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## 1. Login to e-PMIS portal along with username and password

**1.1** The user accesses the Electronic Project Management Information System (e-PMIS) using the URL <https://192.168.151.36/#/e-pmis/home> by providing the user name and password and clicking 'Sign In' as shown in Figure 1.1

The screenshot displays the e-PMIS portal's login interface. At the top, a green navigation bar contains the e-PMIS logo and links for Home, About e-PMIS, Projects, FAQ, Download, Resources, and Contact Us. A language selector for English is also present. Below the navigation bar, a banner section features four images: Bangabandhu Tunnel, Padma Multipurpose Bridge, Rooppur Nuclear Power Plant, and Metro Rail. The 'User Login' section is highlighted with a red box and contains the following elements:

- Username input field: `epmis.test01@egpstars.com.bd`
- Password input field: masked with asterisks
- 'Sign In' button (highlighted with a red box)
- 'Reset' button
- 'Forgotten Password?' link

Below the login section, the 'About e-PMIS' text states: "The e-PMIS is fully digital transformation of Project Management, Monitoring and Evaluation functionality of IMED. The e-PMIS is single web portal where all the stakeholders related to Project Management can perform project related activities using a dedicated secured web-based dashboard. Read more...". The 'FAQ, Download & Resources' section includes links for FAQ, Download, and Resources, and a list of questions: "What is e-PMIS System?" and "What is Dashboard?".

DPP Projects	TAPP Projects	Projects
1572 Total DPP Projects	62 Total TAPP Projects	1634 Total Projects
<a href="#">Details</a>	<a href="#">Details</a>	<a href="#">Details</a>

Feasibility Study Projects	Fast-Track Projects	Project Completion Report
0	5	0
<a href="#">Details</a>	<a href="#">Details</a>	<a href="#">Details</a>

**Figure 1.1**

**1.2** After login the PD User will be taken to user dashboard and user needs to click 'Project Management' drop down menu as shown in figure 1.2

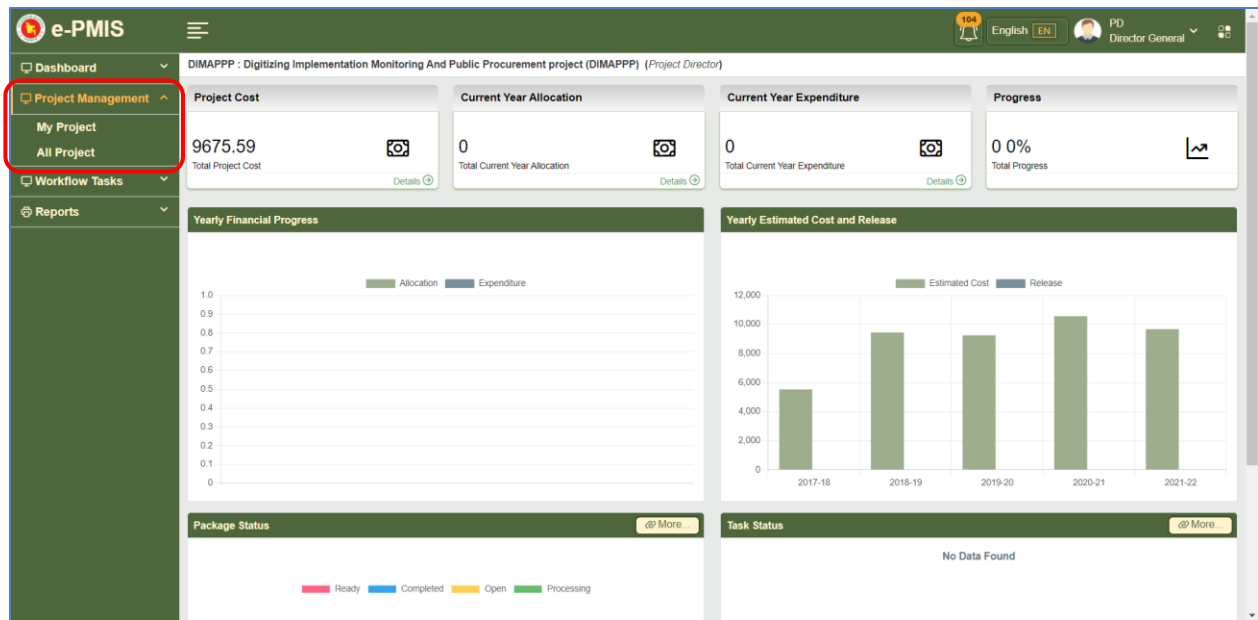


Figure: 1.2

After clicking this drop down menu user needs to click 'My project' to access the concerned project as shown in figure 1.3

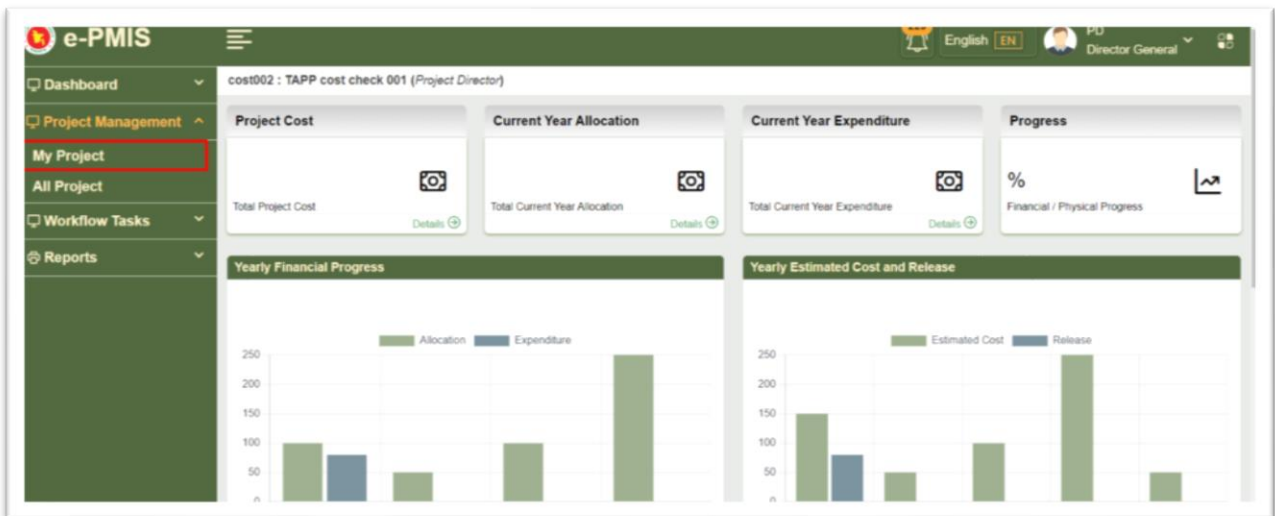


Figure: 1.3

## 2. Assign User

**2.1** Now PD user can see all the approved projects and from there user needs to click drop down button and click 'User' in one approved projects from the action column as shown in figure 2.1

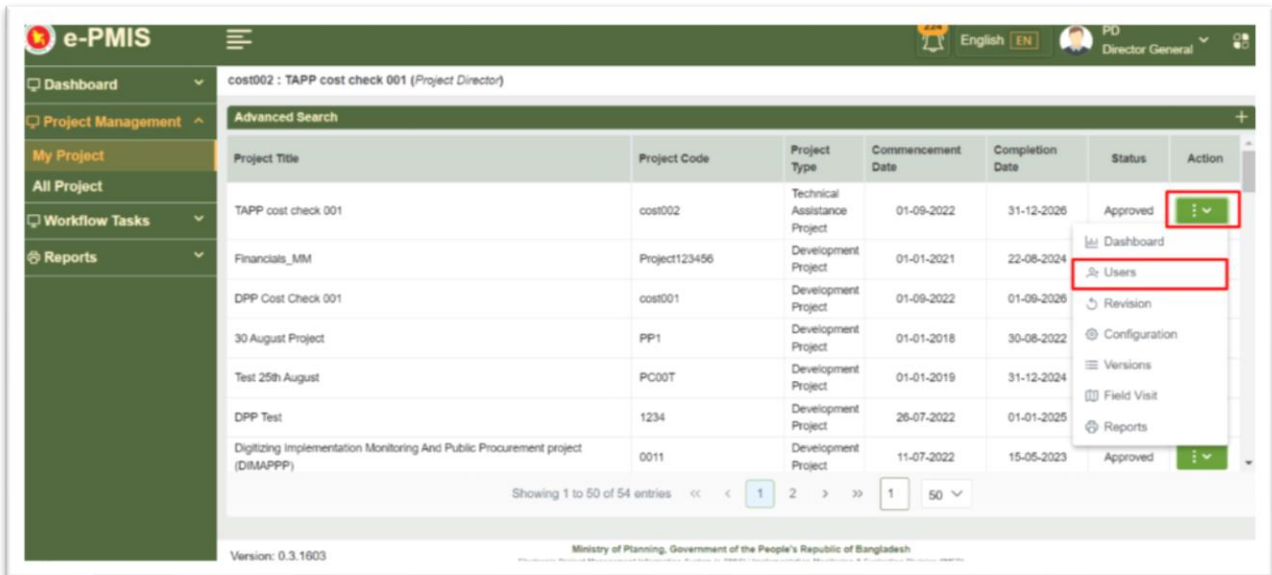


Figure: 2.1

**2.2** Now a window will appear where PD user needs to click 'Assign User' in the right corner of the window as shown in figure 2.2

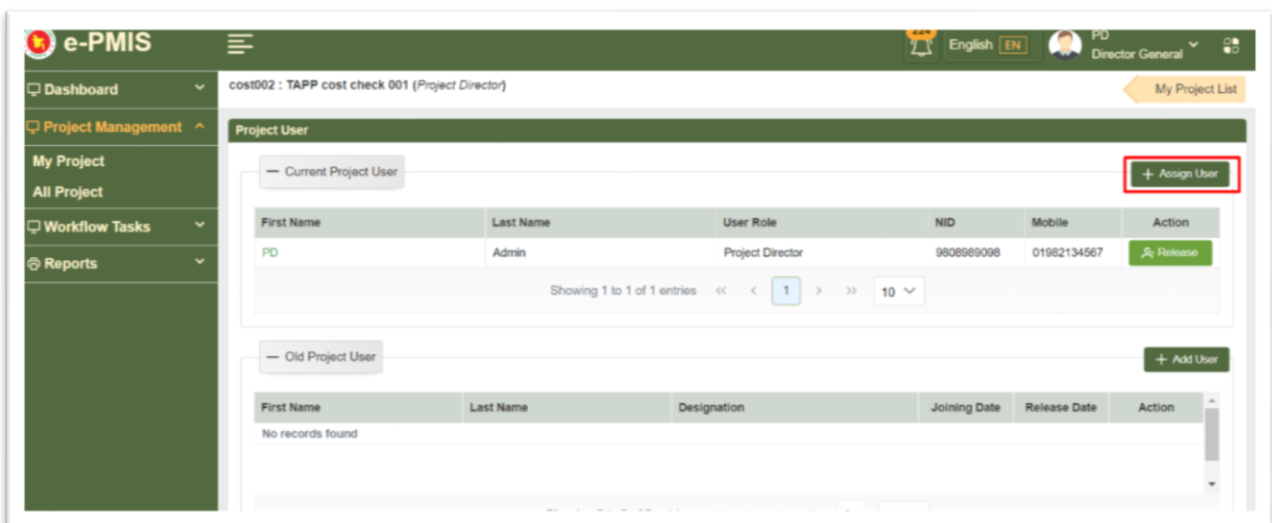


Figure 2.2



**2.3** After clicking 'Assign User' a form will appear where PD user needs to put required inputs in the required fields as shown in figure 2.3

The screenshot shows the 'Assign User' form in the e-PMIS system. The form is titled 'cost002 : TAPP cost check 001 (Project Director)'. It contains several dropdown menus: 'Hierarchy Node\*' (Supreme court), 'Office\*' (Supreme court), 'User\*' (Authorized Officer [testao@egpstart.com.bd]), 'Project role\*' (Select User Role), and 'Joining Date\*' (04-10-2022). The 'Project role\*' dropdown is highlighted with a red rectangle.

**Figure 2.3**

Here in figure 2.3 we can see in 'Project role' section there are 4 options are available as shown in figure 2.4 In order to assign user PD user need to select each of the role (except Project Director) and assign user respectively

The screenshot shows the 'Assign User' form in the e-PMIS system. The form is titled 'cost002 : TAPP cost check 001 (Project Director)'. It contains several dropdown menus: 'Hierarchy Node\*' (Supreme court), 'Office\*' (Supreme court), 'User\*' (Authorized Officer [testao@egpstart.com.bd]), 'Project role\*' (Select User Role), and 'Joining Date\*' (04-10-2022). The 'Project role\*' dropdown is highlighted with a red rectangle, and its options are visible: 'Project Director', 'Accounts Officer', 'Authorized Officer', and 'Project Consultant'.

**Figure 2.4**

**2.4** In this case PD user selected Account officer in 'Project role' section and click 'Save' button as shown in figure 2.5

The screenshot shows the e-PMIS interface with a sidebar on the left containing 'Dashboard', 'Project Management', 'My Project', 'All Project', 'Workflow Tasks', and 'Reports'. The main content area is titled 'Project User' and contains several dropdown menus: 'Supreme court' (selected), 'Office\*' (Supreme court), 'User\*' (Authorized Officer [testao@egpstart.com.bd]), 'Project role\*' (Accounts Officer), and 'Joining Date\*' (04-10-2022). At the bottom right, there are two buttons: 'Save' (highlighted with a red box) and 'Reset'.

**Figure 2.5**

After clicking save button a success notification will appear in the top right corner of the window as shown in figure 2.6

The screenshot shows the e-PMIS interface after saving. A success notification 'Successful Assign user to project successful!' is displayed in the top right corner. The main content area is titled 'Project User' and contains two sections: 'Current Project User' and 'Old Project User'. The 'Current Project User' section has a table with the following data:

First Name	Last Name	User Role	NID	Mobile	Action
PD	Admin	Project Director	9808989098	01982134567	Release
Authorized	Officer	Accounts Officer	1234567890	01711111111	Release

Below the table, it says 'Showing 1 to 2 of 2 entries' with pagination controls. The 'Old Project User' section has a table with the following data:

First Name	Last Name	Designation	Joining Date	Release Date	Action
No records found					

**Figure 2.6**

### 3. Release User

**3.1** Now PD user can see all the approved projects and from there user needs to click drop down button and click 'User' in one approved projects from the action column as shown in figure 3.1

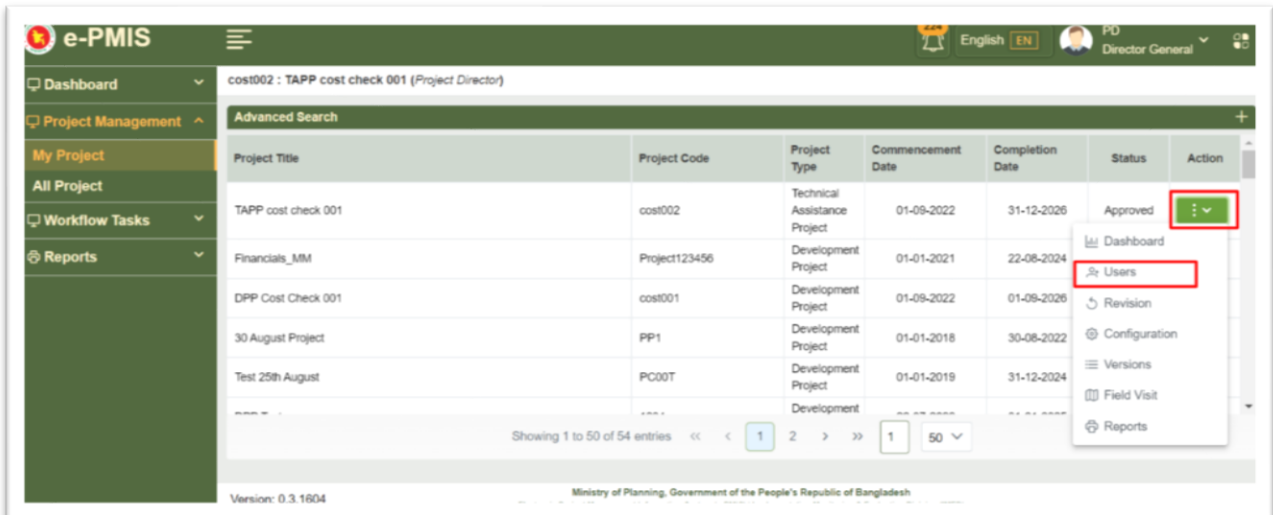


Figure: 3.1

**3.2** Now from this window PD user need to click 'Release' in order to release user from any of the approved project as shown in figure 3.2

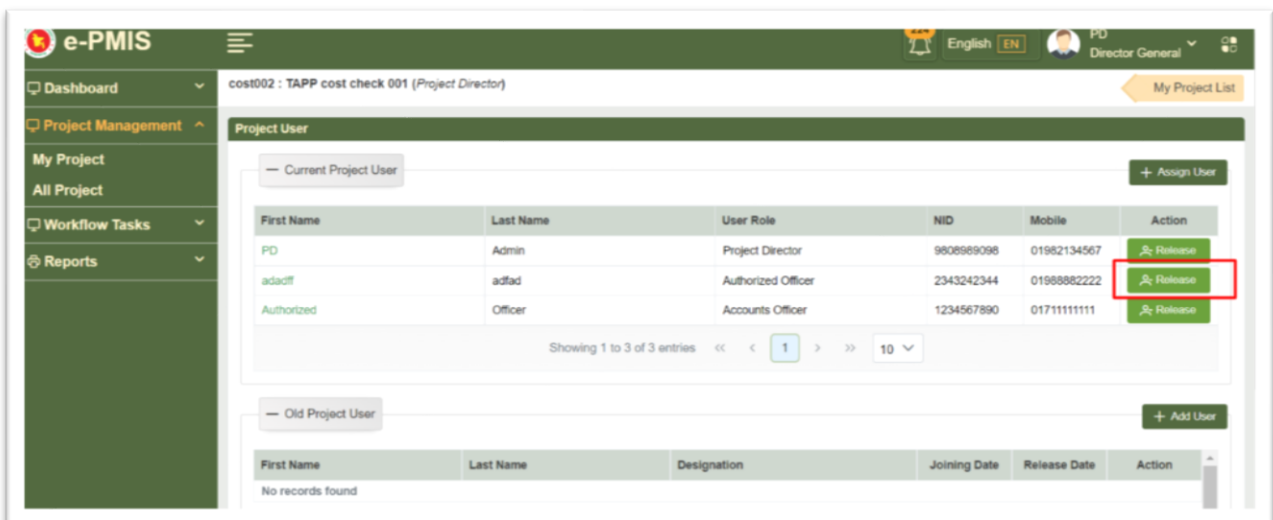


Figure 3.2

**3.3** After clicking 'Release' PD will see the user information and needs to put release date as shown in figure 3.3

The screenshot shows the e-PMIS interface. The left sidebar contains a menu with 'Dashboard', 'Project Management', 'My Project', 'All Project', 'Workflow Tasks', and 'Reports'. The main content area is titled 'cost002 : TAPP cost check 001 (Project Director)' and features a 'Project User List' button. The 'Current User Information' section displays the following details:

Name	: adadff adfad
Address	:
Email	: abul1@gmail.com
Contact No	: 01988882222
NID	: 2343242344

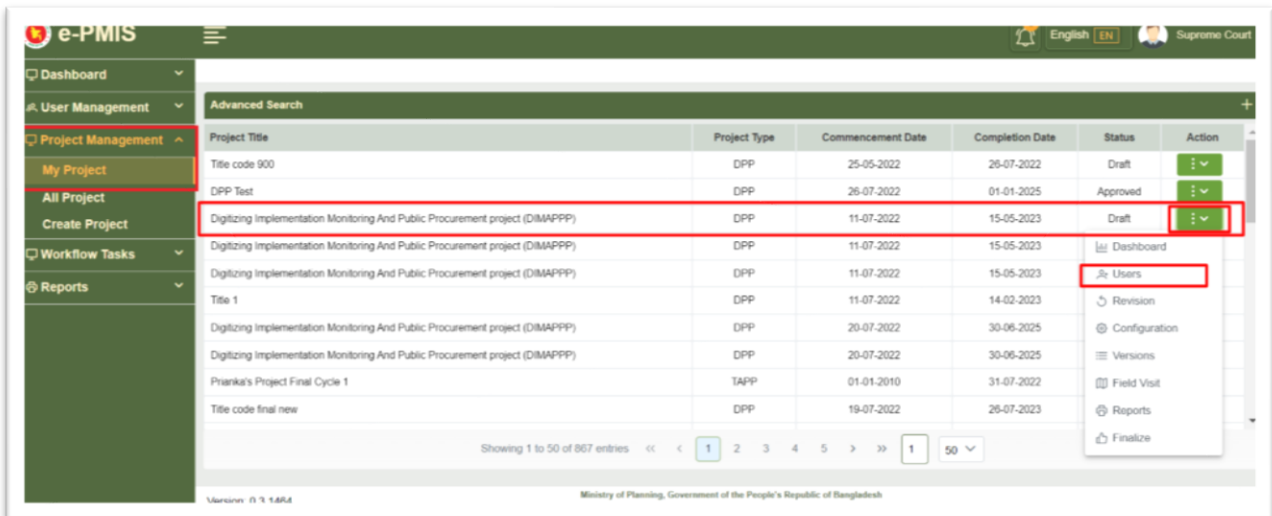
Below this information is a 'Release Date' field with a calendar icon, containing the date '05-10-2022'. At the bottom right, there are 'Save' and 'Reset' buttons. The footer of the page reads 'Ministry of Planning, Government of the People's Republic of Bangladesh'.

**Figure 3.3**

## 4. Project Finalize

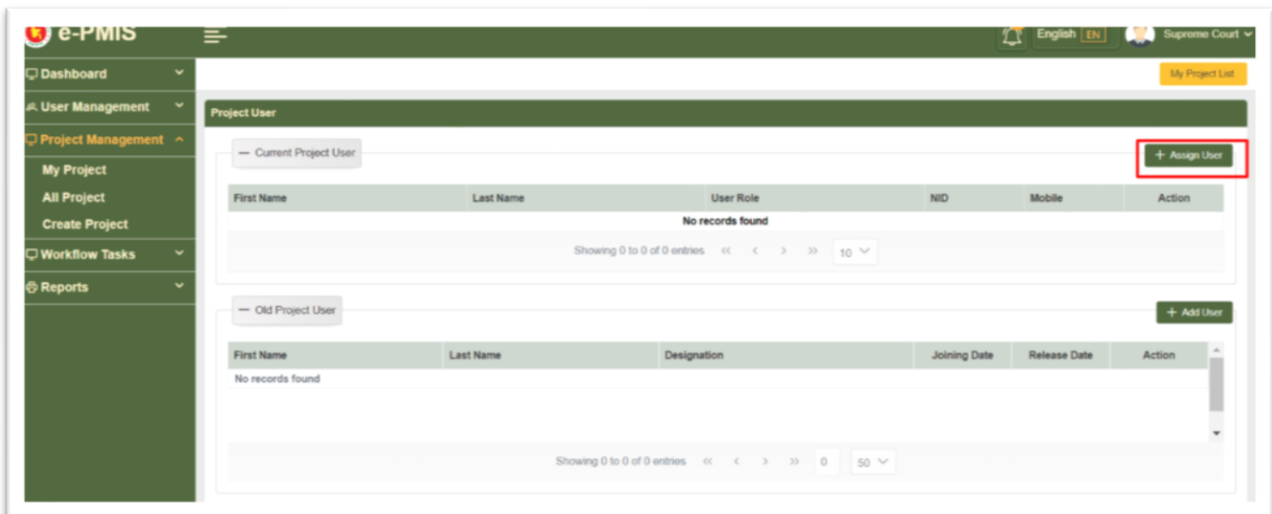
To Finalize, 'Mode of Financing with Source (6.1)', 'Annexure - I. Location wise Cost Breakdown', 'Annexure - V(b)', 'Detailed Annual Phasing of Cost', 'Annexure – III v(a). Goods / Annexure – III (b) Works/ Annexure - III(c) Services' must be inserted. Also Mode of Financing with Source (6.1), Annexure - I Location wise Cost Breakdown, Annexure – V (b). Detailed Annual Phasing of Cost value must be same

**4.1** First user needs to go to project list by clicking ‘My Project’ from the Project Management and locate the project user needs to finalize and then click drop down menu from the action column and finally click ‘Users’ as shown in figure 4.1



**Figure 4.1**

**4.2** Now Project User window will appear where user needs to assign user by clicking ‘Assign User’ at the top right corner of the window as shown in figure 4.2



**Figure 4.2**

**4.3** Now a window will appear where needs to choose options from all the required fields and save as shown in figure 4.3

The screenshot shows the 'Project User' form in the e-PMIS system. The form has the following fields:

- Hierarchy Node\***: Dropdown menu with 'Supreme court' selected.
- Office\***: Dropdown menu with 'Supreme court' selected.
- User\***: Dropdown menu with 'PD Admin' selected.
- Project role\***: Dropdown menu with 'Project Director' selected.
- Joining Date\***: Date field with '01-01-2021' entered.

At the bottom right, there are two buttons: 'Save' (highlighted with a red box) and 'Reset'.

**Figure 4.3**

After clicking save button a notification will appear as shown in figure 4.4

The screenshot shows the 'Project User' page after saving. A green notification box is displayed at the top right, indicating a successful operation. The notification text is: 'Successful Assign officers to project successfully!'. Below the notification, there are two sections: 'Current Project User' and 'Old Project User'.

**Current Project User**

First Name	Last Name	User Role	NID	Mobile	Action
PD	Admin	Project Director	980899098	01982134567	Release

Showing 1 to 1 of 1 entries

**Old Project User**

First Name	Last Name	Designation	Joining Date	Release Date	Action
No records found					

Showing 0 to 0 of 0 entries

**Figure 4.4**

4.4 Now from the Project login page user needs to login as a Project Director (PD) as shown in figure 4.5

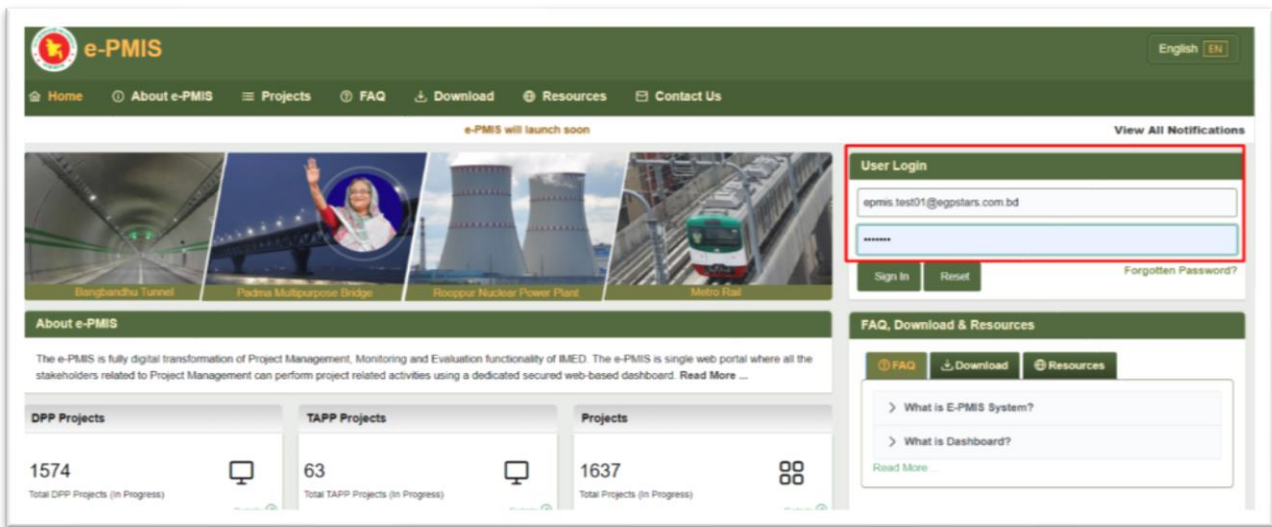


Figure 4.5

4.5 After successfully login user needs to go to 'Project Management' and select 'My Project' to see the project list as shown in figure 4.6

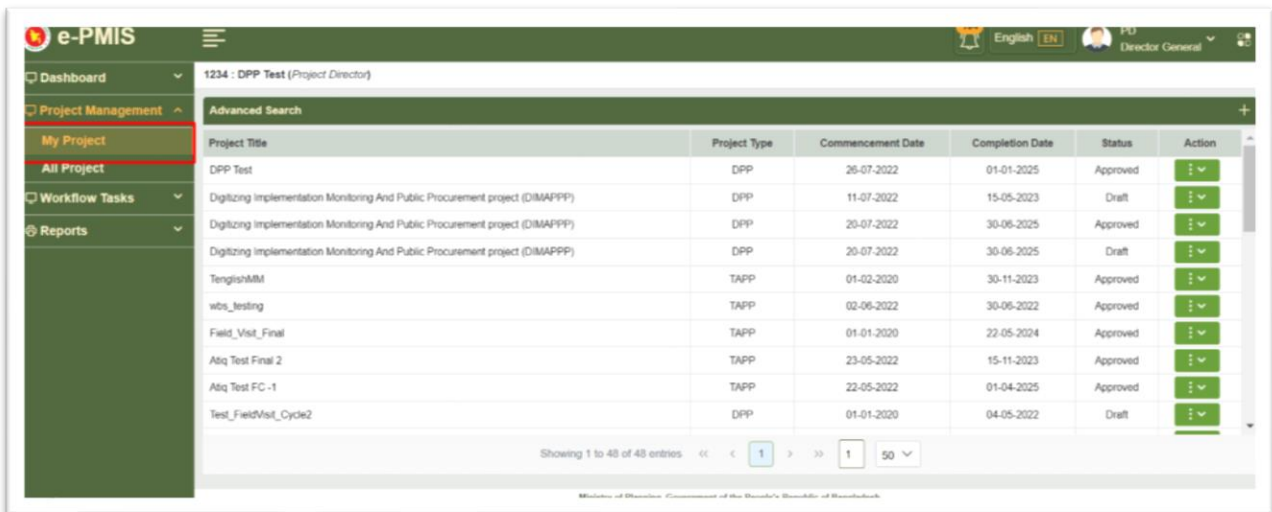


Figure 4.6

4.6 Now from the project list user needs to go to the project which he/she made and click the drop down menu and select 'Finalize' as shown in figure 4.7

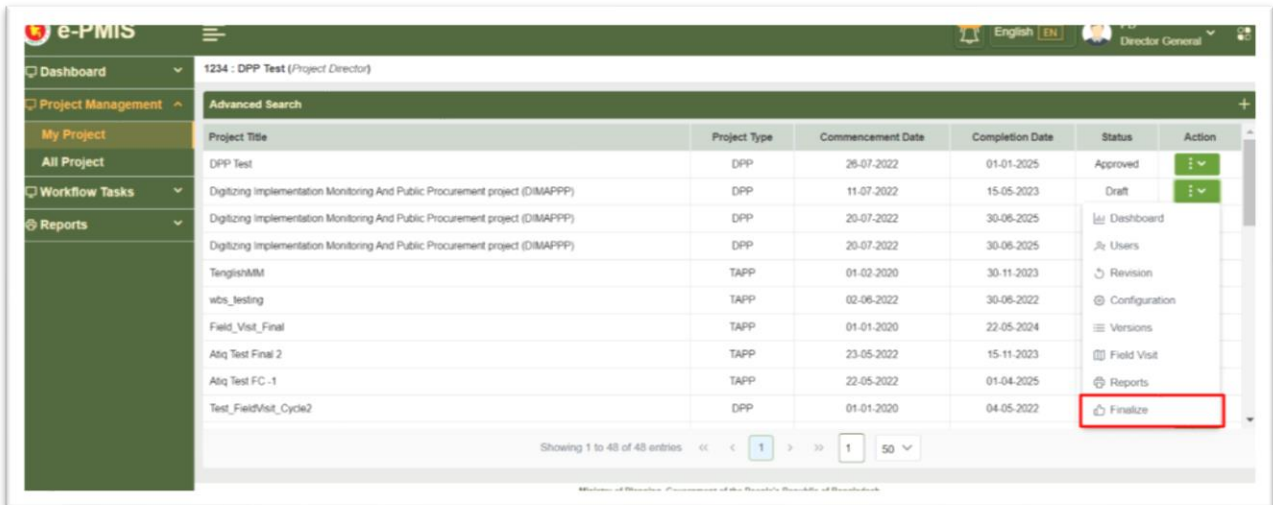


Figure 4.7

4.7 After clicking 'Finalize' a confirmation window will appear where user needs to click 'Yes' in order to finalize the project as shown in figure 4.8

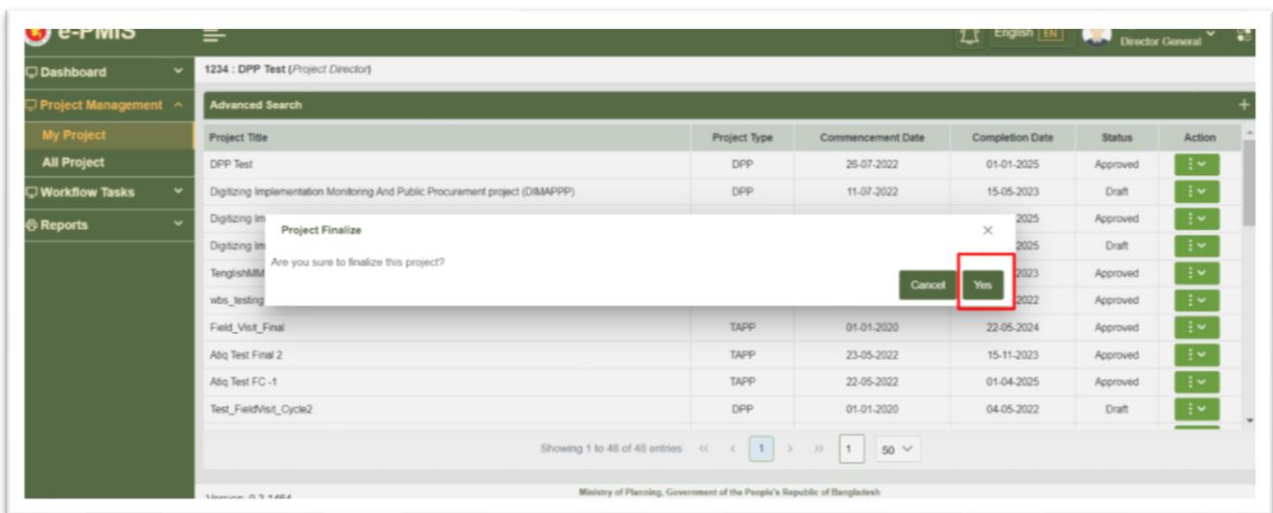


Figure 4.8

A notification will appear in the window after finalize the project as shown in figure 4.9



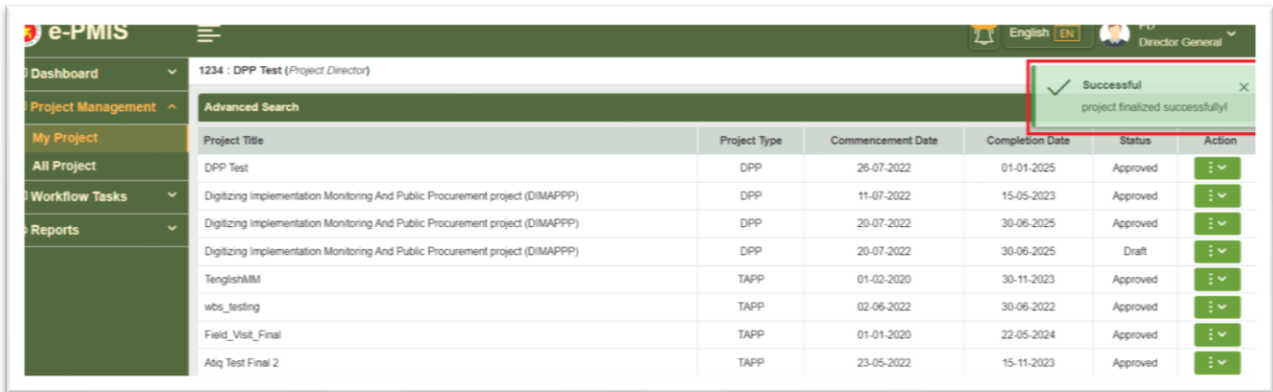


Figure 4.9

Now the project status will show approved as shown in figure 4.10

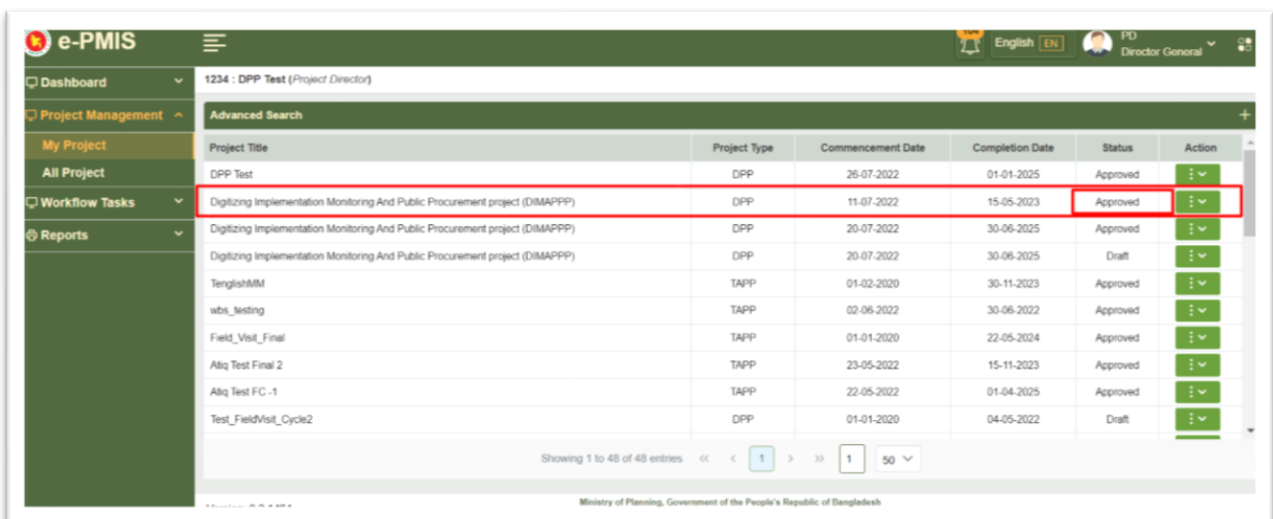


Figure 4.10

## 5. Work Breakdown Structure (WBS)

### 5.1 Viewing project Components

**5.1.1** When the PD wants to work on project scope, the user will click on Dashboard to go to project details, as shown in Figure 5.1

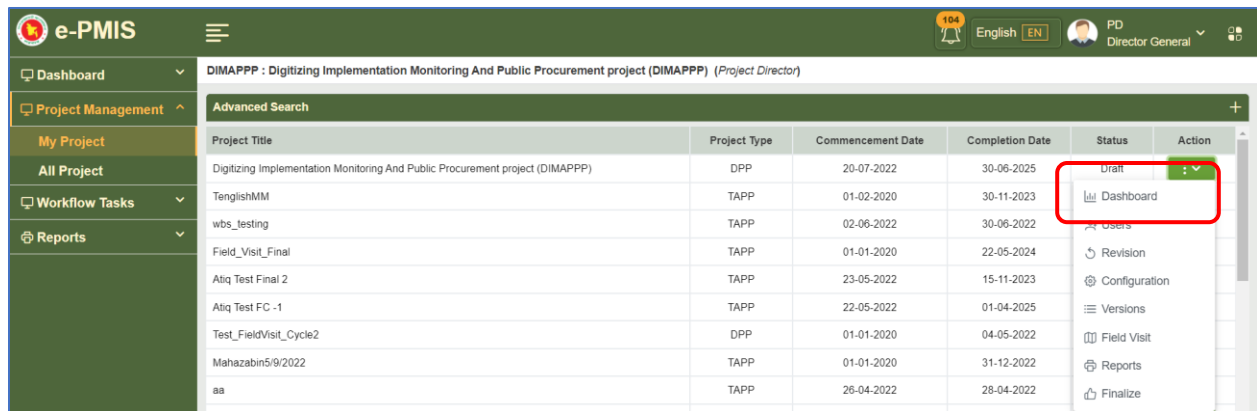


Figure 5.1

**5.1.2** System will redirect the PD user to project dashboard where the PD user will find different tabs which the PD user will use to work on that project, if the PD user wants to work on the project scope then the user will click on Scope tab as shown in Figure 5.2

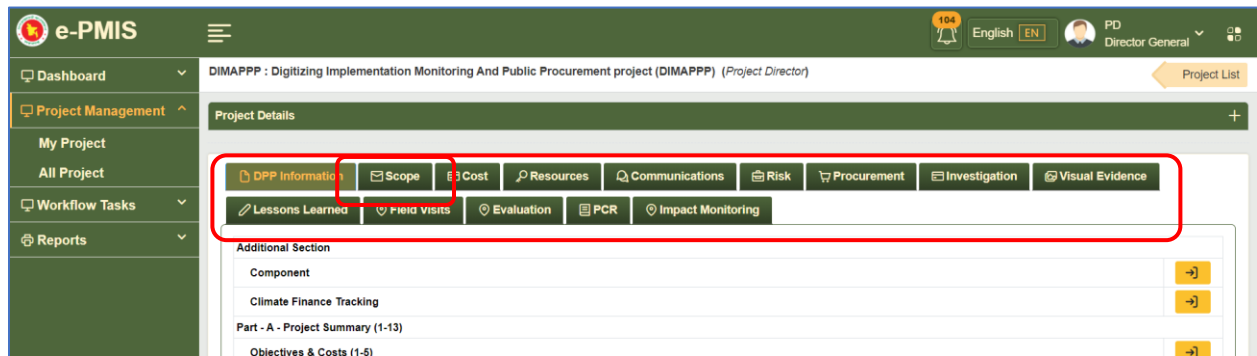
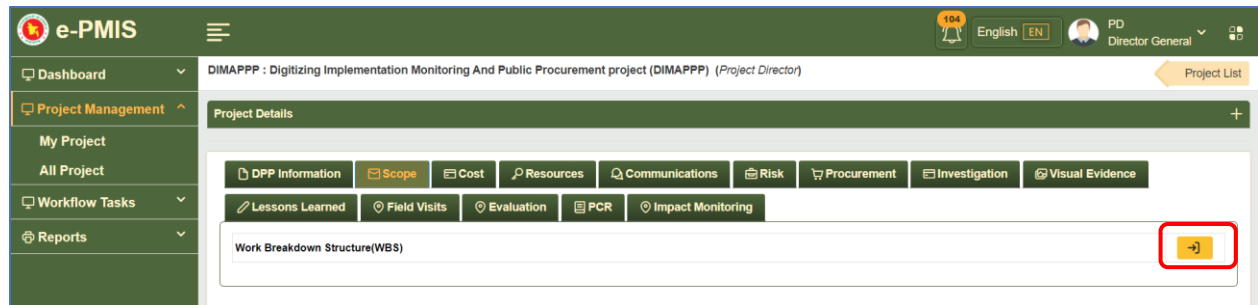


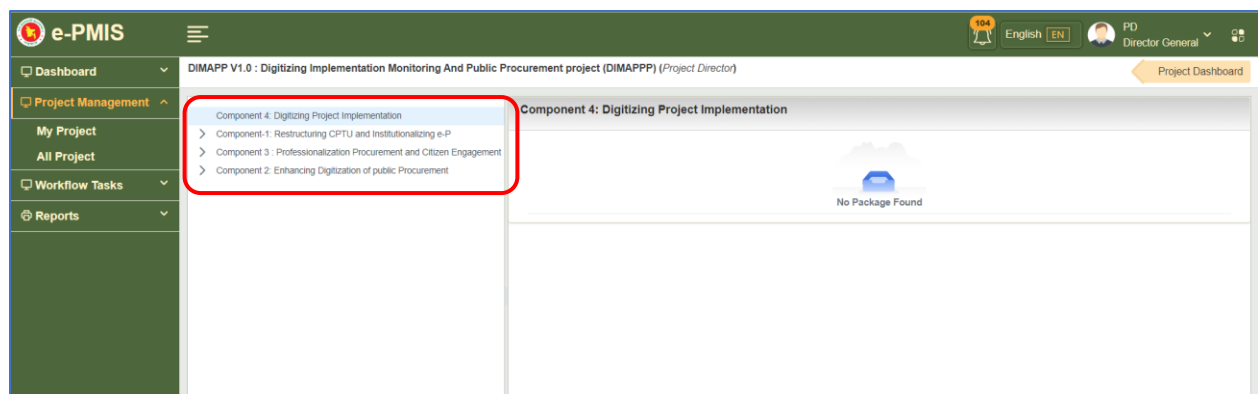
Figure 5.2

**5.1.3** The PD user will then click on the button next to Work Breakdown Structure (WBS) and the system will guide the user to the project scope page, as shown in Figure 5.3



**Figure 5.3**

**5.1.4** PD user will be taken to the WBS from scope where the scope and its component is added when the project is finalized by PD user and the project is in approved status furthermore has the forms of procurement plans completed. PD user can check all the component of this project, as shown in Figure 5.4



**Figure 5.4**

**5.1.5** PD user will be able to see all the procurement plans of this project by expanding all the component by clicking ">" button beside the component, as shown in Figure 5.5



Figure 5.5

## 5.2 Adding Procurement Package Information

**5.2.1** PD user will be able to click on any of the package and the system will display that package basic information, package description and other package related information where the PD user will have add some related information, as shown in Figure 5.6

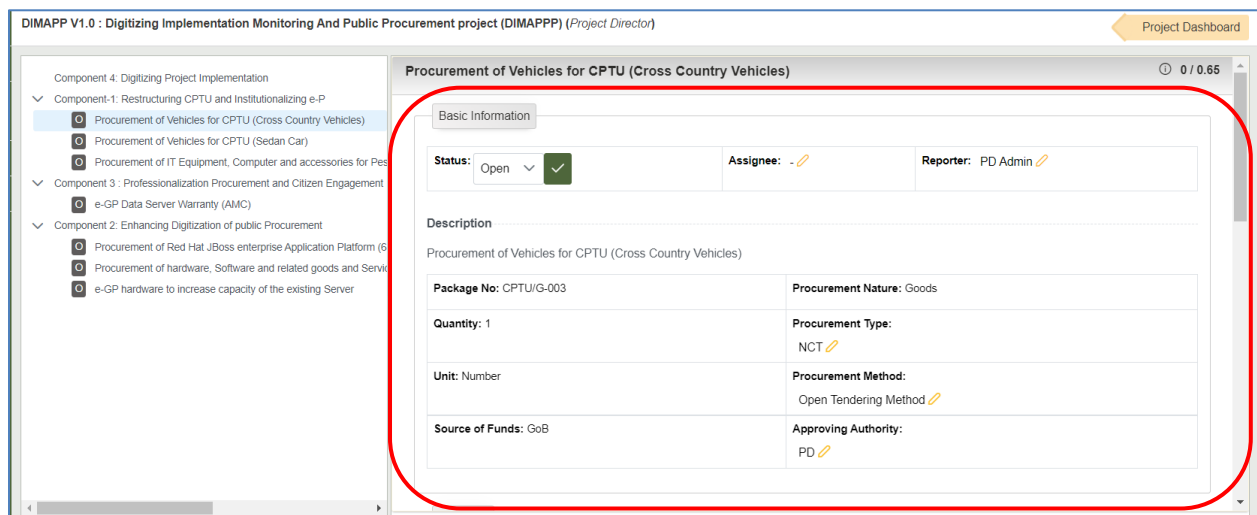


Figure 5.6

**5.2.2** If PD user wants to change any information then the user will have to click on the pencil like button to edit that corresponding field and the system will give option to edit that field, as shown in Figure 5.7

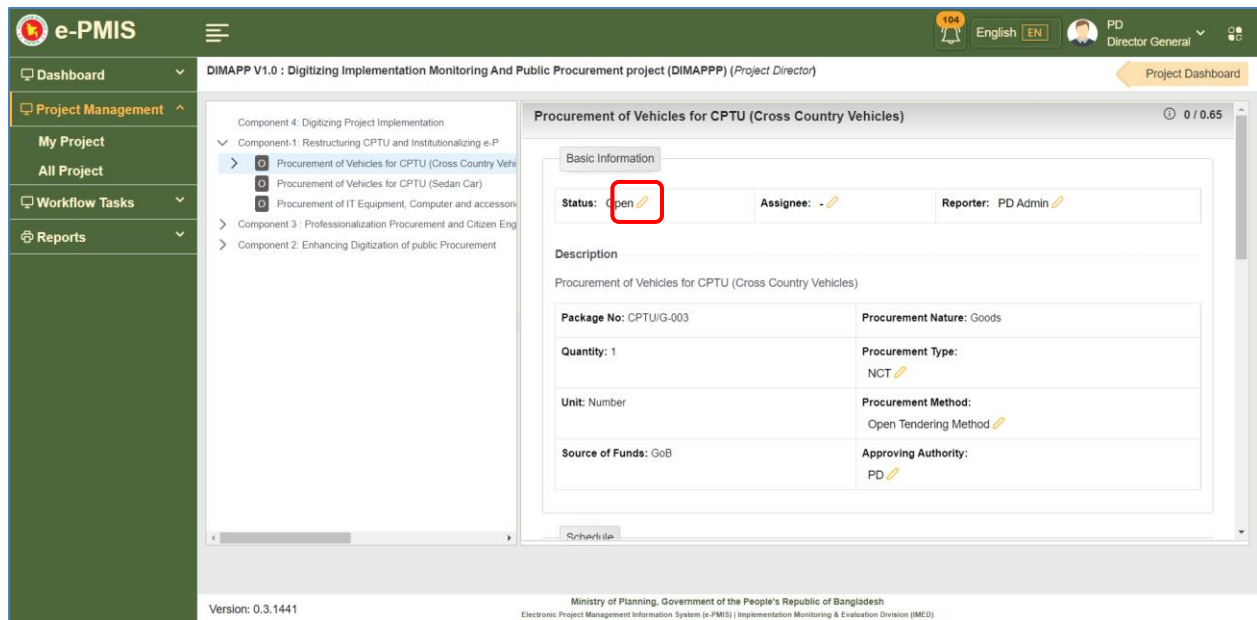


Figure 5.7

**5.2.3** Once clicked on the button the system will give dropdown option to the PD user from where the user will be able to select required option for each field, as shown in Figure 5.8

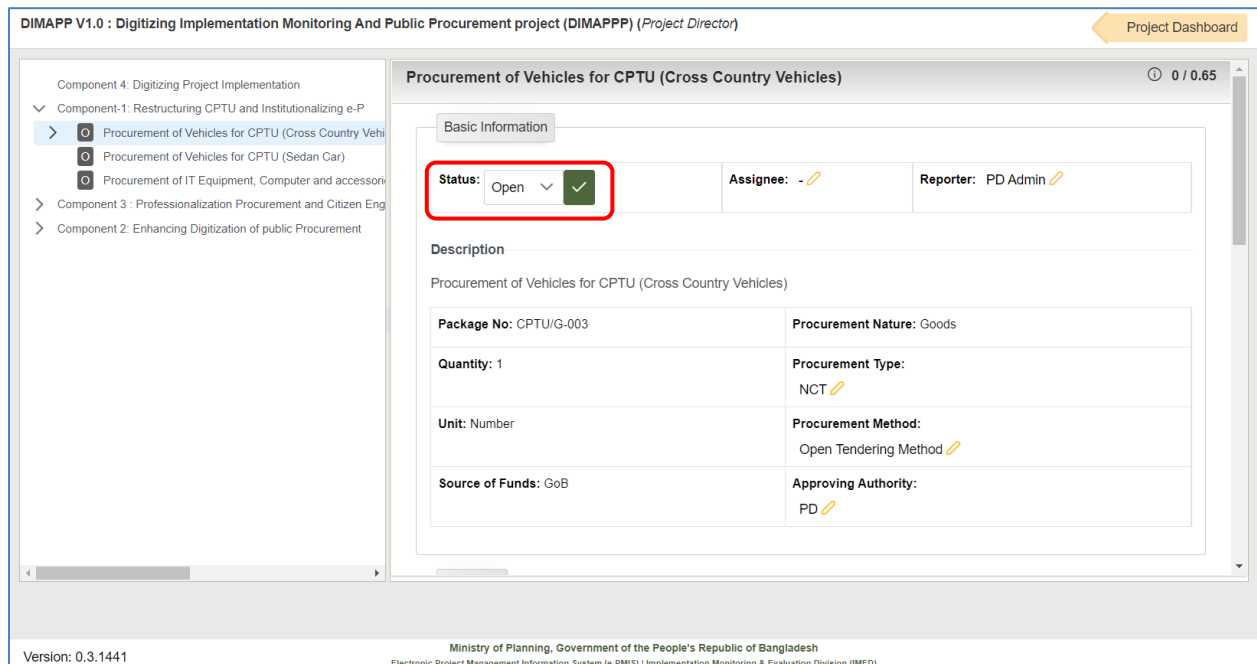


Figure 5.8

**5.2.4** In the **Basic Information** section PD user will have to change the status which is given **Open** by default, PD user will choose from **Processing**, **Ready** and **Completed status** as shown in Figure 5.9

The screenshot shows a web application interface for 'Procurement of Vehicles for CPTU (Cross Country Vehicles)'. The 'Basic Information' tab is active. The 'Status' dropdown menu is open, showing options: Open, Processing, Ready, and Completed. A red rectangle highlights the dropdown menu and the 'Open' button. The 'Assignee' field is empty, and the 'Reporter' is 'PD Admin'. The 'Description' field contains 'Procurement of Vehicles for CPTU (Cross Country Vehicles)'. The 'Package' field is 'Completed' and the 'Quantity' is '1'. The 'Unit' is 'Number'. The 'Source of Funds' is 'GoB'. The 'Procurement Nature' is 'Goods'. The 'Procurement Type' is 'NCT'. The 'Procurement Method' is 'Open Tendering Method'. The 'Approving Authority' is 'PD'.

