

**DEVELOPMENT OF A WEB-BASED APPLICATION  
SYSTEM FOR NATIONAL ENERGY  
BENCHMARKING PORTAL (NEBP)**

**User Training Guide**

**Anticipated Energy Performance Module – Anticipated  
Energy Manager**

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## 1. New Construction Registration

Click the Construction Registration button under Benchmarking section on the <http://benchmark.energy.gov.lk/> public web URL.

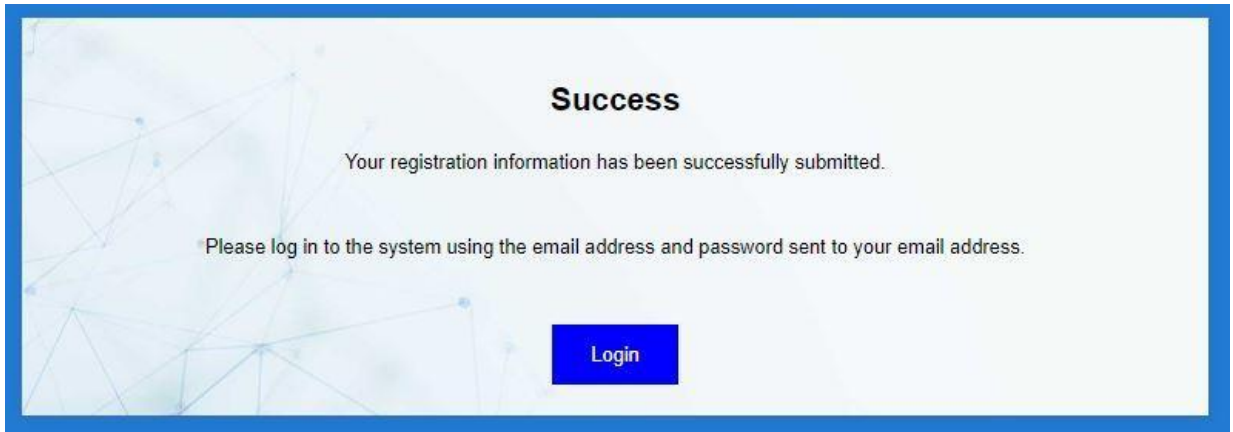


It includes the New Construction Registration Form.

1. Enter New Construction Name in the new construction name textbox.
2. Select Main Sector, Sub Sector, Province, District, DS Division and Geographical Area in the dropdown lists.
3. Enter Representative Name in the representative name textbox.
4. Enter your Email Address in the email address textbox.
5. Enter Expected Operational Date.
6. Select Tariff Main Section and Tariff Category in the dropdown lists.
7. Enter AC Floor Area and Non-AC Floor Area in the textbox.
8. If you want to add the floor area section, click the "Add" button.
9. Click the Submit button.

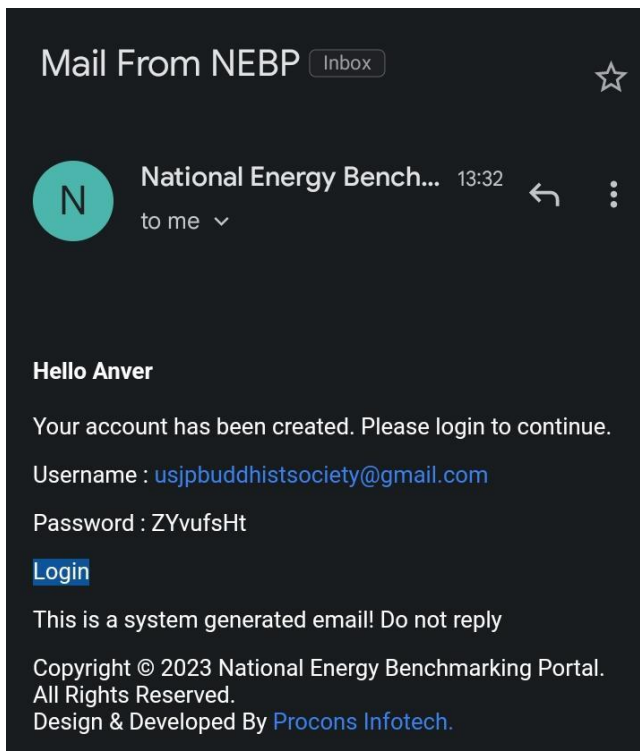


Then, a success message will be displayed.



