



Portal Website *for* Contractor

Electronic Document Management System (EDMS)



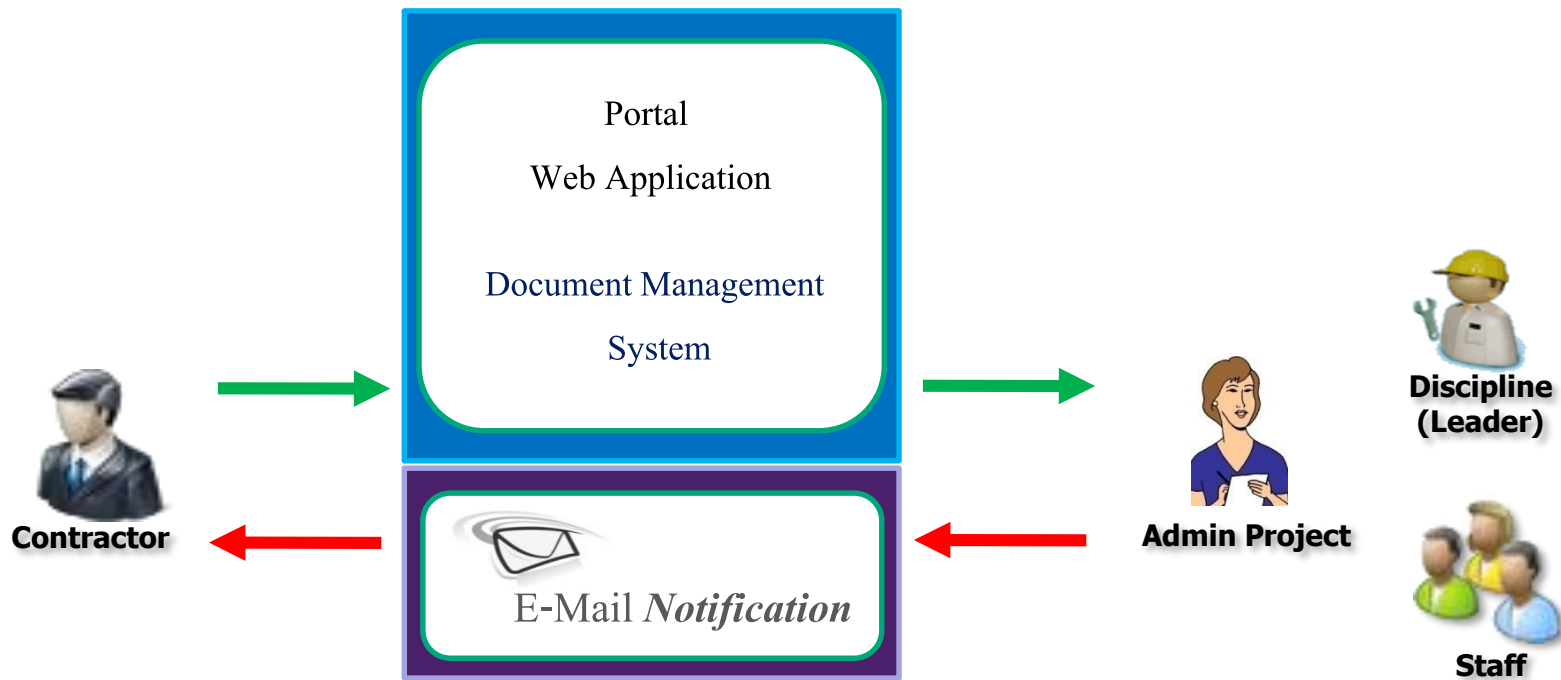
Agenda

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 : **HKP**, **GDP**, etc.

Electronic Document Management for Power Plant Project

EGAT
Power for Thai Happiness

User name

Password

Login Cancel

Contractor

Send Document to EGAT

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 : **HKP**, **GPD**, etc.

2. Click Link to Download Documents

To: 'contractor@abc.com'
Cc: 'proj-team@egat.co.th'; 'proj-admin@egat.co.th'
Subject: RE: EGAT : PROJECTCODE-T-ECK-0253 Reply PROJECTCODE-T-ASEK-0169(Set Point Lists)

Dear Sirs,

EGAT had submitted the following document(s) to you.

