

## SAUDAMINI e-ASSETS MODULE INSTRUCTIONS

### **PROCEDURE FOR SUBMITTING/EDITING DATA IN E-ASSETS (Transmission)**

#### **Step 1: Projects**

1.1 After successful login with Organization, click on Add Projects link to add new Project details.

1.2 The project details already filled in SAUDAMINI e-Filing module under Project Master is migrated into SAUDAMINI e-Asset Module and needs to be updated as per the latest data, to update the details click edit button against project name in project master.

#### **Step 2: Assets**

2.1 After successful login with Organization click on Assets tab. Click on Add Asset button to add the new Asset details.

2.2 The data from e-Filing Asset Master is also migrated into SAUDAMINI e-Asset Module, to update the details of already existing Assets fields, click on Edit button against the Asset detail in Asset Master.

#### **Step 3 : Combination of Asset (For Transmission Assets only)**

3.1 To combine two or more assets, click on Combine Asset tab.

3.2 Select Region, Asset For, Project Name and Reason for Merging.

3.3 Click on Merge button and fill all the details pertaining to combined Assets.

3.4 Combined Assets will be displayed under Asset Master.

#### **Step 4: Splitting of Asset (For Transmission Assets only)**

4.1 To split the Asset, click on Split Asset button.

4.2 Select Region, Asset For, Project Name, Assets and Split in (Number of Assets in which it needs to be splitted)

4.3 Click on Split button and fill all the details pertaining to split Assets.

4.4 The split Assets will be displayed under Asset Master.

5. Once all the data pertaining to Projects and Assets are filled, please inform CERC through email at [ecourt@cercind.gov.in](mailto:ecourt@cercind.gov.in) for further verification by CERC. The Projects/Assets details once verified by CERC can't be edited and only new data can be added in those Projects/Assets.

## SAUDAMINI e-ASSETS MODULE INSTRUCTIONS

### **PROCEDURE FOR SUBMITTING/EDITING DATA IN E-ASSETS (Generation)**

#### **Step 1: Projects**

1.1 After successful login with Organization, click on Add Projects link to add new Generating Station.

1.2 The project details already filled in SAUDAMINI e-Filing module under Project Master is migrated into SAUDAMINI e-Asset Module and needs to be updated as per the latest data, to update the details click edit button against project name in project master.

#### **Step 2: Assets**

2.1 After successful login with Organization click on Assets tab. Click on Add Asset button to add the new Unit details.

2.2 The data from e-Filing Asset Master is also migrated into SAUDAMINI e-Asset Module, to update the details of already existing units fields, click on Edit button against the unit detail in Asset Master

3. Once all the data pertaining to Projects/Generating Stations and Units are filled, please inform CERC through email at [ecourt@cercind.gov.in](mailto:ecourt@cercind.gov.in) for further verification by CERC. The Projects/Units details once verified by CERC can't be edited and only new data can be added in those Projects/Units.

**Note: Feedback Suggestions are welcome and may be emailed at [ecourt@cercind.gov.in](mailto:ecourt@cercind.gov.in) to make the e-Assets Module more user friendly.**