Status: Open	Assignee: -	Reporter: PD Admin
Description: Procurement of Vehicles for CPTU (Cross Country Vehicles)		
Package: Completed	Procurement Nature: Goods	
Quantity: 1	Procurement Type: NCT	
Unit: Number	Procurement Method: Open Tendering Method	
Source of Funds: GoB	Approving Authority: PD	

**Figure 5.9**

**5.2.5** After selecting the desired status the PD user will have to click of the green button to select that choosen status, as shown in Figure 5.10

**DIMAPP V1.0 : Digitizing Implementation Monitoring And Public Procurement project (DIMAPPP) (Project Director)** Project Dashboard

Component 4: Digitizing Project Implementation

- Component-1: Restructuring CPTU and Institutionalizing e-P
  - Procurement of Vehicles for CPTU (Cross Country Vehicle)
  - Procurement of Vehicles for CPTU (Sedan Car)
  - Procurement of IT Equipment, Computer and accessories
- Component 3 : Professionalization Procurement and Citizen Engagement
- Component 2: Enhancing Digitization of public Procurement

### Procurement of Vehicles for CPTU (Cross Country Vehicles)

0 / 0.65

Basic Information

Status: Processing ☒

Assignee: -

Reporter: PD Admin

Description

Procurement of Vehicles for CPTU (Cross Country Vehicles)

Package No: CPTU/G-003	Procurement Nature: Goods
Quantity: 1	Procurement Type: NCT <input type="text"/>
Unit: Number	Procurement Method: Open Tendering Method <input type="text"/>
Source of Funds: GoB	Approving Authority: PD <input type="text"/>

**Figure 5.10**

**5.2.6** Then the PD user will have to select **Assignee** from the dropdown list where all the officials assigned to this project will be available, as shown in Figure 5.11 After selecting the user PD user will have to click on the green selecting button as shown in Figure 5.10

**DIMAPP V1.0 : Digitizing Implementation Monitoring And Public Procurement project (DIMAPPP) (Project Director)** Project Dashboard

Component 4: Digitizing Project Implementation

- Component-1: Restructuring CPTU and Institutionalizing e-P
  - Procurement of Vehicles for CPTU (Cross Country Vehicle)
  - Procurement of Vehicles for CPTU (Sedan Car)
  - Procurement of IT Equipment, Computer and accessories
- Component 3 : Professionalization Procurement and Citizen Engagement
- Component 2: Enhancing Digitization of public Procurement

### Procurement of Vehicles for CPTU (Cross Country Vehicles)

0 / 0.65

Basic Information

Status: Open

Assignee:  ☒

Reporter: PD Admin

Description

Procurement of Vehicles for CPTU (Cross Country Vehicles)

Package No: CPTU/G-003	Procurement Nature: Goods
Quantity: 1	Procurement Type: NCT <input type="text"/>
Unit: Number	Procurement Method: Open Tendering Method <input type="text"/>
Source of Funds: GoB	Approving Authority: PD <input type="text"/>

**Figure 5.11**

**5.2.7** Furthermore the PD user will have to select **Reporter** from the dropdown list, where all the officials assigned to this project will be available, as shown in Figure 5.12 After selecting the user PD user will have to click on the green selecting button as shown in Figure 5.10

The screenshot displays the DIMAPP V1.0 interface for a Project Director. The main heading is 'Procurement of Vehicles for CPTU (Cross Country Vehicles)'. The interface includes a sidebar with a tree view of components and a main form area. The form area is divided into sections: 'Basic Information', 'Description', and a table of procurement details. The 'Reporter' field is highlighted with a red box, and its dropdown menu is open, showing 'PD Admin' and 'Authorized Officer' options. A green checkmark button is visible next to the dropdown menu.

Basic Information	
Status: Open	Assignee: -
Reporter: PD Admin	

Description: Procurement of Vehicles for CPTU (Cross Country Vehicles)

Procurement Details	
Package No: CPTU/G-003	Procurement Nature: Goods
Quantity: 1	Procurement Type: NCT
Unit: Number	Procurement Method: Open Tendering Method
Source of Funds: GoB	Approving Authority: PD

**Figure 5.12**

**5.2.8** After PD user makes the procurement status Processing then the status beside the procurement name will be changed to **P** from **O**, as shown in Figure 5.13



**DIMAPP V1.0 : Digitizing Implementation Monitoring And Public Procurement project (DIMAPPP) (Project Director)** Project Dashboard

Component 4: Digitizing Project Implementation

- Component-1: Restructuring CPTU and Institutionalizing e-P
  - Procurement of Vehicles for CPTU (Cross Country Vehicle)
  - Procurement of Vehicles for CPTU (Sedan Car)**
  - Procurement of IT Equipment, Computer and accessories
- Component 3 : Professionalization Procurement and Citizen Engagement
  - e-GP Data Server Warranty (AMC)
- Component 2: Enhancing Digitization of public Procurement
  - Procurement of Red Hat JBoss enterprise Application Platform
  - Procurement of hardware, Software and related goods and services
  - e-GP hardware to increase capacity of the existing Services

### Procurement of Vehicles for CPTU (Sedan Car) 0 / 0.80

**Status:** Processing

**Assignee:** Authorized Officer

**Reporter:** PD Admin

**Description**

Procurement of Vehicles for CPTU (Sedan Car)

<b>Package No:</b> CPTU/G-001	<b>Procurement Nature:</b> Goods
<b>Quantity:</b> 2	<b>Procurement Type:</b> NCT
<b>Unit:</b> Number	<b>Procurement Method:</b> Open Tendering Method
<b>Source of Funds:</b> GoB	<b>Approving Authority:</b> PD

**Schedule**

**Figure 5.13**

**5.2.9** After editing **Basic Information** PD user will have to edit **Description** section, where the PD user will have to option to edit **Procurement Type**, **Procurement Method** and **Approving Authority**, as shown in Figure 5.14

**DIMAPP V1.0 : Digitizing Implementation Monitoring And Public Procurement project (DIMAPPP) (Project Director)** Project Dashboard

Component 4: Digitizing Project Implementation

- Component-1: Restructuring CPTU and Institutionalizing e-P
  - Procurement of Vehicles for CPTU (Cross Country Vehicle)
  - Procurement of Vehicles for CPTU (Sedan Car)**
  - Procurement of IT Equipment, Computer and accessories
- Component 3 : Professionalization Procurement and Citizen Engagement
  - e-GP Data Server Warranty (AMC)
- Component 2: Enhancing Digitization of public Procurement
  - Procurement of Red Hat JBoss enterprise Application Platform
  - Procurement of hardware, Software and related goods and services
  - e-GP hardware to increase capacity of the existing Services

### Procurement of Vehicles for CPTU (Sedan Car) 0 / 0.80

**Status:** Processing

**Assignee:** Authorized Officer

**Reporter:** PD Admin

**Description**

Procurement of Vehicles for CPTU (Sedan Car)

<b>Package No:</b> CPTU/G-001	<b>Procurement Nature:</b> Goods
<b>Quantity:</b> 2	<b>Procurement Type:</b> NCT
<b>Unit:</b> Number	<b>Procurement Method:</b> Open Tendering Method
<b>Source of Funds:</b> GoB	<b>Approving Authority:</b> PD

**Schedule**

**Figure 5.14**

**5.2.10** In description section firstly PD user will have to select **Procurement Type** (NCT/ICT), as shown in Figure 5.15, and after selecting the user PD user will have to click on the green selecting button as shown in Figure 5.10

The screenshot displays the DIMAPP V1.0 interface for a Project Director. The left sidebar shows a tree view of components, with 'Procurement of Vehicles for CPTU (Sedan Car)' selected. The main panel shows the form for this procurement. The 'Basic Information' tab is active, showing fields for Status (Processing), Assignee (Authorized Officer), and Reporter (PD Admin). The 'Description' section contains a table with the following data:

Package No:	Procurement Nature:
CPTU/G-001	Goods

Quantity:	Procurement Type:
2	NCT (selected with green checkmark)

Unit:	Procurement Method:
Number	NCT (selected)

Source of Funds:	Approving Authority:
GoB	PD (selected)

Figure 5.15

**5.2.11** After procurement type PD user will have to select **Procurement Method** from the dropdown list as shown in Figure 5.16, and after selecting the user PD user will have to click on the green selecting button as shown in Figure 5.10

**DIMAPP V1.0 : Digitizing Implementation Monitoring And Public Procurement project (DIMAPPP) (Project Director)** Project Dashboard

Component 4: Digitizing Project Implementation

- Component-1: Restructuring CPTU and Institutionalizing e-P
  - Procurement of Vehicles for CPTU (Cross Country Vehicle)
  - Procurement of Vehicles for CPTU (Sedan Car)**
  - Procurement of IT Equipment, Computer and accessories
- Component 3 : Professionalization Procurement and Citizen Engagement
  - e-GP Data Server Warranty (AMC)
- Component 2: Enhancing Digitization of public Procurement
  - Procurement of Red Hat JBoss enterprise Application Platform
  - Procurement of hardware, Software and related goods and services
  - e-GP hardware to increase capacity of the existing Service

**Description**

Procurement of Vehicles for CPTU (Sedan Car)

<b>Package No:</b> CPTU/G-001	<b>Procurement Nature:</b> Goods
<b>Quantity:</b> 2	<b>Procurement Type:</b> NCT
<b>Unit:</b> Number	<b>Procurement Method:</b> Open Tendering Method
<b>Source of Funds:</b> GoB	

**Schedule**

Date	Invitation for Prequalification	Invitation for EOI	Opening of Tender	Signing of Contract	Completion of Contract
Indicative	---	---	31-07-2022	31-08-2022	25-10-2023
Planned	---	---	---	---	---

**Figure 5.16**

**5.2.12** After selecting Procurement Method PD user will have to select **Approving Authority** from the dropdown list as shown in Figure 5.17, and after selecting the user PD user will have to click on the green selecting button as shown in Figure 5.10

**DIMAPP V1.0 : Digitizing Implementation Monitoring And Public Procurement project (DIMAPPP) (Project Director)** Project Dashboard

Component 4: Digitizing Project Implementation

- Component-1: Restructuring CPTU and Institutionalizing e-P
  - Procurement of Vehicles for CPTU (Cross Country Vehicle)
  - Procurement of Vehicles for CPTU (Sedan Car)**
  - Procurement of IT Equipment, Computer and accessories
- Component 3 : Professionalization Procurement and Citizen Engagement
  - e-GP Data Server Warranty (AMC)
- Component 2: Enhancing Digitization of public Procurement
  - Procurement of Red Hat JBoss enterprise Application Platform
  - Procurement of hardware, Software and related goods and services
  - e-GP hardware to increase capacity of the existing Service

**Description**

Procurement of Vehicles for CPTU (Sedan Car)

<b>Package No:</b> CPTU/G-001	<b>Procurement Nature:</b> Goods
<b>Quantity:</b> 2	<b>Procurement Type:</b> NCT
<b>Unit:</b> Number	<b>Procurement Method:</b> Open Tendering Method
<b>Source of Funds:</b> GoB	<b>Approving Authority:</b> PD

**Schedule**

Date	Invitation for Prequalification	Invitation for EOI	Opening of Tender	Signing of Contract	Completion of Contract
Indicative	---	---	31-07-2022	31-08-2022	25-10-2023
Planned	---	---	---	---	---

**Figure 5.17**

**5.2.13** PD user will have to edit **Schedule** section after completing **Description** section, as shown in Figure 5.18, where PD will be able to see **Indicative**, **Planned** and **Actual** schedule of Invitation for Prequalification, Invitation for EOI, Invitation for Tender, Signing of Contract and Completion of Contract. **Indicative** dates will be taken automatically by the system from **DPP** data.

**DIMAPP V1.0 : Digitizing Implementation Monitoring And Public Procurement project (DIMAPPP) (Project Director)** Project Dashboard

Component 4: Digitizing Project Implementation

- Component-1: Restructuring CPTU and Institutionalizing e-P
  - Procurement of Vehicles for CPTU (Cross Country Vehicle)
  - Procurement of Vehicles for CPTU (Sedan Car)**
  - Procurement of IT Equipment, Computer and accessories
- Component 3 : Professionalization Procurement and Citizen Engagement
  - e-GP Data Server Warranty (AMC)
- Component 2: Enhancing Digitization of public Procurement
  - Procurement of Red Hat JBoss enterprise Application Platform
  - Procurement of hardware, Software and related goods and services
  - e-GP hardware to increase capacity of the existing Servers

**Schedule**

Date	Invitation for Prequalification	Invitation for EOI	Invitation for Tender	Signing of Contract	Completion of Contract	
Indicative	---	---	31-07-2022	31-08-2022	25-10-2023	
Planned	---	---	---	---	---	<a href="#">✎</a>
Actual	---	---	---	---	---	<a href="#">✎</a>

**Cost**

Planned: 62.42      Actual: 0      Expenditure: 0

**Quality / Acceptance Criteria** + Add

Acceptance Criteria	Status	Action
No Quality Found		

**Figure 5.18**

**5.2.14** PD user will edit **Planned** date by clicking on the pencil button, after selecting all the dates PD user will have to click on green tic button to save the dates, as shown in Figure 5.19

**DIMAPP V1.0 : Digitizing Implementation Monitoring And Public Procurement project (DIMAPP) (Project Director)** Project Dashboard

Component 4: Digitizing Project Implementation

- Component-1: Restructuring CPTU and Institution
  - Procurement of Vehicles for CPTU (C)
  - Procurement of Vehicles for CPTU (S)**
  - Procurement of IT Equipment, Computer
- Component 3 : Professionalization Procurement
  - e-GP Data Server Warranty (AMC)
- Component 2: Enhancing Digitization of public
  - Procurement of Red Hat JBoss enter
  - Procurement of hardware, Software
  - e-GP hardware to increase capacity

**Schedule**

Date	Invitation for Prequalification	Invitation for EOI	Invitation for Tender	Signing of Contract	Completion of Contract	
Indicative	---	---	31-07-2022	31-08-2022	25-10-2023	
Planned	dd-mm-yyyy	dd-mm-yyyy	dd-mm-yyyy	dd-mm-yyyy	dd-mm-yyyy	
Actual	<div> <div>&lt;</div> <div>July 2022</div> <div>&gt;</div> </div> <div> <div>Su</div><div>Mo</div><div>Tu</div><div>We</div><div>Th</div><div>Fr</div><div>Sa</div> </div> <div> <div>26</div><div>27</div><div>28</div><div>29</div><div>30</div><div>1</div><div>2</div> </div> <div> <div>3</div><div>4</div><div>5</div><div>6</div><div>7</div><div>8</div><div>9</div> </div> <div> <div>10</div><div>11</div><div>12</div><div>13</div><div>14</div><div>15</div><div>16</div> </div> <div> <div>17</div><div>18</div><div>19</div><div>20</div><div>21</div><div>22</div><div>23</div> </div> <div> <div>24</div><div>25</div><div>26</div><div>27</div><div>28</div><div>29</div><div>30</div> </div> <div> <div>31</div><div>1</div><div>2</div><div>3</div><div>4</div><div>5</div><div>6</div> </div>					

**Figure 5.19**

**5.2.15** **Cost** section is right below of **Schedule** section, and in the **Cost**, section **Planned** cost of the procurement is stated which is taken from **DPP**, as shown in Figure 5.20 **Actual** and **Expenditure** will be filled with data after the procurement is complete.

**DIMAPP V1.0 : Digitizing Implementation Monitoring And Public Procurement project (DIMAPPP) (Project Director)** Project Dashboard

Component 4: Digitizing Project Implementation

- Component-1: Restructuring CPTU and Institutions
  - Procurement of Vehicles for CPTU (C)
  - Procurement of Vehicles for CPTU (S)**
  - Procurement of IT Equipment, Computers and Peripherals
- Component 3 : Professionalization Procurement
  - e-GP Data Server Warranty (AMC)
- Component 2: Enhancing Digitization of public procurement
  - Procurement of Red Hat JBoss enterprise
  - Procurement of hardware, Software and Services
  - e-GP hardware to increase capacity

**Schedule**

Date	Invitation for Prequalification	Invitation for EOI	Invitation for Tender	Signing of Contract	Completion of Contract	
Indicative	---	---	31-07-2022	31-08-2022	25-10-2023	
Planned	31-07-2022	07-08-2022	01-09-2022	31-12-2022	01-12-2023	<a href="#">✎</a>
Actual	---	---	---	---	---	<a href="#">✎</a>

**Cost**

Planned: 62.42
Actual: 0
Expenditure: 0

**Quality / Acceptance Criteria** + Add

Acceptance Criteria	Status	Action
No Quality Found		

**Remarks** + Add

**Figure 5.20**

**5.2.16** In the **Quality/Acceptance Criteria** PD user will be able to add required acceptance criteria for the corresponding procurement, to add a acceptance criteria PD user will have to click on **Add** button as shown in Figure 5.21

**DIMAPP V1.0 : Digitizing Implementation Monitoring And Public Procurement project (DIMAPPP) (Project Director)** Project Dashboard

Component 4: Digitizing Project Implementation

- Component-1: Restructuring CPTU and Institutions
  - Procurement of Vehicles for CPTU (C)
  - Procurement of Vehicles for CPTU (S)**
  - Procurement of IT Equipment, Computers and Peripherals
- Component 3 : Professionalization Procurement
  - e-GP Data Server Warranty (AMC)
- Component 2: Enhancing Digitization of public procurement
  - Procurement of Red Hat JBoss enterprise
  - Procurement of hardware, Software and Services
  - e-GP hardware to increase capacity

**Schedule**

Date	Invitation for Prequalification	Invitation for EOI	Invitation for Tender	Signing of Contract	Completion of Contract	
Indicative	---	---	31-07-2022	31-08-2022	25-10-2023	
Planned	31-07-2022	07-08-2022	01-09-2022	31-12-2022	01-12-2023	<a href="#">✎</a>
Actual	---	---	---	---	---	<a href="#">✎</a>

**Cost**

Planned: 62.42
Actual: 0
Expenditure: 0

**Quality / Acceptance Criteria** + Add

Acceptance Criteria	Status	Action
No Quality Found		

**Remarks** + Add

**Figure 5.21**

**5.2.17** After clicking on **Add** button system will prompt a new window where PD user will have to write all the **Quality/Acceptance Criteria** and click on **Save** button as shown in Figure 5.22

The screenshot displays the DIMAPP V1.0 interface for a Project Director. A modal dialog box titled "Quality / Acceptance Criteria" is open, containing a text area with two lines of text: "1. Acceptance Criteria 1" and "2. Acceptance Criteria 2". A "Save" button with a floppy disk icon is highlighted with a red rectangle. The background interface shows a sidebar with a tree view of project components, a main area with a "Cost" section displaying "Planned: 62.42", "Actual: 0", and "Expenditure: 0", and a table for "Remarks" with the message "No Comments Found". The footer includes the version "0.3.1443" and the Ministry of Planning, Government of the People's Republic of Bangladesh.

DIMAPP V1.0 : Digitizing Implementation Monitoring And Public Procurement project (DIMAPPP) (Project Director) Project Dashboard

Component 4: Digitizing Project Implementation  
Component-1: Restructuring CPTU and Institution  
Procurement of Vehicles for CPTU (C)  
Procurement of Vehicles for CPTU (S)  
Procurement of IT Equipment, Computer  
Component 3 : Professionalization Procurement  
Component 2 : Professionalization Procurement

Cost  
Planned: 62.42 Actual: 0 Expenditure: 0

Quality / Acceptance Criteria  
1. Acceptance Criteria 1  
2. Acceptance Criteria 2  
Save

Date User Remarks Action  
No Comments Found

Attachment  
Date User File Description Action

Version: 0.3.1443  
Ministry of Planning, Government of the People's Republic of Bangladesh  
Electronic Project Management Information System (e-PMIS) | Implementation Monitoring & Evaluation Division (IMED)

**Figure 5.22**

**5.2.18** After saving **Quality/Acceptance Criteria** PD user can **Edit** or **Remove** the existing criteria by clicking on **Remove** or **Edit** button, as shown in Figure 5.23

**DIMAPP V1.0 : Digitizing Implementation Monitoring And Public Procurement project (DIMAPPP) (Project Director)** Project Dashboard

Component 4: Digitizing Project Implementation

- Component-1: Restructuring CPTU and Institutionalizing e-P
  - Procurement of Vehicles for CPTU (Cross Country Vehi
  - Procurement of Vehicles for CPTU (Sedan Car)**
  - Procurement of IT Equipment, Computer and accessori
- Component 3 : Professionalization Procurement and Citizen Eng
  - e-GP Data Server Warranty (AMC)
- Component 2: Enhancing Digitization of public Procurement
  - Procurement of Red Hat JBoss enterprise Application P
  - Procurement of hardware, Software and related goods
  - e-GP hardware to increase capacity of the existing Serv

Planned: 98.42 Actual: 0 Expenditure: 0

Quality / Acceptance Criteria + Add

Acceptance Criteria	Status	Action
1. Acceptance Criteria 1 2. Acceptance Criteria 2	Open	<span>Remove</span> <span>Edit</span>

Remarks + Add

Date	User	Remarks	Action
No Comments Found			

Attachment + Upload

Date	User	File Description	Action
No Files Found			

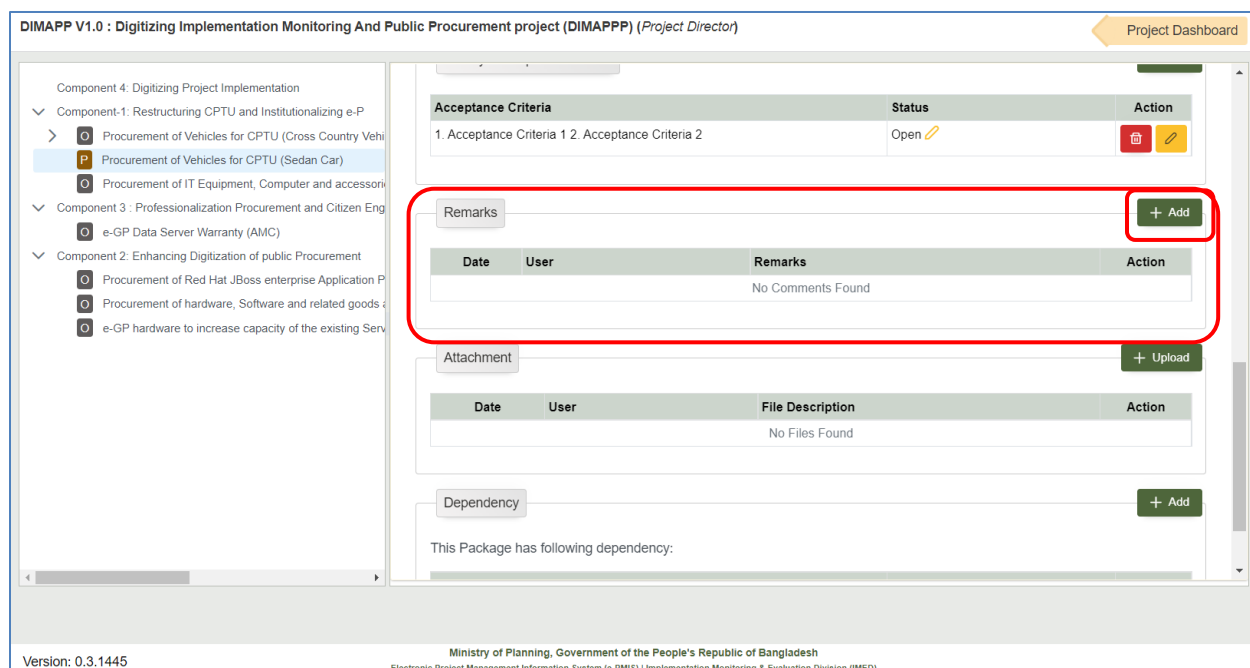
Version: 0.3.1445 Ministry of Planning, Government of the People's Republic of Bangladesh  
Electronic Project Management Information System (e-PMIS) | Implementation Monitoring & Evaluation Division (IMED)

Figure 5.23

**5.2.19** Furthermore PD user can edit Acceptance Criteria status by clicking on the edit button in the the status column as shown in Figure 5.23. PD user can check any status from the dropdown list and click on **Save** after writing his remarks in the remarks section, as shown in Figure 5.24







**Figure 5.25**

**5.2.21** A new popup window will appear when the PD user clicks on **Add** button where the PD user will have to write comments and he can also attach any document when required and click on **Save** button, as shown in Figure 5.26

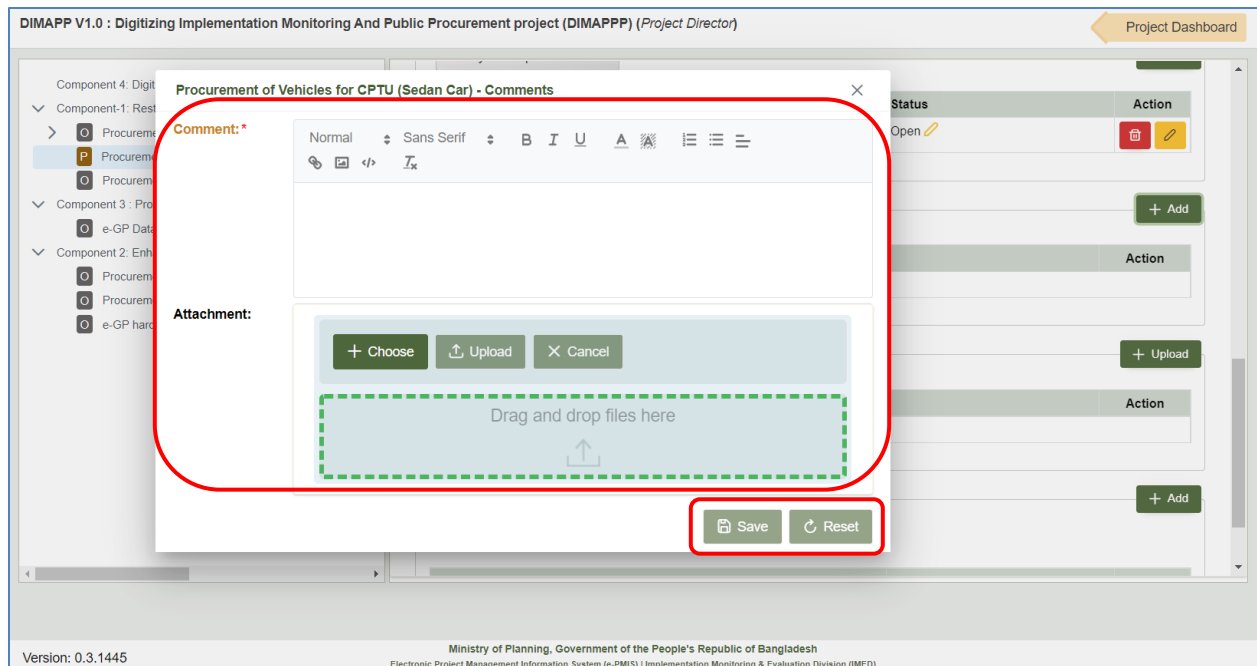


Figure 5.26

5.2.22 After saving **Remarks** PD user can remove any existing remarks, as shown in Figure 5.27

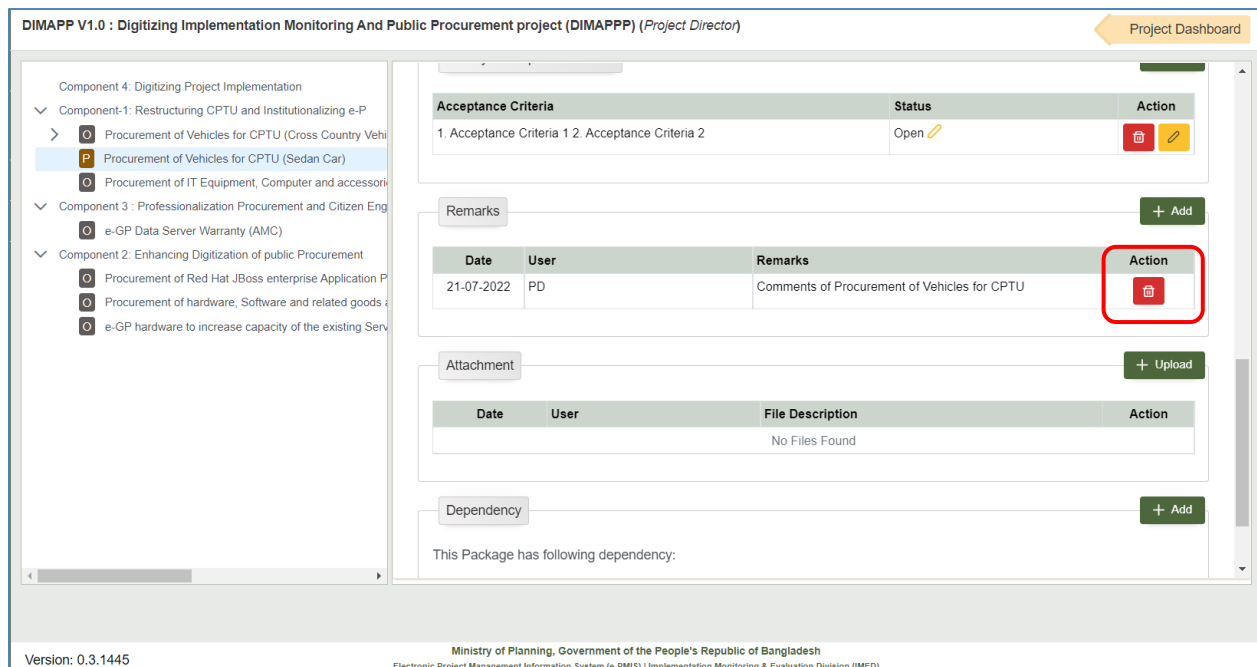


Figure 5.27

**5.2.23** PD user will find **Attachment** section after **Remarks**, where PD user will have to click on **Upload** button to attach any required document, as shown in Figure 5.28

The screenshot displays the DIMAPP V1.0 interface for a Project Director. The left sidebar lists various project components, with 'Procurement of Vehicles for CPTU (Sedan Car)' selected. The main content area shows the 'Acceptance Criteria' table, a 'Remarks' table with one entry, and an 'Attachment' section highlighted by a red box. The 'Attachment' section includes an 'Upload' button and a table with columns for Date, User, File Description, and Action. Below the attachment section is a 'Dependency' section with an 'Add' button.

Acceptance Criteria	Status	Action
1. Acceptance Criteria 1 2. Acceptance Criteria 2	Open	

Date	User	Remarks	Action
21-07-2022	PD	Comments of Procurement of Vehicles for CPTU	

Date	User	File Description	Action
No Files Found			

Version: 0.3.1445

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Figure 5.28

**5.2.24** Once clicked on the **Upload** button system will pop-up a new window where PD user will have to write a description of the attachment and attach the corresponding document and then click on **Save** button as shown in Figure 5.29

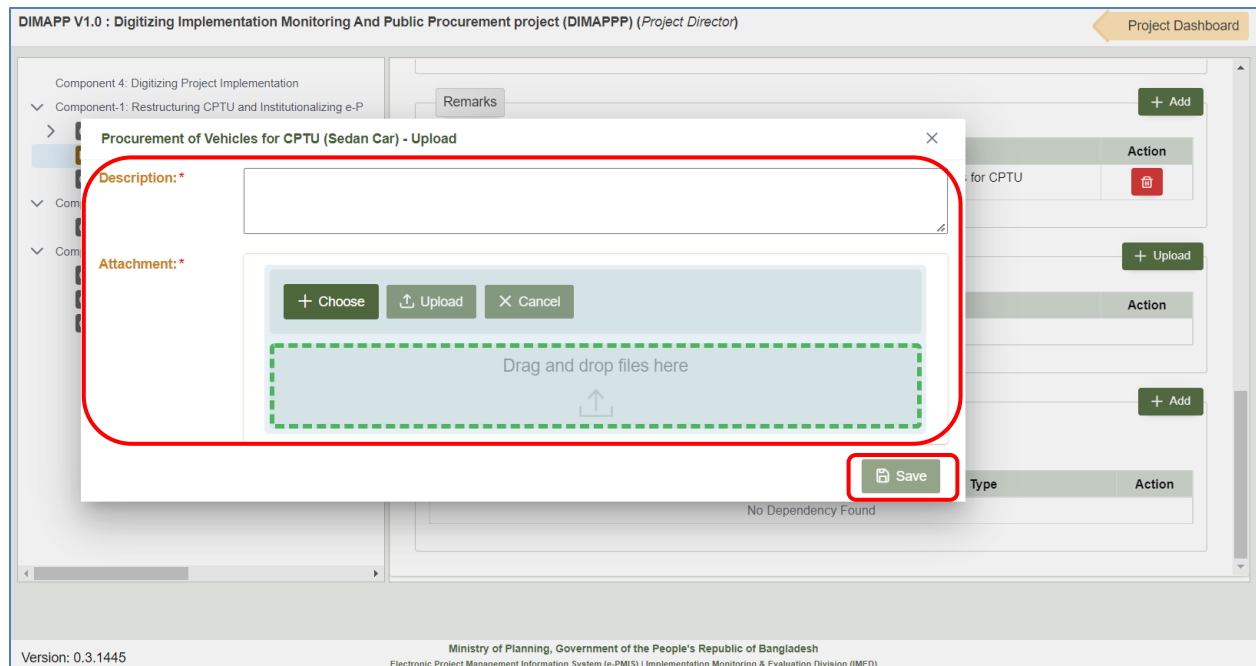


Figure 5.28

5.2.25 After attaching required documents PD user will have the option to **Download** or **Delete** uploaded documents, as shown in in Figure 5.29





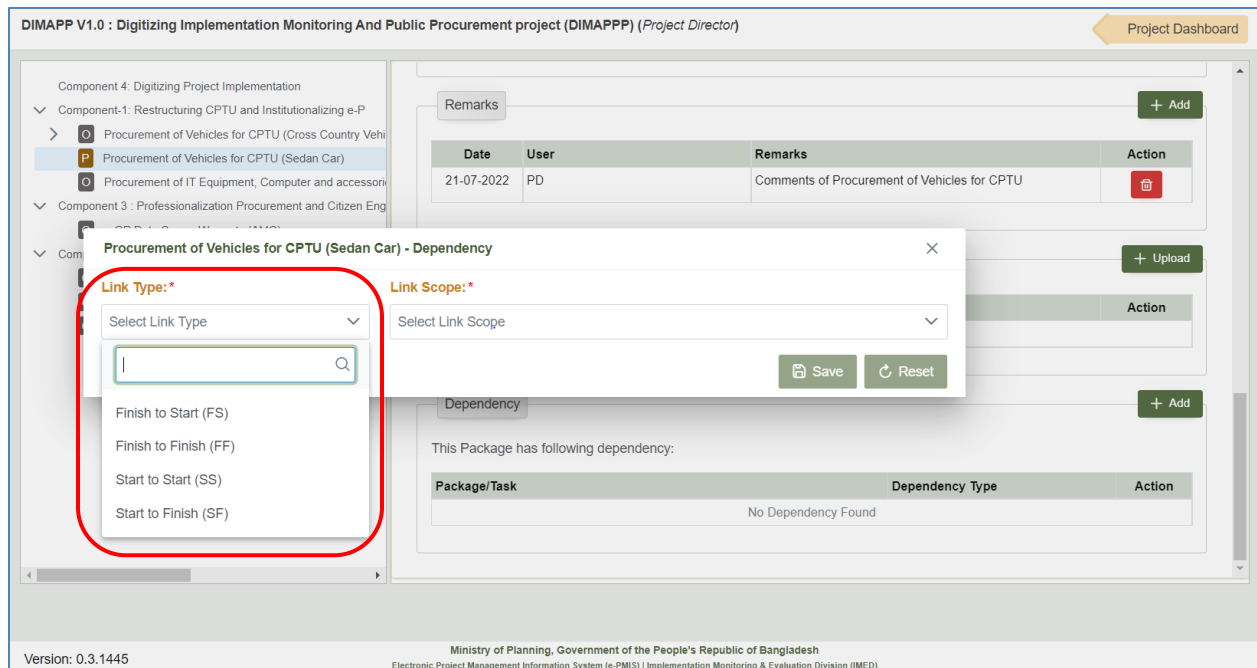


Figure 5.31

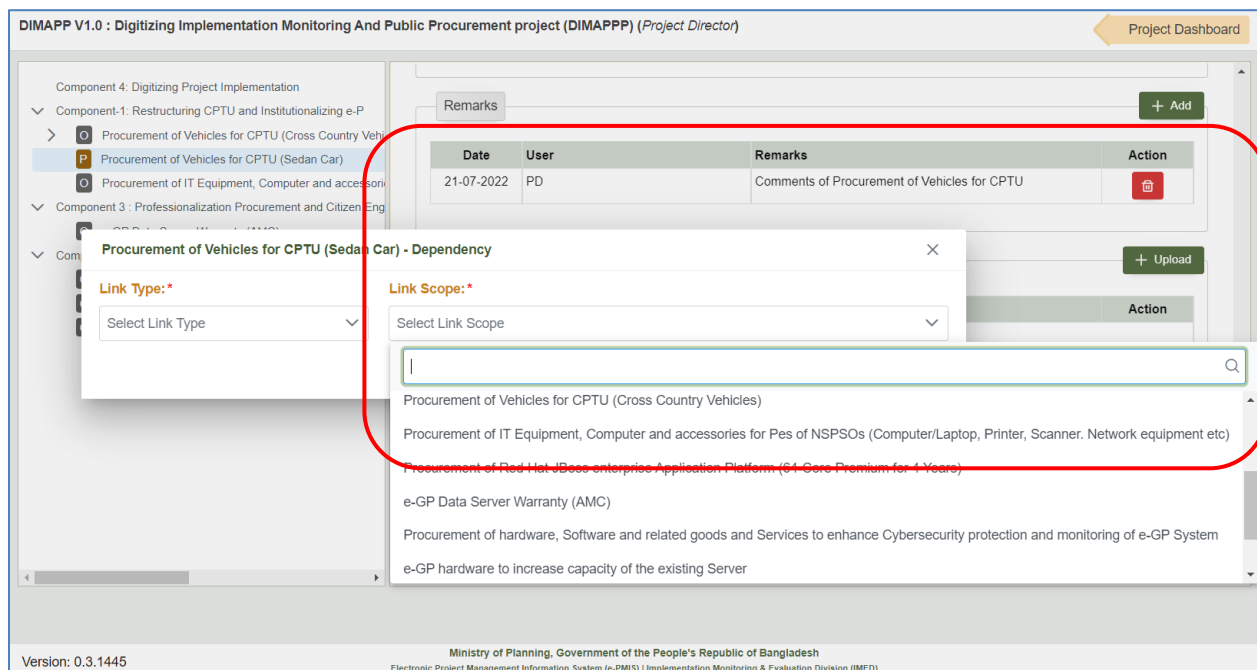


Figure 5.32




**5.2.28** After adding **Dependency** PD user can **Remove** the dependency if required, as shown in Figure 5.33

**DIMAPP V1.0 : Digitizing Implementation Monitoring And Public Procurement project (DIMAPPP) (Project Director)** Project Dashboard

Component 4: Digitizing Project Implementation

- Component-1: Restructuring CPTU and Institutionalizing e-P
  - Procurement of Vehicles for CPTU (Cross Country Vehicle)
  - Procurement of Vehicles for CPTU (Sedan Car)**
  - Procurement of IT Equipment, Computer and accessories
- Component 3 : Professionalization Procurement and Citizen Engagement
  - e-GP Data Server Warranty (AMC)
- Component 2: Enhancing Digitization of public Procurement
  - Procurement of Red Hat JBoss enterprise Application Platform
  - Procurement of hardware, Software and related goods and services
  - e-GP hardware to increase capacity of the existing Server

**Remarks** + Add


Date	User	Remarks	Action
21-07-2022	PD	Comments of Procurement of Vehicles for CPTU	

**Attachment** + Upload

Date	User	File Description	Action
No Files Found			

**Dependency** + Add

This Package has following dependency:

Package/Task	Dependency Type	Action
Procurement of Vehicles for CPTU (Cross Country Vehicles) :	Finish to Start (FS)	

Version: 0.3.1445

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**Figure 5.33**

## 5.3 Add Default Task/Task/Tender

**5.3.1** If the PD user Right Clicks on any procurement, then the user will get a new menu with three options, **Add Default Task**, **Add Task** and **Add Tender**. PD user might need to add different tender information under procurement in case of Retender/Tender Cancellation or any other reason and for that PD user could click on **Add Tender** menu, furthermore the PD user could click on **Add Task** to add new tasks to procurement/tender and PD user could click on **Add Default Task** menu to automatically create some predefined tasks for Tenders, as shown in Figure 34

The screenshot displays the DIMAPP V1.0 interface. On the left, a tree view shows the project structure under 'Component 4: Digitizing Project Implementation'. A red circle highlights a context menu with three options: 'Add Default Task', 'Add Task', and 'Add Tender'. On the right, the detailed view for 'Procurement of IT Equipment, Computer and accessories for Pes of NSPSOs (Computer/Laptop, Printer, Scanner. Network equipment etc)' is shown. It includes a 'Basic Information' section with fields for Status (Open), Assignee, and Reporter (PD Admin). Below this is a 'Description' section with a text area. At the bottom, a table lists procurement details:

Package No: CPTU/G-01	Procurement Nature: Goods
Quantity: 0	Procurement Type: NCT
Unit: Set	Procurement Method: Open Tendering Method
Source of Funds: Project AID(PA)	Approving Authority: PD

At the bottom of the interface, the version is listed as 0.3.1445, and the footer mentions the Ministry of Planning, Government of the People's Republic of Bangladesh, and the Electronic Project Management Information System (e-PMIS).