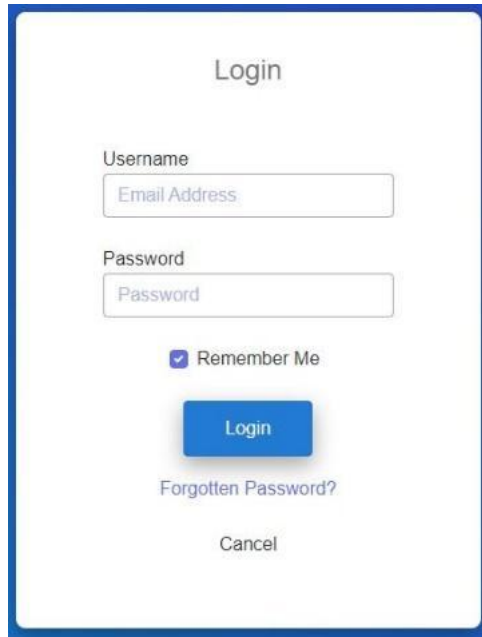
After clicking the "Login" button, you will be redirected to the login page.

After submitting the New Construction Registration Form, you will receive a notification and password to access the system at the email address you entered.



- Click the Login button.

Then you will be redirected to the login Page.



**Login**

Username

Password

Remember Me

**Login**

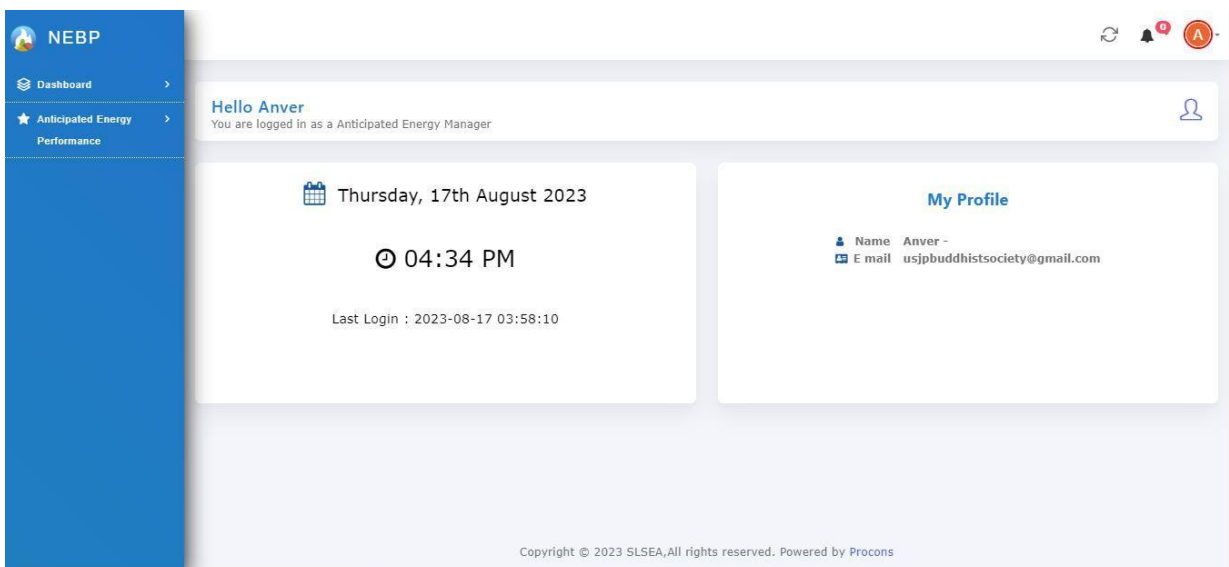
[Forgotten Password?](#)

[Cancel](#)

1. Use the email you entered in the New Construction Registration form as the username.
2. Use the password generated by the system as the password.
3. Click the login button.
4. If the user needs the system to remember the username & password click remember me checkbox