Date : 3/21/2014 3:30:54 PM

Correspondence from EGAT to Contractor : **PROJCODE-T-ECK-0253.PDF**

Set Point Lists

[PROJCODE-T-ECK-0253.pdf](#)

[PROJCODE-TI-ASEK-2521 - SET POINT LIST FEEDWATER STORAGE AND DEAERATION PDF](#)

[PROJCODE-TI-ASEK-2521 - SET POINT LIST FEEDWATER STORAGE AND DEAERATION IN EXCEL XLS](#)

[PROJCODE-TI-ASEK-2522 - SET POINT LIST FEEDWATER PREHEATING PUMP SYSTEM.PDF](#)

[PROJCODE-TI-ASEK-2522 - SET POINT LIST FEEDWATER PREHEATING PUMP SYSTEM IN EXCEL XLS](#)

[PROJCODE-TI-ASEK-2523 - SET POINT LIST HPIP FEEDWATER PUMP SYSTEM.PDF](#)

[PROJCODE-TI-ASEK-2523 - SET POINT LIST HPIP FEEDWATER PUMP SYSTEM IN EXCEL XLS](#)

The document(s) are available for download 30 days from submission date, Please download within this period.

File Name Format (Correspondence)

Example Transmittal : HKP-MPS-OEE-T-C-21-0001

Project Code	Sender	Receiver	Document Type	Discipline	Year	Running Number
HKP	<p>HKC = Hin Kong Power Company Limited</p> <p>OEE = OE Engineering (EGAT)</p> <p>MPS = MHI Power Project (Thailand) Company Limited</p> <p>TGO = Mitsubishi Hitachi Power Systems, LTD Takasago</p> <p>HTC = Mitsubishi Power, LTD, Hitachi</p> <p>SNT = Sino-Thai Engineering & Construction Public Company Limited</p>	<p>HKC = Hin Kong Power Company Limited</p> <p>OEE = OE Engineering (EGAT)</p> <p>MPS = MHI Power Project (Thailand) Company Limited</p> <p>TGO = Mitsubishi Hitachi Power Systems, LTD Takasago</p> <p>HTC = Mitsubishi Power, LTD, Hitachi</p> <p>SNT = Sino-Thai Engineering & Construction Public Company Limited</p>	<p>L = Letter</p> <p>T = Transmittal</p>	<p>G = General Correspondence</p> <p>P = Procurement</p> <p>D = Shipping Advice</p> <p>T = Technical General</p> <p>C = Civil /Structural/Architectural</p> <p>M = Mechanical</p> <p>E = Electrical</p> <p>K = Instrumentation and Control</p> <p>Q = Quality Assurance and Quality Control</p> <p>O = Commissioning</p> <p>I = Inspection and Testing</p>	21 = 2021	NNNN

File Name Format (Attachment)

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

Project Code	Initiator Code	Discipline	Type of Document	Block and Unit Designators	KKS Code	Running Number
HKP	<p>HKC = Hin Kong Power Company Limited</p> <p>OEE = OE Engineering (EGAT)</p> <p>MPS = MHI Power Project (Thailand) Company Limited</p> <p>TGO = Mitsubishi Hitachi Power Systems, LTD Takasago</p> <p>HTC = Mitsubishi Power, LTD, Hitachi</p> <p>SNT = Sino-Thai Engineering & Construction Public Company Limited</p>	<p>G = General Correspondence</p> <p>P = Procurement</p> <p>D = Shipping Advice</p> <p>T = Technical General</p> <p>C = Civil /Structural/Architectural</p> <p>M = Mechanical</p> <p>E = Electrical</p> <p>K = Instrumentation and Control</p> <p>Q = Quality Assurance and Quality Control</p> <p>O = Commissioning</p> <p>I = Inspection and Testing</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>90 = non-Block</p>	KKS	NNNN

How to Use

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 : **HKP, GDP**, 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*

Contact Information

CC

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

ALSTOM Power System

Tel

Fax

Upload

5

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

Click "Upload" and "Submit"

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". A central panel titled "Send Document to EGAT" shows the date "October 06, 2017" and "General Information" for the project. Below this, there is a "Transmittal" section with a "Formal Transmittal sheet" and a "Choose File" button. A red error message "Please re-check file-name format !!" is displayed next to the button. Further down, there are sections for "Lists of Drawing/Technical Information" and "Attach File", which includes "Step 1 : File Transmittal(Excel)" and "Step 2 : File Drawings", each with a "Choose File" button. A blue question mark icon is visible next to the "Step 2" button. A small 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.