Figure 1.34

**5.3.2** To add **Tender** information PD user will have to click on **Add Tender** menu as shown in Figure 5.35

The screenshot displays the DIMAPP V1.0 interface for a Project Director. The left sidebar contains a tree view of project components. Under 'Component 4: Digitizing Project Implementation', the 'Procurement of IT Equipment, Computer and accessories for Pes of NSPSOs' task is selected. A red box highlights the '+ Add Tender' button next to this task. The main panel shows the details for this procurement task, including its status, assignee, reporter, description, and various procurement parameters.

Basic Information	
Status: Open	Assignee: -
Reporter: PD Admin	
Description: Procurement of IT Equipment, Computer and accessories for Pes of NSPSOs (Computer/Laptop, Printer, Scanner. Network equipment etc)	
Package No: CPTU/G-01	Procurement Nature: Goods
Quantity: 0	Procurement Type: NCT
Unit: Set	Procurement Method: Open Tendering Method
Source of Funds: Project AID(PA)	Approving Authority: PD

**Figure 5.35**

**5.3.3** System will prompt a new pop-up window where PD user will have to input some information like **Invitation Reference No, Description, Estimated Cost and Weight** of the tender and click on **Add** button as shown in Figure 5.36

**DIMAPP V1.0 : Digitizing Implementation Monitoring And Public Procurement project (DIMAPPP) (Project Director)** Project Dashboard

---

Component 4: Digitizing Project Implementation

Component-1: Restructuring CPTU and Institutionalizing e-P

**Procurement of IT Equipment, Computer and accessories for Pes of NSPSOs (Computer/Laptop, Printer, Scanner, Network equipment etc)**

0 / 0.00

**Create Tender** ✕

**Invitation Reference No \*** ⓘ

**Description \*** ⓘ

**Estimated Cost \*** ⓘ

**Weight \*** ⓘ

192.168.111.200

Procurement of Computer/Laptop and Printer

100

40

Add

Source of Funds: Project AID(PA)

Approving Authority: PD ✎

Version: 0.3.1445 Ministry of Planning, Government of the People's Republic of Bangladesh  
Electronic Project Management Information System (e-PMIS) | Implementation Monitoring & Evaluation Division (IMED)

Figure 5.36

**5.3.4** PD user will be able to change status of this tender and add **Assignee** and **Reporter** of this newly created furthermore PD will have to add some information inside the newly created tender, information that needs to be added are **Tender ID, Last Selling Downloading Date, Tender Publication Date, Pre-Tender Meeting Start Date, Pre-Tender Meeting End Date, Tender Opening Date and Tender Closing Date** as shown in Figure 5.37



**5.3.5** PD user can see the planned cost which is inserted during creation of the tender, PD user will also be able add Quality/Acceptance Criteria (as shown in Figure 5.21, 5.22 and 5.23) as shown in Figure 5.38

**DIMAPP V1.0 : Digitizing Implementation Monitoring And Public Procurement project (DIMAPP) (Project Director)** Project Dashboard

Component 4: Digitizing Project Implementation

- Component-1: Restructuring CPTU and Institutional
  - Procurement of Vehicles for CPTU (Cross)
  - Procurement of Vehicles for CPTU (Sedan)
  - Procurement of IT Equipment, Computer a
  - 192.168.111.200
- Component 3 : Professionalization Procurement and
  - e-GP Data Server Warranty (AMC)
- Component 2: Enhancing Digitization of public Proc
  - Procurement of Red Hat JBoss enterprise
  - Procurement of hardware, Software and re
  - e-GP hardware to increase capacity of the

Procurement Method: Open Tendering Method

Tender Security Date: -

Last Selling Downloading Date: -

Tender Publication Date: -

Pre Tender Meeting Start Date: -

Pre Tender Meeting End Date: -

Tender Opening Date: -

Tender Closing Date: -

Tender File:

Completion Percentage: 40

**Cost**

Planned: 100      Contracted: 0      Expenditure: 0

**Quality / Acceptance Criteria** + Add

Acceptance Criteria	Status	Action
No Quality Found		

**Figure 5.38**

**5.3.6** PD user will then be able to add some pre-defined task to the procurement by clicking on **Add Default Task** as shown in Figure 5.39



DIMAPP V1.0 : Digitizing Implementation Monitoring And Public Procurement project (DIMAPPP) (Project Director)

Component 4: Digitizing Project Implementation

Component-1: Restructuring CPTU and Institutionalizing e-P

Procurement of Vehicles for CPTU (Cross Country Vehicle)

Procurement of Vehicles for CPTU (Sedan Car)

Procurement of IT Equipment, Computer and accessories for Pes of NSPSOs (Computer/Laptop, Printer, Scanner, Network equipment etc)

Component 3 : Professionalization Procurement and Citizen Engagement

e-GP Data Server Warranty (AMC)

Component 2: Enhancing Digitization of public Procurement

Procurement of Red Hat JBoss enterprise Application Platform

Procurement of hardware, Software and related goods for Pes of NSPSOs (Computer/Laptop, Printer, Scanner, Network equipment etc)

e-GP hardware to increase capacity of the existing Service

Project Dashboard

Successful

wbs default activity created successfully!

Procurement of IT Equipment, Computer and accessories for Pes of NSPSOs (Computer/Laptop, Printer, Scanner, Network equipment etc)

Basic Information

Status: Open

Assignee: -

Reporter: PD Admin

Description

Procurement of IT Equipment, Computer and accessories for Pes of NSPSOs (Computer/Laptop, Printer, Scanner, Network equipment etc)

Package No: CPTU/G-01

Procurement Nature: Goods

Quantity: 0

Procurement Type: NCT

Unit: Set

Procurement Method: Open Tendering Method

Source of Funds: Project AID(PA)

Approving Authority: PD

Version: 0.3.1447

Ministry of Planning, Government of the People's Republic of Bangladesh

Electronic Project Management Information System (e-PMIS) | Implementation Monitoring & Evaluation Division (IMED)

Figure 5.40

**5.3.8** All the pre-defined tasks will be available under the procurement, as shown in Figure 5.41 These pre-defined tasks will be added by or modified by the e-PMIS Admin user.



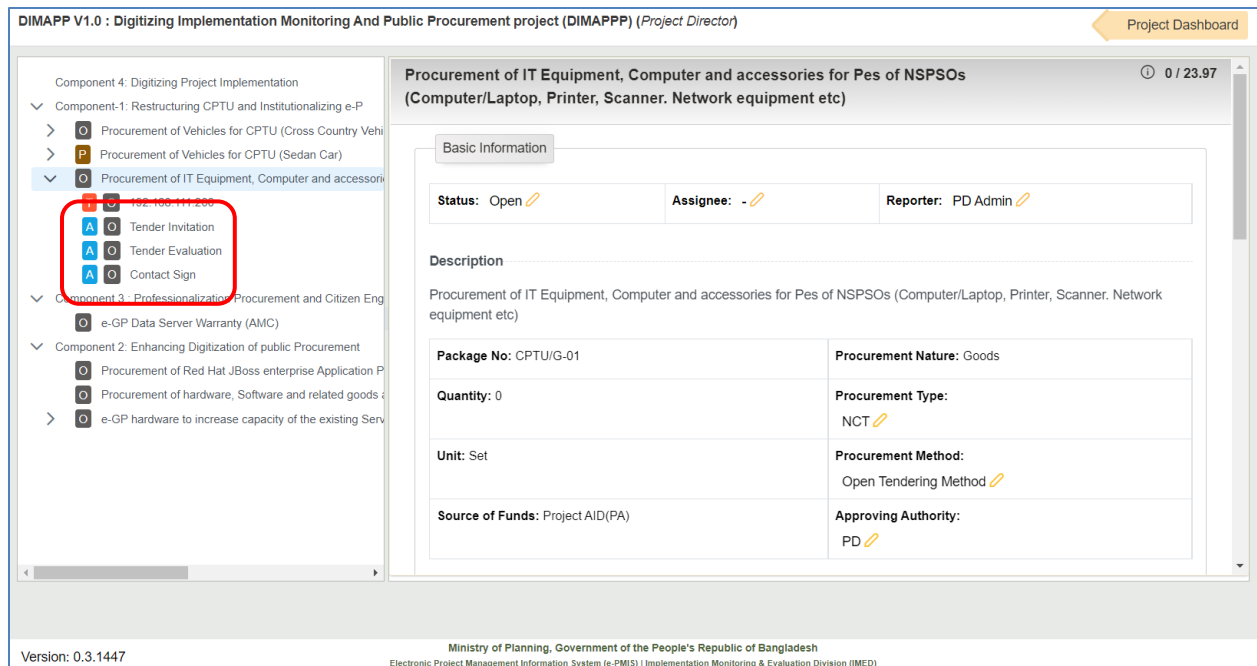
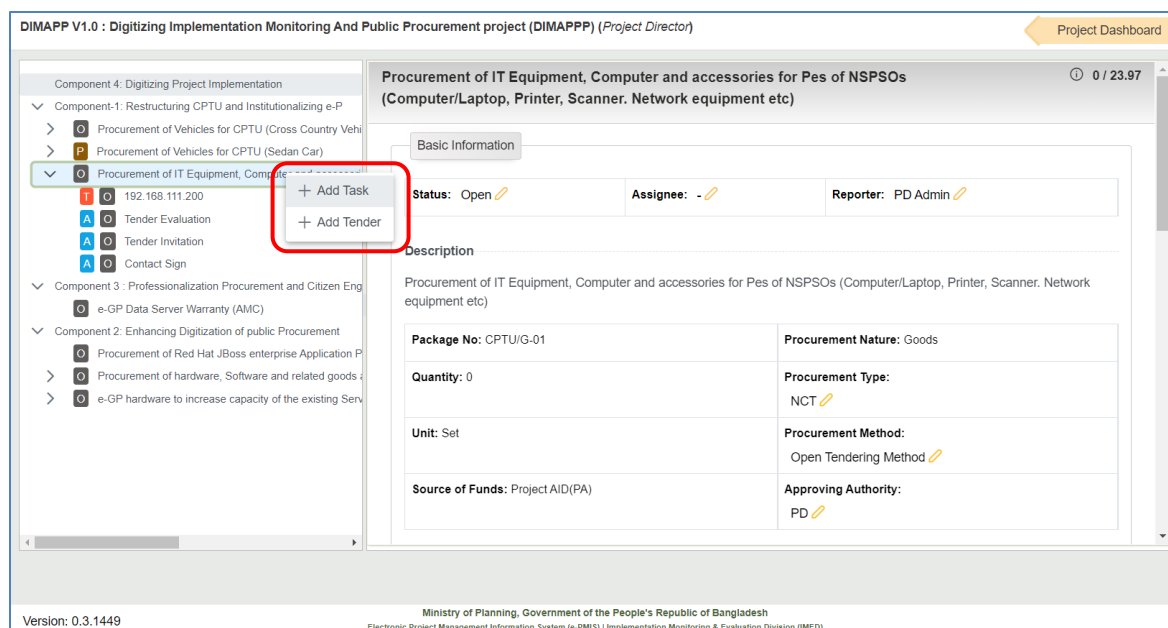


Figure 5.41

PD user will be able to edit **Basic Information, Schedule, Remarks, Attachment, Dependency and Quality/Acceptance Criteria** similarly as shown in previous section. (Section 5.2.1 to Section 5.2.27)

**5.3.9** Furthermore PD user will also be able to **Add Task** under any procurement, to add new task PD user will have to right click on the procurement and the system will show a new submenu where PD user will have to click on **Add Task**, as shown in Figure 5.42



**Figure 5.42**

**5.3.10** While clicked on **Add Task** system will give a new pop-up window where PD user will have to give the task a name, write description of the task and decide weight to that ask and click on **Add** button when completed, as shown in Figure 5.43

**DIMAPP V1.0 : Digitizing Implementation Monitoring And Public Procurement project (DIMAPPP) (Project Director)** Project Dashboard

---

Component 4: Digitizing Project Implementation

- Component-1: Restructuring CPTU and Institutionalizing e-P
  - Procurement of Vehicles for CPTU (Cross Country Vehicle)
  - Procurement of Vehicles for CPTU (Sedan Car)
- Procurement of IT Equipment, Computer and accessories for Pes of NSPSOs (Computer/Laptop, Printer, Scanner, Network equipment etc)
  - 192.168.111.200
  - Tender Evaluation
  - Tender Invitation
  - Contact Sign
- Component 3 : Professionalization
- Component 2: Enhancing Digitalization
  - Procurement of Red Hat
  - Procurement of hardware
  - e-GP hardware to increase

**Procurement of IT Equipment, Computer and accessories for Pes of NSPSOs (Computer/Laptop, Printer, Scanner, Network equipment etc)** 0 / 0.00

Basic Information

**Add task under - Procurement of IT Equipment, Computer and accessories for Pes of NSPSOs (Computer/Laptop, Printer, Scanner, Network equipment etc)**

**Task:**

**Description:**

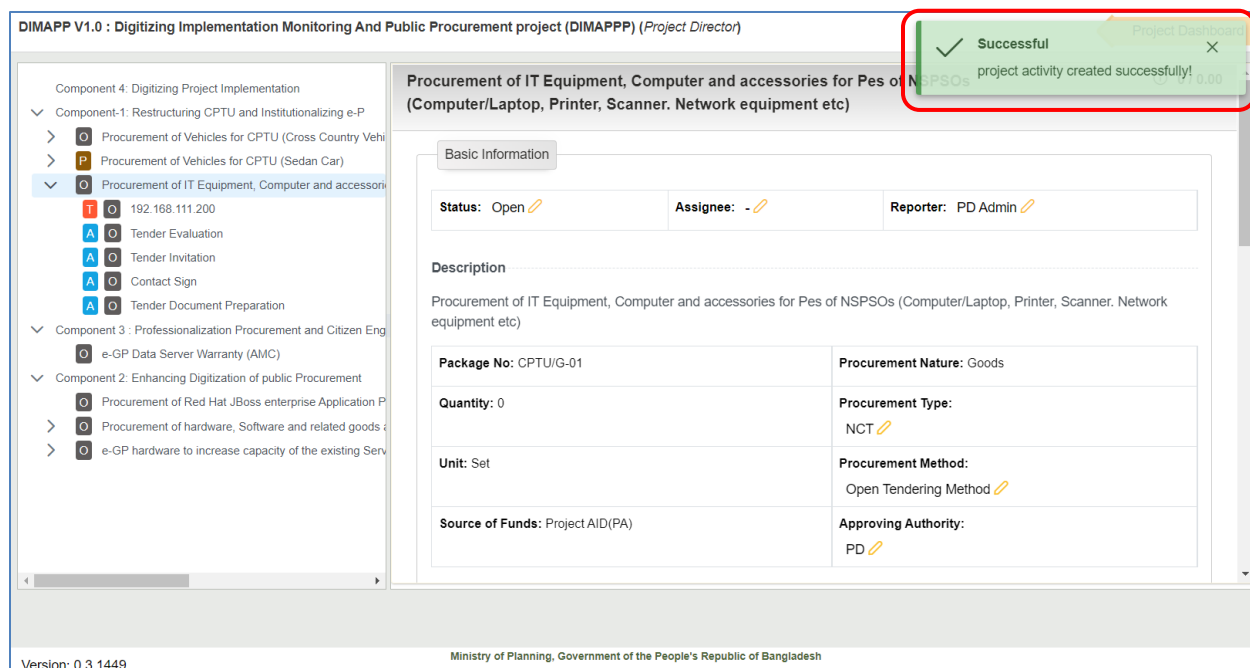
**Weight:**

Add

Version: 0.3.1449 Ministry of Planning, Government of the People's Republic of Bangladesh  
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Figure 5.43

**5.3.11** When the PD user clicks on add system will add a new task and show a notification **"Project Activity Created Successfully"** as shown in Figure 5.44

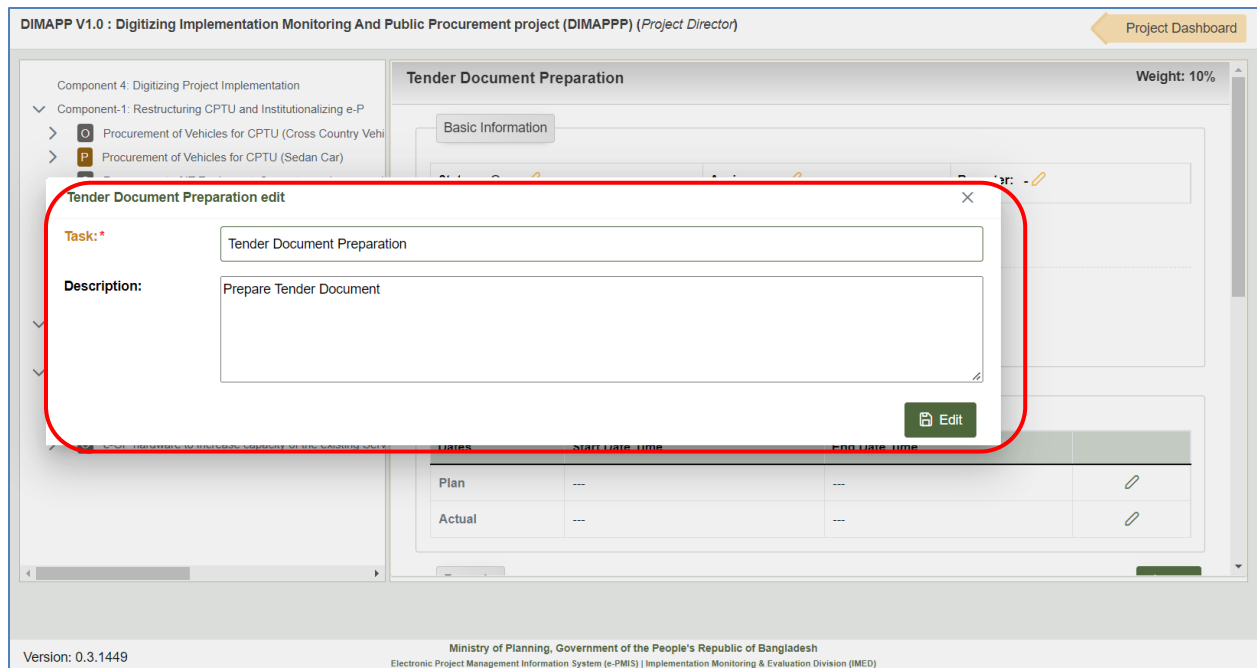


**Figure 5.44**

PD user will be able to edit **Basic Information, Schedule, Remarks, Attachment, Dependency and Quality/Acceptance Criteria** similarly as shown in precious section. (Section 4.1 to Section 4.27)

**5.3.12** PD user can edit any task by right clicking on the task and click on **Edit Task** button, as shown in Figure 5.45





**Figure 5.46**

## 6. Cost

### 6.1 Cost Data Insert

**6.1.1** From My project select the project for adding financials. Click on action drop-down and select Dashboard as shown in figure 6.1

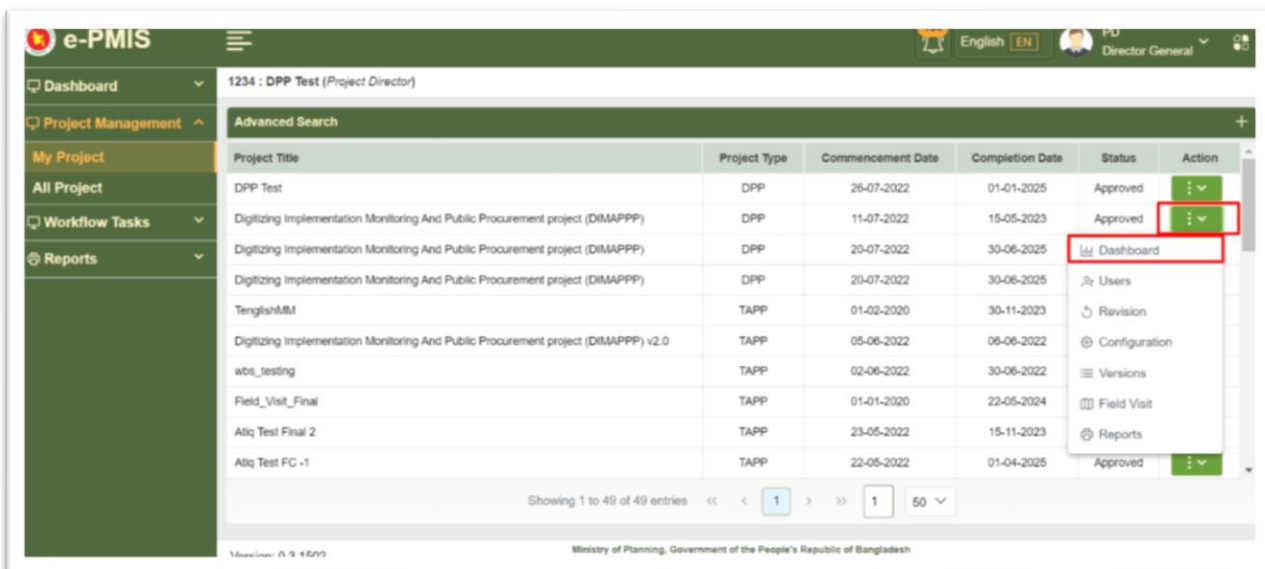


Figure 6.1

### 6.1.2 Select cost from project details as shown in figure 6.2

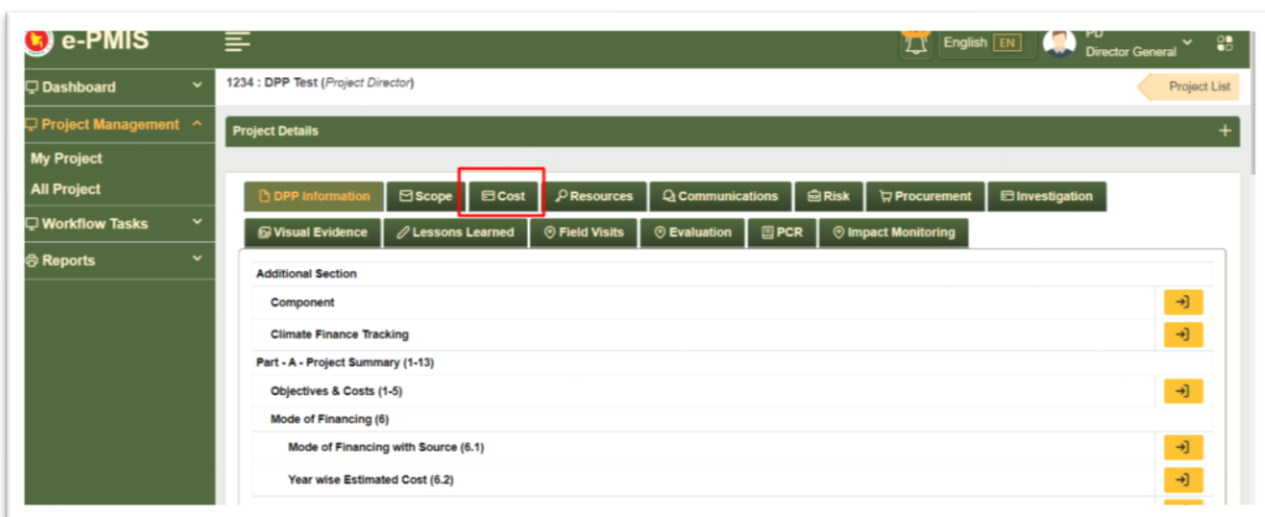
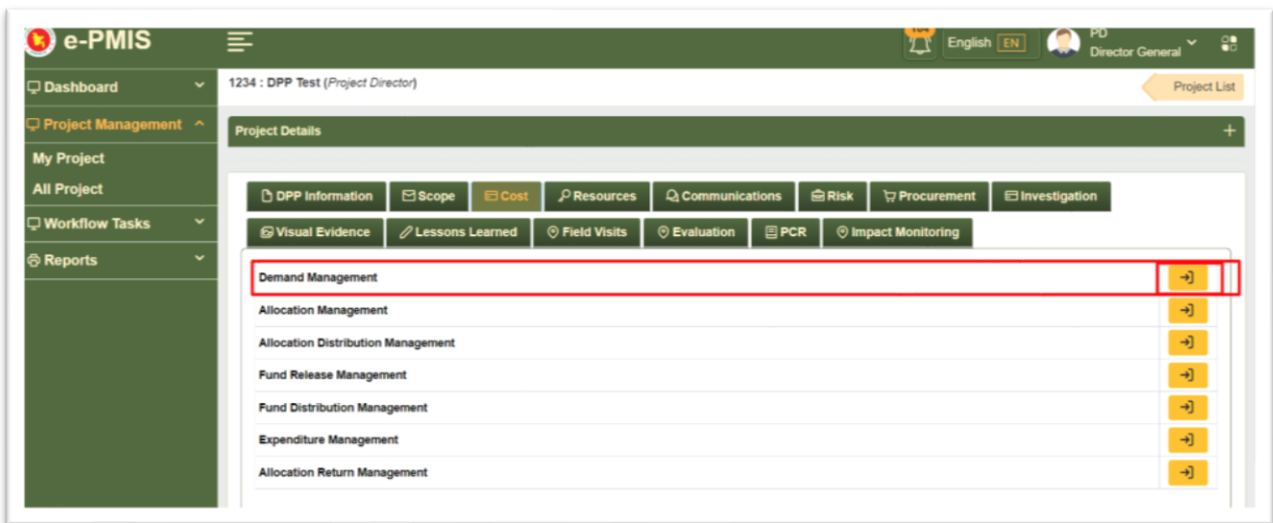


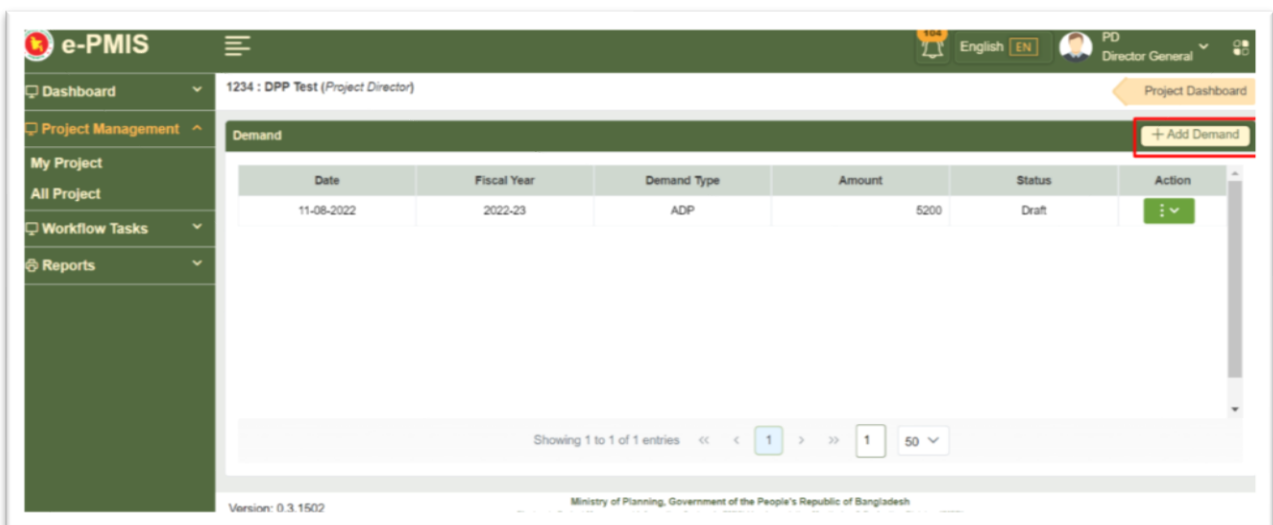
Figure 6.2

**6.1.3** Click on demand management to add details in figure 6.3



**Figure 6.3**

**6.1.4** Click on 'Add Demand' as shown in figure 2.4



**Figure 6.4**

**6.1.5** Click on 'Add' from action drop-down as shown in figure 6.5



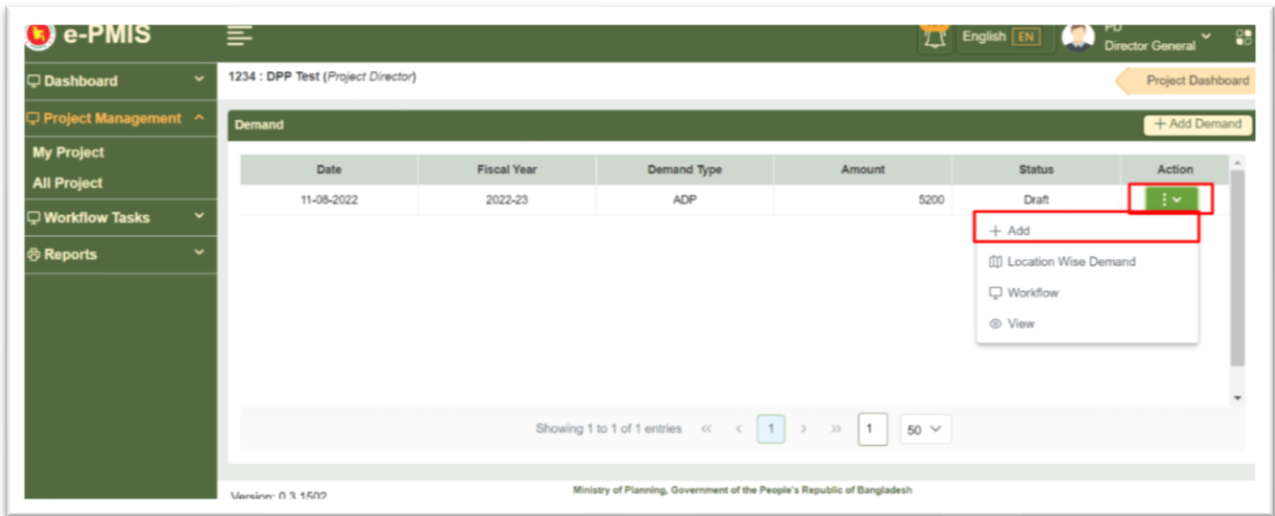


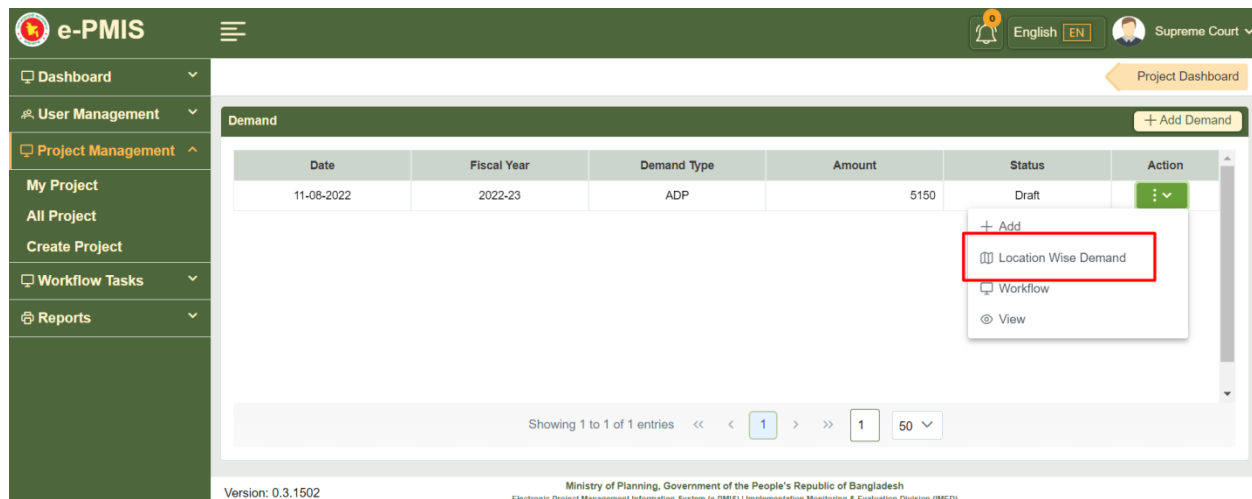
Figure 6.5

6.1.6 Now window will appear where user can insert the desired amount for the demand and click on 'Save' as shown in figure 6.6

Economic Code Information		Description	GoB		Through GoB		Special Account	Through PD	Through PD
			GoB	FE	Through GoB	Through GoB	Through PD	Through PD	Through PD
<b>Revenue Component</b>									
5	1111101	Income tax payable by individuals	450.0000	100.0000	250.0000	250.0000	750.0000	750.0000	750.0000
Revenue Total			450.0000	100.0000	250.0000	250.0000	750.0000	750.0000	750.0000
<b>Capital Component</b>									
41111	4111102	Bnark and hinhauue	500.0000	100.0000	250.0000	250.0000	750.0000	750.0000	750.0000

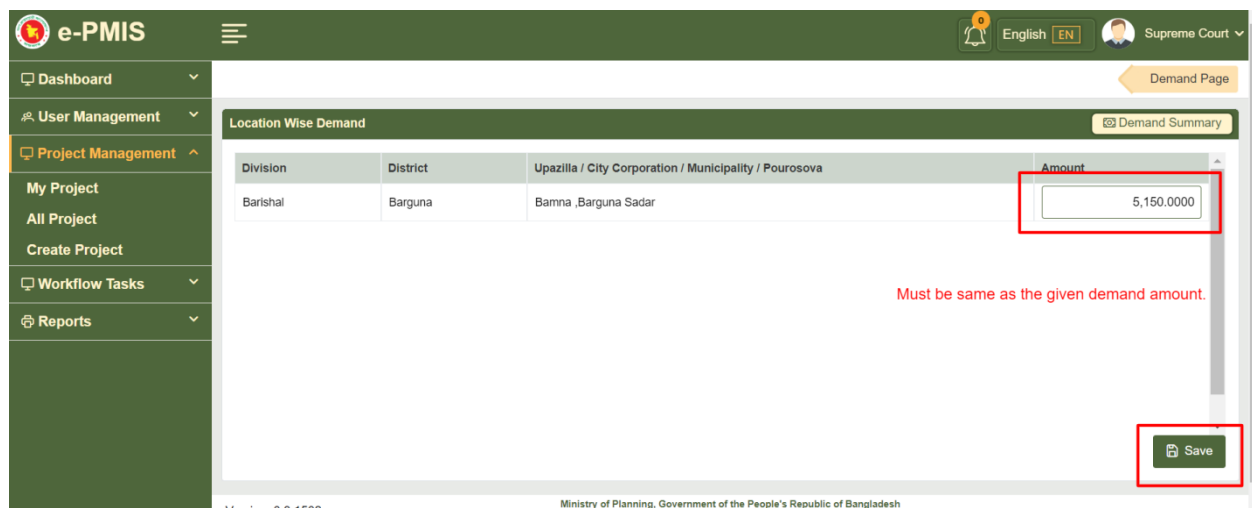
Figure 6.6

6.1.7 User now needs to add location wise demand (for DPP) as shown in figure 6.7



**Figure 6.7**

**6.1.8** The location wide demand amount is inserted which needs to be same as the demand total as shown in figure 6.8 Click on Save.



**Figure 6.8**

**6.1.9** The location wide demand is saved with success message as shown in figure 6.9

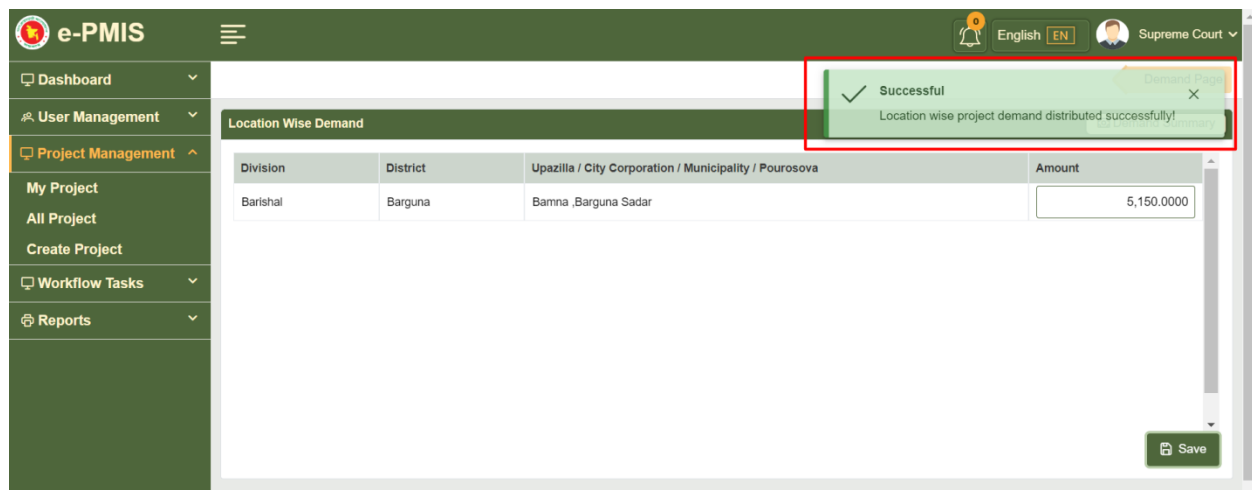


Figure 6.9

**6.1.10** After adding demand it is needed to be approved as shown in figure 6.10 by following the steps described in section 6.2 (workflow) of this manual.

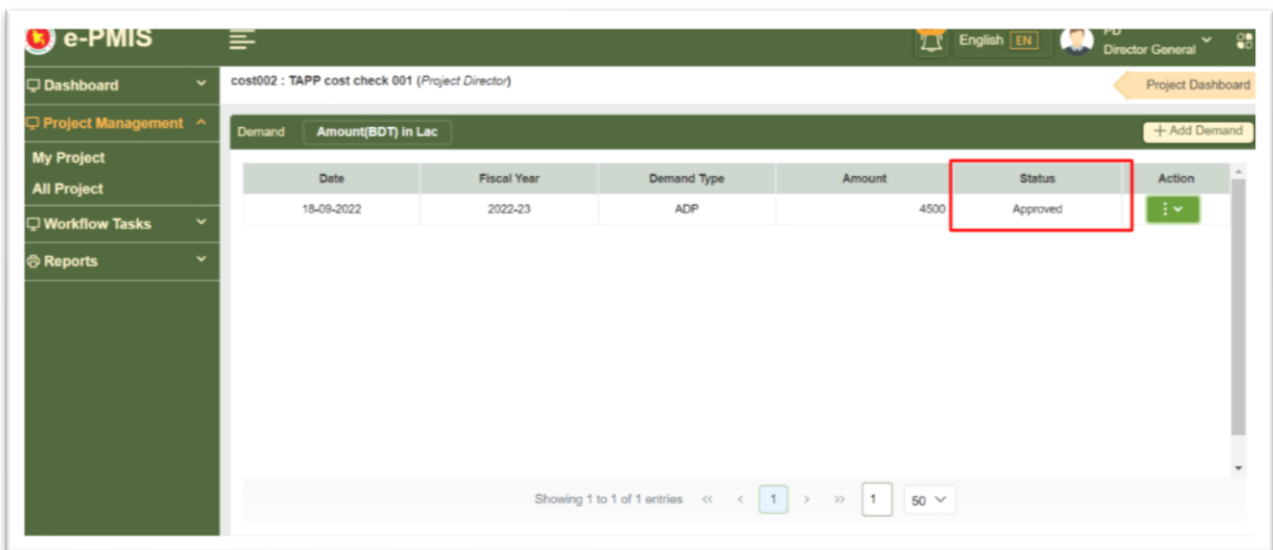


Figure 6.10

**6.1.11** Click on Allocation Management to add details as shown in figure 6.11

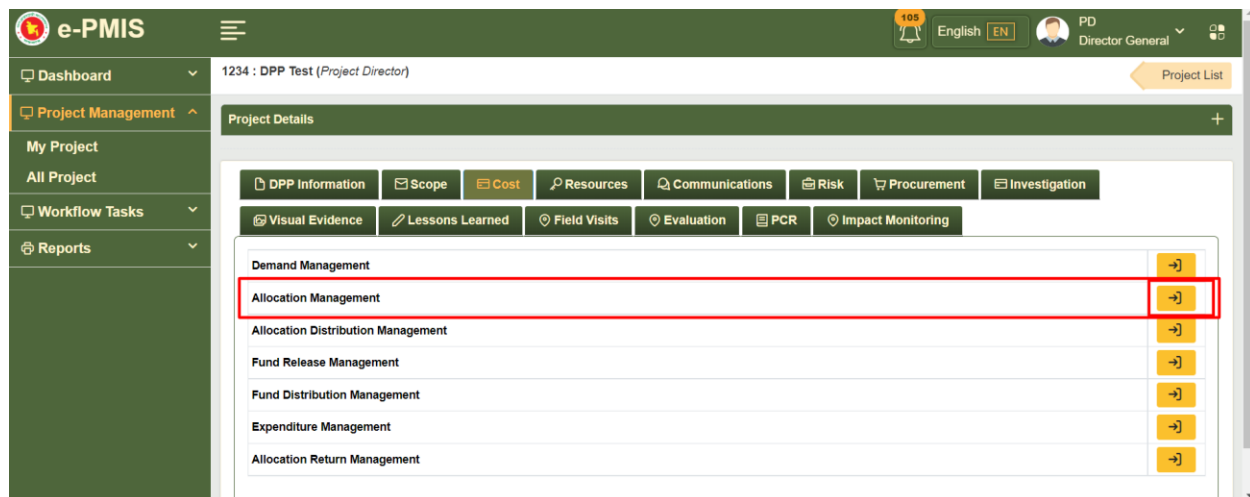


Figure 6.11

6.1.12 Click on Add Allocation as shown in figure 6.12

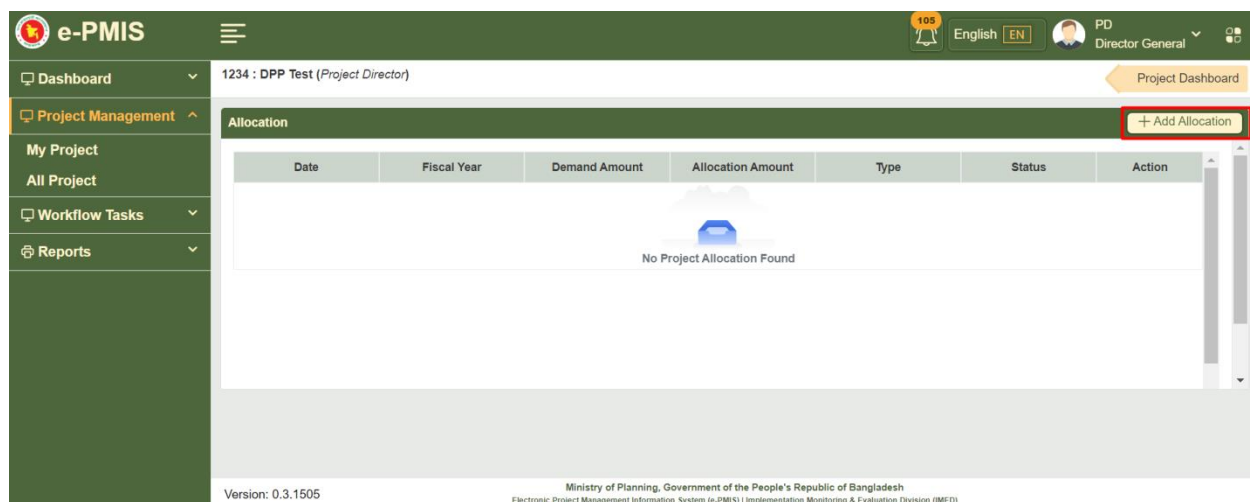


Figure 6.12

6.1.13 Add fiscal year and Development type and click on 'Initialize Allocation' as shown in Figure 6.13

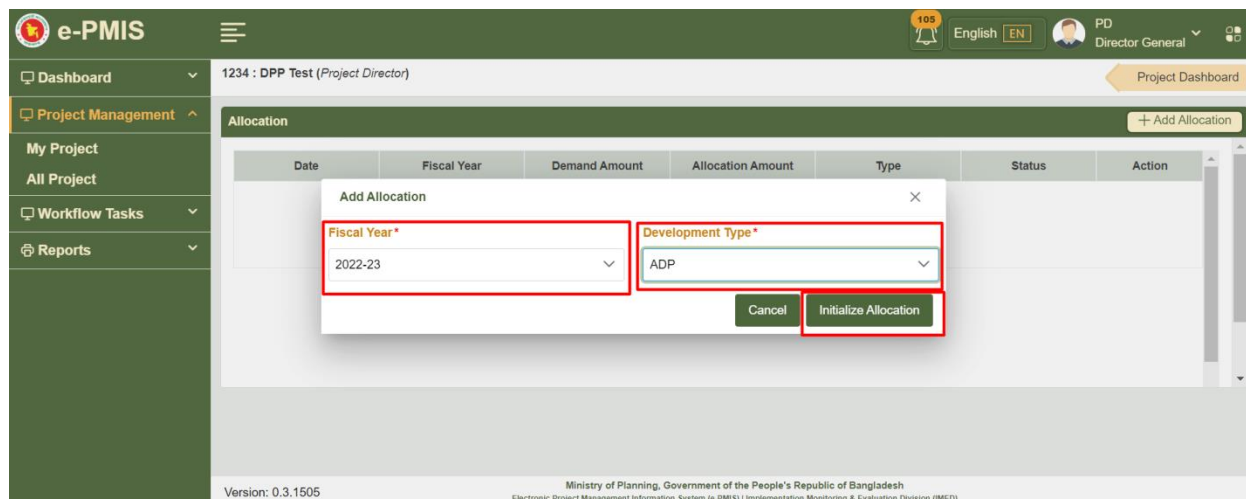


Figure 6.13

**6.1.14** The allocation is added in the table as shown in figure 6.14 From action button click on add and provide the allocated amount.