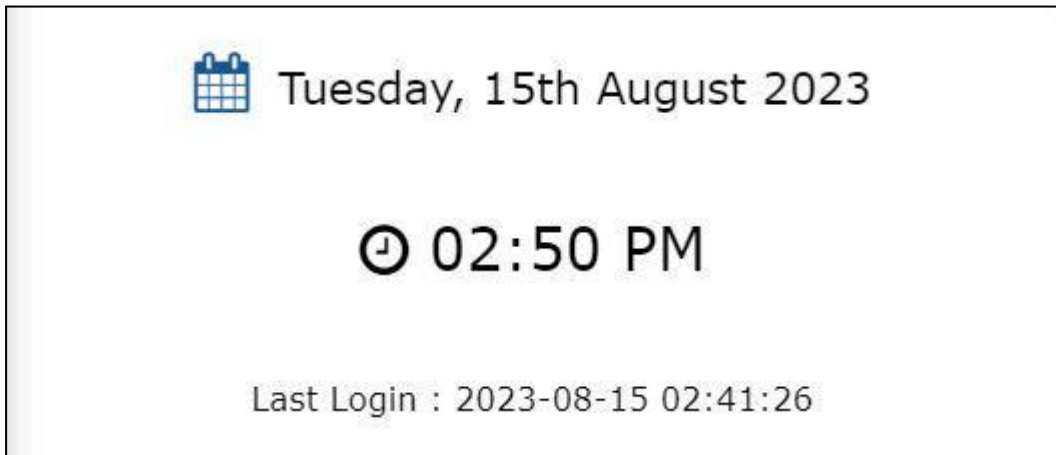
## 2. Dashboard

You can view the dashboard as shown below.



The dashboard features a blue sidebar with the NEBP logo and navigation options: Dashboard, Anticipated Energy Performance, and Performance. The main content area includes a top navigation bar with a user profile icon, a greeting 'Hello Anver' with the role 'Anticipated Energy Manager', and a date/time display for Thursday, 17th August 2023 at 04:34 PM. A 'My Profile' section shows the user's name as 'Anver -' and email as 'usjpbuddhistociety@gmail.com'. The last login time is recorded as 2023-08-17 03:58:10. The footer contains the copyright notice: 'Copyright © 2023 SLSEA, All rights reserved. Powered by Procons'.

It will display date, time, and last login time information.



Under My Profile, the Energy Auditor Name and Official Email Address are included.



### 3. View New Construction Registration

Manu Name: Anticipated Energy Performance

Sub Menu Name: View Registration



It should load the Energy Auditor Registration Form.

New Construction Registration		
New Construction Name AB Outlet	Registration Code MS00200006	
Main Sector MS002 Financial Service Activities, except Insurance and Pension Funding	Sub Sector 100 Banks	
Province * Western Province	District * Gampaha	
DS Division * Gampaha	Geographical Area (GN Division) * Baduwathugoda	
Representative Name Anver	Email Address usjobuddhistsociety@gmail.com	
Tariff Main Section Low Voltage Bulk Supply	Tariff Category Industry (I-2)	
Expected operational Date 2021-01-01		
AC Floor Area 6000.00	Non-AC Floor Area 500.00	Total Floor Area 6500.00

You can view the information you have entered under new construction registration form.

#### 4. Add Consumption Data

Menu Name: Anticipated Energy Performance  
Sub Menu Name: Consumption Data Collection



This process will consist of main 08 steps where you can save each and later submit the full dataset to SEA. Keep remembering to click on save and next each time, if not data you entered will not be saved.

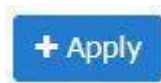
## 4.1 Consumption Data Collection – Step 01

It should load a window of the Consumption Data Collection – Step 01 (Output Indicator).

1. Select Year from the Select Year dropdown list.

2. Select Quarter from the Select Quarter dropdown list.

3. Click the Apply button.





4. Automatically output Indicator Details table is displayed.



- Select the output indicator from the table in the output indicator dropdown list.
- Then the UOM will be added automatically.

Output Indicator Details

Output Indicator	UOM	
No of transactions	kWh	
No of Customers	Kilogram	



- A new Output Indicator can be entered by clicking the plus button.






- Click the Save Button.



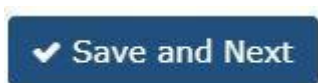
- It should load a Summary of Output Indicator Data for your selected quarter.

Summary of Output Indicator Data

Output Indicator	January	February	March	UOM
No of Customers 	0	0	0	Kilogram
No of transactions 	0	0	0	kWh

- You can remove that type by clicking the icon in the Output Indicator type. 
- Enter the data related to the selected quarter manually.
- Click on save and next to save the dataset.

When the click on the Save and Next button, the user will be redirected to the Consumption Data Collection –Step 02.



