 10

PM can login and at the bottom of his/her dashboard, the record will be visible for Approve /Reject.

NOTE : Once Approved by PM the changes will be affected in the eMB record. All the events will be logged in the Audit Trail against the Batch No.