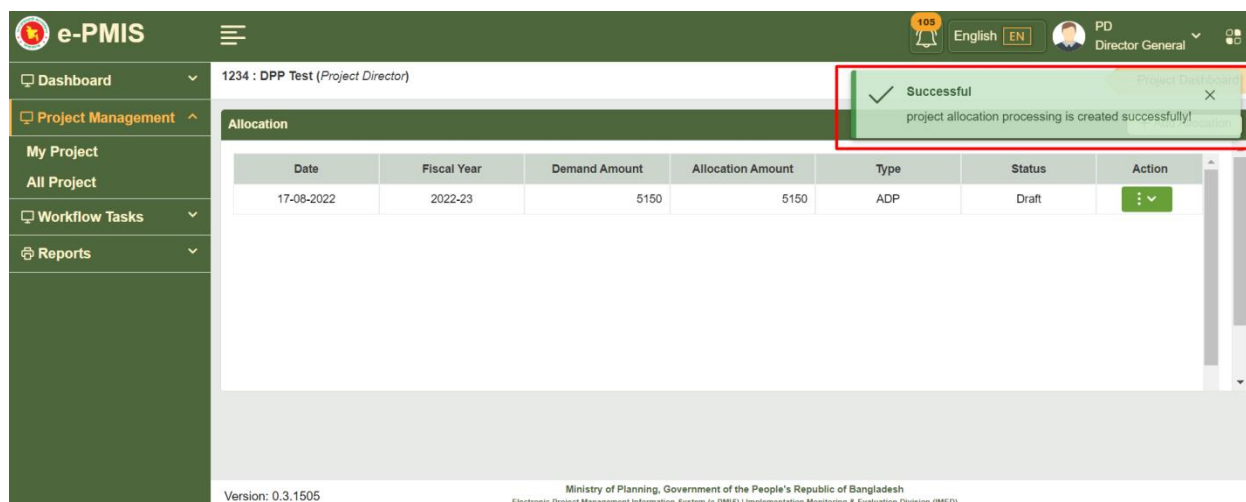


Figure 6.14

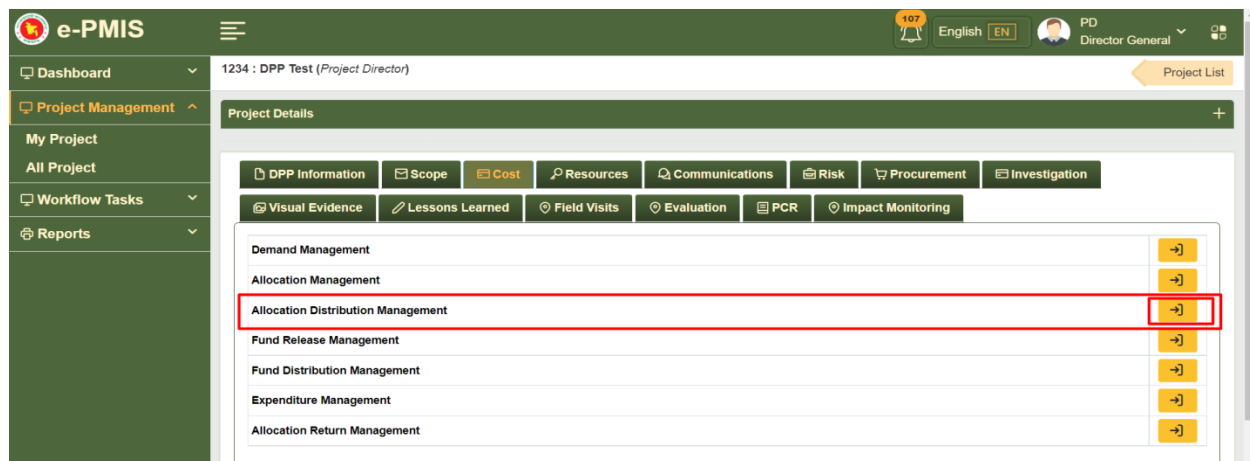
**6.1.15** Allocation amount in figure 6.15 The added allocation needs to be approved by following the workflow process described in section 6.2

ADP/RADP allocation (in Lac)

Economic Code Information	GoB		Project Aid(PA)			
			RPA		DPA	
	GoB	FE	Through GoB	Special Account	Through PD	Through PD
<b>Revenue</b>						
Allocation	450.0000	100.0000	250.0000	250.0000	750.0000	750.0000
<b>Capital</b>						
Allocation	500.0000	100.0000	250.0000	250.0000	750.0000	750.0000
<b>Cumulative Total</b>	<b>950.0000</b>	<b>200.0000</b>	<b>500.0000</b>	<b>500.0000</b>	<b>1,500.0000</b>	<b>1,500.0000</b>

**Figure 6.15**

**6.1.16** User navigates to Allocation Distribution Management as shown in Figure 6.16



**Figure 6.16**

**6.1.17** User clicks on add Allocation Distribution Management as shown in Figure 6.17

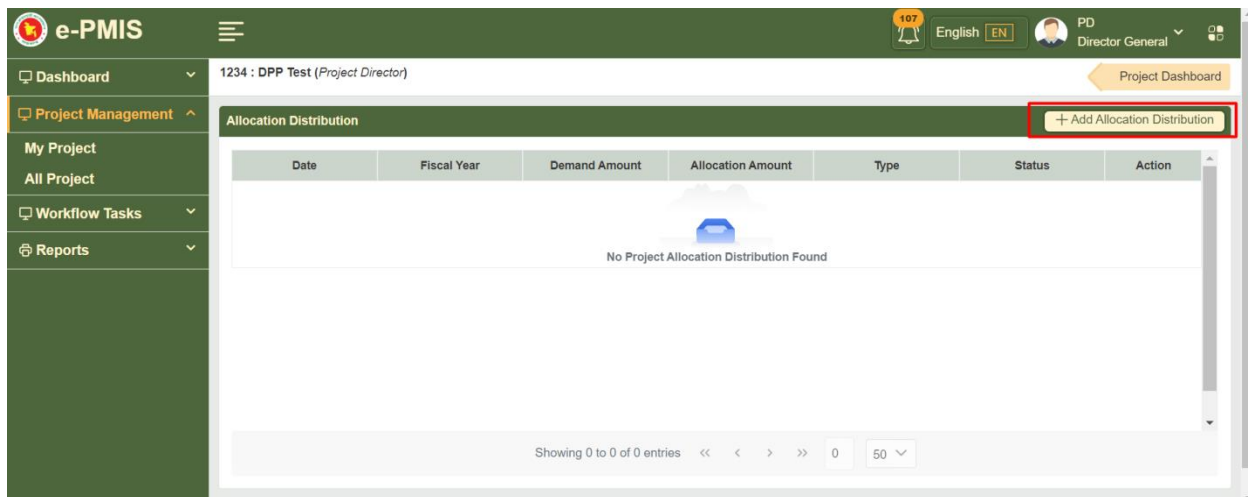


Figure 6.17

**6.1.18** User selects fiscal year and development type and click on Initialize as shown in Figure 6.18

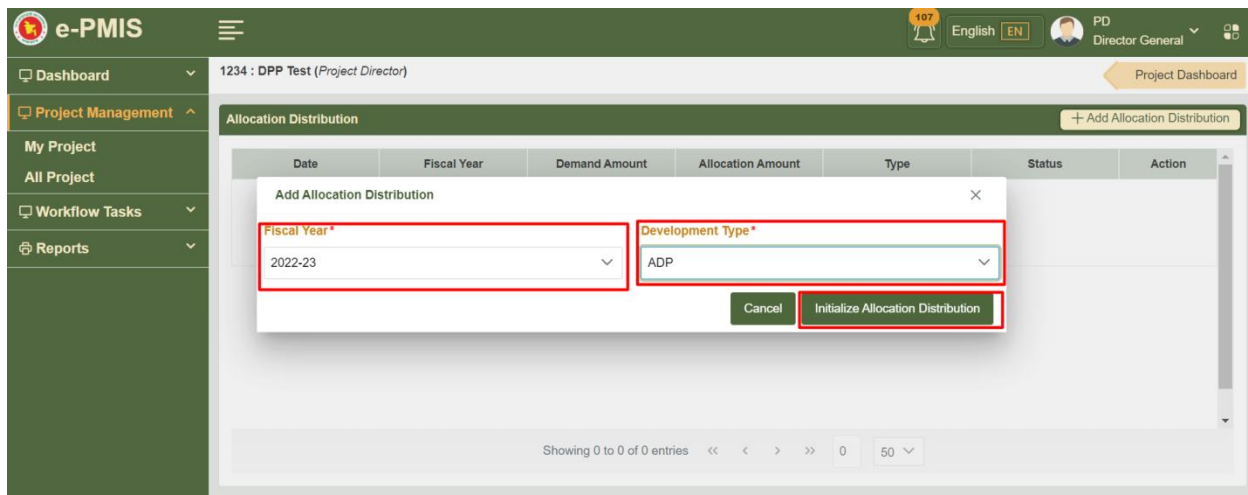


Figure 6.18

**6.1.19** The allocation distribution is added as shown in figure 6.19

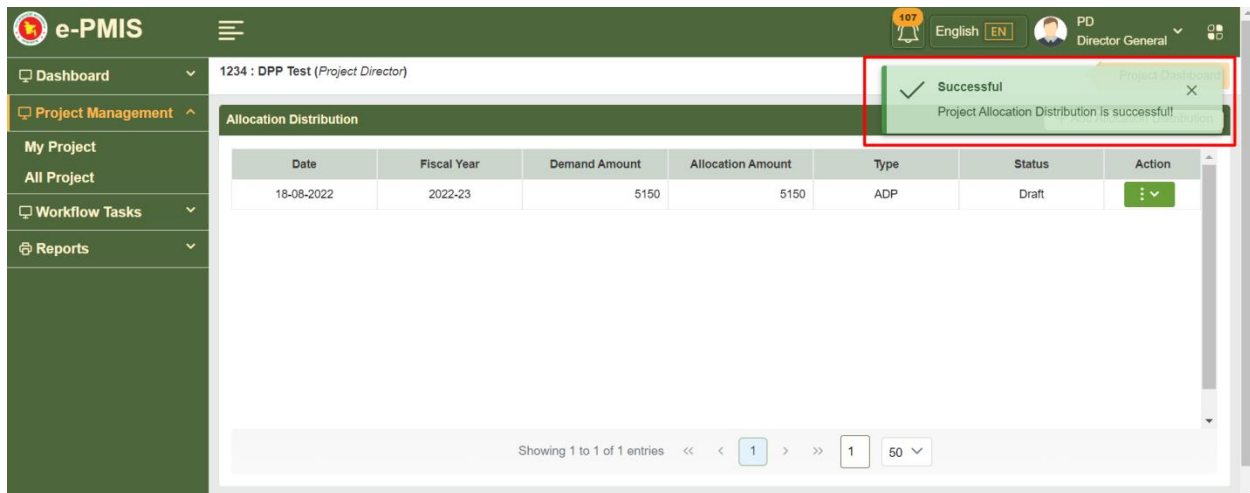


Figure 6.19

**6.1.20** User needs to click on 'Add' from action drop-down as shown in figure 6.20

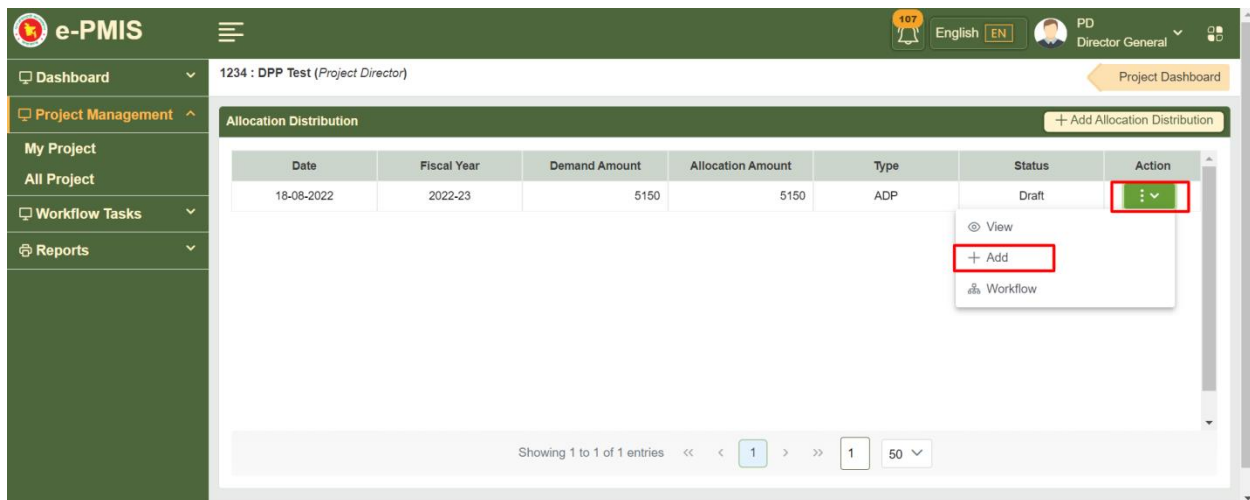


Figure 6.20

**6.1.21** User adds the distributed amount and clicks on 'Save' as shown in figure 6.21



**e-PMIS** 107 English EN PD Director General

1234 : DPP Test (Project Director) Allocation Distribution Process List

Add Allocation Distribution (BDT in Lac) ADP/RADP Allocation

Economic Code Information	Description	Project AID(PA)					
		GoB		RPA		DPA	
		GoB	FE	Through GOB	Special Account	Through PD	Through DP
<b>Capital</b>							
41113	4111302 Roads and highways	500.000	100.000	250.000	250.000	750.000	750.000
<b>Revenue</b>							
5	1111101 Income tax payable by individuals	450.000	100.000	250.000	250.000	750.000	750.000

Save

Version: 0.3.1516 Ministry of Planning, Government of the People's Republic of Bangladesh

Figure 6.21

### 6.2.22 Allocation Distribution is done as shown in Figure 6.22

**e-PMIS** 107 English EN PD Director General

1234 : DPP Test (Project Director) Allocation Distribution Process List

Add Allocation Distribution (BDT in Lac)

✓ Successful

Project ratification economic code updated successfully!

Economic Code Information	Description	Project AID(PA)					
		GoB		RPA		DPA	
		GoB	FE	Through GOB	Special Account	Through PD	Through DP
<b>Capital</b>							
41113	4111302 Roads and highways	500.000	100.000	250.000	250.000	750.000	750.000
<b>Revenue</b>							
5	1111101 Income tax payable by individuals	450.000	100.000	250.000	250.000	750.000	750.000

Save

Version: 0.3.1516 Ministry of Planning, Government of the People's Republic of Bangladesh

Figure 6.22

**6.1.23** User navigates back to Allocation Distribution and follow the steps described in section 6.2 for workflow approval.

1234 : DPP Test (Project Director)

English EN PD Director General

Allocation Distribution Process List

Add Allocation Distribution (BDT in Lac) ADP/RADP Allocation

Economic Code Information	Description	GoB		Project AID(PA)		DPA	
		GoB	FE	Through GOB	Special Account	Through PD	Through DP
<b>Capital</b>							
41113	4111302 Roads and highways	500.0000	100.0000	250.0000	250.0000	750.0000	750.0000
<b>Revenue</b>							
5	1111101 Income tax payable by individuals	450.0000	100.0000	250.0000	250.0000	750.0000	750.0000

Save

Version: 0.3.1516 Ministry of Planning, Government of the People's Republic of Bangladesh

Figure 6.23

6.1.24 The allocation distribution is in approved status as shown in Figure 6.24

1234 : DPP Test (Project Director)

English EN PD Director General

Project Dashboard + Add Allocation Distribution

Date	Fiscal Year	Demand Amount	Allocation Amount	Type	Status	Action
18-08-2022	2022-23	5150	5150	ADP	Approved	

Showing 1 to 1 of 1 entries << < 1 > >> 1 50

Figure 6.24

6.1.25 User navigates to Fund release management as shown in Figure 6.25

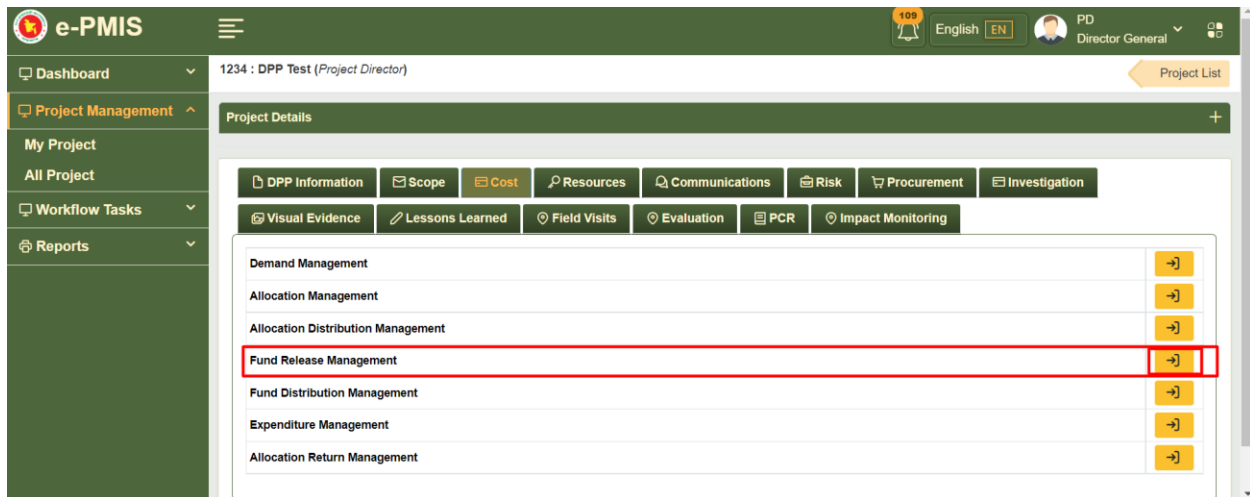


Figure 6.25

6.1.26 User clicks on 'Add Fund Release' as shown in Figure 6.26

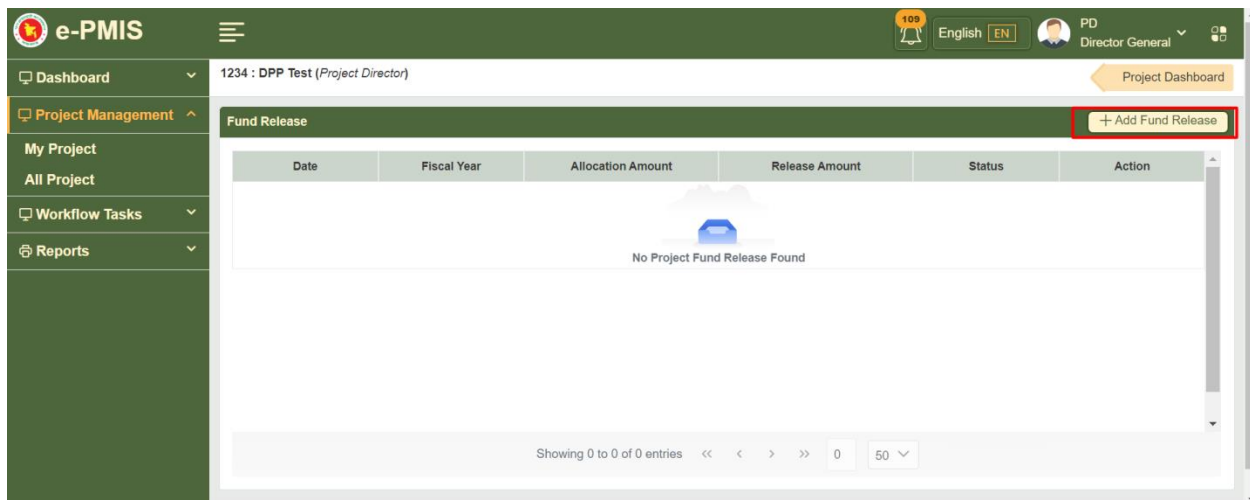


Figure 6.26

6.1.27 User now adds fiscal year and initializes the fund release as shown in figure 6.27

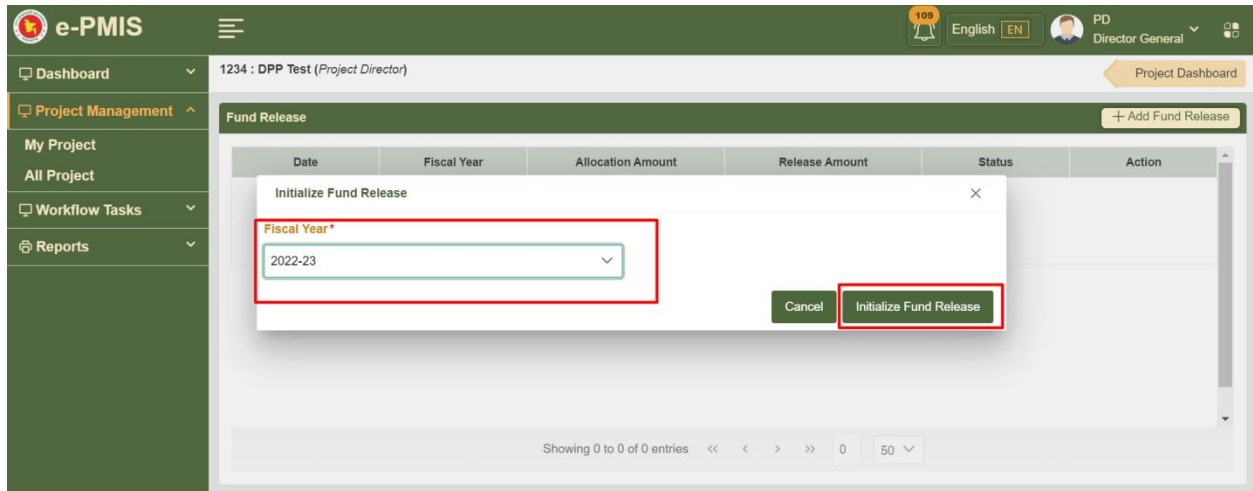


Figure 6.27

**6.1.28** The fund release is added and the user needs to go inside of fund release to add details as shown in figure 6.28

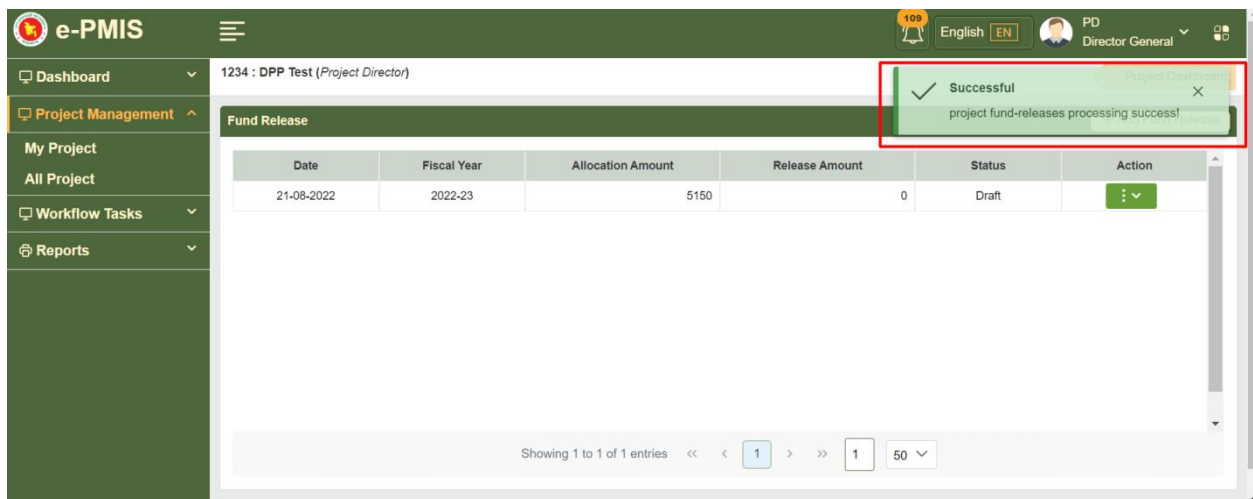


Figure 6.28

**6.1.29** User adds the release amounts by selecting quarters and click on 'Save' as shown in figure 6.29

**e-PMIS** | English | PD Director General

Release Quarter: 1st Quarter | 2nd Quarter | 3rd Quarter | 4th Quarter

Economic Code Information	Description	GoB		Project AID(PA)		DPA	
		GoB	FE	Through GOB	Special Account	Through PD	Through DP
Release Amount		950.0000	200.0000	500.0000	500.0000	1500.0000	1500.0000
Cumulative Total		950.0000	200.0000	500.0000	500.0000	1,500.0000	1,500.0000

**Save**

Ministry of Planning, Government of the People's Republic of Bangladesh

Figure 6.29

6.1.30 The fund release is saved successfully as shown in figure 6.30

**e-PMIS** | English | PD Director General

Release Quarter: 1st Quarter | 2nd Quarter | 3rd Quarter | 4th Quarter

✓ Successful

Project fund-release updated successfully!

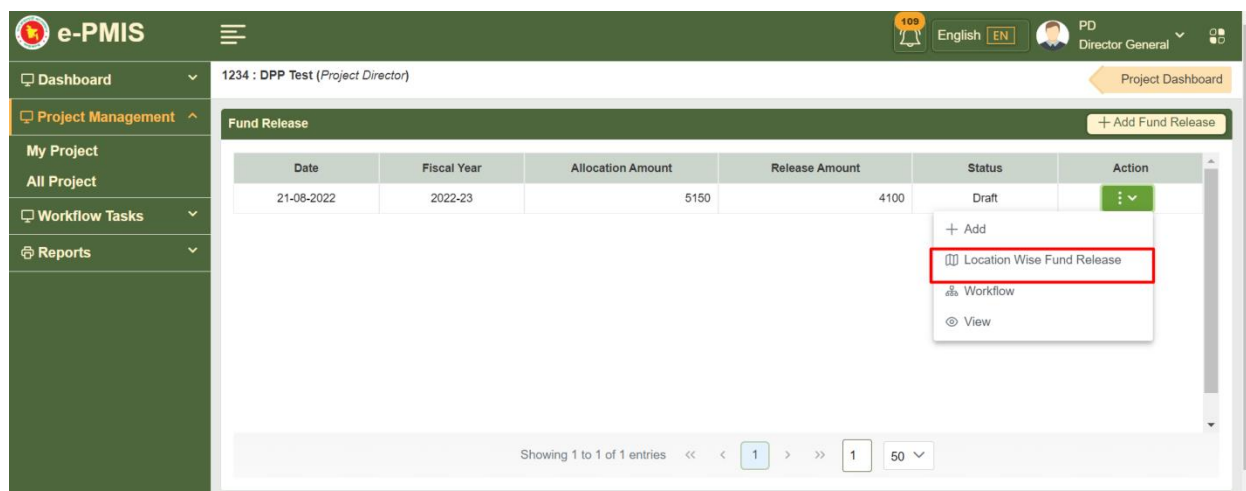
Economic Code Information	Description	GoB		Project AID(PA)		DPA	
		GoB	FE	Through GOB	Special Account	Through PD	Through DP
Release Amount		950.0000	200.0000	500.0000	500.0000	1500.0000	1500.0000
Cumulative Total		950.0000	200.0000	500.0000	500.0000	1,500.0000	1,500.0000

**Save**

Version: 0.2.1518 | Ministry of Planning, Government of the People's Republic of Bangladesh

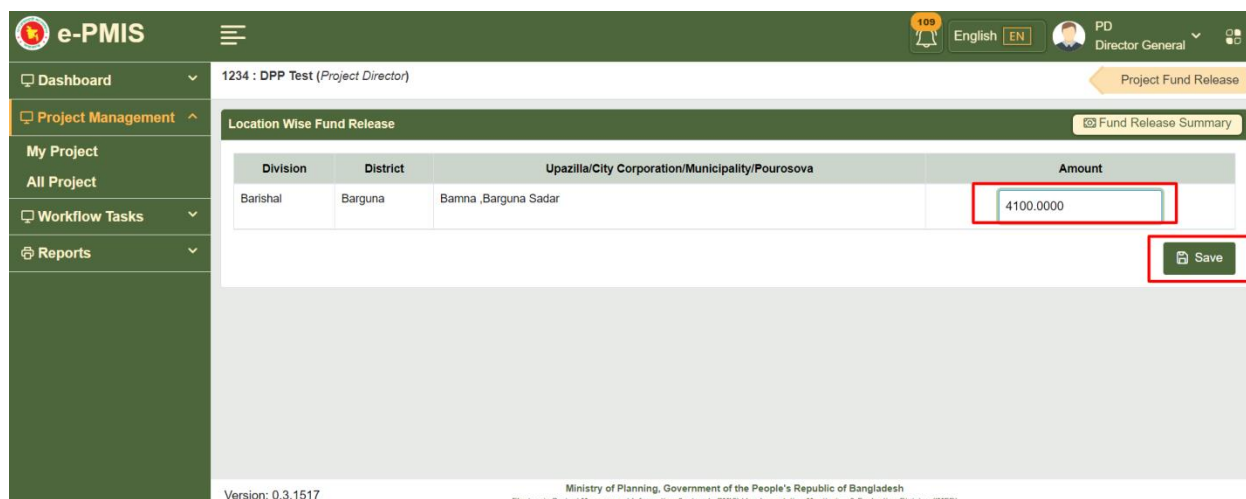
Figure 6.30

**6.1.31** User now adds Location wise Fund Release (DPP project only) as shown in figure 6.31



**Figure 6.31**

**6.1.32** Add the amount and click on 'Save' as shown in figure 6.32



**Figure 6.32**

**6.1.33** After saving user goes to back and follows the steps described in section 6.2 for fund release approval as shown in Figure 6.33

1234 : DPP Test (Project Director)

Project Fund Release

Location Wise Fund Release

Division	District	Upazilla/City Corporation/Municipality/Pourosova	Amount
Barishal	Barguna	Bamna ,Barguna Sadar	4,100.0000

Save

Version: 0.3.1517

Ministry of Planning, Government of the People's Republic of Bangladesh  
Electronic Project Management Information System (e-PMIS) | Implementation Monitoring & Evaluation Division (IMED)

Figure 6.33

6.1.34 The fund release is approved as shown in Figure 6.34

1234 : DPP Test (Project Director)

Project Dashboard

Fund Release

Date	Fiscal Year	Allocation Amount	Release Amount	Status	Action
21-08-2022	2022-23	5150	4100	Approved	⋮

Showing 1 to 1 of 1 entries << < 1 > >> 1 50

Figure 6.34

6.1.35 User now navigates to Fund Distribution Management as shown in Figure 6.35

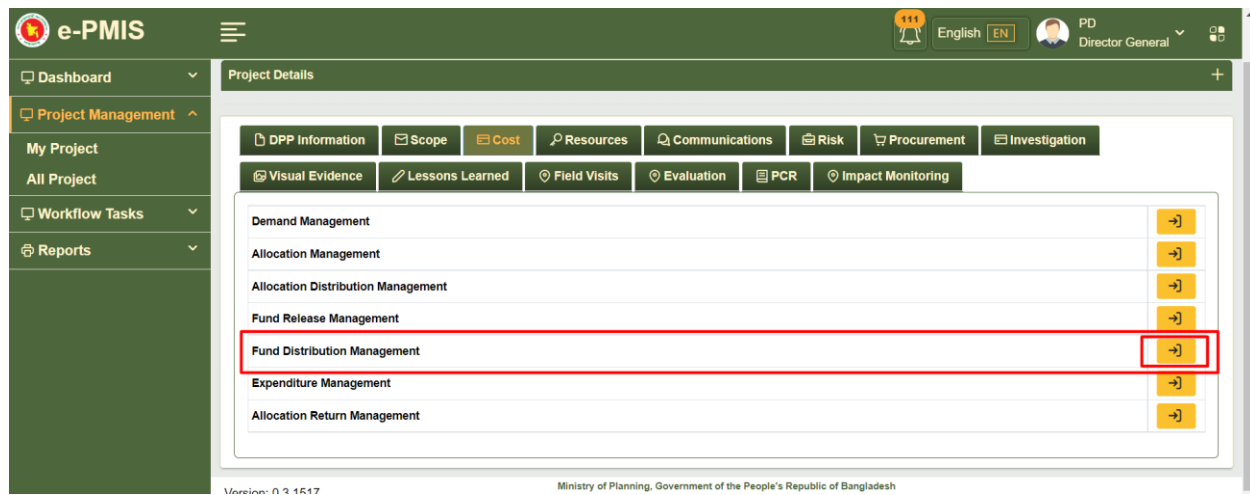


Figure 6.35

6.1.36 Click on add as shown in Figure 6.36

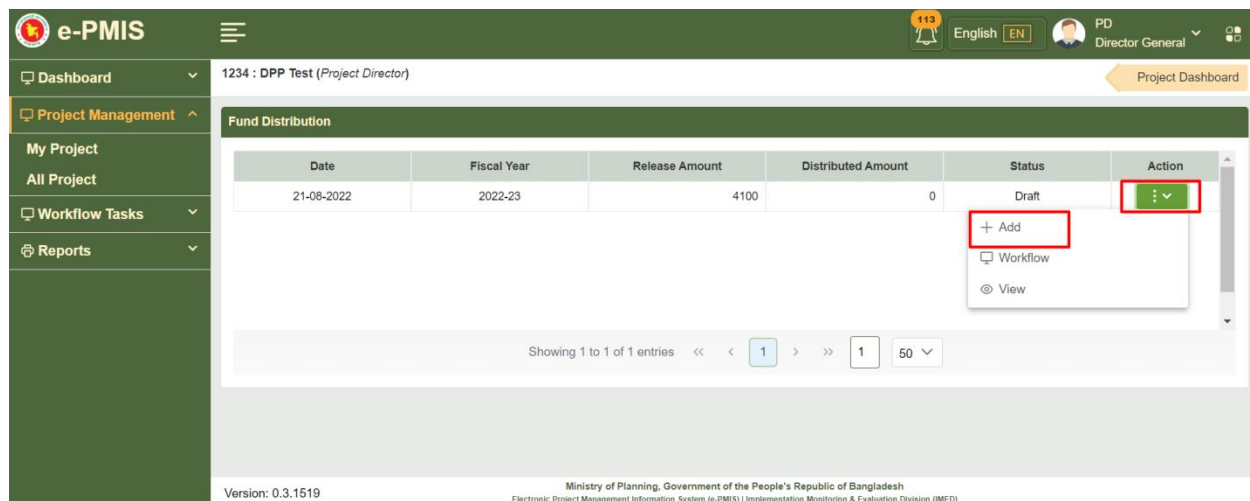


Figure 6.36

6.1.37 Distribute the fund and click on 'Save' as shown in Figure 6.37



**e-PMIS** 113 English EN PD Director General

1234 : DPP Test (Project Director) Project Fund Distribution

**Add Fund Distribution (BDT in Lac)** Fund Release Summary

Economic Code Information			GoB		Project AID(PA)			
Code	Sub Code	Description	GoB	FE	Through GOB	Special Account	Through PD	Through DP
<b>Capital Component</b>								
41113 - Other structures	4111302 - Roads and highways	Roads and highways	250.000	100.000	250.000	250.000	600.000	600.000
<b>Revenue Component</b>								
5 - Payable by individuals	1111101 - Income tax payable by individuals	Income tax payable by individuals	250.000	100.000	250.000	250.000	600.000	600.000

Save

Version: 0.3.1519 Ministry of Planning, Government of the People's Republic of Bangladesh  
Electronic Project Management Information System (e-PMIS) | Implementation Monitoring & Evaluation Division (IME-D)

Figure 6.37

**6.1.38** After saving the distributed amount user follows the steps described in section 6.2 To get fund distribution approved as shown in Figure 6.38

**e-PMIS** 113 English EN PD Director General

1234 : DPP Test (Project Director) Project Dashboard

**Fund Distribution**

Date	Fiscal Year	Release Amount	Distributed Amount	Status	Action
21-08-2022	2022-23	4100	4100	Approved	⋮

Showing 1 to 1 of 1 entries << < 1 > >> 1 50

Version: 0.3.1519 Ministry of Planning, Government of the People's Republic of Bangladesh  
Electronic Project Management Information System (e-PMIS) | Implementation Monitoring & Evaluation Division (IME-D)

Figure 6.38

## 6.2 Cost data Approval Process

### 6.2.1 Multiple Participant Workflows

6.2.1.1 From action button select the workflow option as shown in figure 6.39

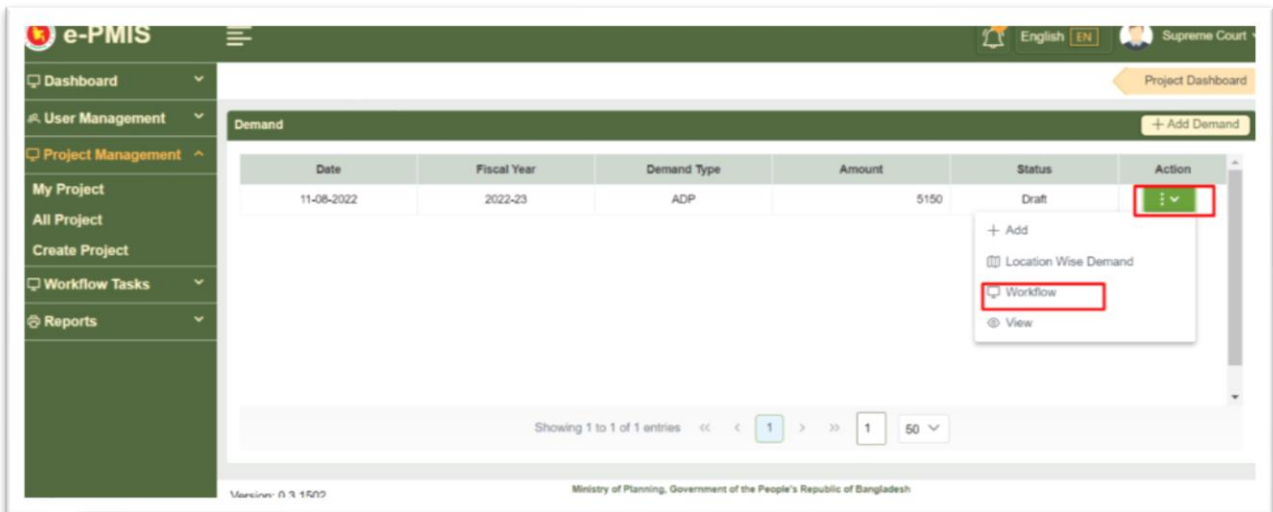


Figure 6.39

6.2.1.2 The workflow window will be opened. Where assign initiator, reviewer and approver options are available. Now click on 'Assign Initiator' as shown in figure 6.40

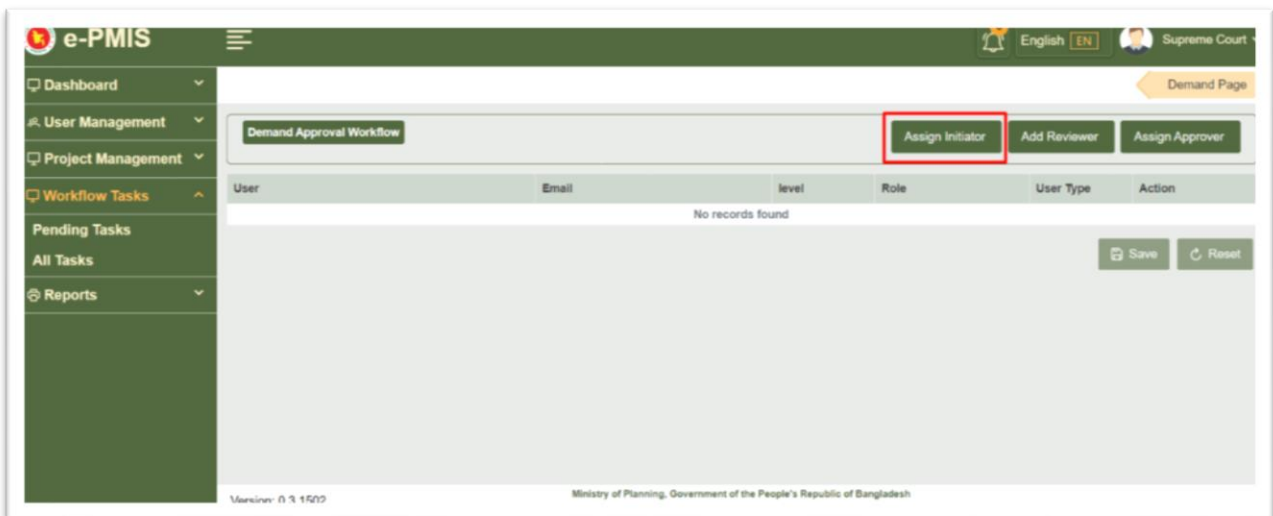


Figure 6.40

6.2.1.3 Now a pop up window will appear where user needs to assign initiator as shown in figure 6.41

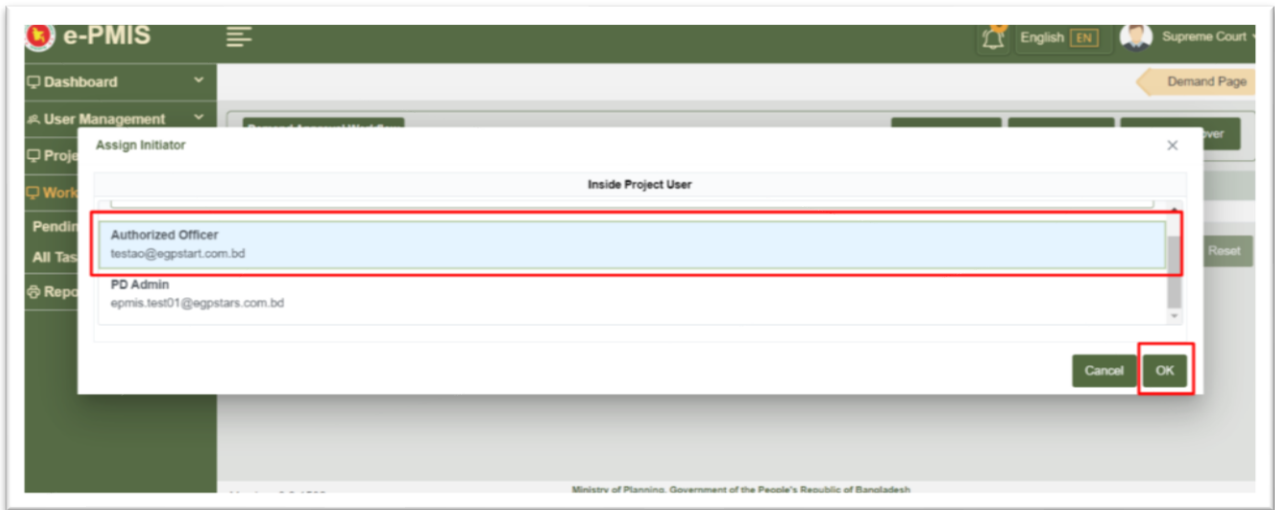


Figure 6.41

6.2.1.4 After selecting, Initiator will appear which user can delete later if needed. Now user needs to click 'Assign Approver' as shown in figure 6.42

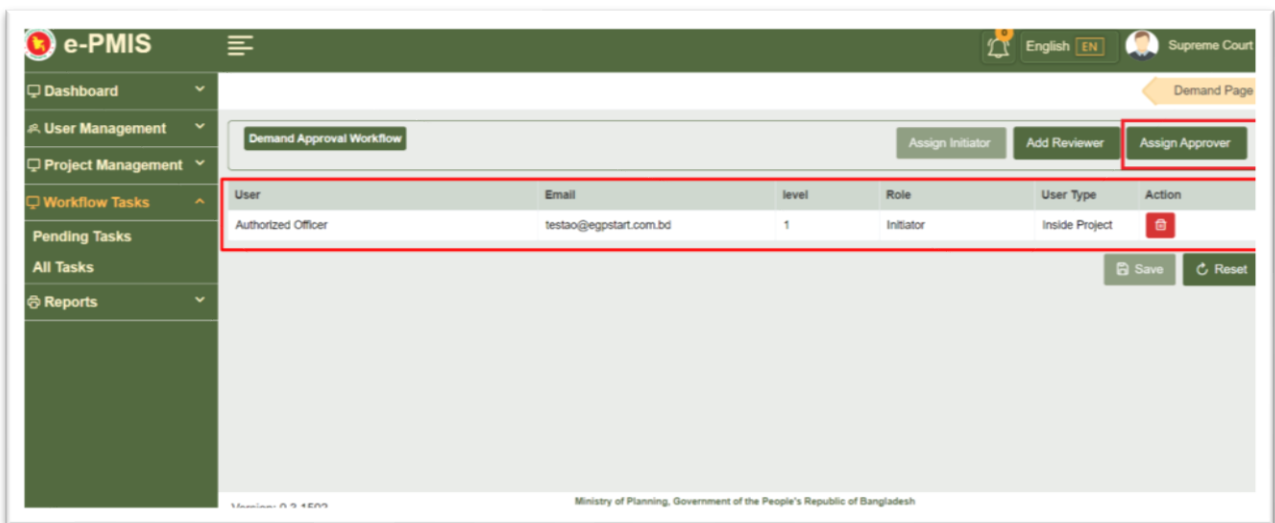


Figure 6.42

6.2.1.5 After clicking a window will appear and select the user as shown in figure 6.43

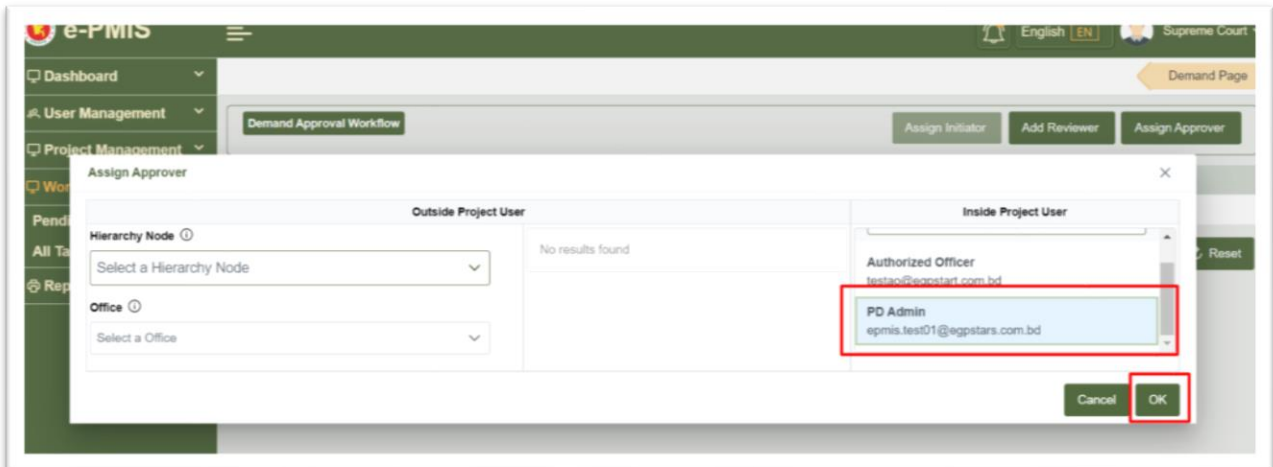


Figure 6.43

6.2.1.6 Now user needs to click 'Add Reviewer' as shown in figure and follow the same steps as described above by selecting user and clicking Ok to add reviewer (Multiple reviewers can be added). After adding reviewer user needs to click on 'Save'. As shown in figure 6.44