## 4.2 Consumption Data Collection – Step 02

It should load a window of the Consumption Data Collection – Step 02 (Grid Electricity).

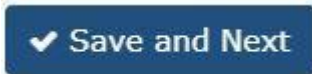
Consumption Data Collection

**Step 02**  
Summary of Energy Consumption Data

Grid Electricity

Time of Use	January	February	March	UOM
Peak	0	0	0	kWh
Off Peak	0	0	0	kWh
Day	0	0	0	kWh
Total	0	0	0	kWh
Time of Use	January	February	March	UOM
Max Demand	0	0	0	kVA

1. Enter the data related to the selected quarter manually.
2. When the click on the Save and Next button, the user will be redirected to the Consumption Data Collection –Step 03.



3. When the click on the Cancel button, the user will be redirected to the Consumption Data Collection –Step 01.

### 4.3 Consumption Data Collection – Step 03

It should load a window of the Consumption Data Collection – Step 03 (Self-Generated Electricity).

**Consumption Data Collection**

**Step 03**  
Summary of Energy Consumption Data

Self Generated Electricity

Time of Use	January	February	March	UOM
Solar Power - Generation	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	kWh
Solar Power - Exports	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	kWh
Wind Power	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	kWh

Back
✔ Save and Next

\*If any category mentioned here is not valid for your facility, you can keep it 0 and move forward.

1. Enter the data related to the selected quarter manually.
2. When the click on the Save and Next button, the user will be redirected to the Consumption Data Collection –Step 04.

✔ Save and Next

3. When the click on the Cancel button, the user will be redirected to the Consumption Data Collection –Step 02.

## 4.4 Consumption Data Collection – Step 04

It should load a window of the Consumption Data Collection – Step 04 (Liquid Fuels).

Consumption Data Collection

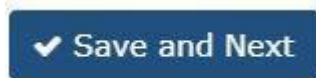
**Step 04**  
Summary of Energy Consumption Data

Liquid Fuels

Time of Use	July	August	September	UOM
Petrol	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	Liters
Diesel	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	Liters
Kerosen	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	Liters

\*If any category mentioned here is not valid for your facility, you can keep it 0 and move forward.

1. Enter the data related to the selected quarter manually.
2. When the click on the Save and Next button, the user will be redirected to the Consumption Data Collection –Step 05.



3. When the click on the Cancel button, the user will be redirected to the Consumption Data Collection –Step 03.

## 4.5 Consumption Data Collection – Step 05

It should load a window of the Consumption Data Collection – Step 05 (Gaseous).

**Consumption Data Collection**

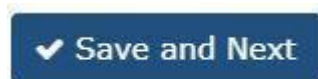
**Step 05**  
Summary of Energy Consumption Data

Gaseous

Time of Use	July	August	September	UOM
Nitrogen	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	Kilogram
Helium	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	Kilogram
Carbon	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	Kilogram

\*If any category mentioned here is not valid for your facility, you can keep it 0 and move forward.

1. Enter the data related to the selected quarter manually.
2. When the click on the Save and Next button, the user will be redirected to the Consumption Data Collection –Step 06.



3. When the click on the Cancel button, the user will be redirected to the Consumption Data Collection –Step 04.

## 4.6 Consumption Data Collection – Step 06

It should load a window of the Consumption Data Collection – Step 06 (Solid Fuels).

**Consumption Data Collection**

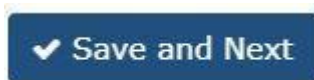
**Step 06**  
Summary of Energy Consumption Data

Solid Fuels

Time of Use	July	August	September	UOM
Wood	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	Kilogram
Charcoal	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	Kilogram
Coal	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	Kilogram

\*If any category mentioned here is not valid for your facility, you can keep it 0 and move forward.

1. Enter the data related to the selected quarter manually.
2. When the click on the Save and Next button, the user will be redirected to the Consumption Data Collection –Step 07.



3. When the click on the Cancel button, the user will be redirected to the Consumption Data Collection –Step 05.

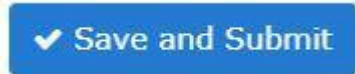
### 4.7 Consumption Data Collection – Step 07

It should load a window of the Consumption Data Collection – Step 07 (Water).

Time of Use	July	August	September	UOM
Geothermal Energy	0	0	0	Cubic Meter
Hydro Power	0	0	0	Cubic Meter
Tidal Energy	0	0	0	Cubic Meter

\*If any category mentioned here is not valid for your facility, you can keep it 0 and move forward.