EGAT
Power for Thai Happiness

Contractor
Send Document to EGAT
Project Document
Download

Send Document to EGAT
Date : October 06,2017

General Information
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
ATTN.
Correspondence Type Letter Transmittal

Transmittal
Formal Transmittal sheet
PDF TRANSMITTAL
Choose File No file chosen Please re-check file-name format !!

Lists of Drawing/Technical Information
Attach File
Step 1 : File Transmittal(Excel)
Choose File No file chosen
Step 2 : File Drawings
Choose Files No file chosen
Add Files

Example : Invalid File Name Format

Notice : [Filename is invalid format]

The screenshot shows the 'Send Document to EGAT' interface. The page title is 'EDM for Power Plant Project'. The user is logged in as 'LetterTransmittal'. The date is October 19, 2017. The project is 'Bang Pakong Combined Cycle (Units 1-2 Replacement) Project'. The correspondence type is 'Transmittal'. The user is in the 'Transmittal' section, where they have uploaded a PDF file named 'BPRP1-T-BVTEC-9999.PDF'. Below this, there are sections for 'Attach File' (Step 1: File Transmittal(Excel) and Step 2: File Drawings) and a table of existing attachments. The table has columns for Item, Drawings/Technical Number, Description/Title, Revision, Type, and Attachment. The second row shows an error: 'BPRP1-TI-BVTEZ-7445 [Filename is invalid format]'.

EGAT
Power for Thai Happiness

Welcome Black & Veatch (Thailand) Ltd. / Project : Bang Pakong Combined Cycle (Units 1-2 Replacement) Project [Logout](#)

[LetterTransmittal](#)

Send Document to EGAT Date : October 19,2017

General Information

Project : Bang Pakong Combined Cycle (Units 1-2 Replacement) Project
The Consortium of : The Consortium
ATTN. :
Correspondence Type : Letter Transmittal

Transmittal

Formal Transmittal sheet

TRANSMITTAL
 No file chosen **BPRP1-T-BVTEC-9999.PDF**

Lists of Drawing/Technical Information

Attach File

Step 1 : File Transmittal(Excel)

No file chosen **BPRP1-T-BVTEC-9999**

Step 2 : File Drawings

No file chosen

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	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' (Mae Moh Power Plant Units 4-7 Replacement Project) and 'The Consor' (The Consor... CALSTOM Power Systems SA,ALSTOM (Thailand)). 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 a 'Browse...' button. The file name 'MMRP1-T-MCEM-9999.PDF' is displayed. The 'Attach File' section has two steps: 'Step 1 : File Transmittal(Excel)' with a 'Browse...' button and the file name 'MMRP1-T-MCEM-9999', and 'Step 2 : File Drawings' with a 'Browse...' button. An 'Add Files' button is 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

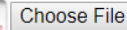
ATTN.

Correspondence Type Letter Transmittal

Transmittal

Formal Transmittal sheet

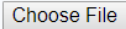

 **TRANSMITTAL**

 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.

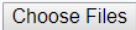

Lists of Drawing/Technical Information


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.

Send Document to EGAT

Date : February 27,2015

General Information

Project: Mae
The Consortium of The C
ATTN.
Correspondence Type

Transmittal

Formal Transmittal sheet

PDF TRANSMITTAL

MMRP1-T-ASEC-8888.pd

ImportTransmittal.aspx

Lists of Drawing/Technical Information

File Transmittal(Excel)

Item	Drawings/Technical Number
No records to display.	

Input Criteria

Subject/Title*

Attach File

Step 1 : File Transmittal(Excel) The maximum length of a Drawing file name is 30 characters.

Select

Step 2 : File Drawings

Submit

Open

Data... MMRP1-T-ASEC-8888---test long-name-dra... Search MMRP1-T-ASE...

Organize New folder

Name -

MMRP1-T-ASEC-8888.xls

1

2 Please , fill in the drawing list and do not chan

3

4 **Drawings/Technical Number**

5 SBRP1-D-SAEK-00ABC-00501 Technical I

6 SBRP1-D-SAEK-00ABC-00501254651 Technical I

7

8

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

EGAT
Power for Thai Happiness

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"]



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 [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

Email : helpdesk_ppdoc@egat.co.th

Tel : +66 (02) 436-0747