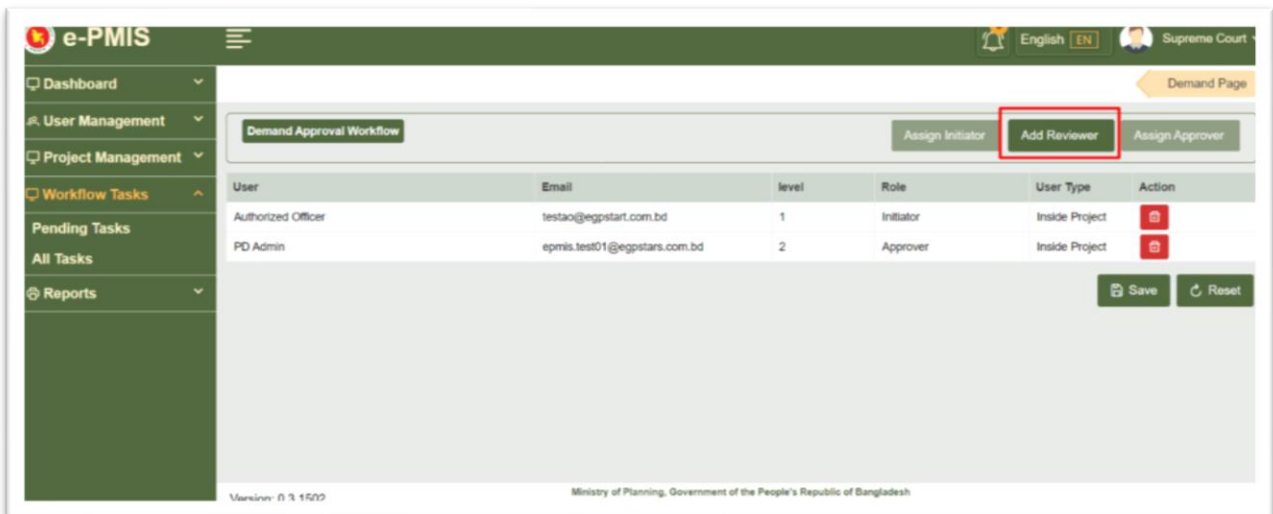


Figure 6.44

6.2.1.7 Now Initiator, Reviewer and Approver are selected and user needs to click on 'save' as shown in figure 6.45

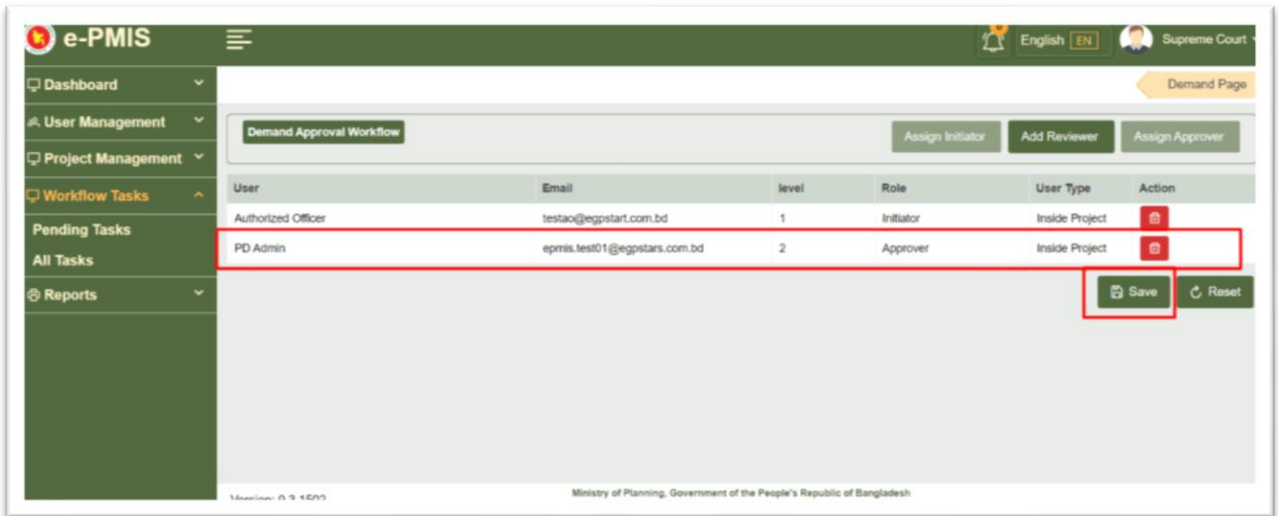


Figure 6.45

The workflow created successfully and a notification will appear as shown in figure 6.46

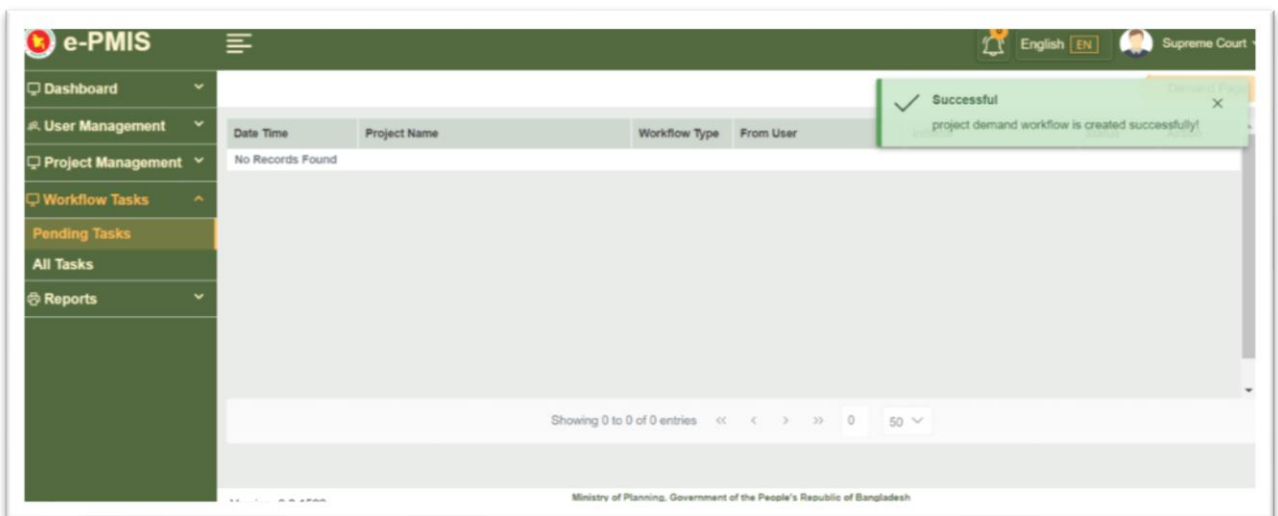


Figure 6.46

6.2.1.8 After this user needs to logout and again login as Initiator as shown in figure 6.47

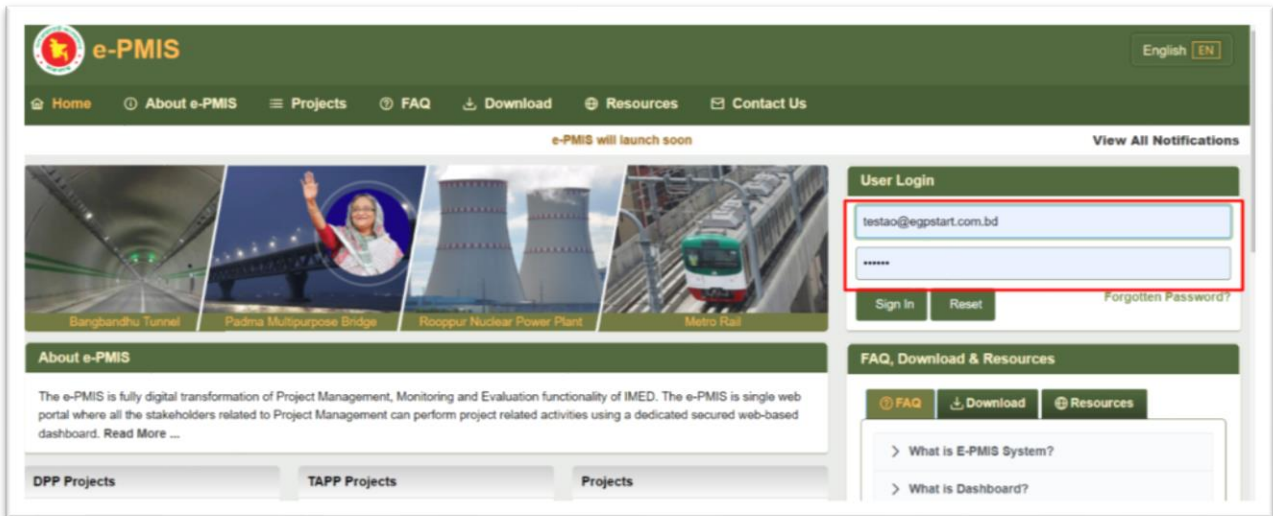


Figure 6.47

6.2.1.9 After login from the homepage, first user needs to click 'Workflow Task' then click 'Pending Task' as shown in figure 6.48

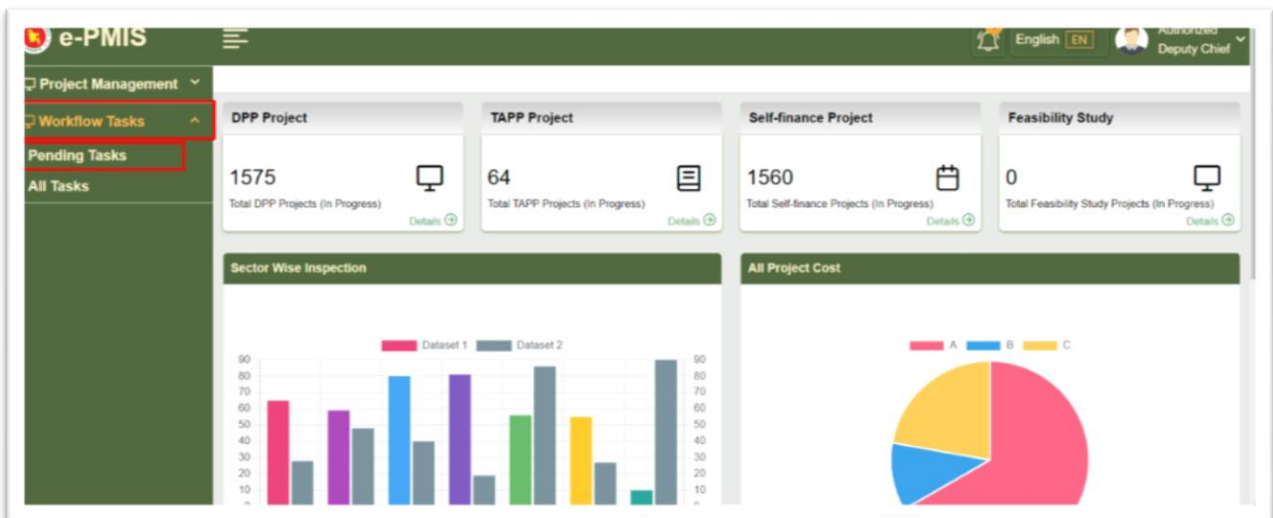


Figure 6.48

6.2.1.10 now a window will appear where user needs to click 'View' as shown in figure 6.49

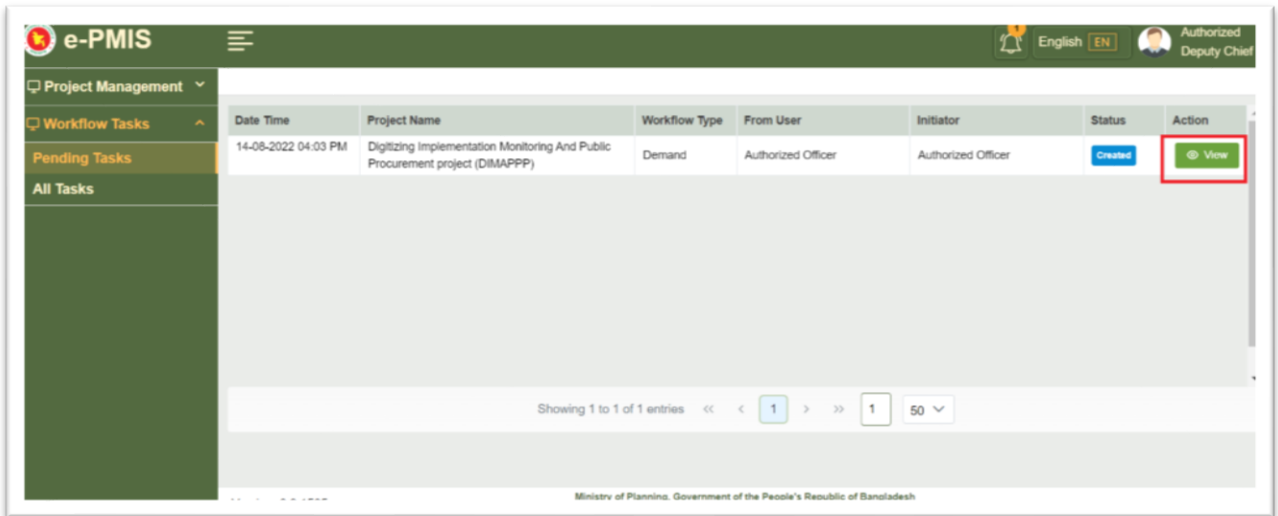


Figure 6.49

**6.2.1.11** Now, a window will appear and user needs to write comments and upload relevant file and Forward as shown in figure. These same steps need to be followed by reviewer(s) and he will similarly forward it to the PD. As shown in figure 6.50



Figure 6.50

6.2.1.12 Now user needs to login as a PD as shown in figure 6.51

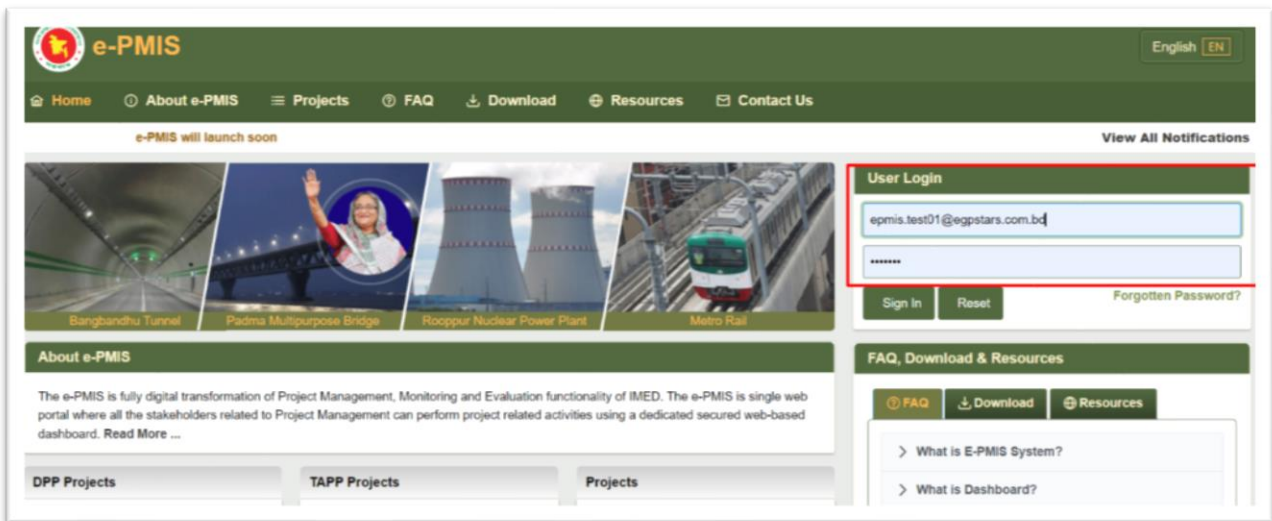


Figure 6.51

6.2.1.13 Now from the homepage user needs to click 'Workflow Tasks' then 'Pending Tasks' tabs from the left side as shown in figure 6.52

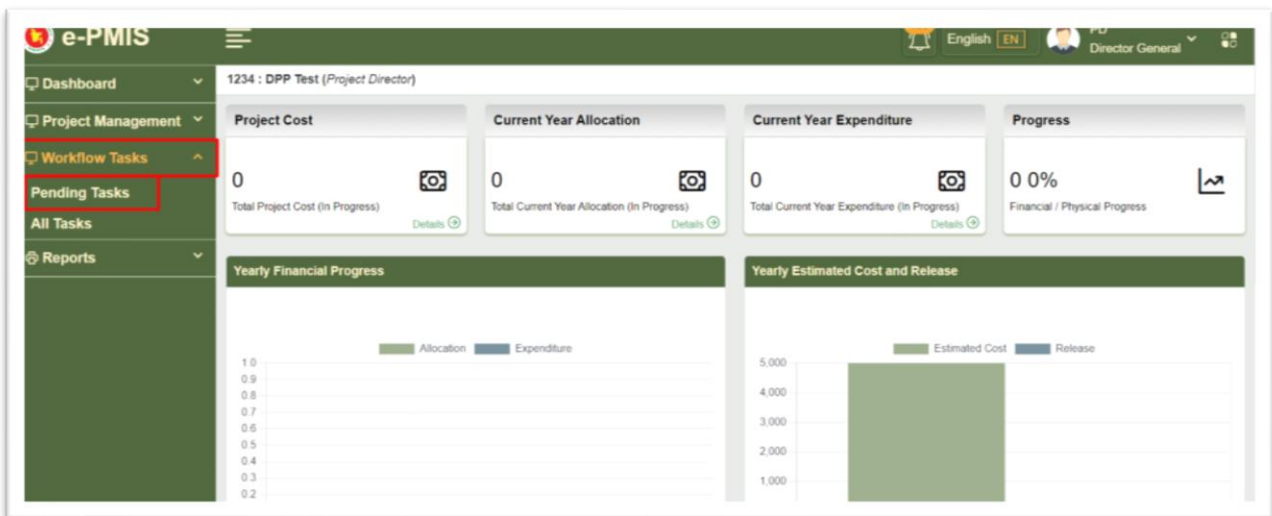
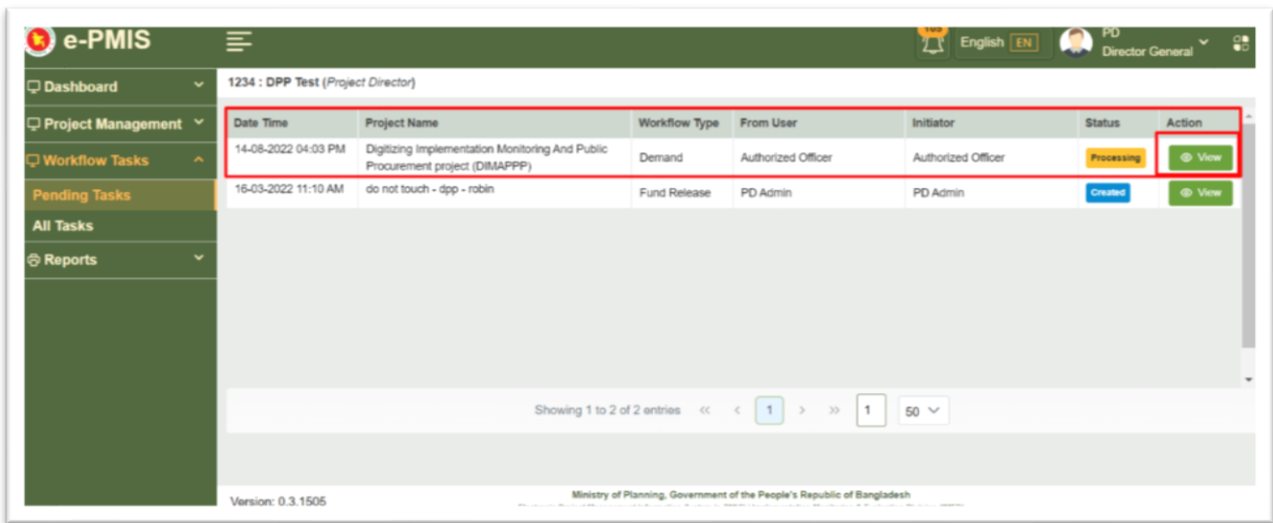


Figure 6.52



**6.2.1.14** Now in this window the forwarded file is available and user needs to click on 'View' as shown in figure 6.53



**Figure 6.53**

**6.2.1.15** Now user needs to write comment, upload relevant file and click write 'Approve' as shown in figure 6.54



**Figure 6.54**

A notification will appear after clicking 'Approve' as shown in figure 6.55

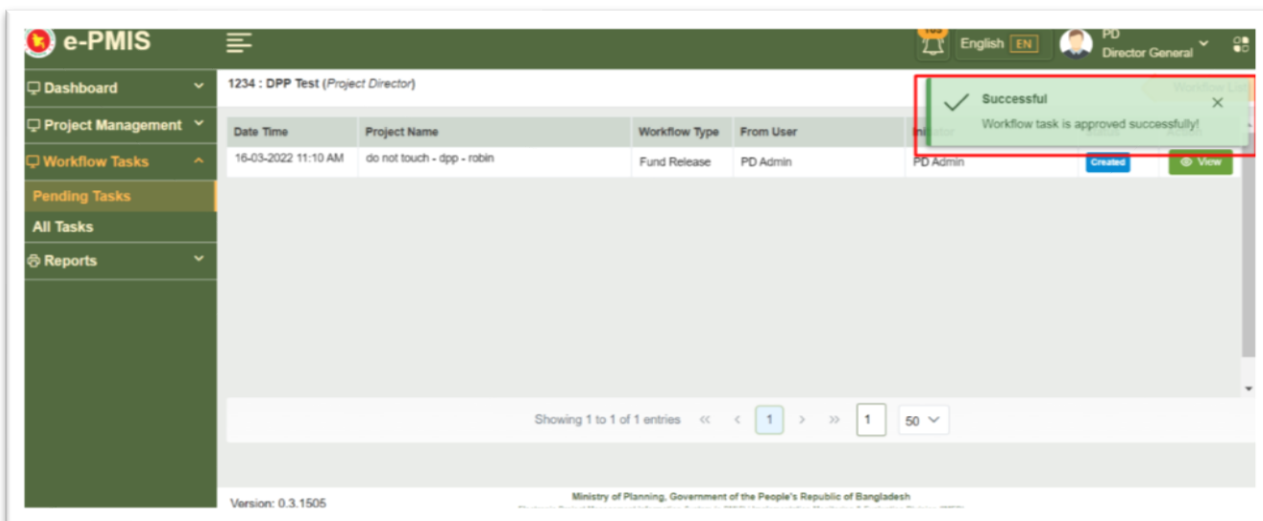


Figure 6.55

## 6.2.2 Auto Approval Process

**6.2.2.1** In auto approval PD/Authorized Officer can himself approve without other participants such as Initiator and Reviewer.

PD/Authorized Officer navigates to workflow as shown in figure 6.56

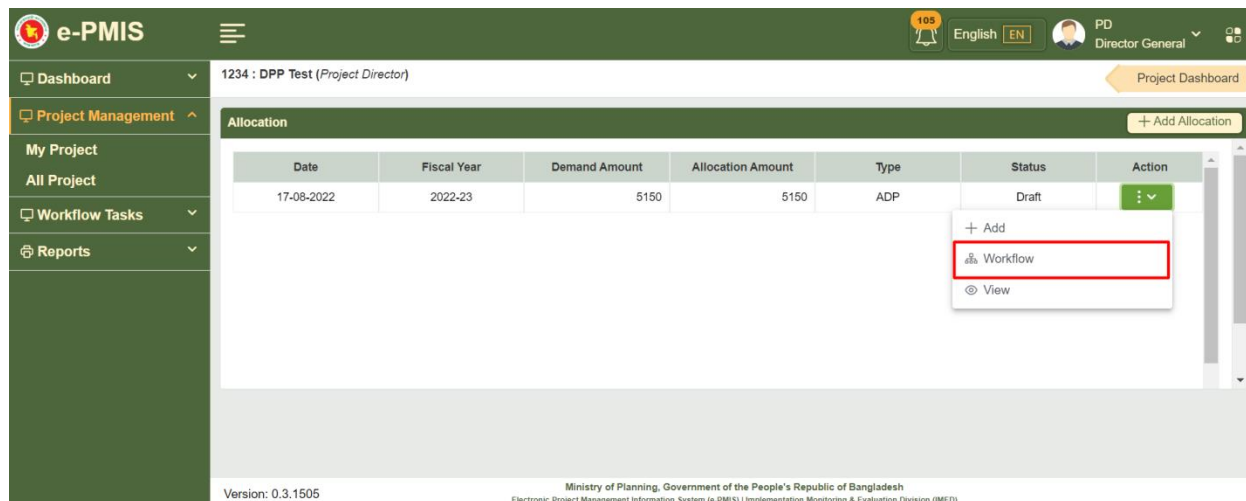
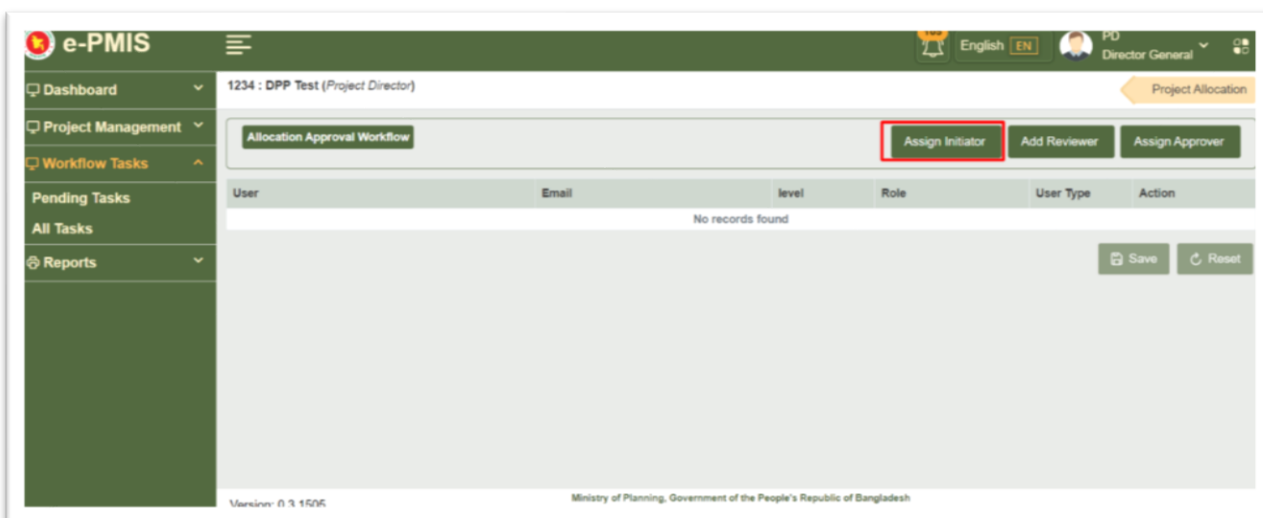


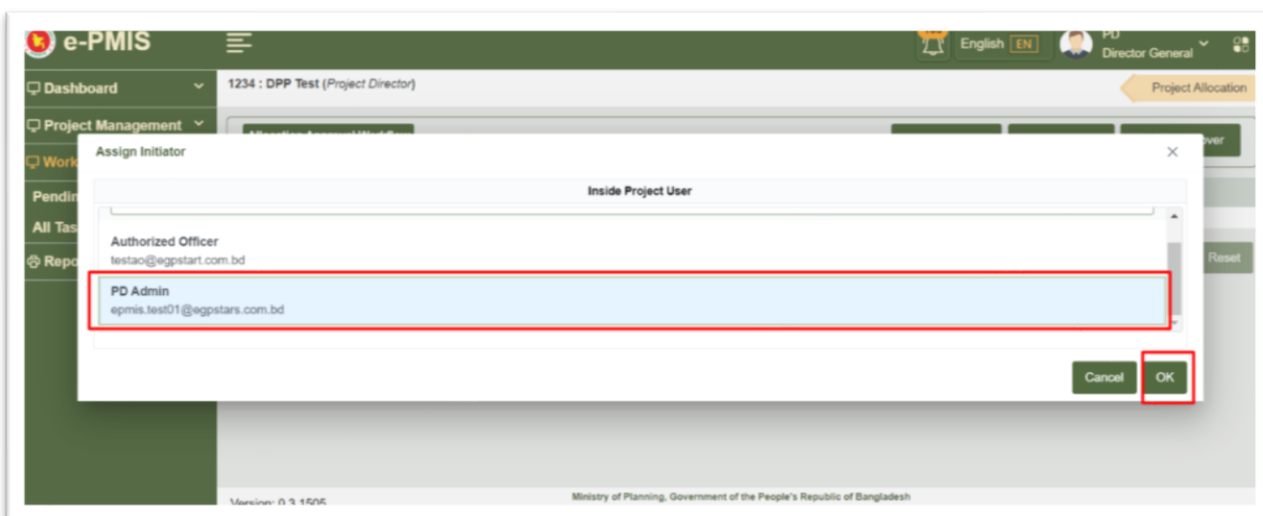
Figure 6.56

**6.2.2.2** Now click on 'Assign initiator' as shown in figure 6.57



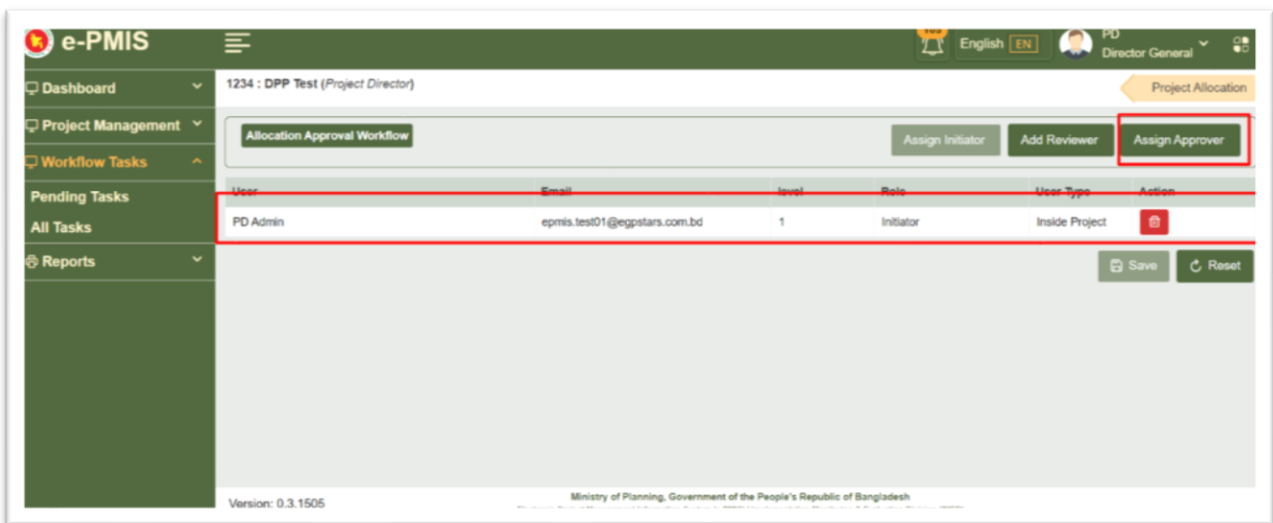
**Figure 6.57**

**6.2.2.3** Now user needs to select the Initiator (logged in PD/AO himself) and click 'OK' as shown in figure 6.58



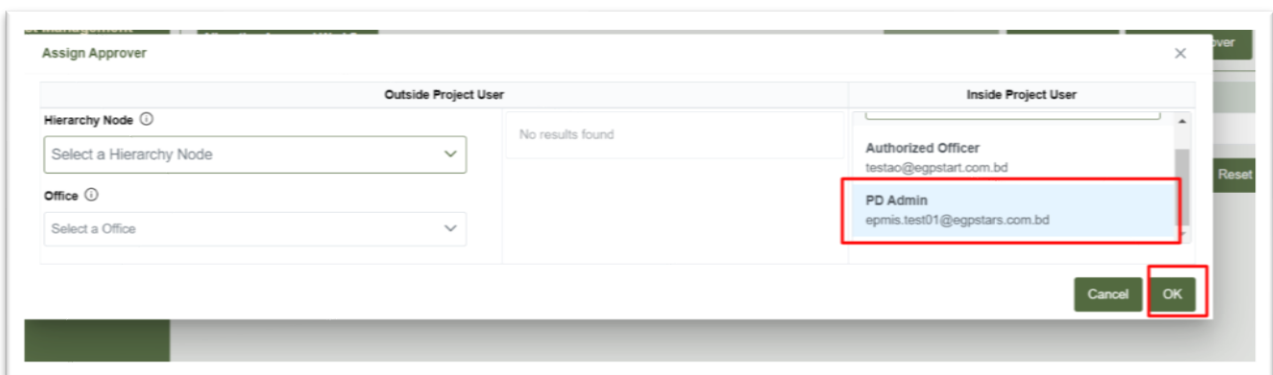
**Figure 6.58**

**6.2.2.4** Initiator will be assigned. Now user needs to click 'Assign Approver' to assign the approver as shown in figure 6.59



**Figure 6.59**

**6.2.2.5** A window will appear where user needs to select approver (PD/AO himself) and click 'OK' as shown in figure 6.60



**Figure 6.60**

6.2.2.6 Now both Initiator and Approver are assigned and user needs to save it as shown in figure 6.61

The screenshot shows the 'e-PMIS' interface for '1234 : DPP Test (Project Director)'. The 'Allocation Approval Workflow' form is displayed with the following table:

User	Email	level	Role	User Type	Action
PD Admin	epmis.test01@egpstars.com.bd	1	Initiator	Inside Project	
PD Admin	epmis.test01@egpstars.com.bd	2	Approver	Inside Project	

At the bottom right, there are 'Save' and 'Reset' buttons. The 'Save' button is highlighted with a red box.

Figure 6.61

6.2.2.7 The workflow is auto approved and success message is shown as shown in Figure 6.62

The screenshot shows the 'e-PMIS' interface for '1234 : DPP Test (Project Director)'. A success message is displayed in a green box:

✓ Successful  
project demand workflow is created successfully!

Figure 6.62

6.2.2.8 The workflow is in approved state as shown in Figure 6.63

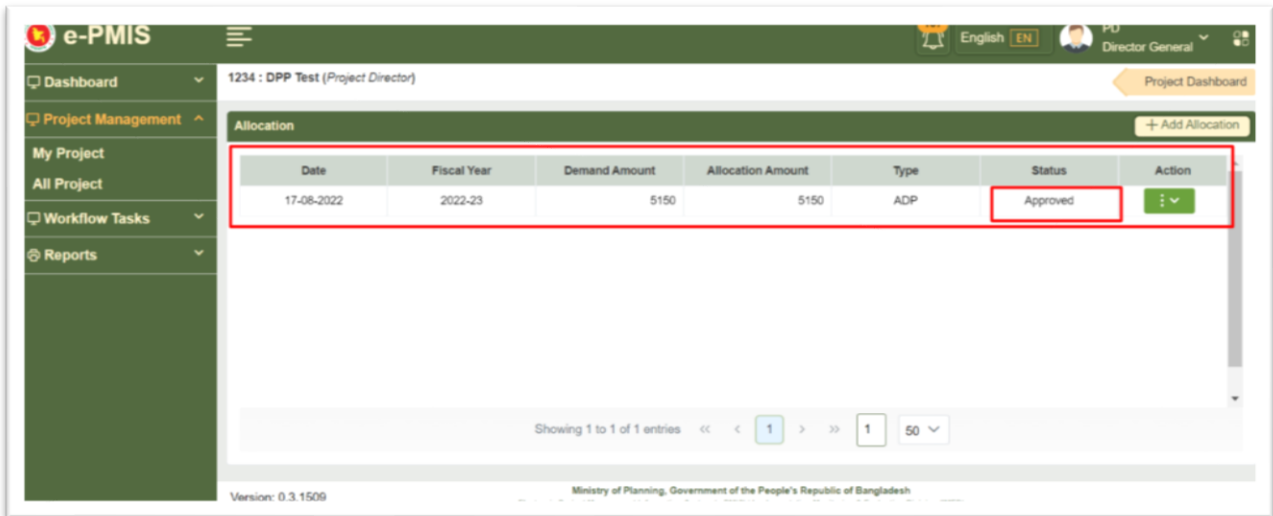


Figure 6.64

## 7. Communication (Uploading meeting minutes)

**7.1** Go to communication tab on the Project Dashboard and click 'Communication' tab as shown in figure 7.1

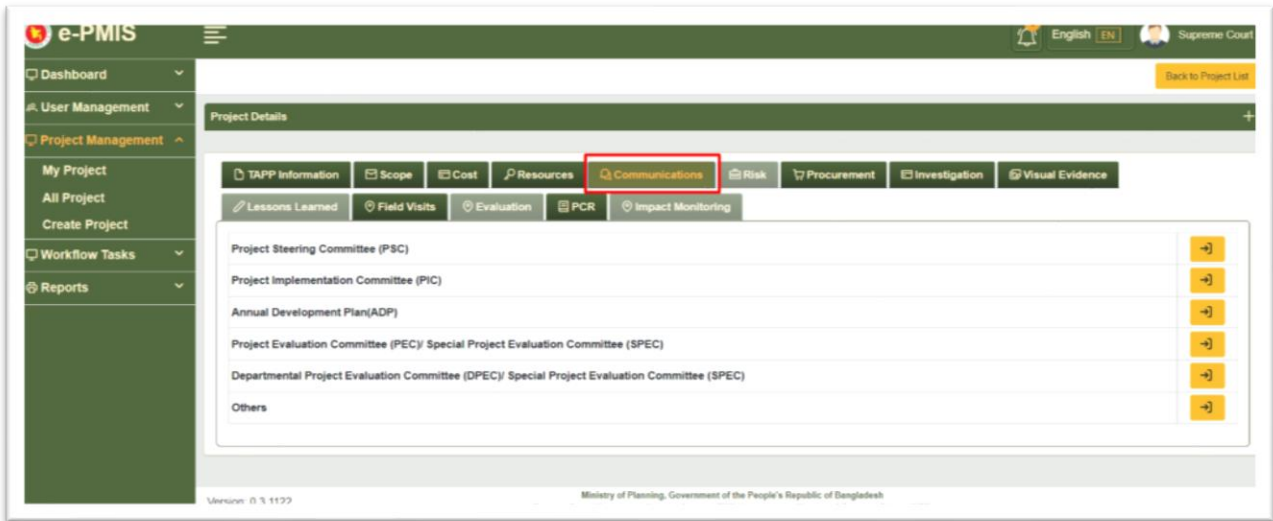


Figure 7.1

7.2 Now user will click 'Project Steering Committee (PSC)' on the Dashboard as shown in figure 7.2

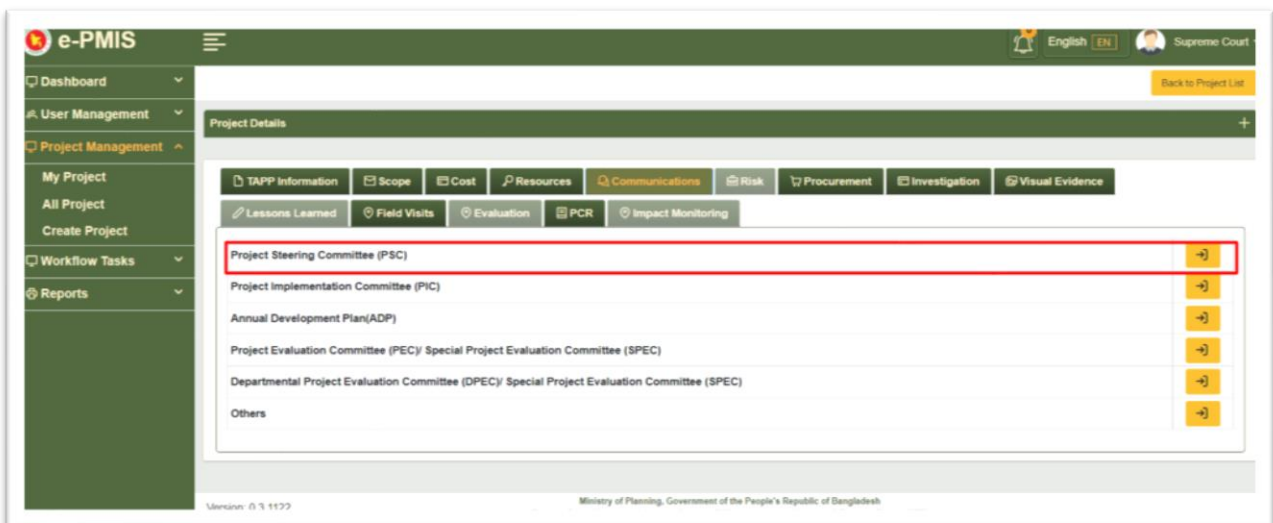
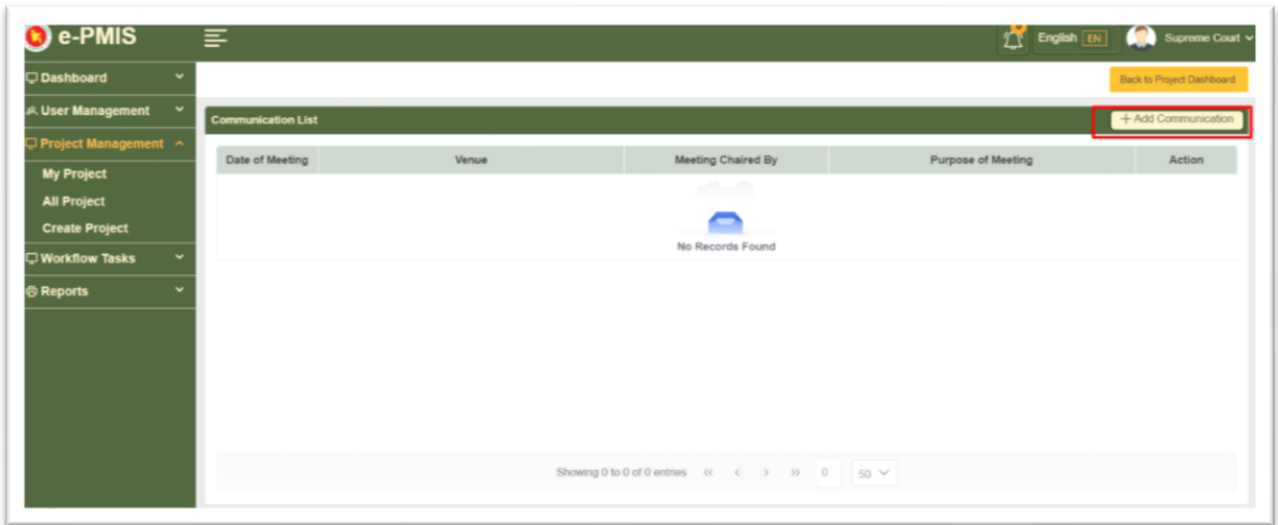


Figure 7.2

7.3 Now after accessing this tab user will click 'Add Communication' to add communication as shown in figure 7.3



**Figure 7.3**

**7.4** Now user will put the input and fill up the form as shown in figure 7.4





7.5 Now user will attach minutes of meetings as shown in figure 7.5

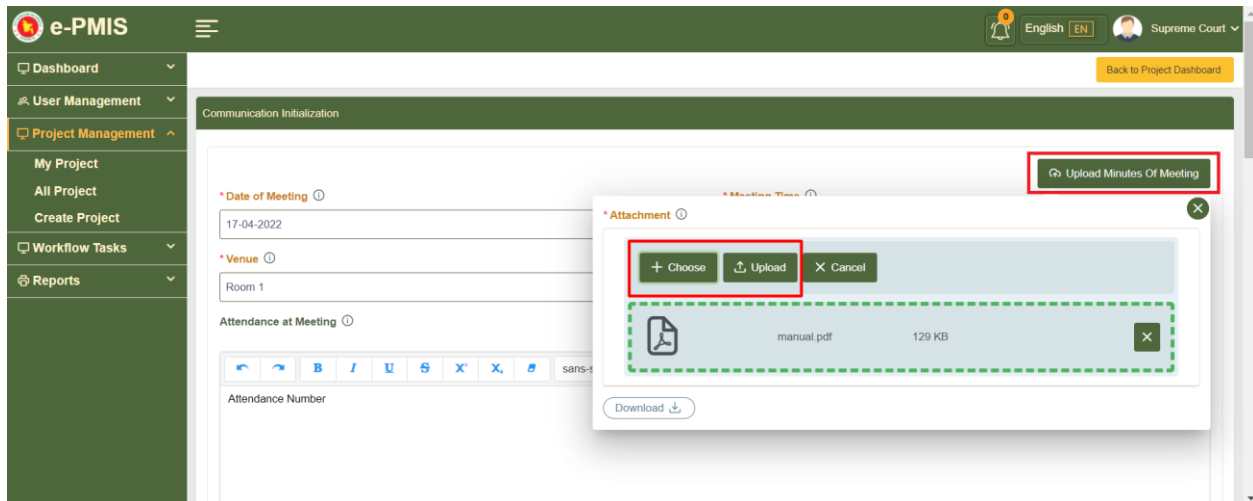


Figure 7.5

7.6 Then user will attach meeting attendance as shown in figure 7.6

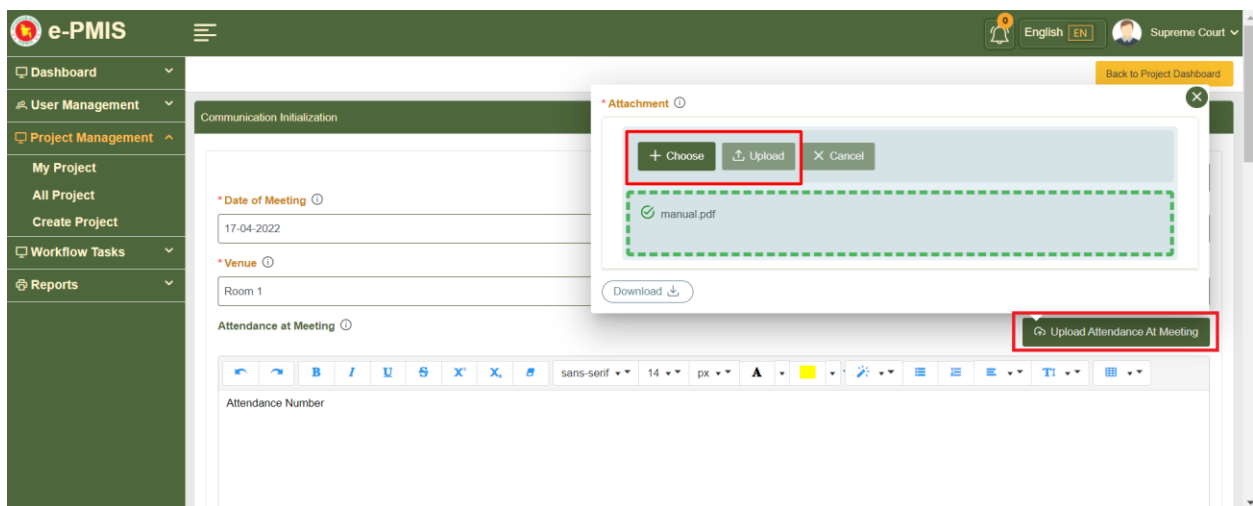


Figure 7.6

7.7 After this user will save the form and user will be notified, then user will click 'Back to Project Dashboard' as shown in figure in 7.7

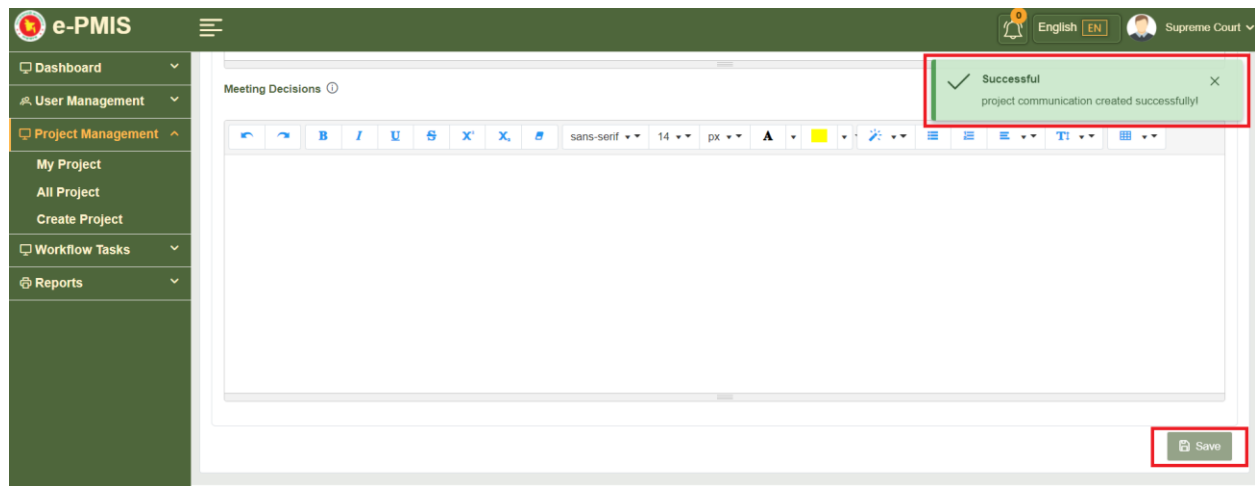


Figure 7.7

7.8 After back to Dashboard user can see the saved form and finally again click 'Back to Project Dashboard' to access next tab as shown in figure 7.8