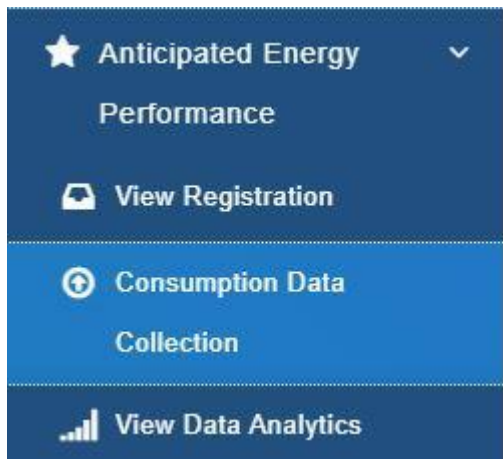
1. Enter the data related to the selected quarter manually.
2. When the click on the Save and Next button, the user will be redirected to the Consumption Data Collection –Step 01.



3. When the click on the Cancel button, the user will be redirected to the Consumption Data Collection –Step 06.

### 5. View Data Analytics

Menu Name: Anticipated Energy Performance  
 Sub Menu Name: View Data Analytics



## 5.1 Annual Data Analytics Chart

It should load the View Data Analytics Screen.

1. Select Year in the dropdown list.
2. Click the Search Button.



It should load the Analysis Type - Annual window.

Analysis Type	Actions
Annual Energy Performance Indicator 1	<a href="#">View Data Analytics</a>
Annual Energy Performance Indicator 2	<a href="#">View Data Analytics</a>
Annual Energy Performance Indicator 3	<a href="#">View Data Analytics</a>
Grid Electricity - Annual	<a href="#">View Data Analytics</a>
Grid Electricity Max Demand - Annual	<a href="#">View Data Analytics</a>
Self Generated Electricity - Annual	<a href="#">View Data Analytics</a>
Liquid Fuels - Annual	<a href="#">View Data Analytics</a>
Gaseous - Annual	<a href="#">View Data Analytics</a>

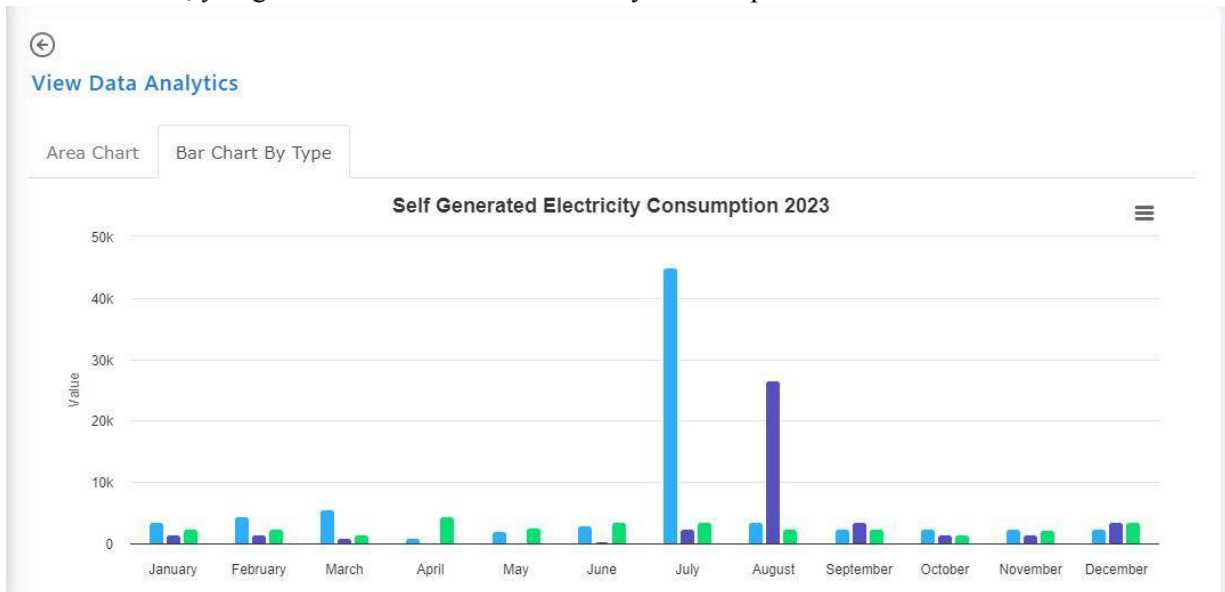
Click the View Data Analytics button in the action column of the Analysis Type you want to view.