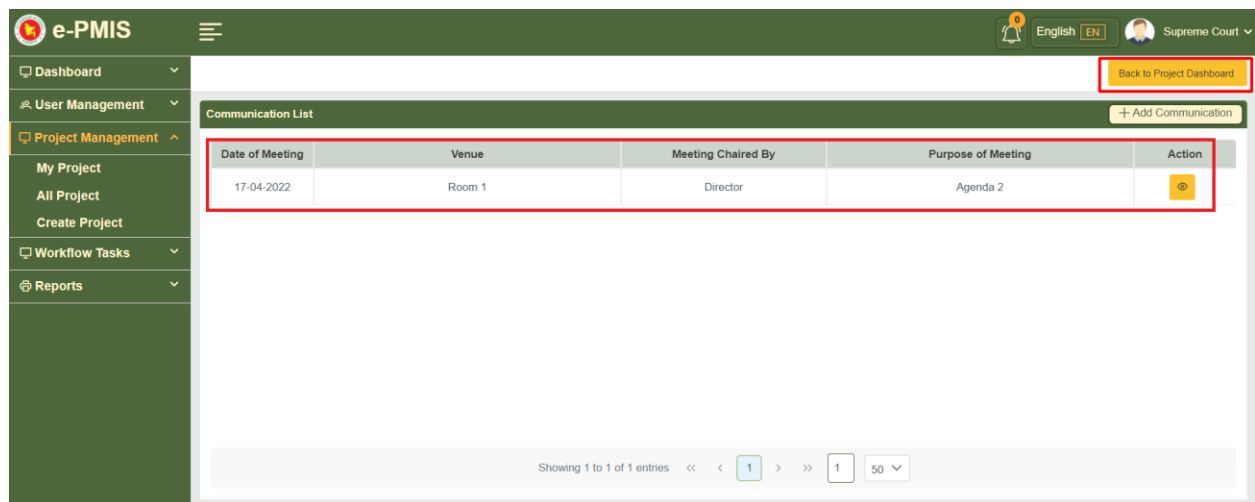


Figure 7.8

7.9 Now user will click 'Project Implementation Committee' (PIC)' on the Dashboard as shown in figure 7.9

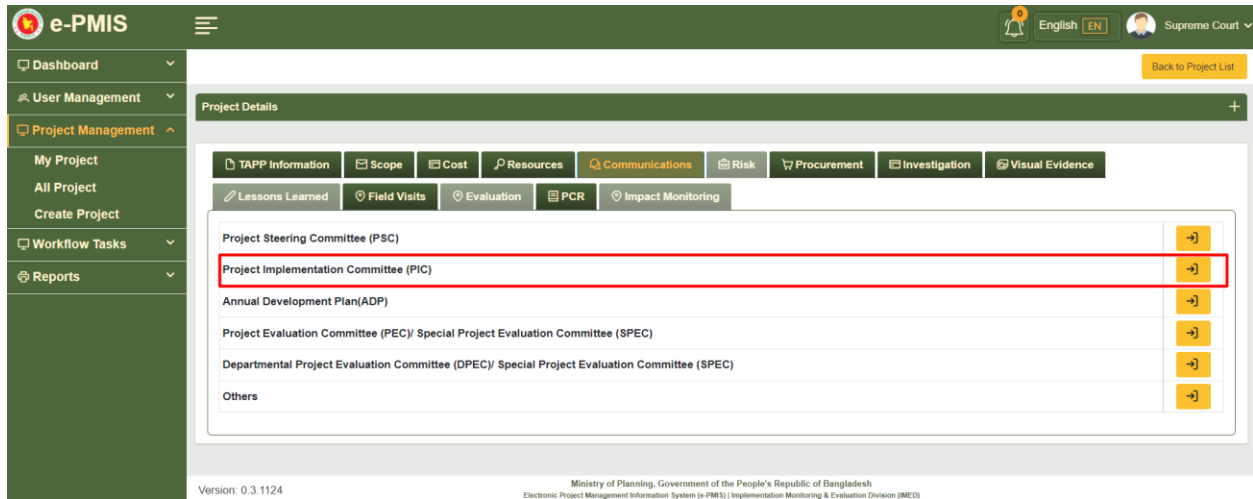


Figure 7.9

**7.10** Now after accessing this tab user will click 'Add Communication' to add communication as shown in figure 7.10

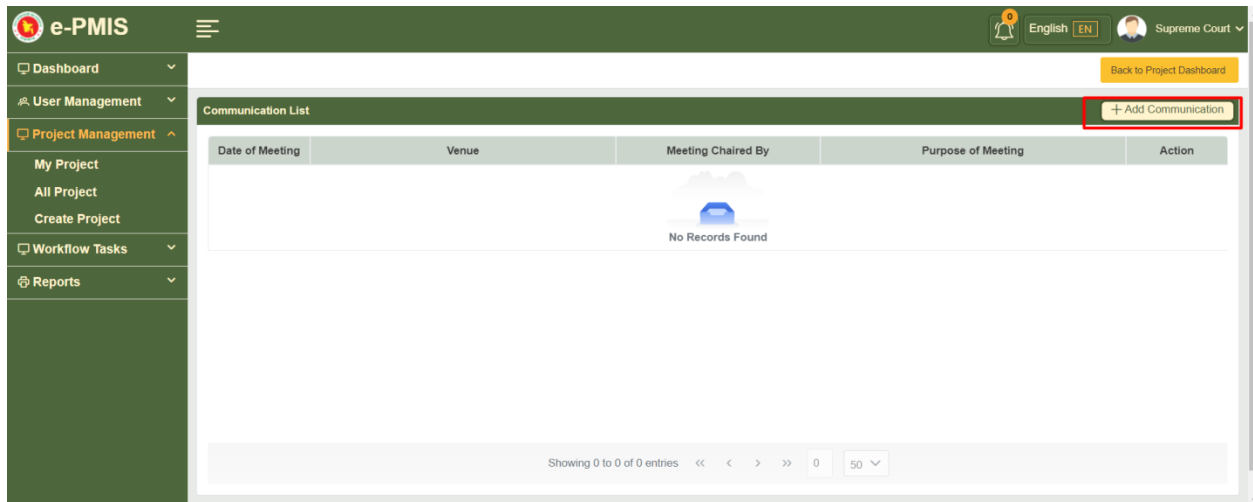
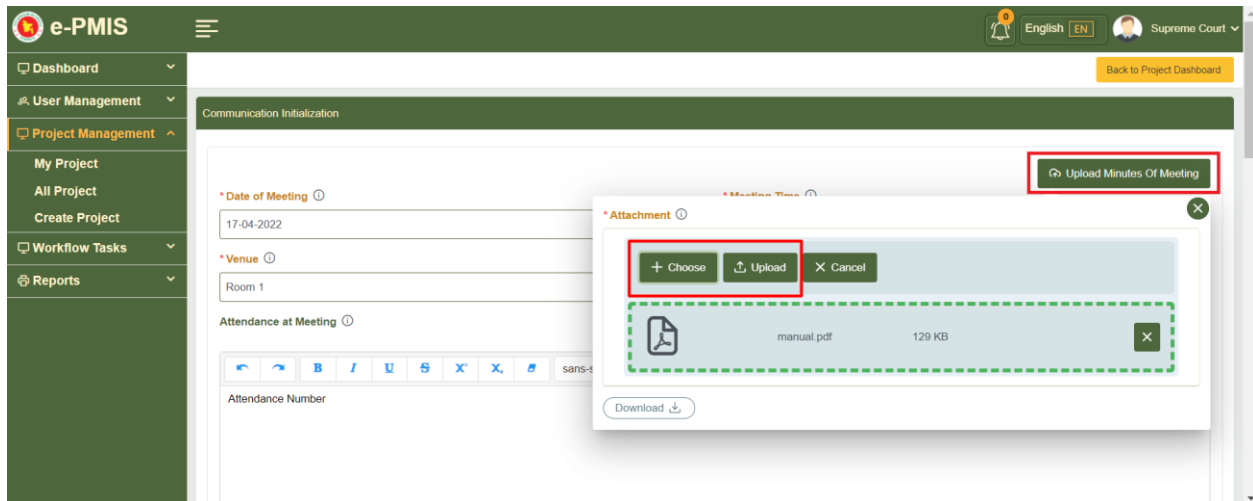


Figure 7.10

**7.11** Now user will put the input and fill up the form as shown in figure 7.11

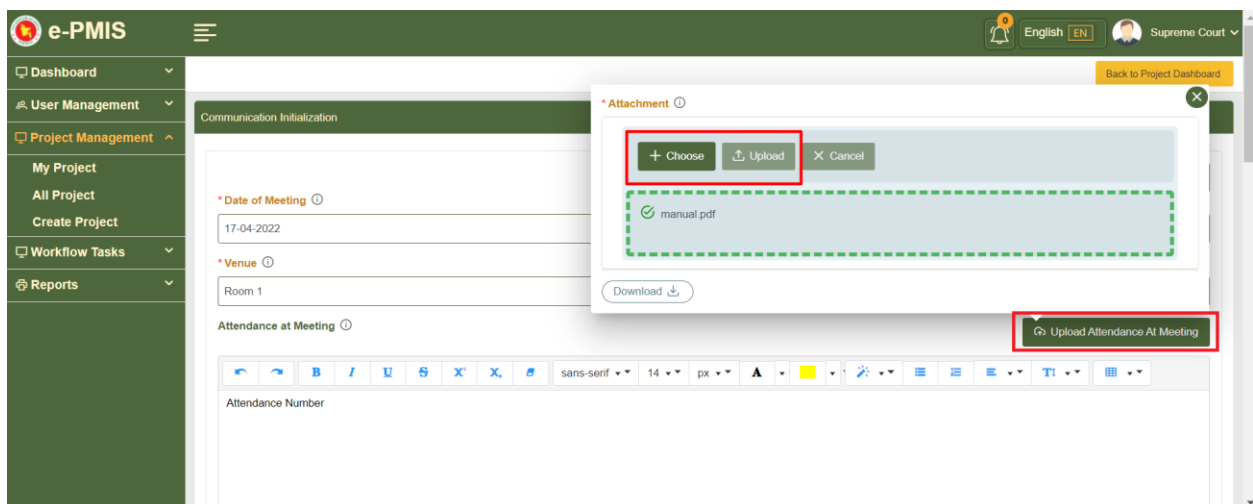


**7.12** Now user will attach minutes of meetings as shown in figure 7.12



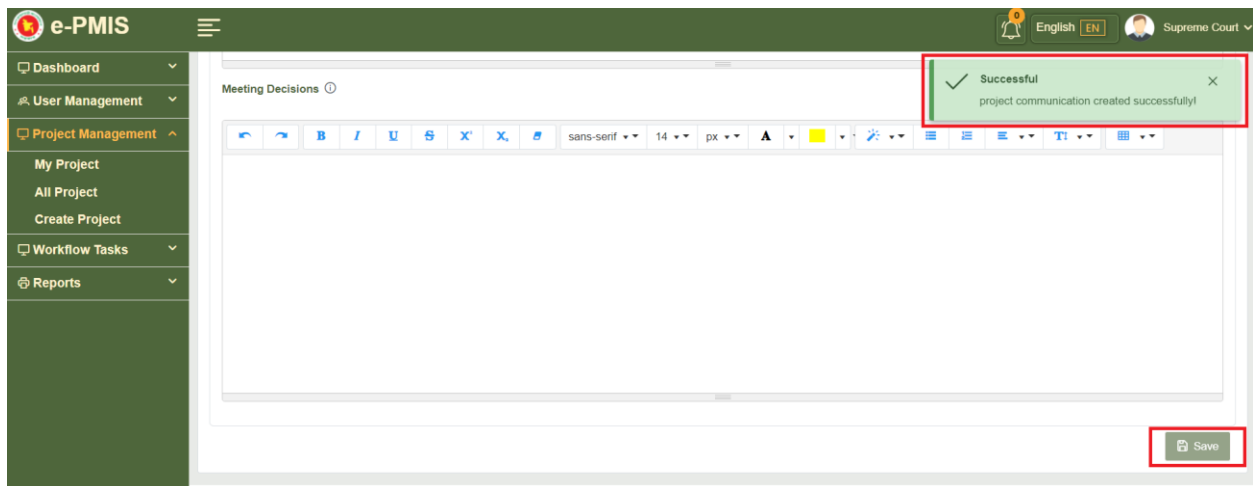
**Figure 7.12**

**7.13** Then user will attach meeting attendance as shown in figure 7.13



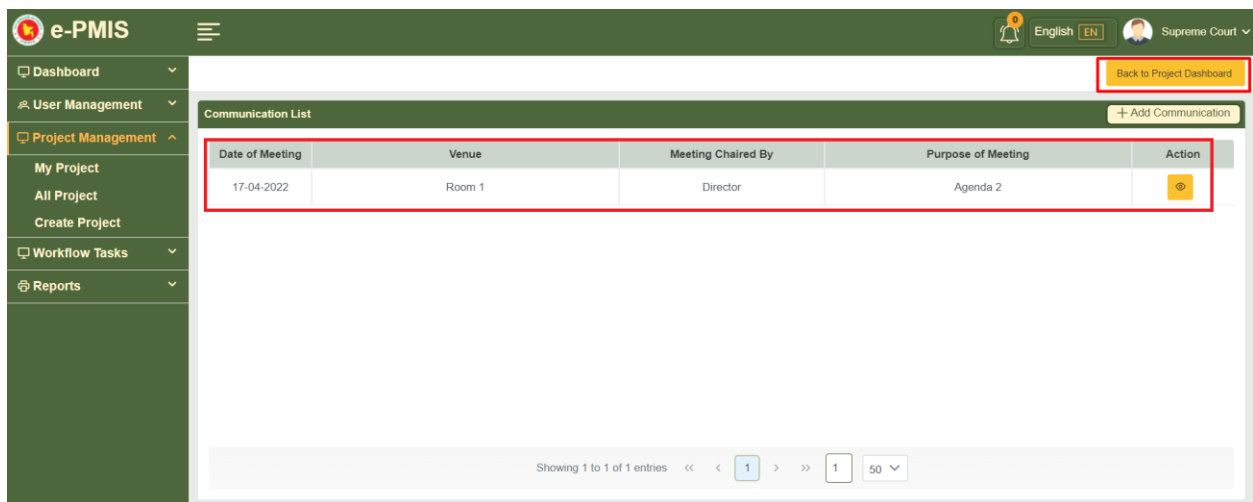
**Figure 7.13**

**7.14** After this user will save the form and user will be notified, then user will click 'Back to Project Dashboard' as shown in figure in 7.14



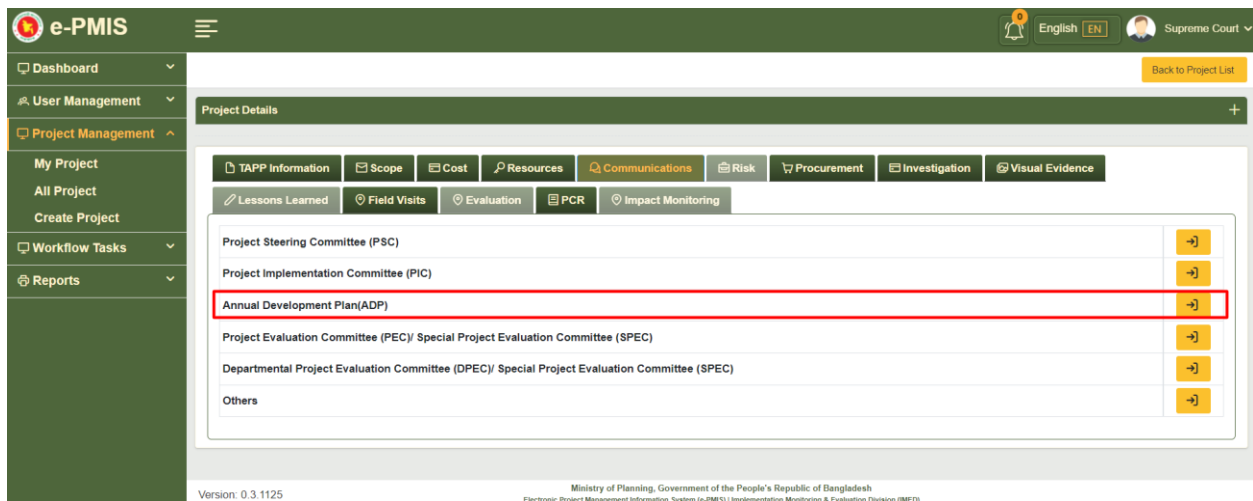
**Figure 7.14**

**7.15** After back to Dashboard user can see the saved form and finally again click 'Back to Project Dashboard' to access next tab as shown in figure 3f.



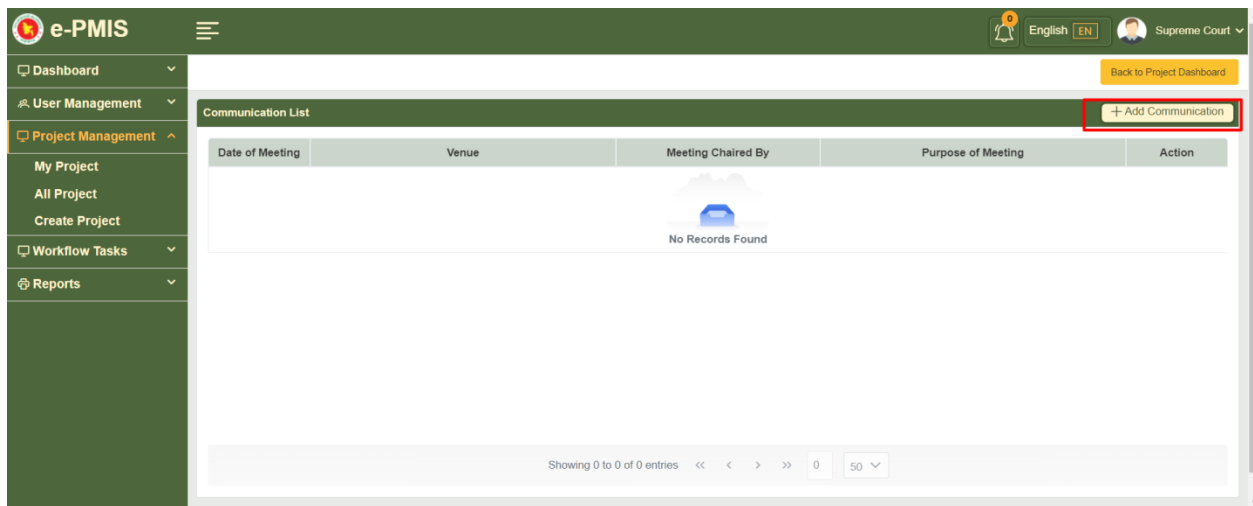
**Figure 7.15**

**7.16** Now user will click 'Annual Development Plan (ADP)' on the Dashboard as shown in figure 7.16



**Figure 7.16**

**7.17** Now after accessing this tab user will click 'Add Communication' to add communication as shown in figure 3



**Figure 7.17**

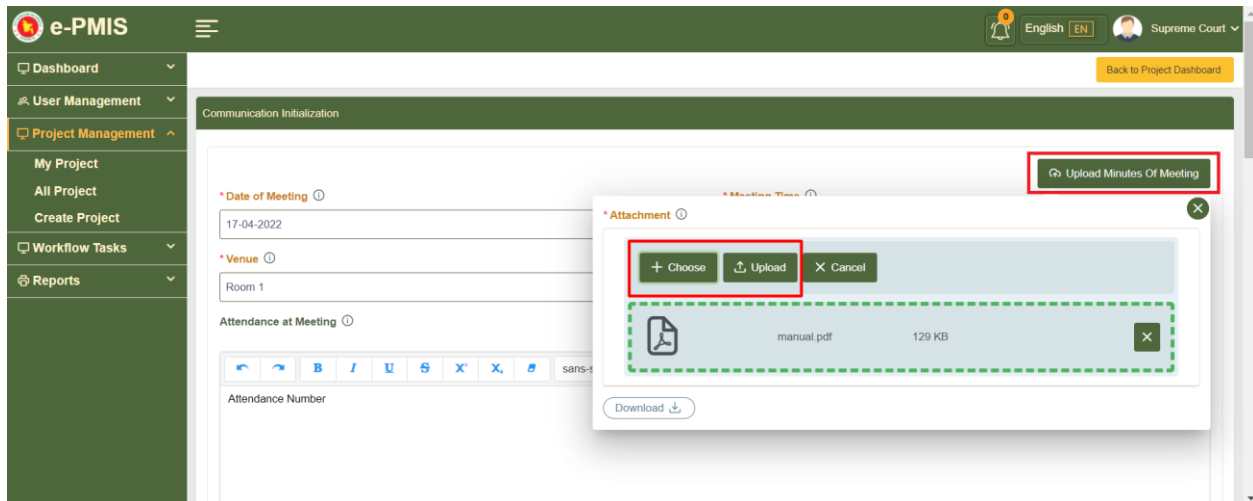
**7.18** Now user will put the input and fill up the form as shown in figure 7.18



**Figure 7.18**

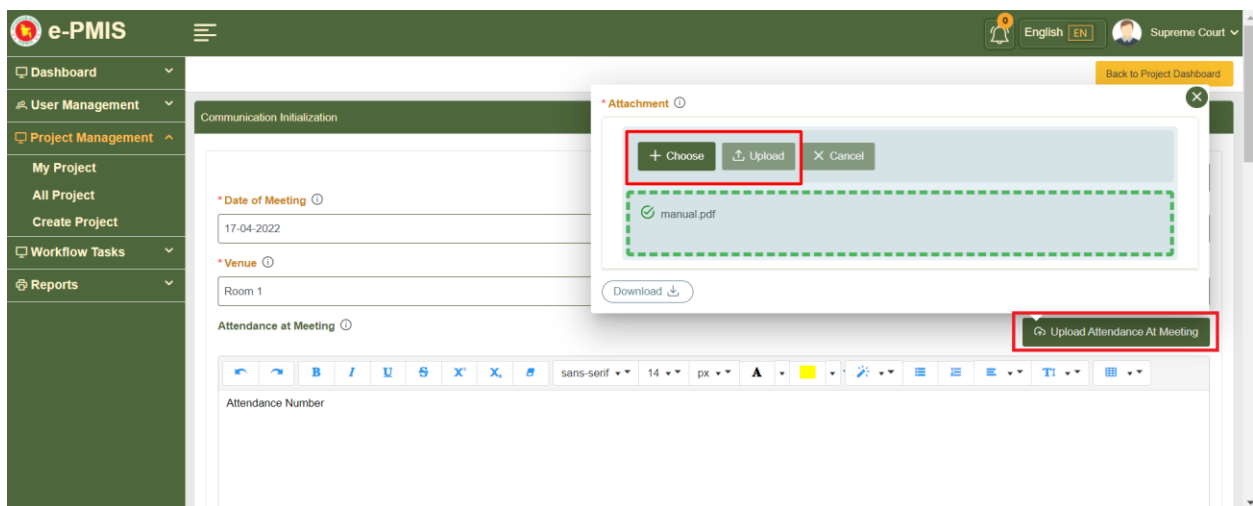
**Figure 7.18**

**7.19** Now user will attach minutes of meetings as shown in figure 7.19



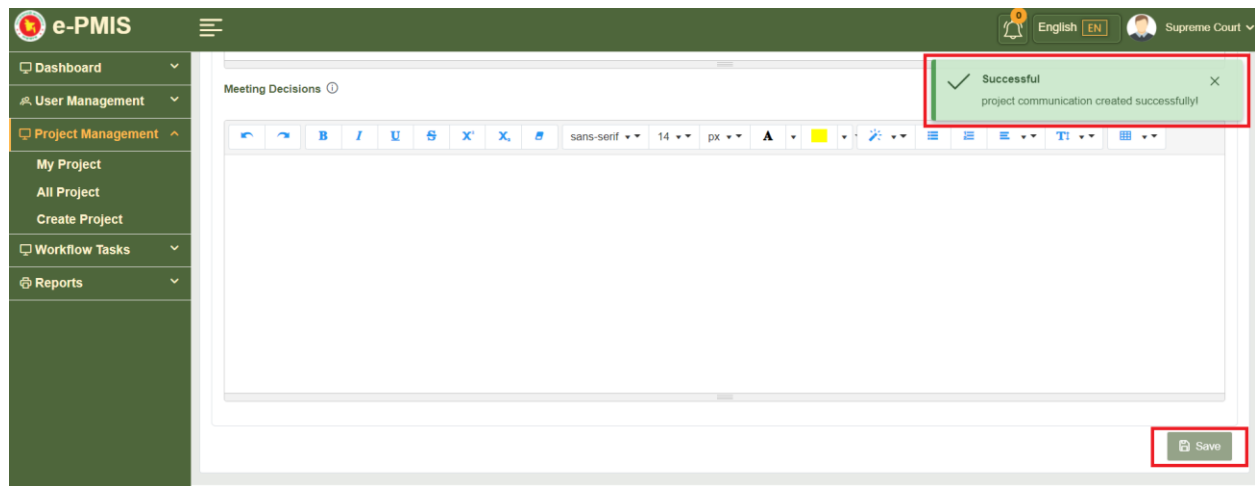
**Figure 7.19**

**7.20** Then user will attach meeting attendance as shown in figure 7.20



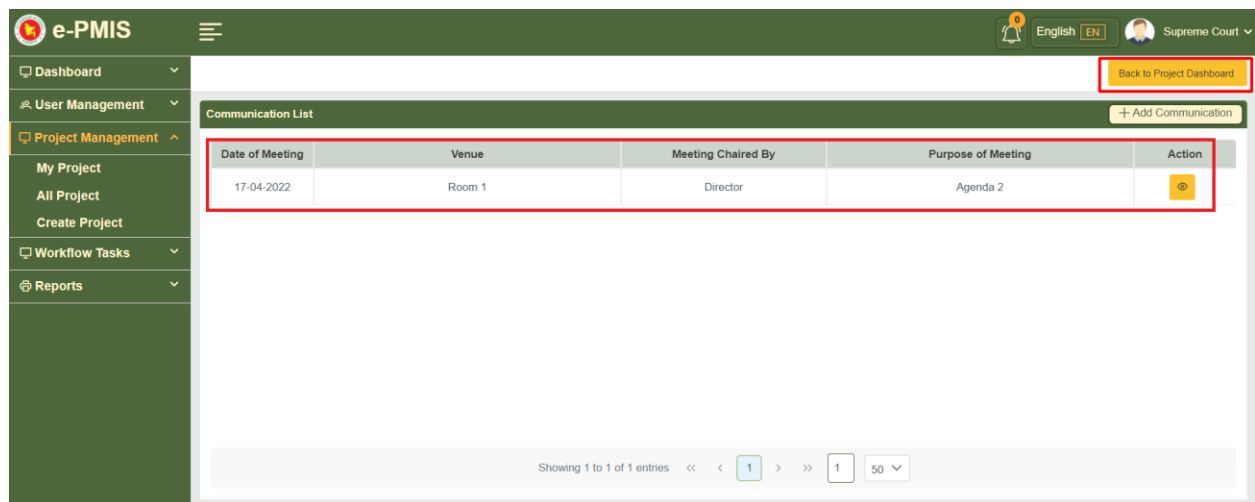
**Figure 7.20**

**7.21** After this user will save the form and user will be notified, then user will click 'Back to Project Dashboard' as shown in figure in 7.21



**Figure 7.21**

**7.22** After back to Dashboard user can see the saved form and finally again click 'Back to Project Dashboard' to access next tab as shown in figure 7.22



**Figure 7.22**

**7.23** Now user will click 'Project Evaluation Committee (PEC)/ Special Project Evaluation Committee (SPEC)' on the Dashboard as shown in figure 7.23

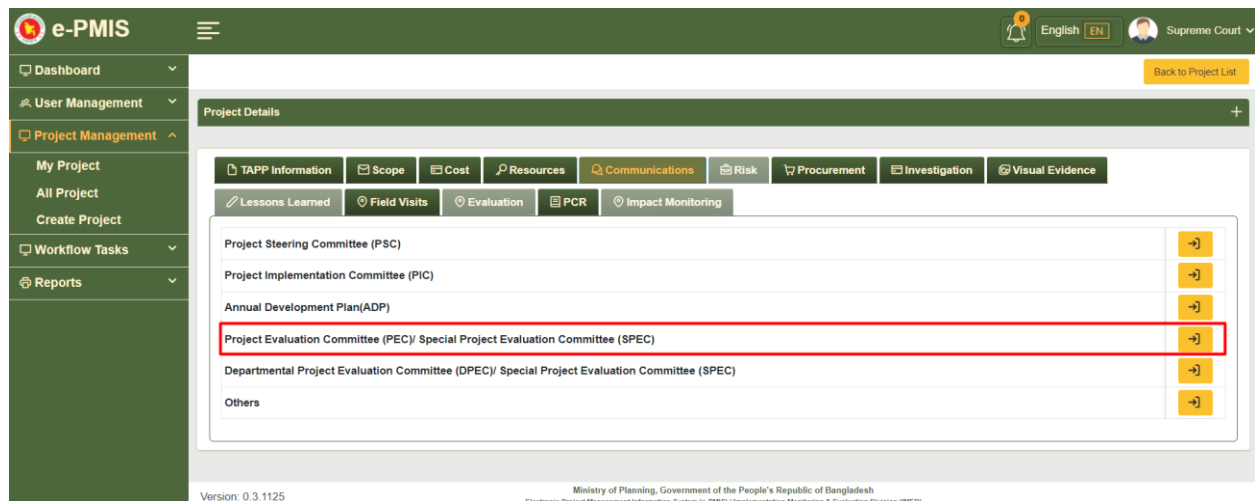


Figure 7.23

7.24 Now after accessing this tab user will click 'Add Communication' to add communication as shown in figure 7.24

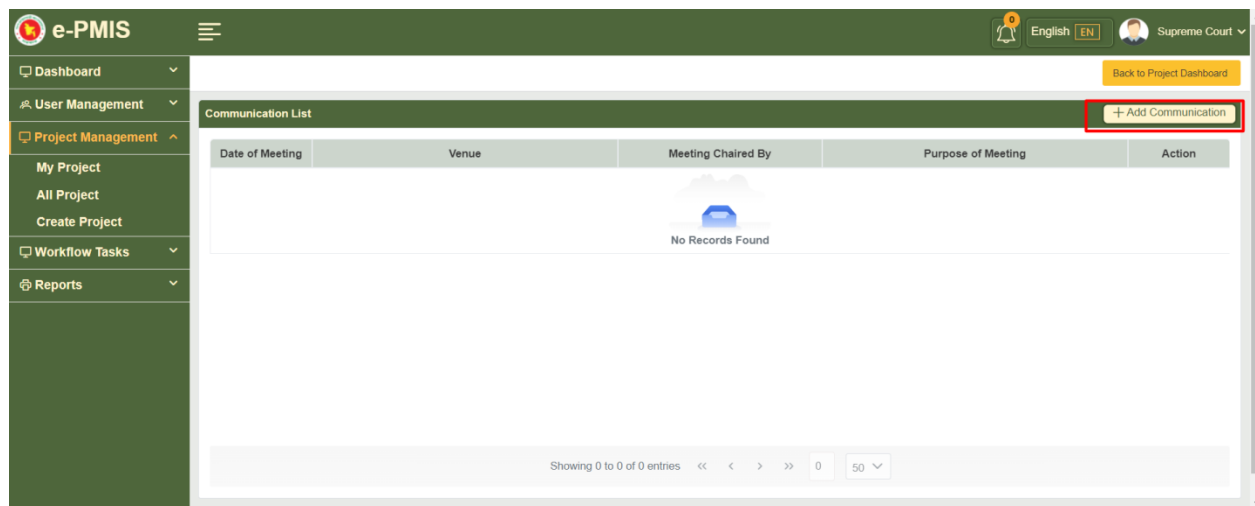


Figure 7.24

7.25 Now user will put the input and fill up the form as shown in figure 7.25



7.26 Now user will attach minutes of meetings as shown in figure 7.26

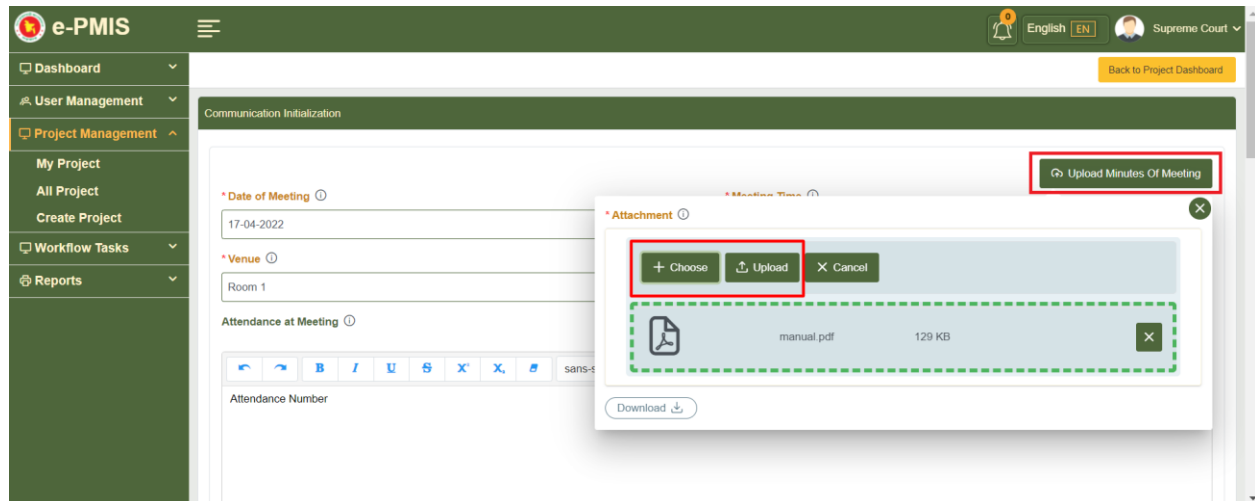


Figure 7.26

7.27 Then user will attach meeting attendance as shown in figure 7.27

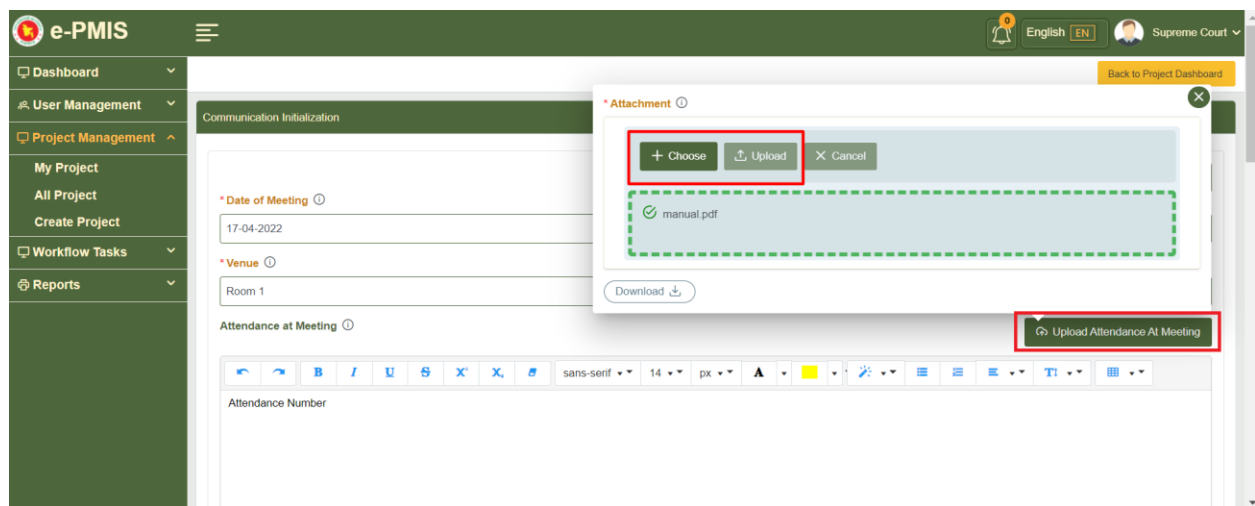
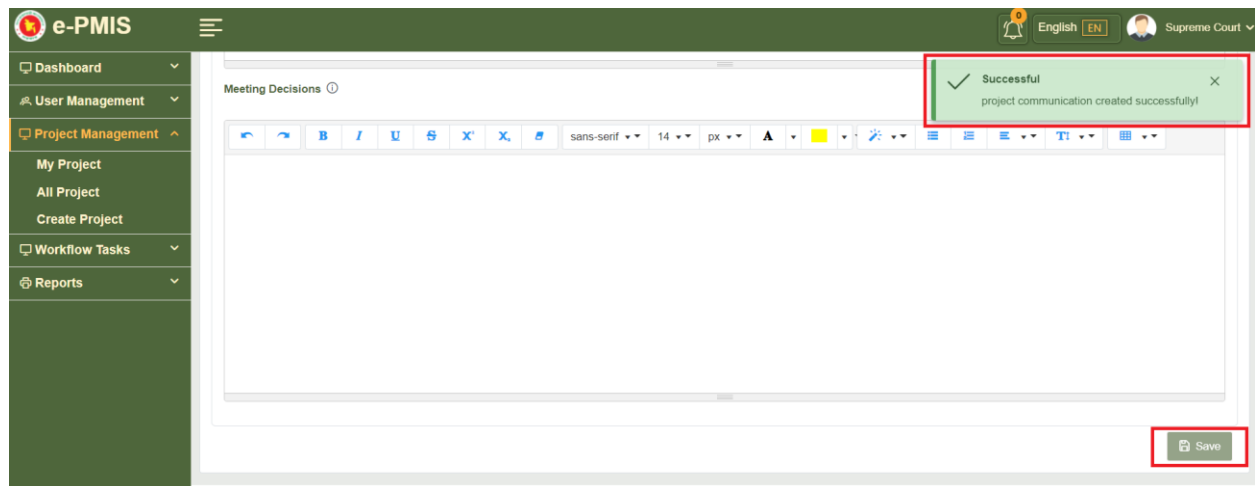


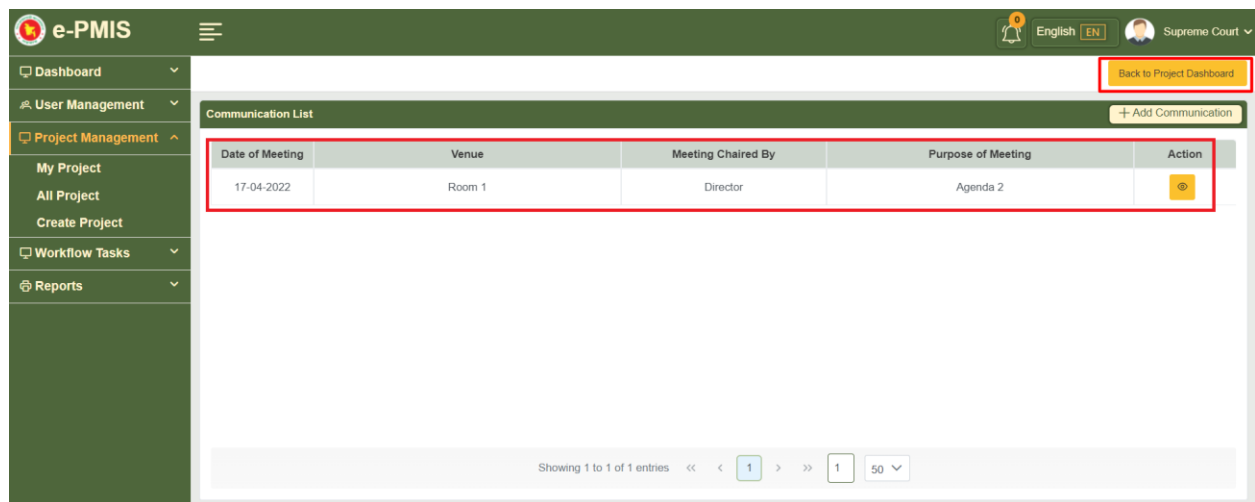
Figure 7.27

7.28 After this user will save the form and user will be notified, then user will click 'Back to Project Dashboard' as shown in figure in 7.28



**Figure 7.29**

**7.30** After back to Dashboard user can see the saved form and finally again click ‘Back to Project Dashboard’ to access next tab as shown in figure 7.30



**Figure 7.30**

**7.31** Now user will click ‘Departmental Project Evaluation Committee (DPEC)/ Special Project Evaluation Committee (SPEC)’ on the Dashboard as shown in figure 7.31

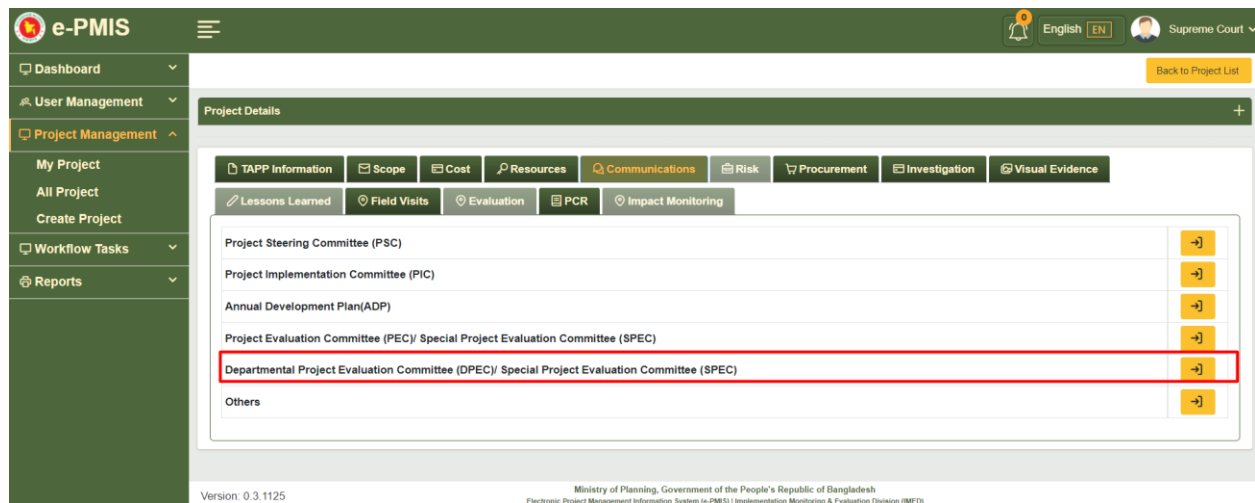


Figure 7.31

7.32 Now after accessing this tab user will click ‘Add Communication’ to add communication as shown in figure 6a

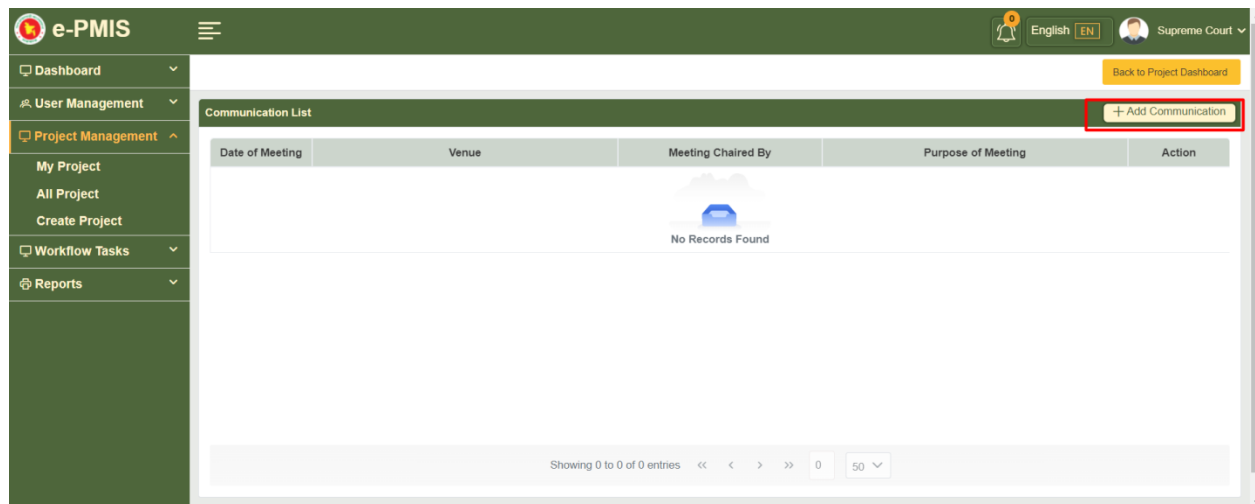


Figure 7.32

7.33 Now user will put the input and fill up the form as shown in figure 7.33





7.34 Now user will attach minutes of meetings as shown in figure 7.34

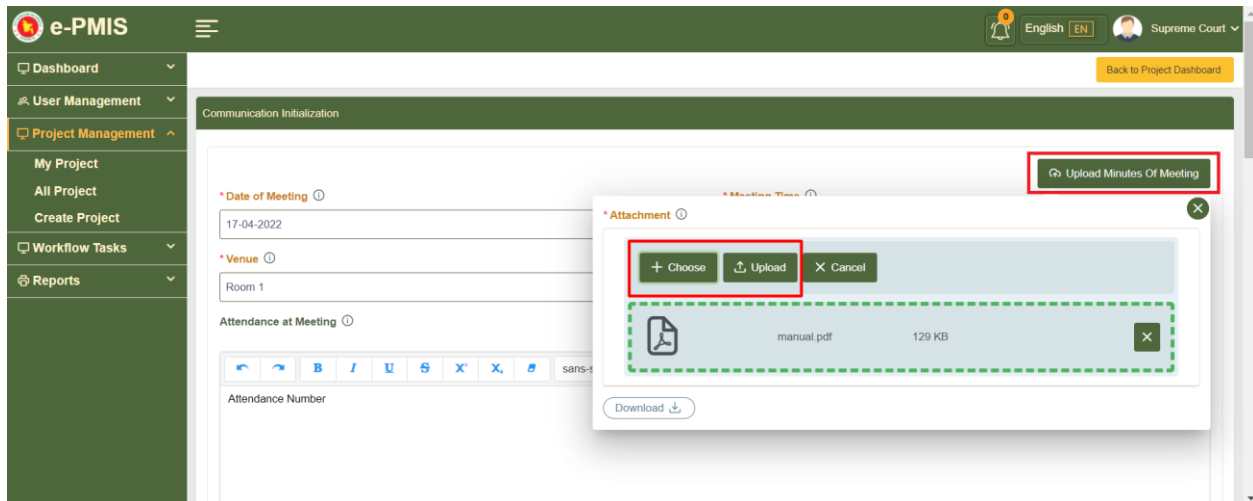


Figure 7.34

7.35 Then user will attach meeting attendance as shown in figure 7.35

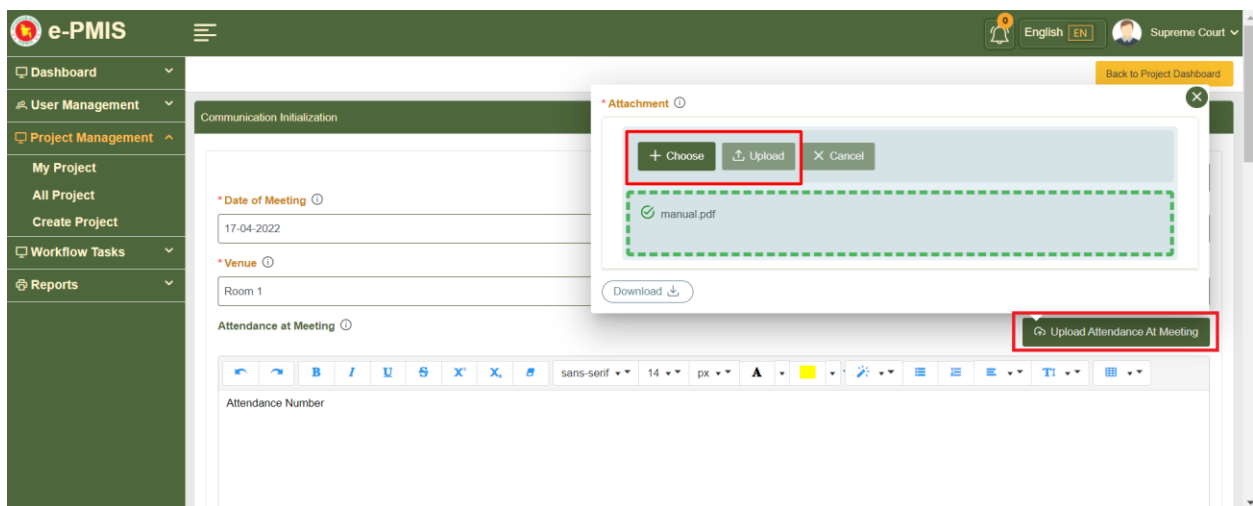


Figure 7.35

7.36 After this user will save the form and user will be notified, then user will click 'Back to Project Dashboard' as shown in figure in 7.36