It should load the Analysis Type chart view.

For Ex: When you click the View Data Analytic button in Self-Generated Electricity - Annual, you get the Self-Generated Electricity Consumption Chart view.



- You can get View in full screen, Print Chart, Download PNG image, Download JPEG image, Download PDF document, and Download SVG vector image facilities by clicking the chart context menu button.



You can view the Annual Analysis Charts below by selecting the year in the year dropdown list.

1. Annual Energy Performance Indicator 1 Utilization Chart
2. Annual Energy Performance Indicator 2 Utilization Chart
3. Annual Energy Performance Indicator 3 Utilization Chart
4. Grid Electricity – Annual Consumption Chart
5. Grid Electricity Max Demand-Annual Consumption Chart
6. Self-Generated Electricity-Annual Consumption Chart
7. Liquid Fuels-Annual Consumption Chart
8. Gaseous-Annual Consumption Chart
9. Solid Fuels-Annual Consumption Chart
10. Water-Annual Consumption Chart

## 5.2 Quarter Data Analytics Chart

It should load the View Data Analytics Screen.

1. Select Year in the Year dropdown list.
2. Select Quarter in the Quarter dropdown list.
3. Click the Search Button.



It should load the Analysis Type - Quarter window.

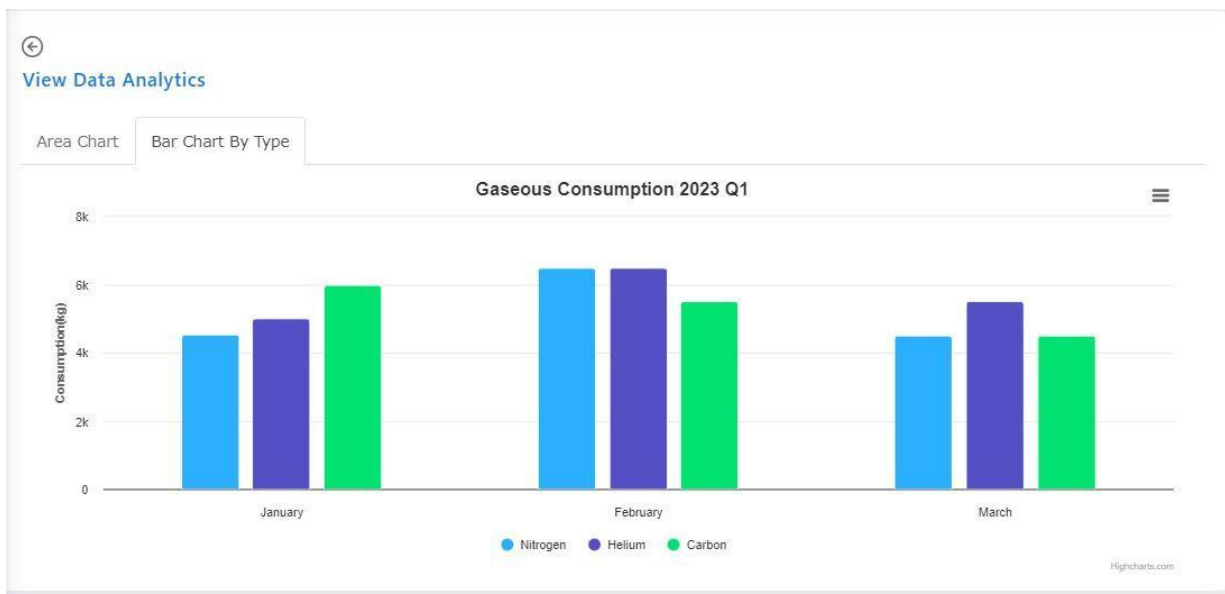
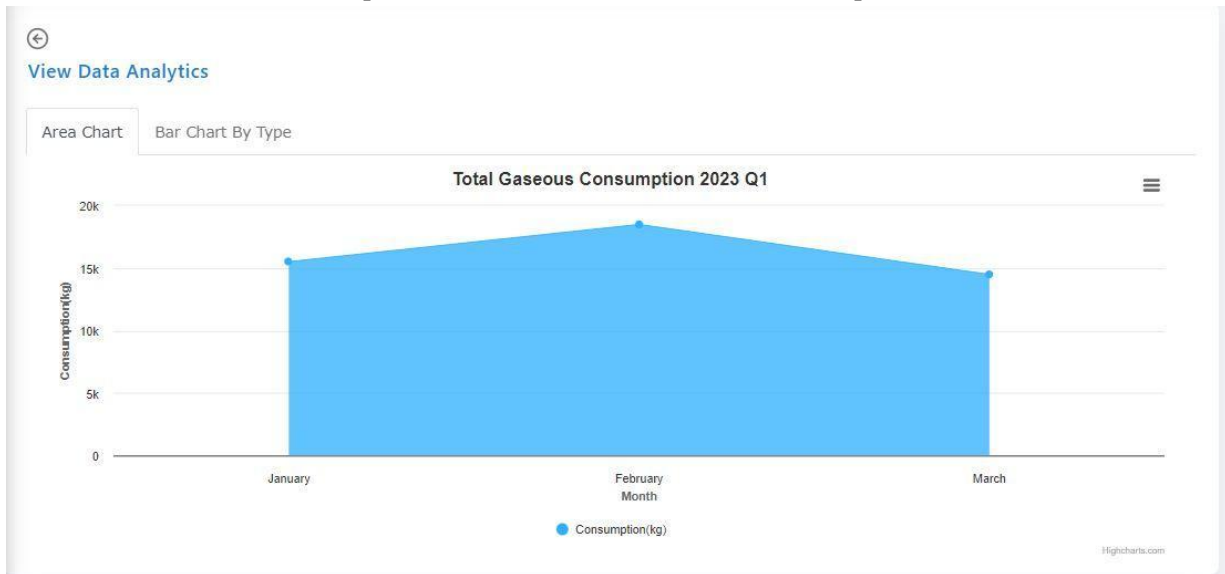
Analysis Type	Actions
Quarter Energy Performance Indicator 1	<a href="#">View Data Analytics</a>
Quarter Energy Performance Indicator 2	<a href="#">View Data Analytics</a>
Quarter Energy Performance Indicator 3	<a href="#">View Data Analytics</a>
Grid Electricity - Quarter	<a href="#">View Data Analytics</a>
Grid Electricity Max Demand - Quarter	<a href="#">View Data Analytics</a>
Self Generated Electricity - Quarter	<a href="#">View Data Analytics</a>
Liquid Fuels - Quarter	<a href="#">View Data Analytics</a>