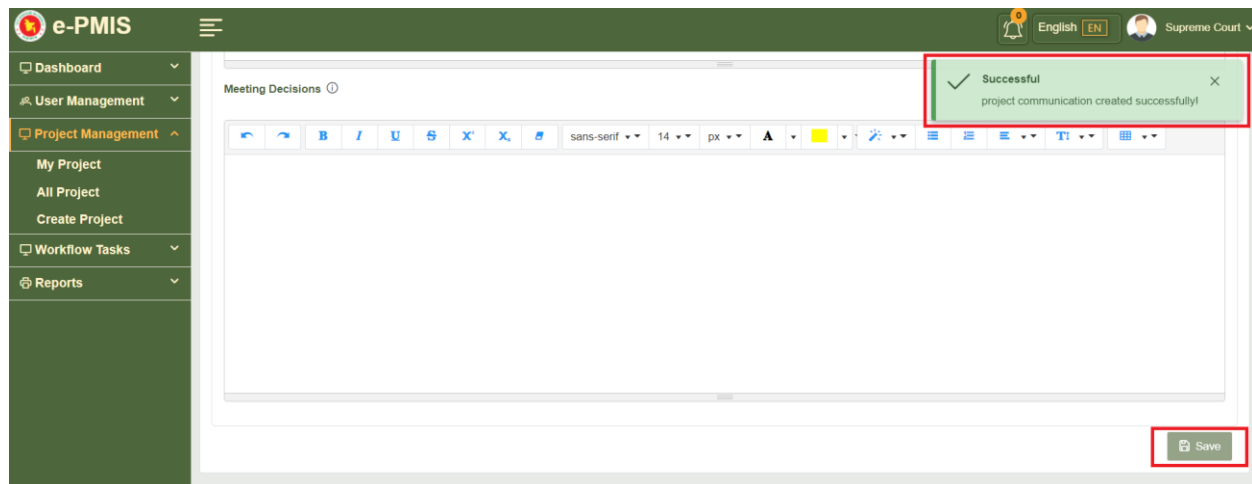


Figure 7.36

**7.37** After back to Dashboard user can see the saved form and finally again click 'Back to Project Dashboard' to access next tab as shown in figure 7.37

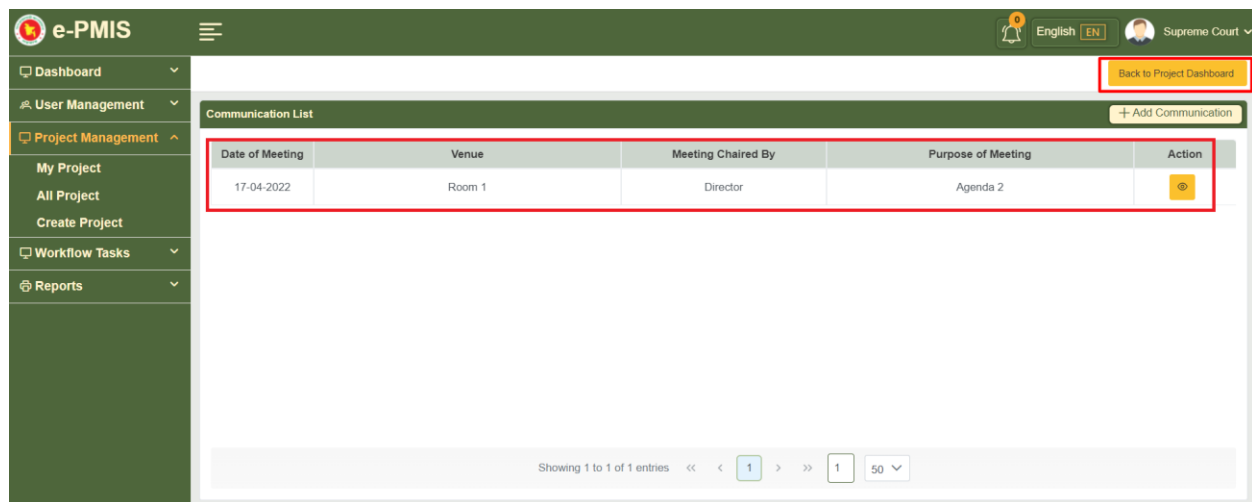
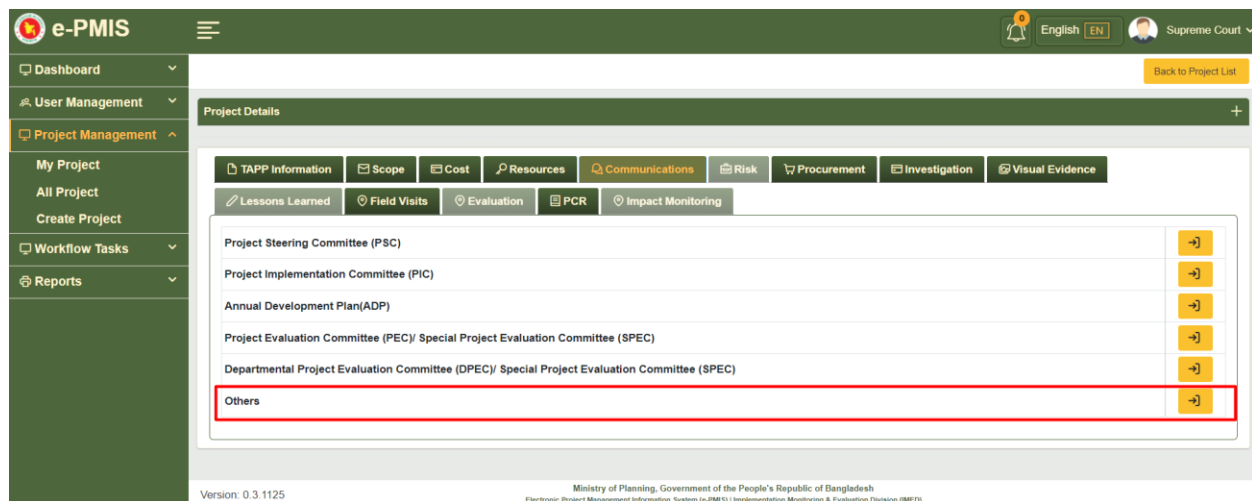


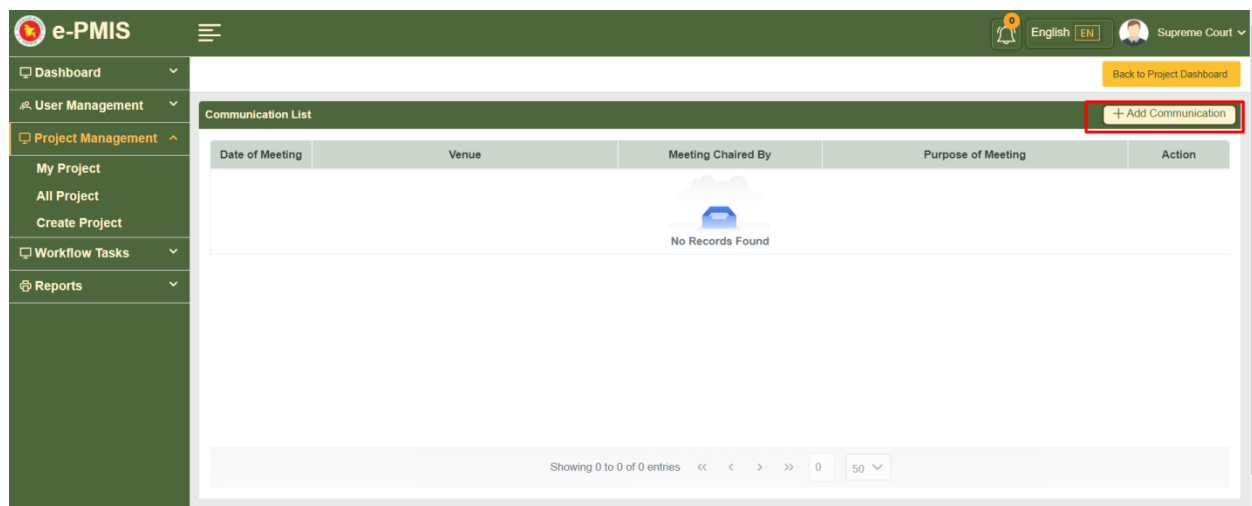
Figure 7.37

**7.38** Now user will click 'Others' on the Dashboard as shown in figure 7.38



**Figure 7.38**

**7.39** Now after accessing this tab user will click ‘Add Communication’ to add communication as shown in figure 7a



**Figure 7.39**

**7.40** Now user will put the input and fill up the form as shown in figure 7.40



7.41 Now user will attach minutes of meetings as shown in figure 7.41

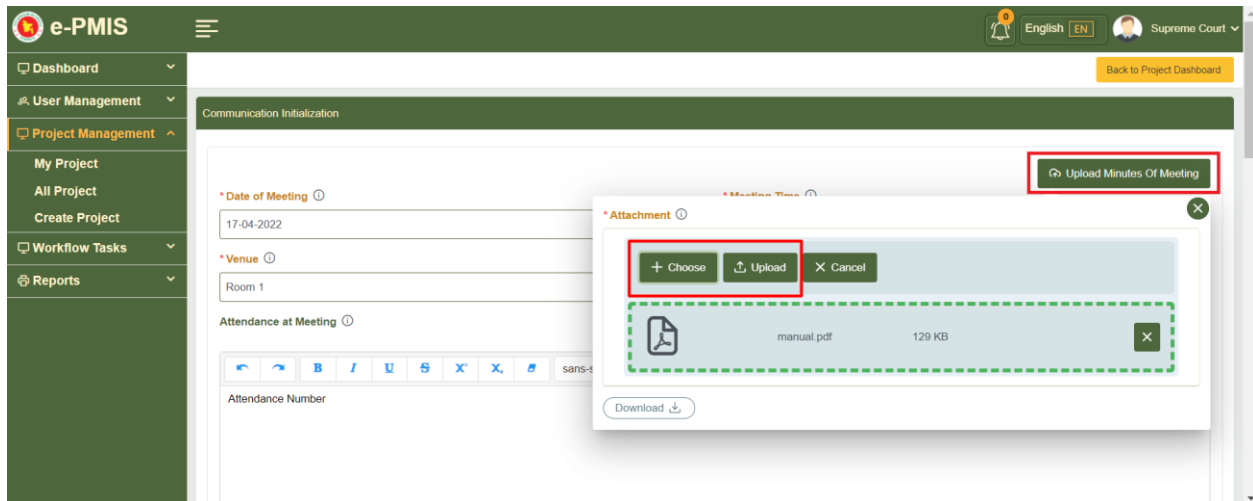


Figure 7c

7.42 Then user will attach meeting attendance as shown in figure 7.42

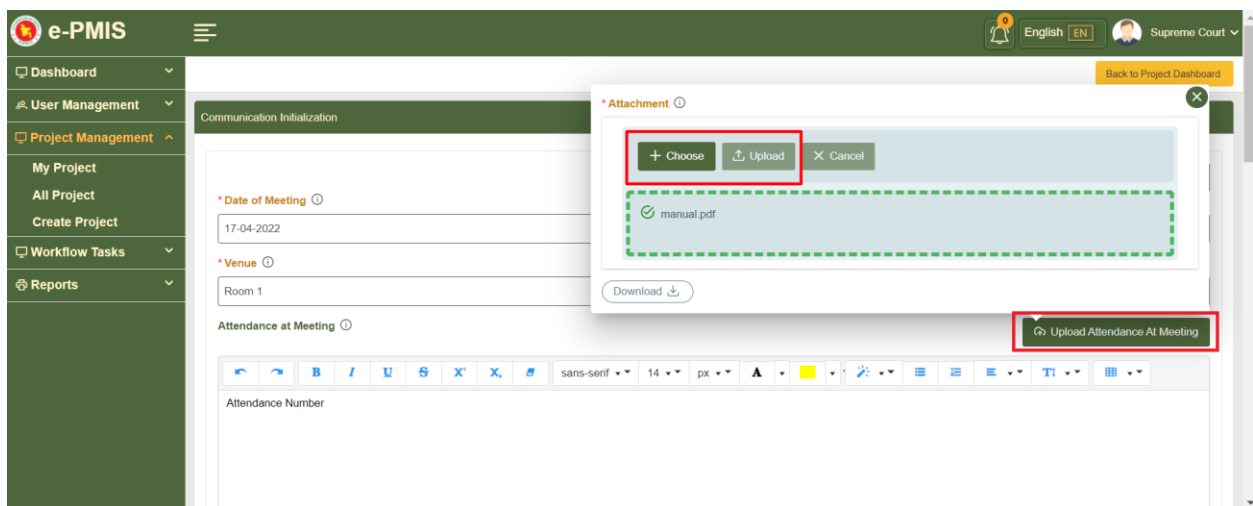


Figure 7.42

7.43 After this user will save the form and user will be notified, then user will click 'Back to Project Dashboard' as shown in figure in 7.43

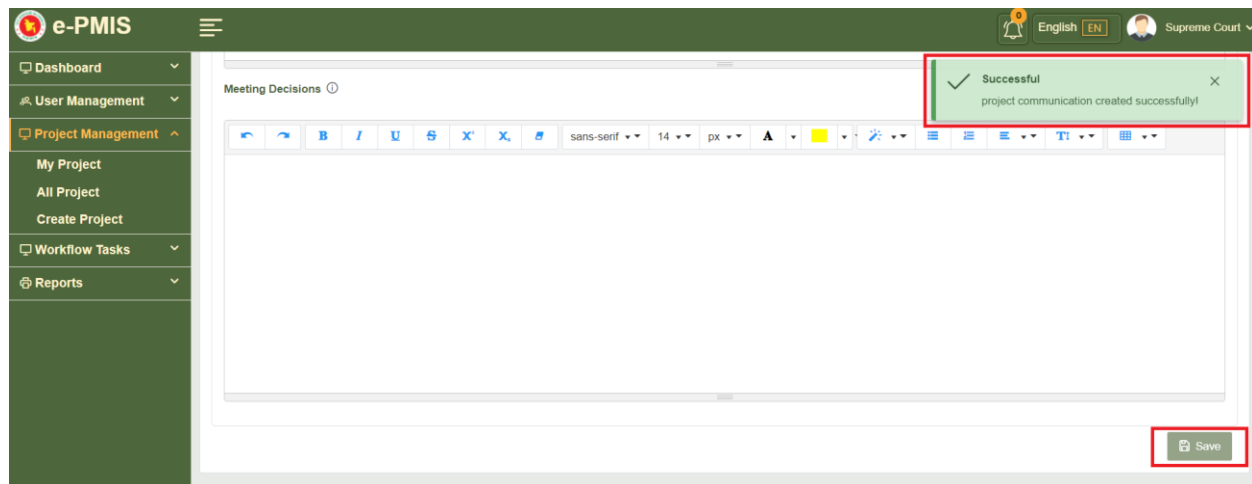


Figure 7.43

**7.44** After back to Dashboard user can see the saved form as shown in figure 7.44

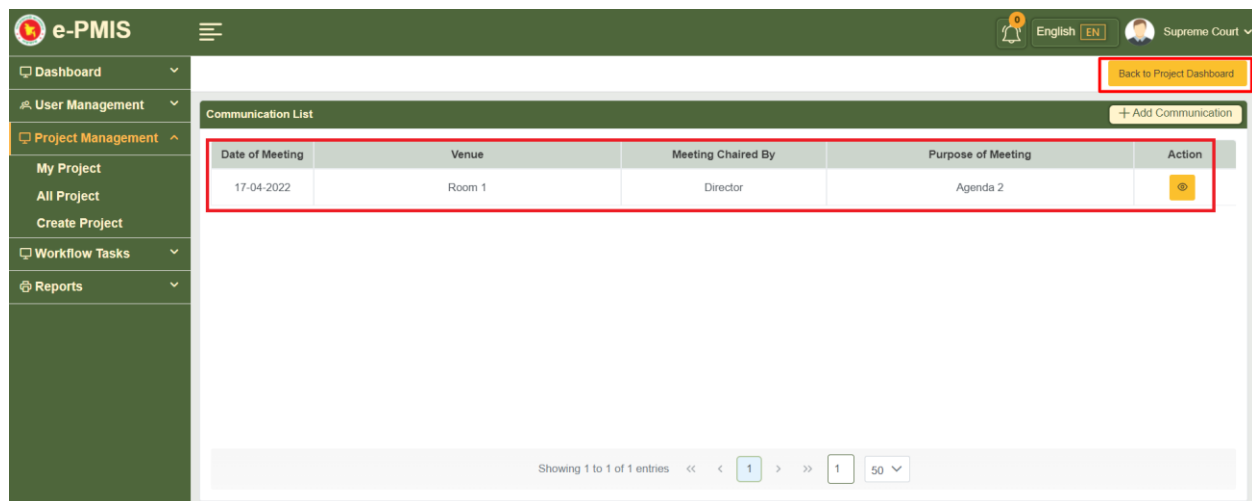
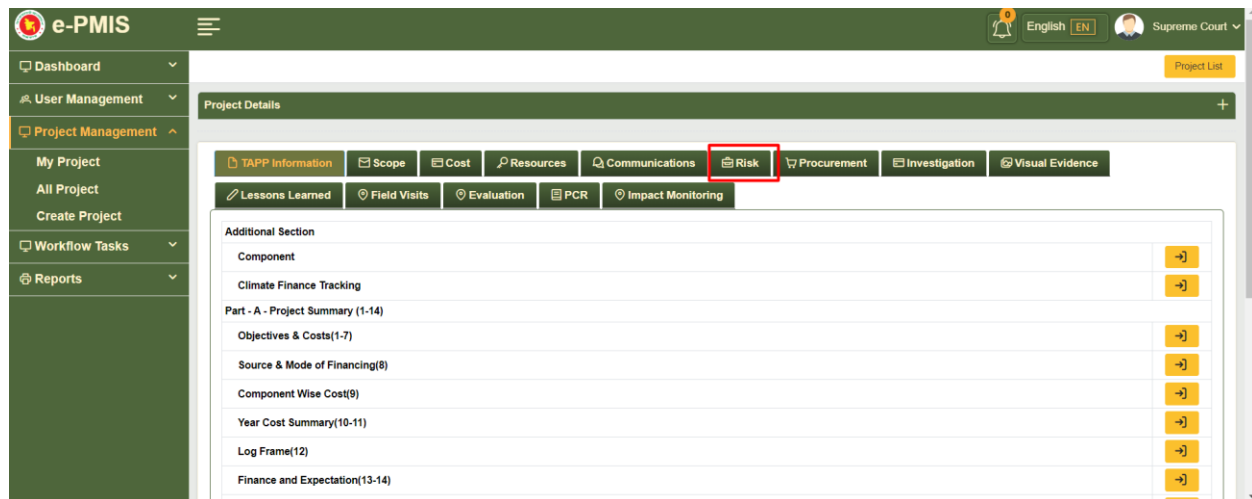


Figure 7.44

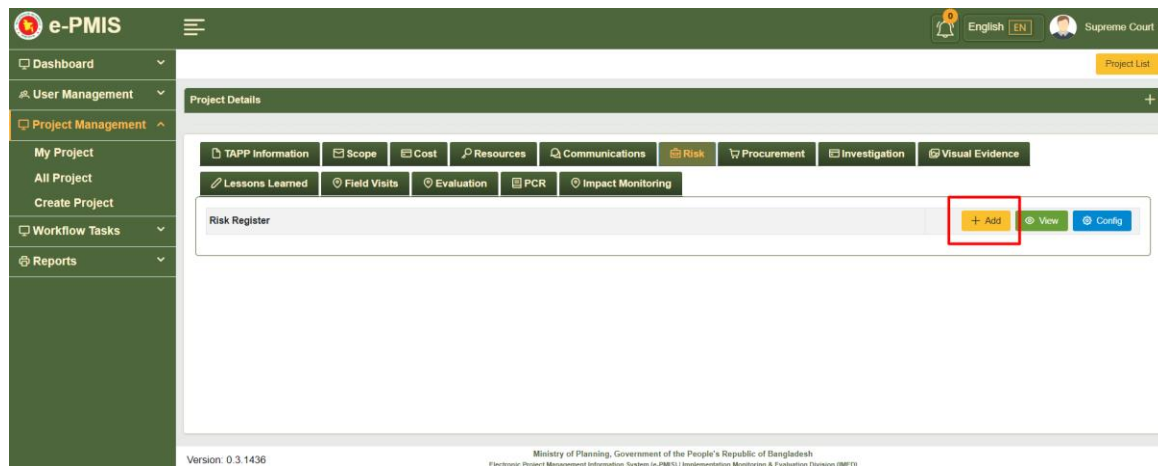
## 8. Risk (Entering risk description and assigning risk owners )

**8.1** Now from the Project Dashboard and click 'Risk' tab as shown in figure 8.1



**Figure 8.1**

Now Risk Register will appear where user can add information by clicking 'Add' button as shown in figure 8.2



**Figure 8.2**

After clicking 'Add' button a form will appear and user will put required information in several fields and after that click 'Save' button and finally click 'Risk Register' at the top right of the window as shown in figure 8.3



**e-PMIS** | English | Supreme Court

**Dashboard** | **User Management** | **Project Management** | **Workflow Tasks** | **Reports**

**Add Risk Identification**

**Risk Identification & Description**

Code \* 1234

Title \* Title 1

Identification Date \* 03-07-2022

Risk Owner \* PD

Description

**Response Plan**

**Mitigation plan**

Normal Plan A

**Contingency plan**

Normal Plan B

**Save**

Version: 0.3.1436

Ministry of Planning, Government of the People's Republic of Bangladesh  
Electronic Project Management Information System (e-PMIS) | Implementation Monitoring & Evaluation Division (IMED)

**Figure 8.3**

Now user will again return to the risk tab, here user will be able to see the added information by clicking 'View' button as shown in figure 8.4

**e-PMIS** | English | Supreme Court

**Dashboard** | **User Management** | **Project Management** | **Workflow Tasks** | **Reports**

**Project Details**

TAPP Information | Scope | Cost | Resources | Communications | **Risk** | Procurement | Investigation | Visual Evidence

Lessons Learned | Field Visits | Evaluation | PCR | Impact Monitoring

**Risk Register**

+ Add | **View** | + Config

Version: 0.3.1436

Ministry of Planning, Government of the People's Republic of Bangladesh  
Electronic Project Management Information System (e-PMIS) | Implementation Monitoring & Evaluation Division (IMED)

**Figure 8.4**

After clicking 'View' a register will appear where user will see the added information and here user can edit or analyze it by clicking drop down menu in the action column as shown in figure 8.5

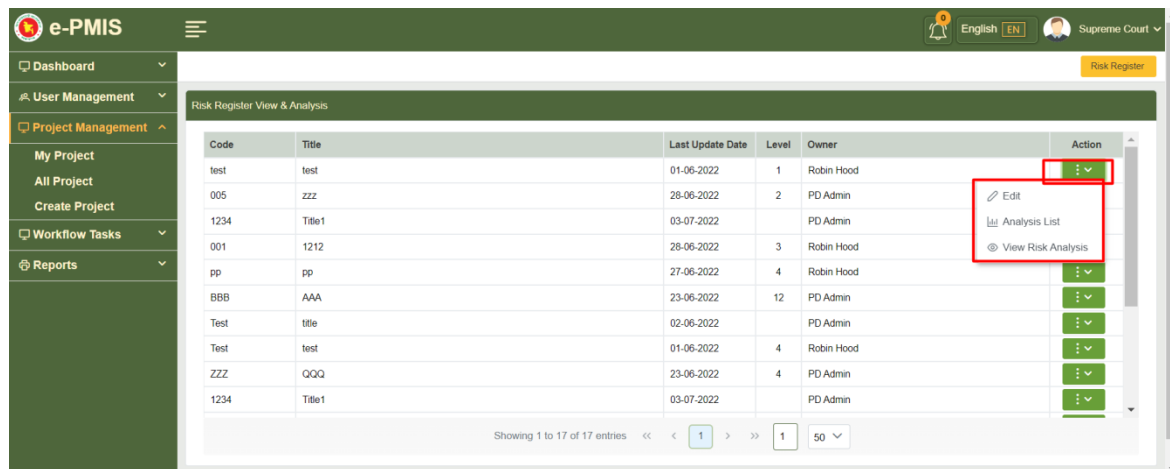


Figure 8.5

User can return to Risk tab by clicking 'Risk Register' tab at the top right corner of the window as shown in figure 8.6

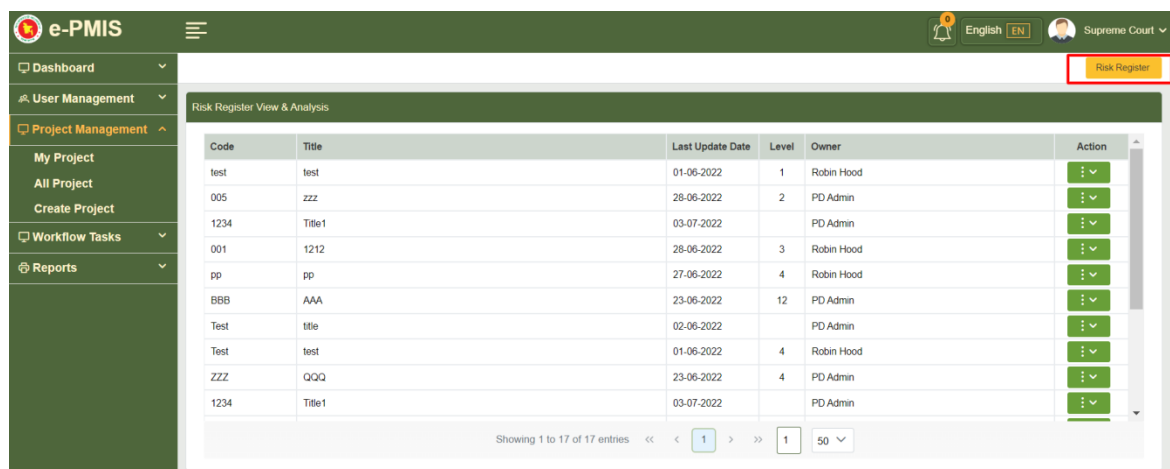


Figure 8.6

Now if user wants to configure any action can do it by clicking 'Config' button then a pop up window will appear where user can put notification time and save as shown in figure 8.7

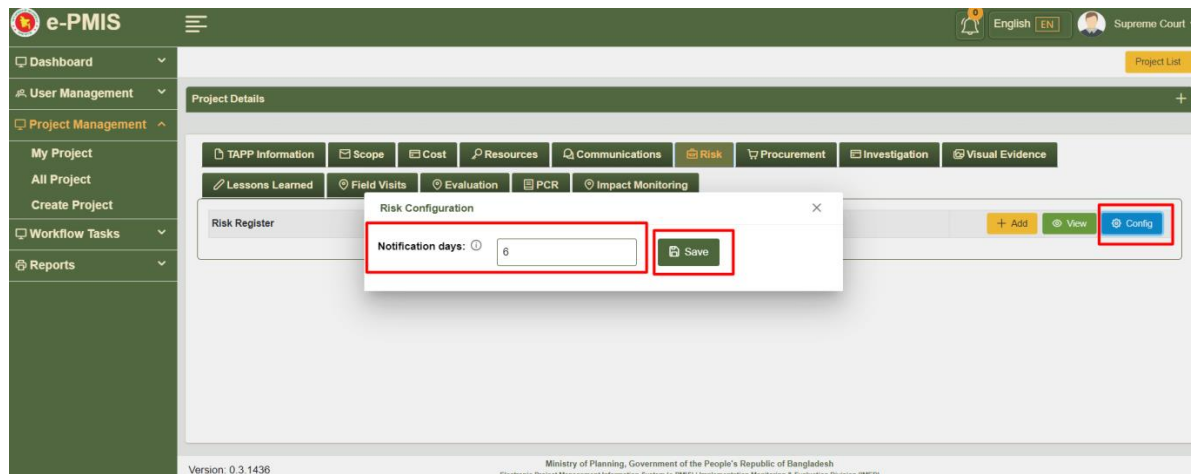


Figure 8.7

After saving a notification will appear as shown in figure 8.8

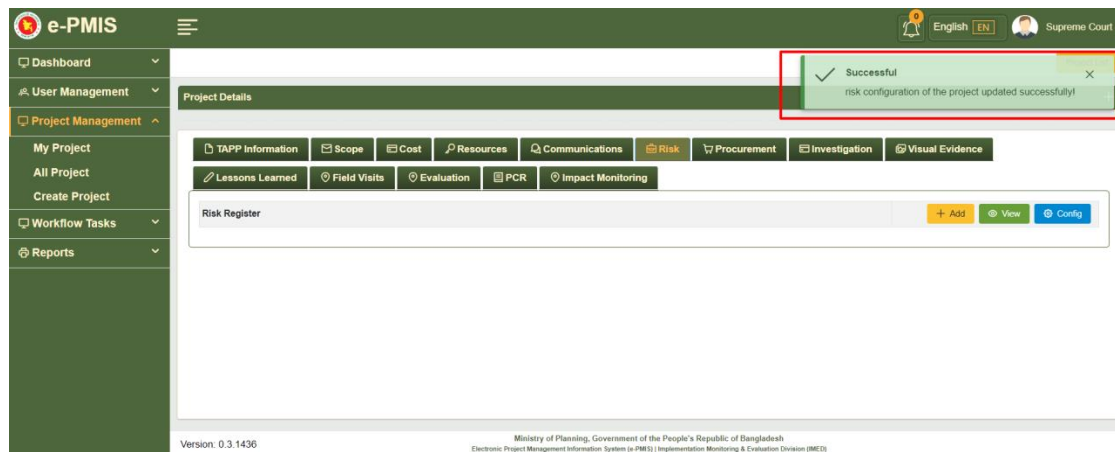
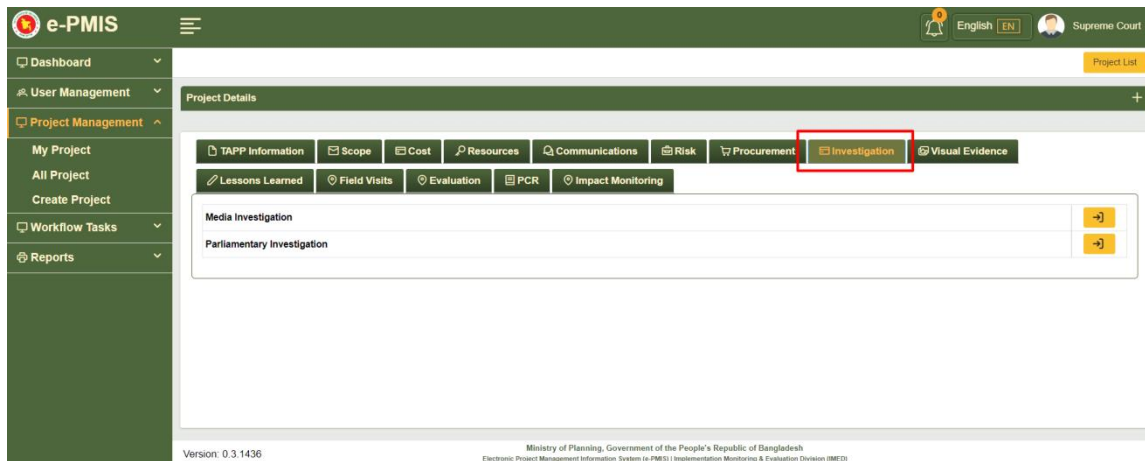


Figure 8.8

## 9. Investigation

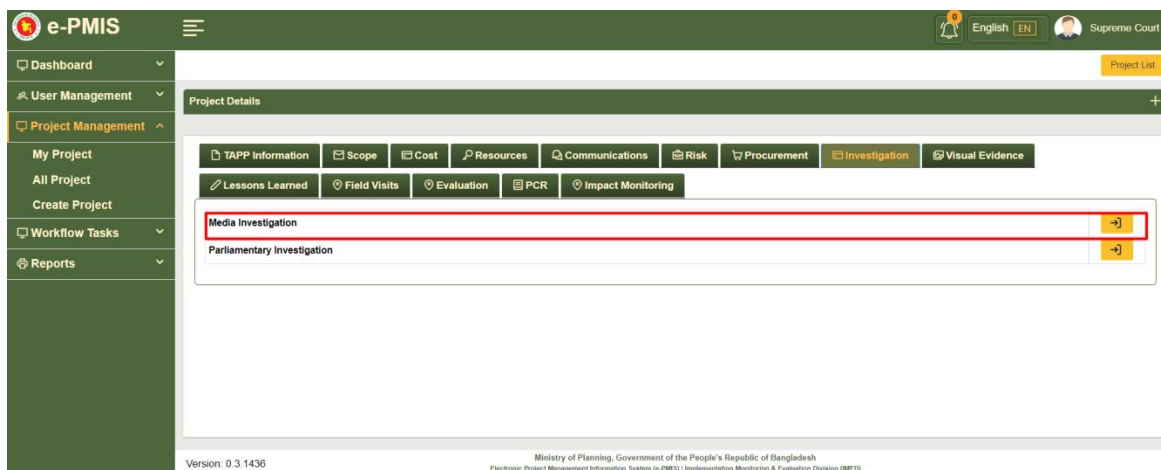
### 9.1 Media Investigation

9.1.1 Now from the Project Dashboard and click 'Investigation' tab as shown in figure 9.1



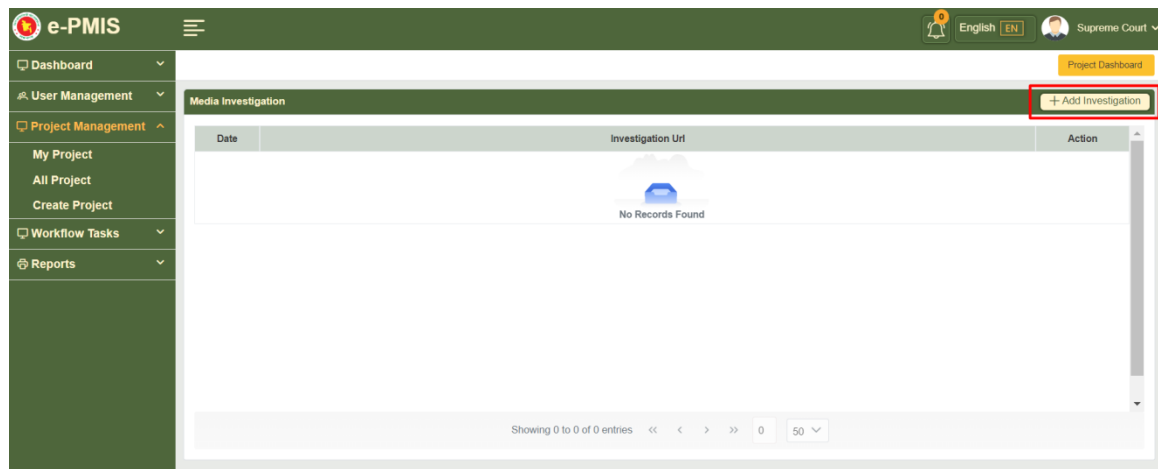
**Figure 9.1**

**9.1.2** Now from the page user need to go Media Investigation shown in figure 9.2



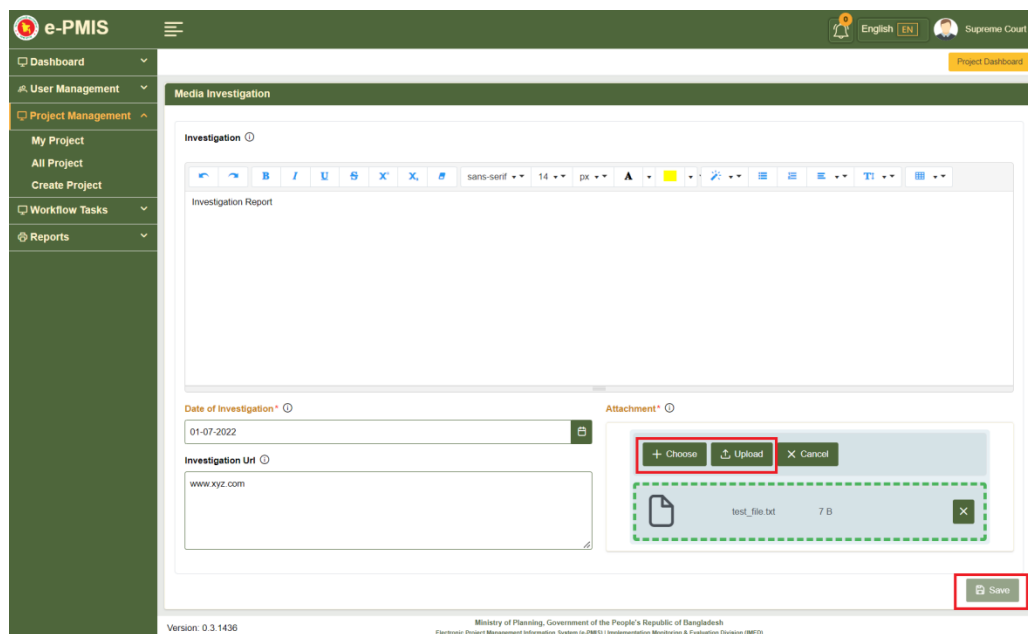
**Figure 9.2**

**9.1.3** After entering this page user need to click 'Add Investigation' in order to put investigation information as shown in figure 9.3



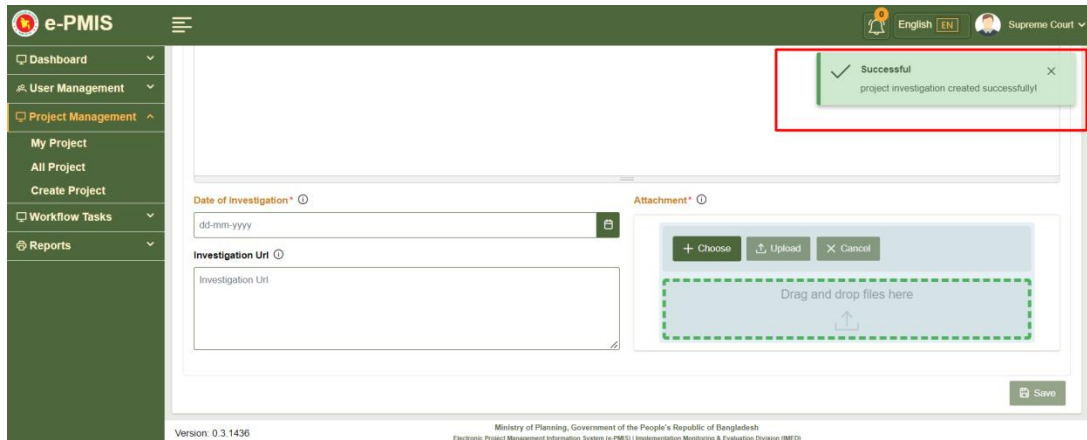
**Figure 9.3**

**9.1.4** Now a form will appear and user will put information, upload file and save the information as shown in figure 9.4



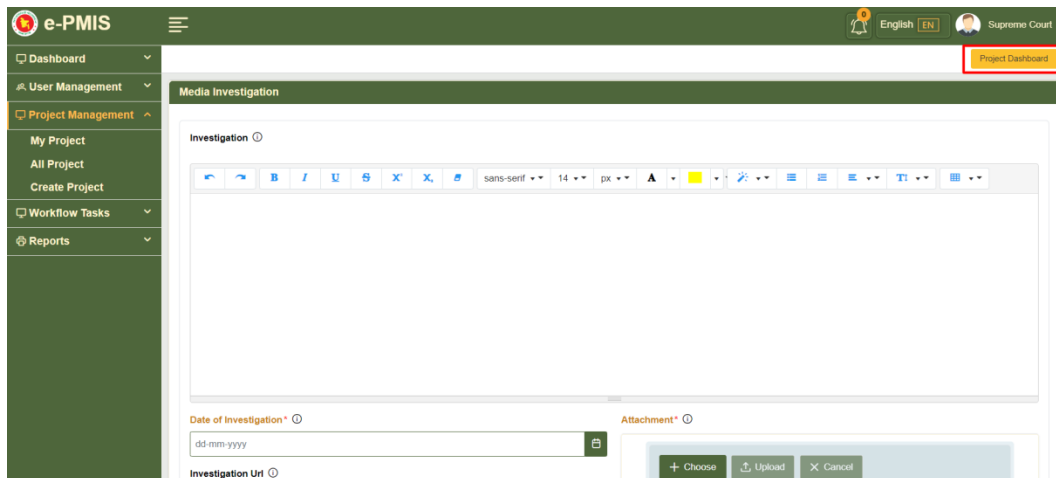
**Figure 9.4**

After saving a notification will appear at the top right of the window as shown in figure 9.5



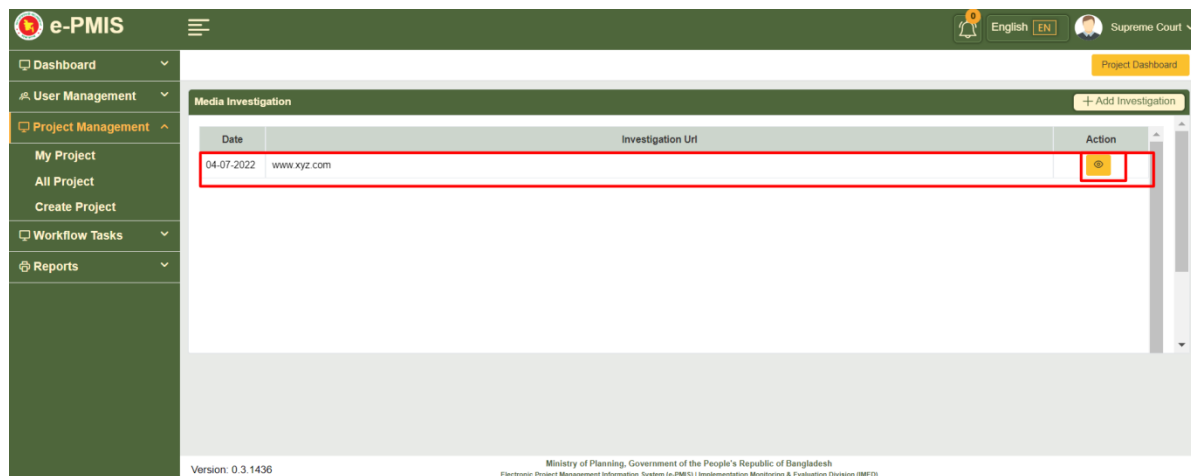
**Figure 9.5**

**9.1.5** Now click the 'Project Dashboard' at the top right of the wiindow in order to return the dashboard again as shown in figure 9.6



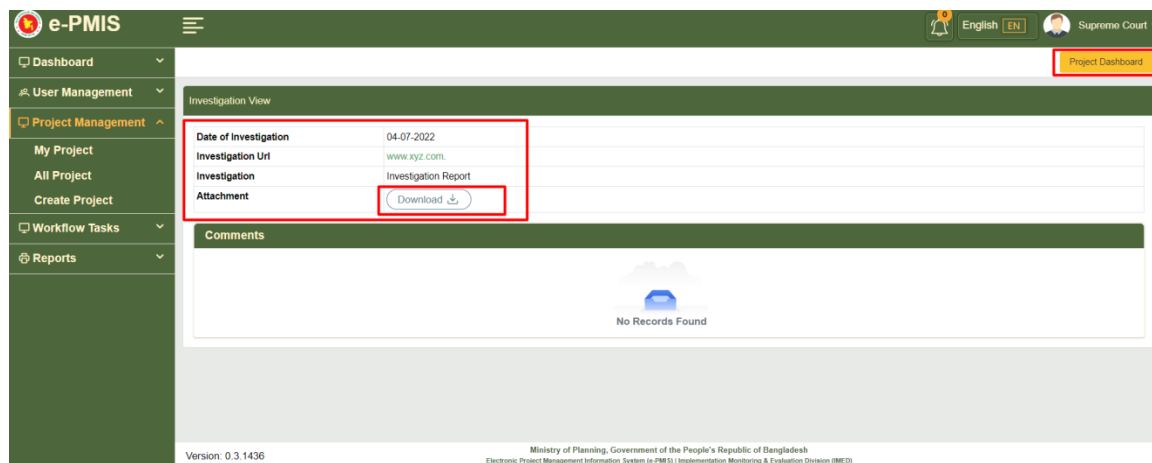
**Figure 9.6**

**9.1.6** Now in order to download the investigation report user needs to click button from the action column from the Dashboard as shown in figure 9.7



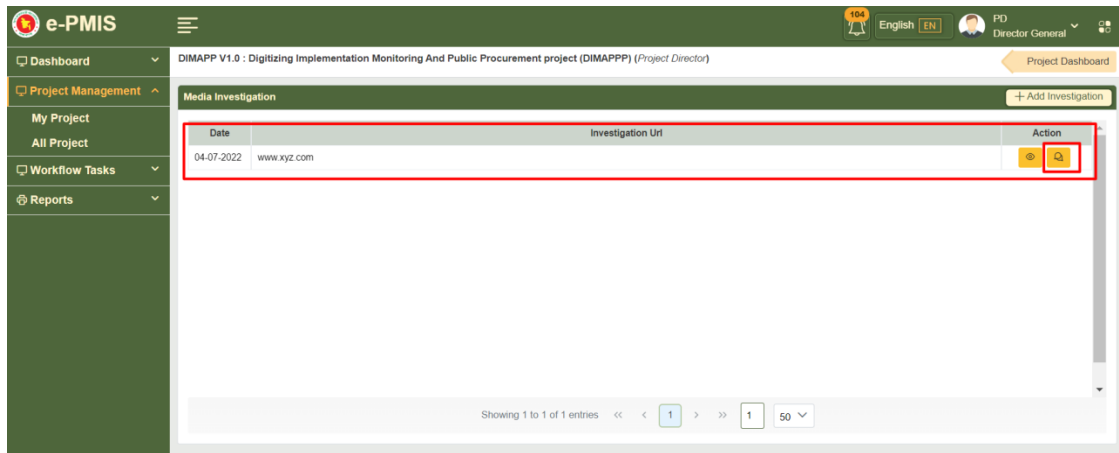
**Figure 9.7**

**9.1.7** After entering this page now user can download the investigation report by clicking ‘Download’ button and after downloading click ‘Project Dashboard’ in order to return to the Dashboard as shown in figure 9.8