Click the View Data Analytics button in the action column of the Analysis Type you want to view.



It should load the Analysis Type chart view.

For Ex: When you click the View Data Analytic button in Gaseous - Quarter, you get the Total Gaseous Consumption Quarter Chart and Gaseous Consumption Quarter Chart view.



- You can get View in full screen, Print Chart, Download PNG image, Download JPEG image, Download PDF document, and Download SVG vector image facilities by clicking the chart context menu button.



You can view the Quarter Analysis Charts below by selecting the year in the year dropdown list.

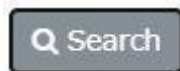
1. Quarter Energy Performance Indicator 1 Utilization Chart
2. Quarter Energy Performance Indicator 2 Utilization Chart
3. Quarter Energy Performance Indicator 3 Utilization Chart
4. Grid Electricity – Quarter Consumption Chart
5. Grid Electricity Max Demand-Quarter Consumption Chart
6. Self-Generated Electricity-Quarter Consumption Chart
7. Liquid Fuels-Quarter Consumption Chart
8. Gaseous-Quarter Consumption Chart
9. Solid Fuels-Quarter Consumption Chart
10. Water-Quarter Consumption Chart

### 5.3 Monthly Data Analytic Chart

It should load the View Data Analytic Screen.

The screenshot shows the 'View Data Analytics' interface. It includes three dropdown menus for 'Year \*', 'Quarter', and 'Month'. The 'Year \*' dropdown is set to 'Select Year', 'Quarter' is set to 'All Quarters', and 'Month' is set to 'All Months'. There are 'Clear' and 'Search' buttons. Below the filters is a 'Show 10 entries' dropdown. A table with columns 'Analysis Type' and 'Actions' is shown, but it contains 'No data available in table'. At the bottom, it says 'Showing 0 to 0 of 0 entries' and has 'Previous' and 'Next' buttons.

1. Select Year in the Year dropdown list.
2. Select Quarter in the Quarter dropdown list.
3. Select Month in the Month dropdown list.
4. Click the Search Button.



It should load the Analysis Type - Monthly window.

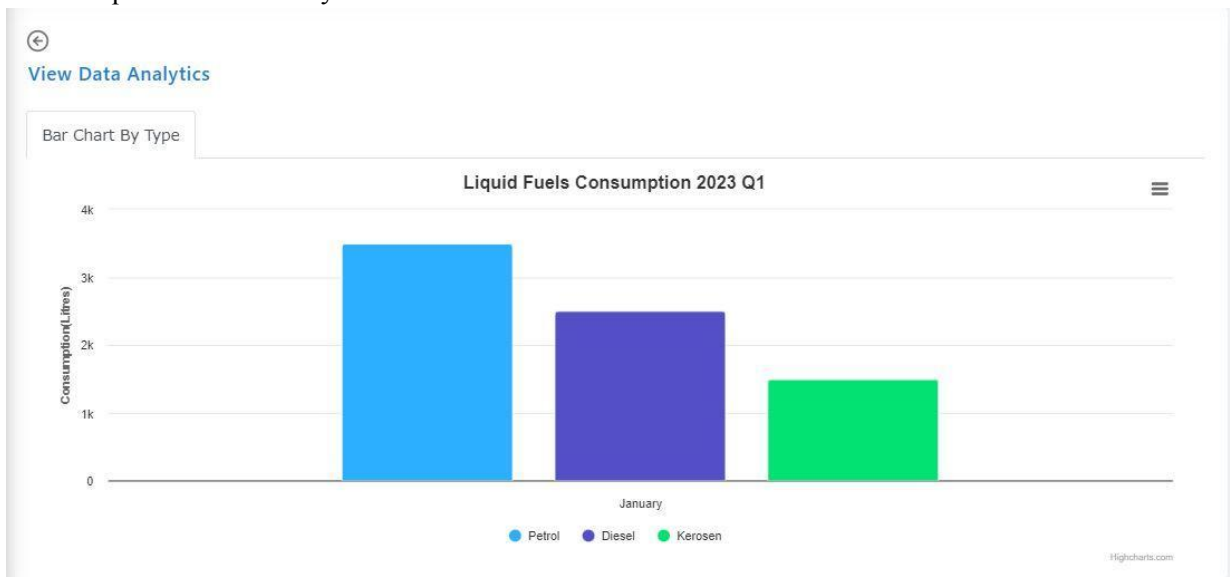
Analysis Type	Actions
Monthly Energy Performance Indicator 1	<a href="#">View Data Analytics</a>
Monthly Energy Performance Indicator 2	<a href="#">View Data Analytics</a>
Monthly Energy Performance Indicator 3	<a href="#">View Data Analytics</a>
Grid Electricity - Monthly	<a href="#">View Data Analytics</a>
Grid Electricity Max Demand - Monthly	<a href="#">View Data Analytics</a>
Self Generated Electricity - Monthly	<a href="#">View Data Analytics</a>
Liquid Fuels - Monthly	<a href="#">View Data Analytics</a>

Click the View Data Analytics button in the action column of the Analysis Type you want to view.



It should load the Analysis Type chart view.

For Ex: When you click the View Data Analytic button in Liquid Fuels – Monthly, you get the Liquid Fuels Monthly Chart view.



- You can get View in full screen, Print Chart, Download PNG image, Download JPEG image, Download PDF document, and Download SVG vector image facilities by clicking the chart context menu button.



You can view the Monthly Analysis Charts below by selecting the year in the year dropdown list.

1. Monthly Energy Performance Indicator 1 Utilization Chart
2. Monthly Energy Performance Indicator 2 Utilization Chart
3. Monthly Energy Performance Indicator 3 Utilization Chart
4. Grid Electricity – Monthly Consumption Chart
5. Grid Electricity Max Demand- Monthly Consumption Chart
6. Self-Generated Electricity- Monthly Consumption Chart
7. Liquid Fuels-Monthly Consumption Chart
8. Gaseous-Monthly Consumption Chart
9. Solid Fuels-Monthly Consumption Chart
10. Water- Monthly Consumption Chart

Click on the Clear button at the top right.



When the click on the “Clear” button, the dropdown list has returned to its previous state.

You can adjust the number of entries displayed by using the drop-down at show entries.



Pagination can be used to move to the next page.