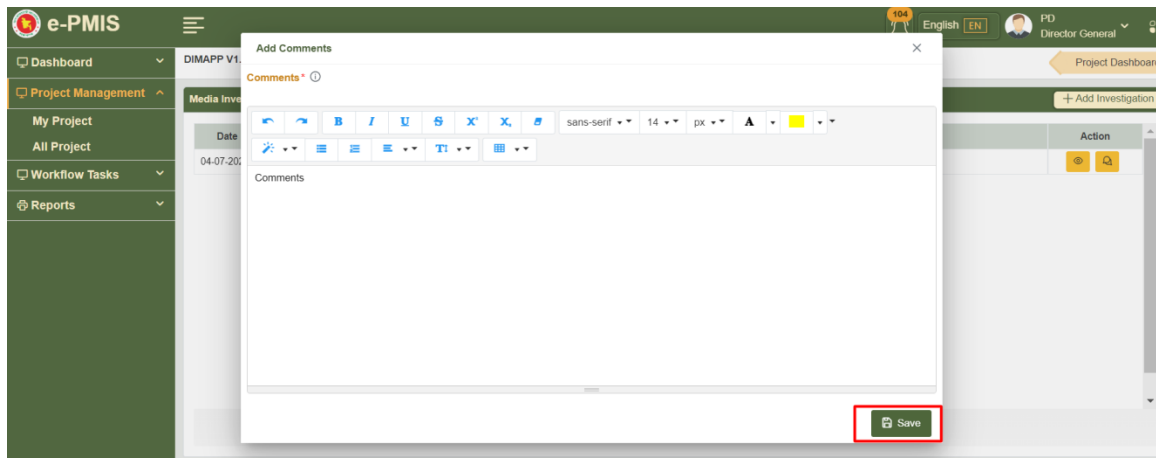
**Figure 9.8**

**9.1.8** Now if user wants to add any comments on investigation report then user can do that by clicking the comment button of the saved report as shown in figure 9.9



**Figure 9.9**

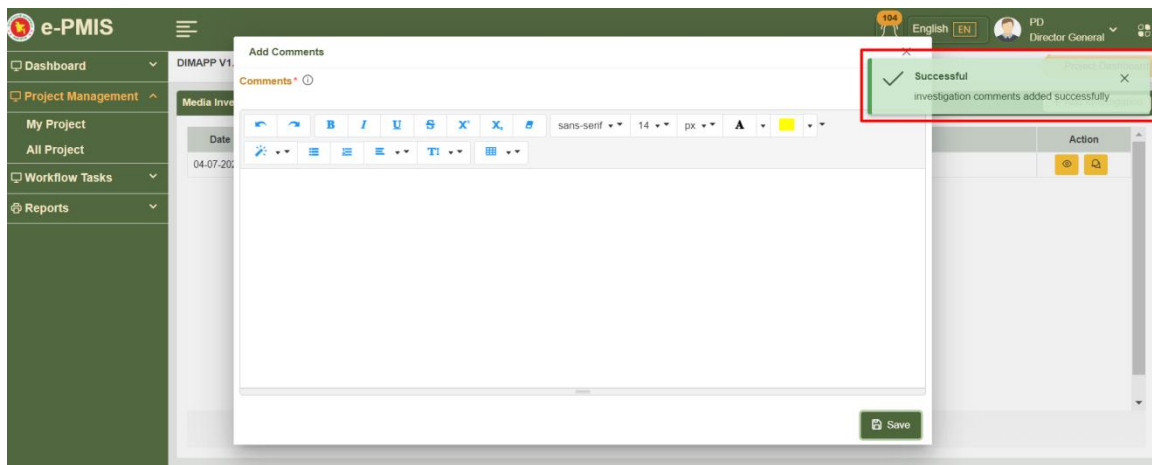
**9.1.9** After clicking comment button a form will appear where user can add comments and then save it as shown in figure 9.10



**Figure 9.10**

After saving a notification will be shown at the top right corner of the window as shown in figure 9.11

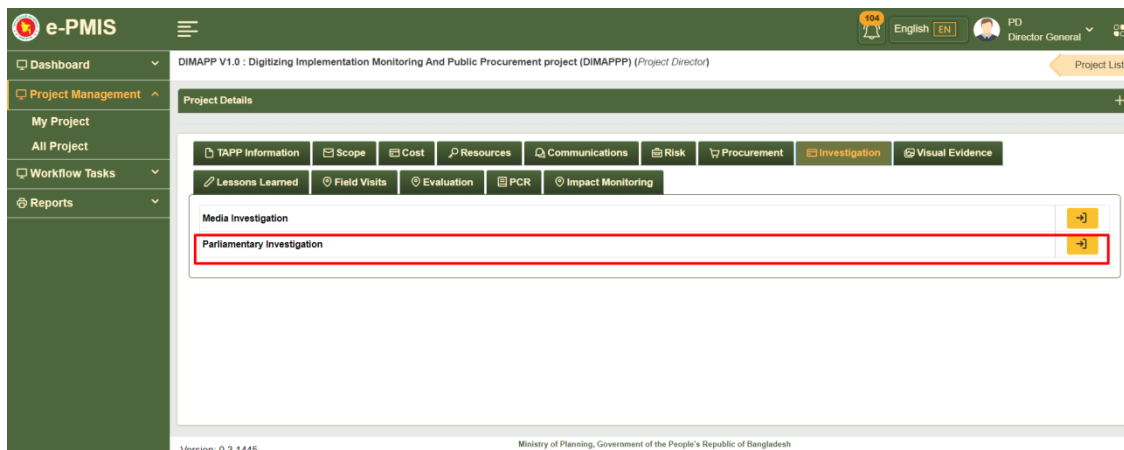




**Figure 9.11**

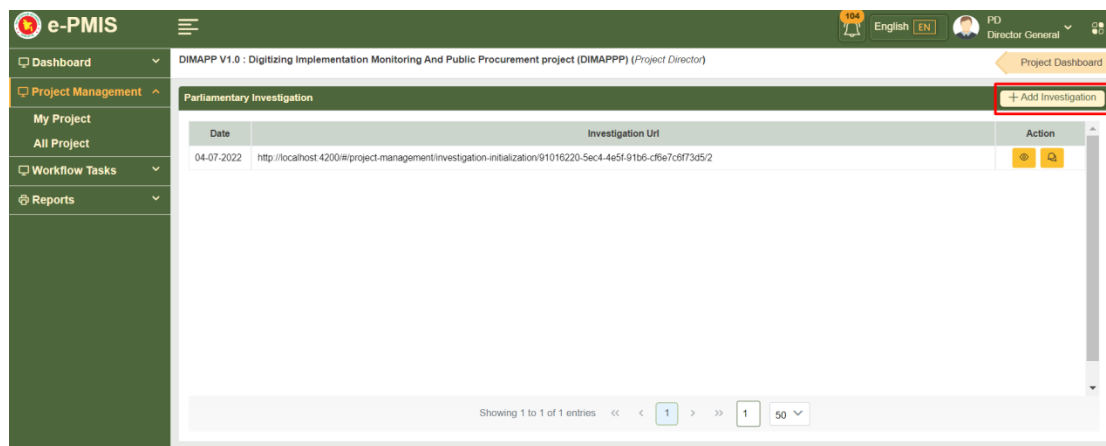
## 9.2 Parliamentary Investigation

**9.2.1** Now from the Dashboard user needs to enter Parliamentary Investigation as shown in figure 9.12



**Figure 9.12**

**9.2.2** After entering this page user need to click 'Add Investigation' in order to put investigation information as shown in figure 9.13



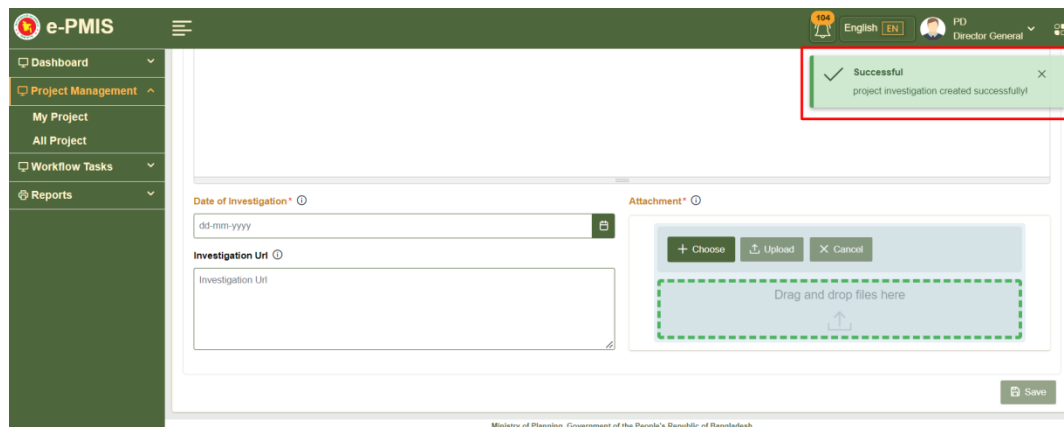
**Figure 9.13**

**9.2.3** Now a form will appear and user will put information, upload file and save the information as shown in figure 9.14

The screenshot shows the 'Parliamentary Investigation' form. It has a header with 'Investigation' and a sub-header 'Investigation Report'. Below this is a rich text editor with a toolbar. The form contains several fields: 'Date of Investigation\*' with the value '12-07-2022', 'Investigation Url\*' with the value 'www.abc.com', and 'Attachment\*'. The 'Attachment\*' section shows a file 'test\_file.txt' with a green checkmark. The 'Choose' and 'Upload' buttons are highlighted with a red box. The 'Save' button is also highlighted with a red box. The footer shows 'Version: 0.3.1445' and 'Ministry of Planning, Government of the People's Republic of Bangladesh'.

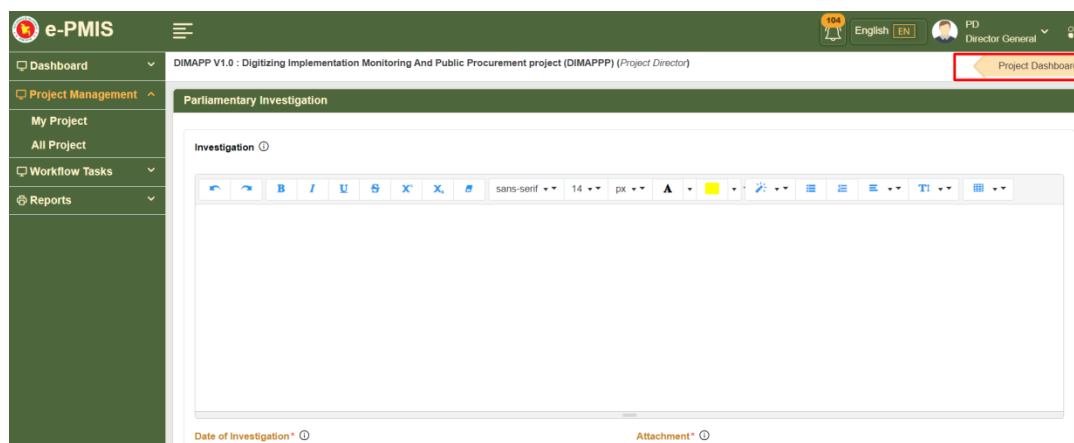
**Figure 9.14**

After saving a notification will appear at the top right of the window as shown in figure 9.15



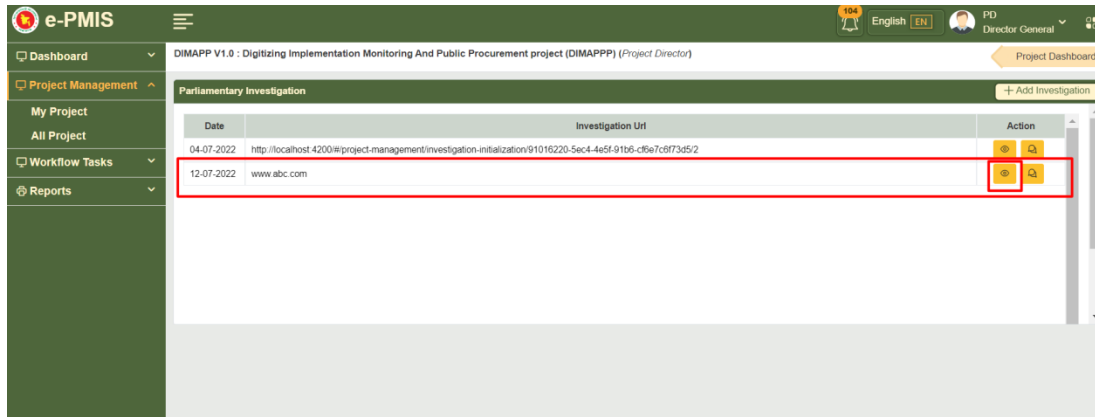
**Figure 9.15**

**9.2.4** Now click the 'Project Dashboard' at the top right of the window in order to return the dashboard again as shown in figure 9.16



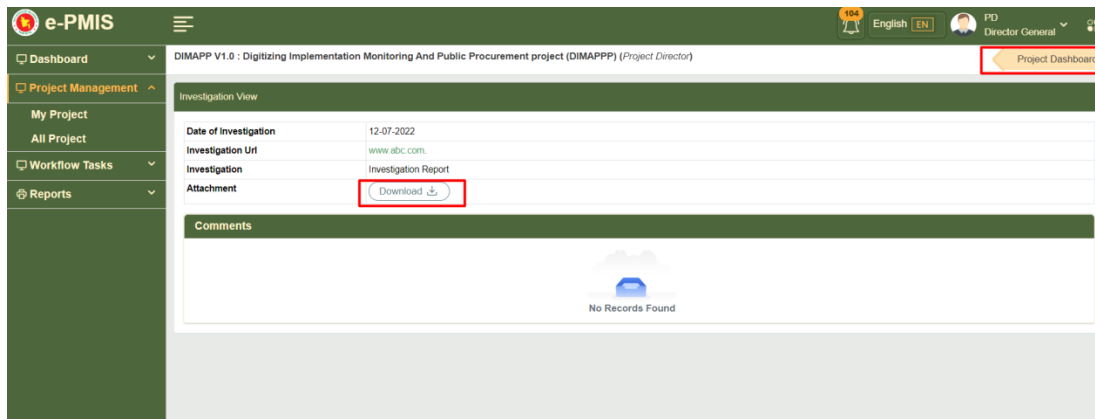
**Figure 9.16**

**9.2.5** Now in order to download the investigation report user needs to click button from the action column from the Dashboard as shown in figure 9.17



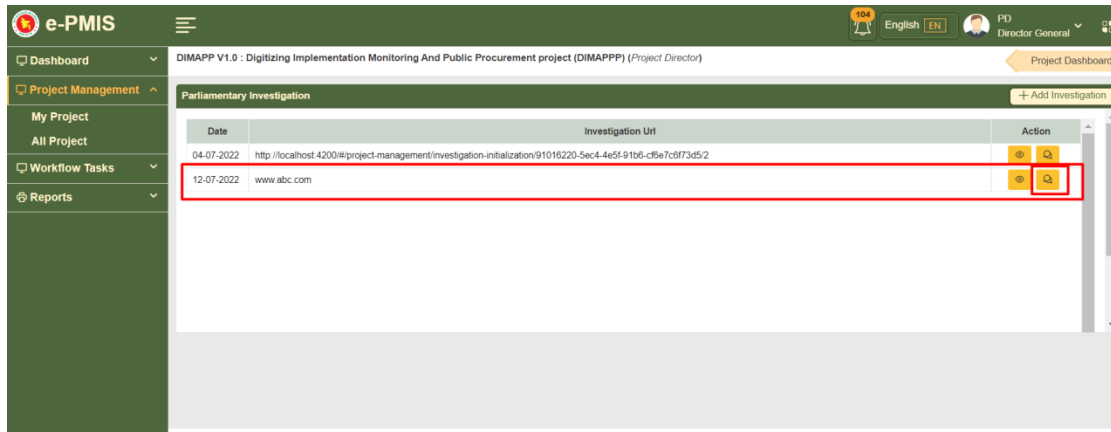
**Figure 9.17**

**9.2.6** After entering this page now user can download the investigation report by clicking ‘Download’ button and then click “Project Dashboard” in order to return Dashboard as shown in figure 3g



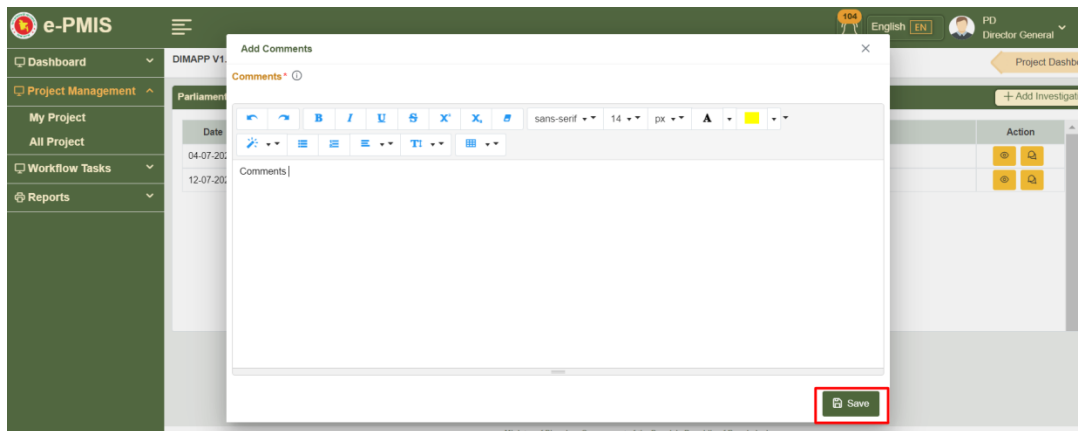
**Figure 9.18**

**9.2.7** Now if user wants to add any comments on investigation report then user can do that by clicking the comment button of the saved report as shown in figure 9.19



**Figure 9.19**

**9.2.8** After clicking comment button a form will appear where user can add comments and then save it as shown in figure 9.20



**Figure 9.20**

After saving a notification will be shown at the top right corner of the window as shown in figure 9.21

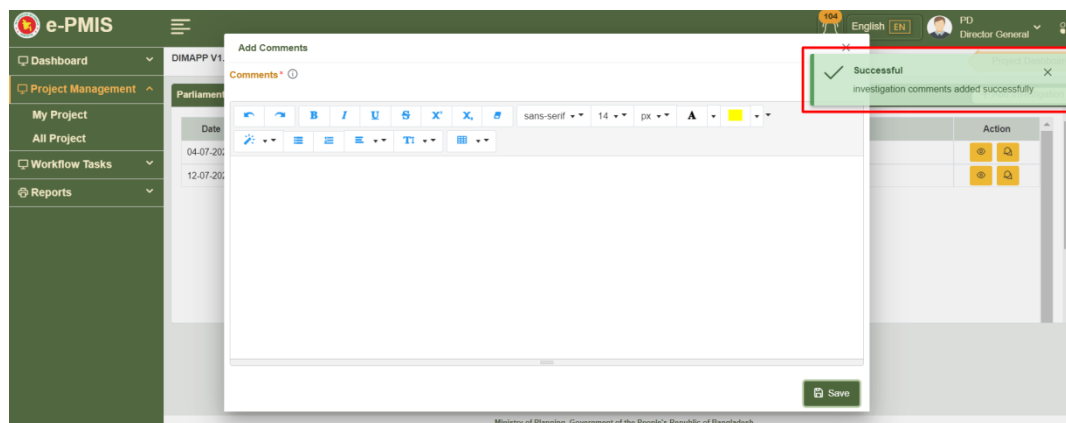


Figure 9.21

## 10. Lessons Learned

**10.1** Now from the Project Dashboard and click 'Lessons Learned' and then click 'Add Lessons Learned' tab as shown in figure 10.1

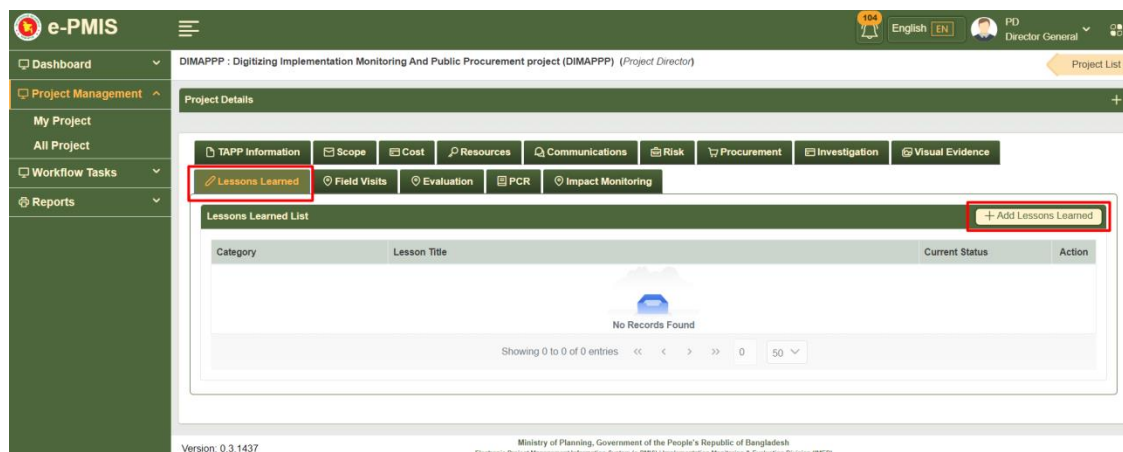


Figure 10.1

**10.2** Now a form will appear and user will put information, and save the information as shown in figure 10.2



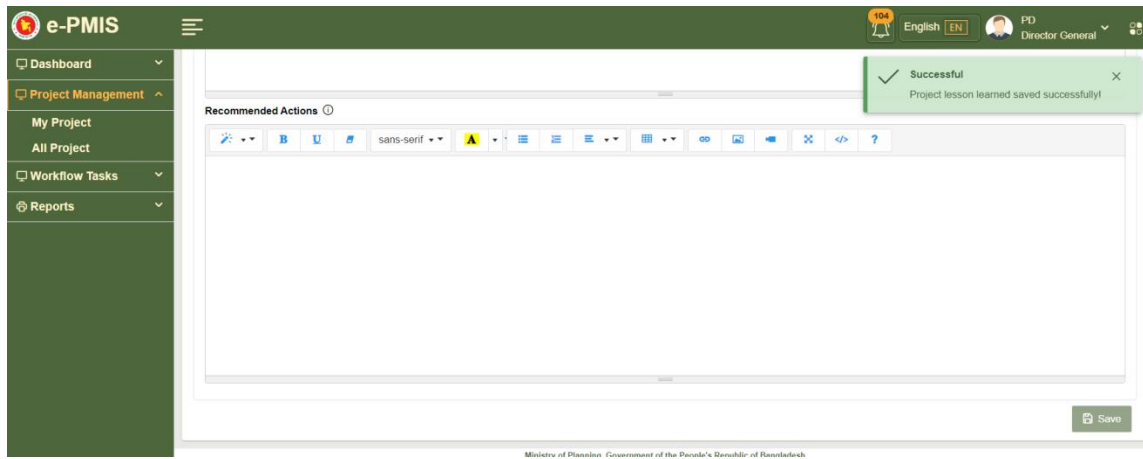


Figure 10.3

10.3 Now click 'Lessons Learned' button in order to return to the Dashboard again as shown in figure 10.4

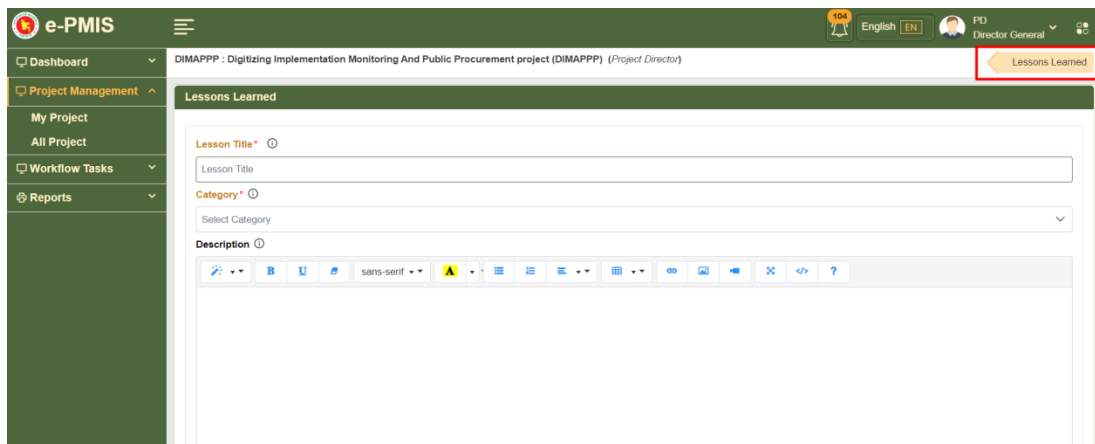


Figure 10.4

10.4 Now after returning to the Dashboard if user wants to see the current status or change the current status then user needs to click status button in the action column as shown in figure 10.5



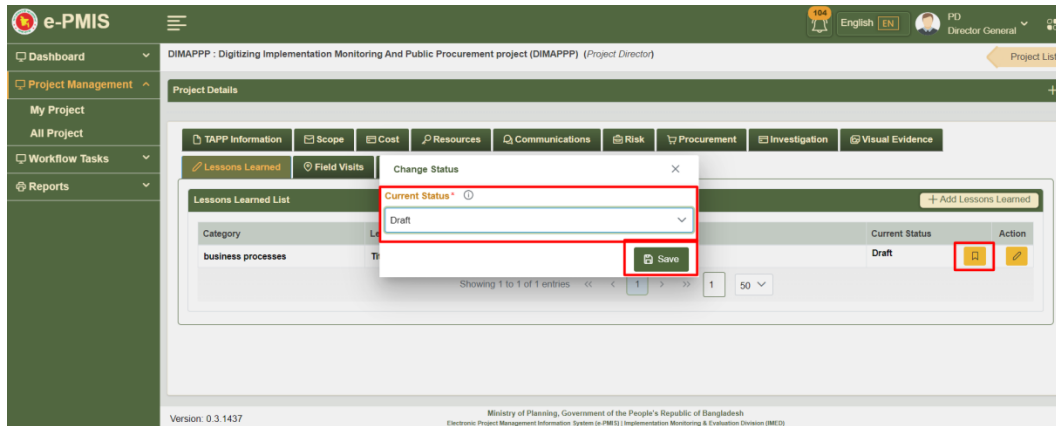


Figure 10.5

10.5 User can also edit the information by clicking edit button as shown in figure 2f

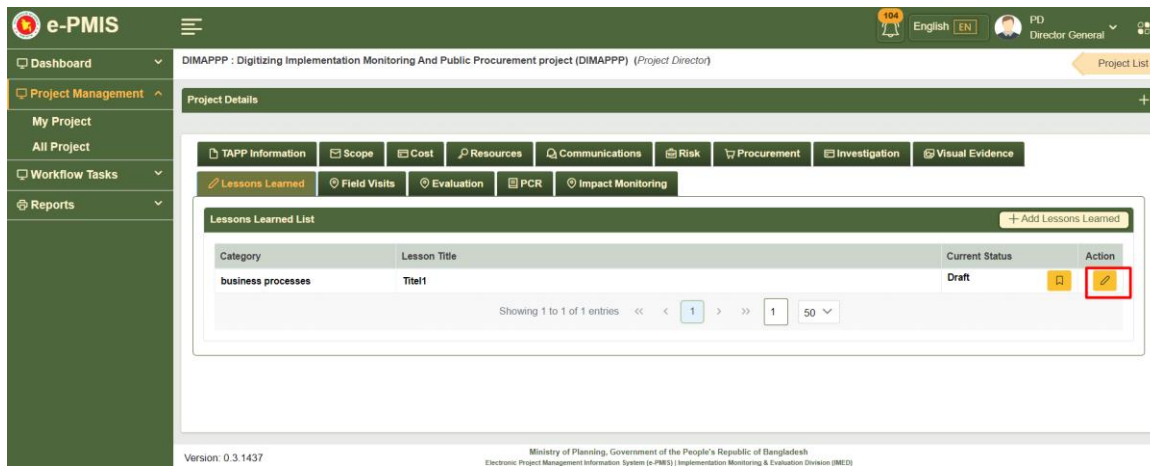


Figure 10.6

10.6 Now edit page will appear where user can edit the information and save as shown in figure 10.7

e-PMIS

104

English

EN

PD

Director General

Dashboard

Project Management

My Project

All Project

Workflow Tasks

Reports

DIMAPP V1.0 : Digitizing Implementation Monitoring And Public Procurement project (DIMAPPP) (Project Director)

Lessons Learned

Lesson Title\*

Title 1

Category\*

communication

Description

Impact

Recommended Actions

Save

Version: 0.3.1447

Ministry of Planning, Government of the People's Republic of Bangladesh  
Electronic Project Management Information System (e-PMIS) | Implementation Monitoring & Evaluation Division (IMED)

Figure 10.7

After saving notification will appear in the window as shown in figure 10.8

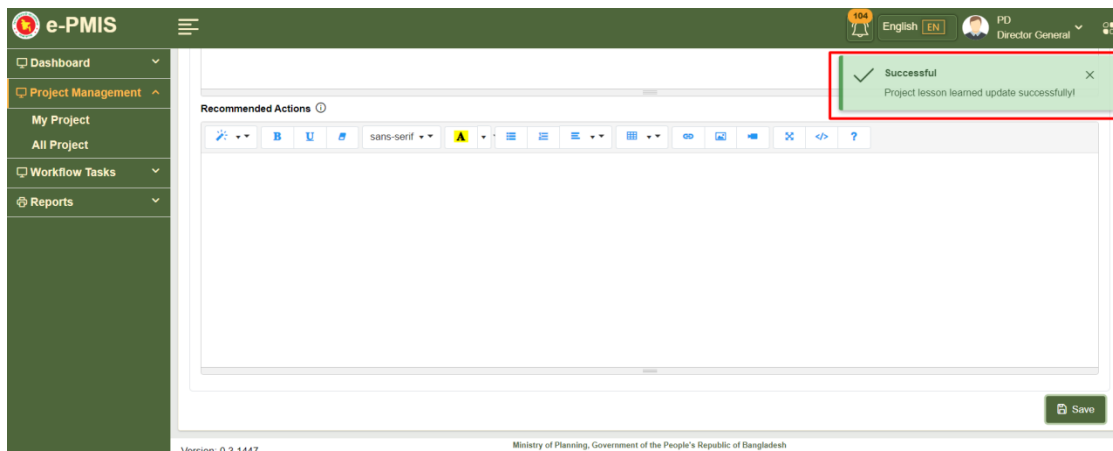


Figure 10.8

## 11. PCR (Project Completion Report)

### 11.1 Adding PCR from project details

11.1.1 Now from the Project Dashboard and click 'PCR' tab as shown in figure 11.1

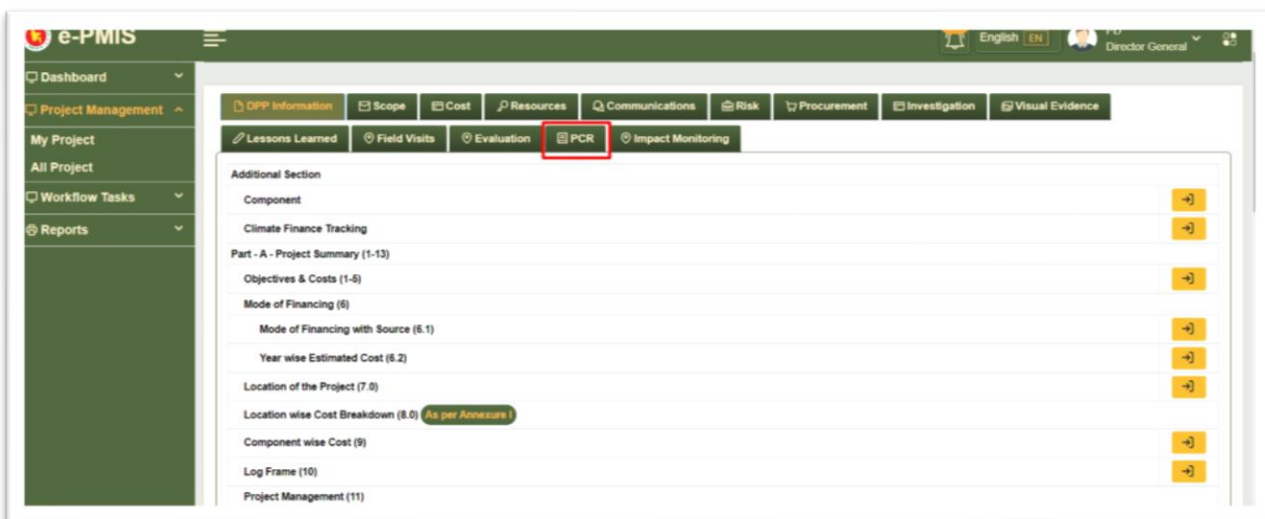


Figure 11.1

11.1.2 After Accessing user needs to click 'Add PCR' as shown in figure 11.2

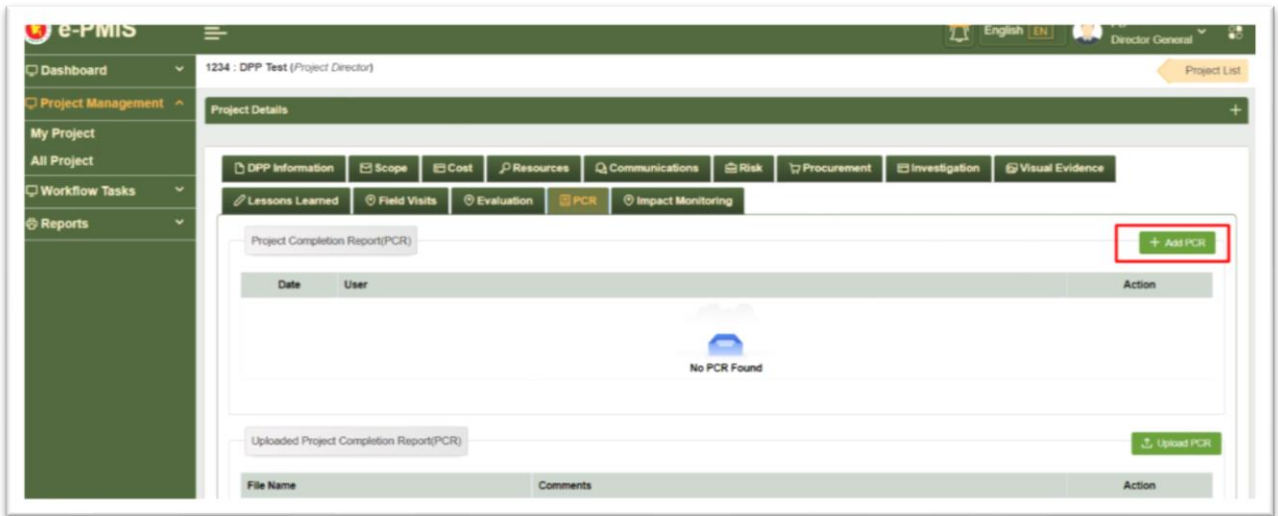


Figure 11.2

**11.1.3** Now a pop up window will appear where user needs to select date and save as shown in figure 11.3 and 11.4

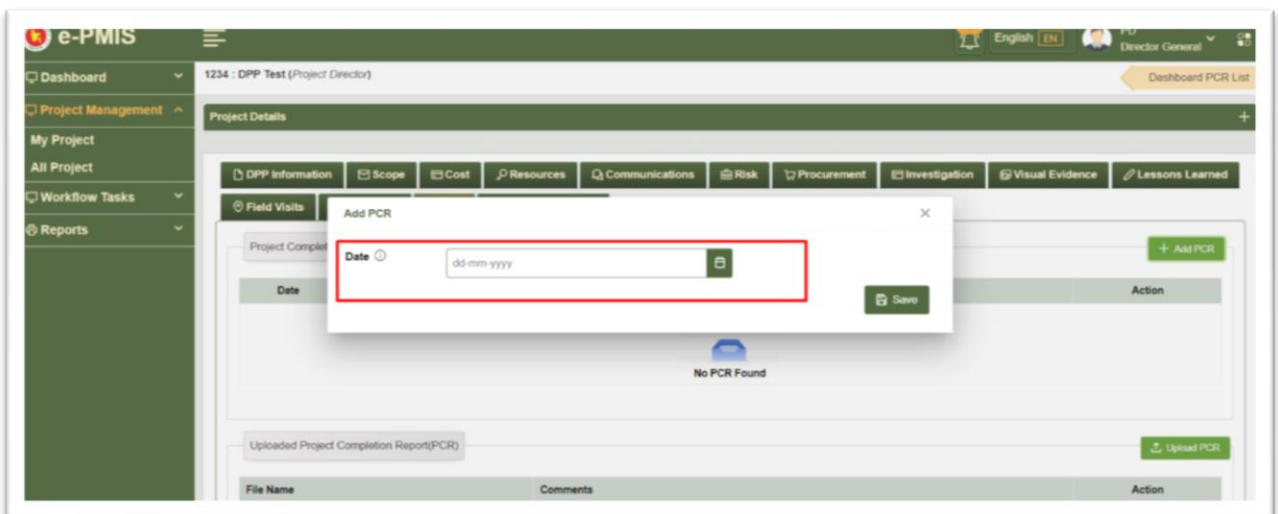


Figure 11.3

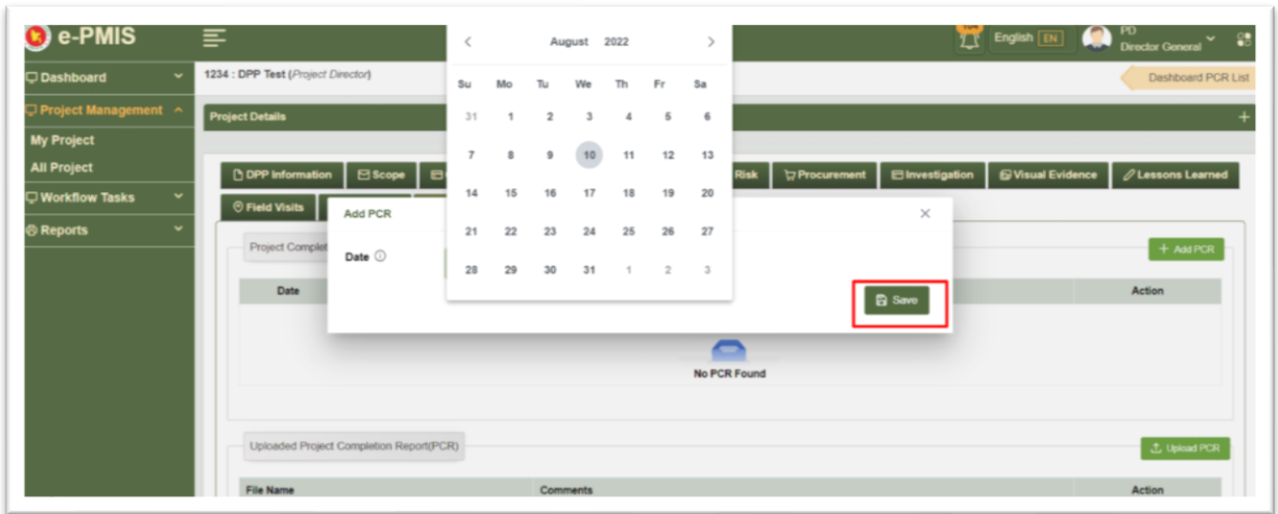


Figure 11.4

11.1.4 After saving a notification will appear at the top corner and now user needs to click 'Edit' as shown in figure 11.5

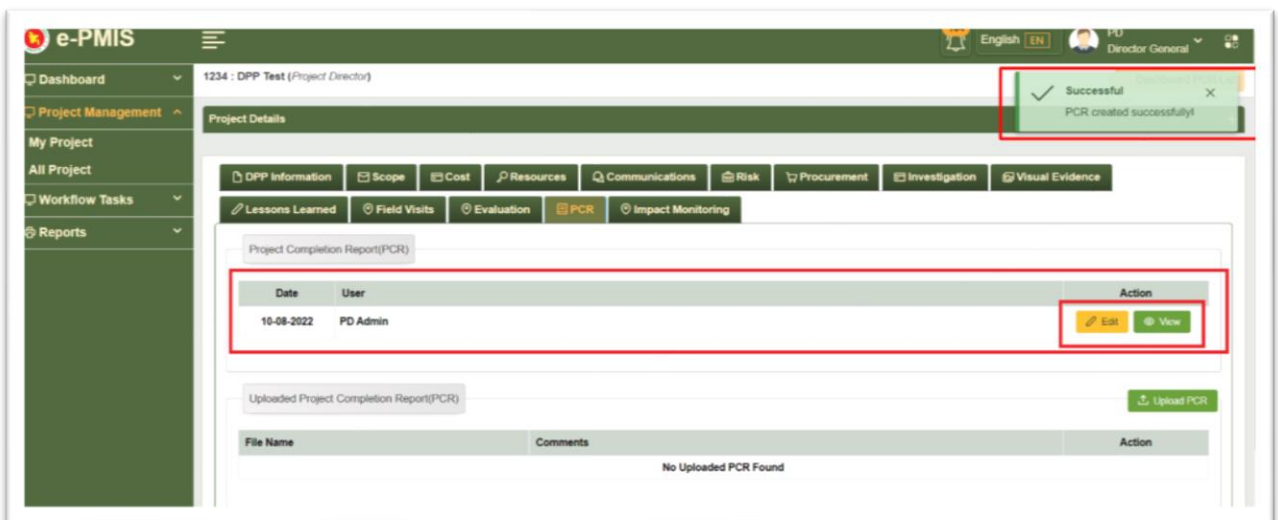


Figure 11.5

## **11.2 Project Description**

**11.2.1** After clicking 'Edit' Project Description form will appear where section 1 to section 8 is filled up as shown in figure 11.6

e-PMIS

English EN

PD Director General

Dashboard

Project Management

My Project

All Project

Workflow Tasks

Reports

1234 : DPP Test (Project Director)

Dashboard PCR Tab

1 A 2 B 3 C 4 D 5 E 6 F 7 G

A. Project Description

01. Name of the Project

Digitizing Implementation Monitoring And Public Procurement project (DIMAPPP)

02. Administrative Ministry/Division :

Ministry of Road Transport and bridges

03. Executing Agency

Ministry/Division Own

04. Location of the Project:

Division	District	Upazila/Thana	Municipality / Puroshova
Barishal	Barguna	Bamna	
Barishal	Barguna	Barguna Sadar	

05. Objective of the Project:

Bridge

06. Estimated Cost

(In lakh Taka)

Head	Original	Revised
RPA	1000	1000
DPA	3000	3000
GoB	1200	1200

08. Implementation Period :

	Original	Latest Revised	Actual
(a) Approval Date			
(b) Date of Commencement	11-07-2022		
(c) Date of Completion	15-05-2023	15-05-2023	

09. Financing Arrangement (Source-wise)

9.1 Status of Loan/Grant

a) Foreign Financing:

Source (s)	Currency as per Agreement	Amount in US \$ (Million)	Nature	Date of Agreement	Date of Effective-ness	Date of Closing	
						Original	Revised

No Foreign Financing Found

b) GOB :

(In lakh Taka)

Source(s)	Loan	Grant	Cash Foreign Exchange
GoB		1200	

Save

9.2 Utilization of Project Aid : (Source wise)

(In million)

Source (s)	Total Amount		Actual Expenditure		Unutilized Amount	
	In US \$	In Local Currency	In US \$	In Local Currency	In US \$	In Local Currency
JICA		4000		0		

Save

9.3 Re-imbursible Project Aid (RPA)

(In lakh Taka)

Source	R P A Amount		Amount Spent	Amount Claimed	Amount Re-imbursed	Remarks
	As per PP	As per Agreement				
Through GOB	0	1000	0	0	0	
Special Account	0	1000	0	0	0	

Save

Next >

Version : 0.3.1436

Ministry of Planning, Government of the People's Republic of Bangladesh

Figure 11.6

**11.2.2** Now in section 9 'Financing Arrangement (Source-wise)' user needs to put input in 9.1b GOB as shown in figure 11.7

09. Financing Arrangement (Source-wise)

9.1 Status of Loan/Grant

a) Foreign Financing:

Source (s)	Currency as per Agreement	Amount in US \$ (Million)	Nature	Date of Agreement	Date of Effective-ness	Date of Closing	
						Original	Revised
No Foreign Financing Found							

b) GOB : (In lakh Taka)

Source(s)	Loan	Grant	Cash Foreign Exchange
GoB	2	1200	5

**Save**

**Figure 11.7**

After saving a notification window will appear as shown in figure 11.8

09. Financing Arrangement (Source-wise)

9.1 Status of Loan/Grant

a) Foreign Financing:

Source (s)	Currency as per Agreement	Amount in US \$ (Million)	Nature	Date of Agreement	Date of Effective-ness	Date of Closing	
						Original	Revised
No Foreign Financing Found							

b) GOB : (In lakh Taka)

Source(s)	Loan	Grant	Cash Foreign Exchange
GoB	2	1200	5

**Update**

9.2 Utilization of Project Aid : (Source wise)

**Figure 11.8**

**11.2.3** Now user needs to scroll down to section 9.2 'Utilization of Project Aid: (Source Wise)' , put input and save as shown in figure 11.9



**e-PMIS** English | EN Director General

9.2 Utilization of Project Aid : (Source wise) (In million)

Source (s)	Total Amount		Actual Expenditure		Unutilized Amount	
	In US \$	In Local Currency	In US \$	In Local Currency	In US \$	In Local Currency
JICA	10	4000	3	2		

**Save**

9.3 Re-imbursible Project Aid (RPA) (In lakh Taka)

**Figure 11.9**

**11.2.4** Now user again needs to scroll down to section 9.3 'Reimbursable Project Aid (RPA)', put input and save as shown in figure 11.10

9.3 Re-imbursible Project Aid (RPA) (In lakh Taka)

Source	R P A Amount		Amount Spent	Amount Claimed	Amount Re-imbursed	Remarks
	As per PP	As per Agreement				
Through GOB	0	1000	0	0	0	Remarks 1
Special Account	0	1000	0	0	0	Remarks 2

**Save**

**Next >**

**Figure 11.10**

After saving a notification window will appear and now user needs to click 'Next' to go to the next form as shown in figure 11.11

**e-PMIS**

English EN PD Director General

Dashboard Project Management My Project All Project Workflow Tasks Reports

Source (s)	In US \$	In Local Currency	In US \$	In Local Currency
JICA	10	4000	3	2

Successful save reimbursable for PCR successfully!

Update

**9.3 Re-imbursable Project Aid (RPA)**

(In lakh Taka)

Source	R P A Amount		Amount Spent	Amount Claimed	Amount Re-imbursed	Remarks
	As per PP	As per Agreement				
	0	1000	0	0	0	Remarks 2
	0	1000	0	0	0	Remarks 1

Update

Next >

**Figure 11.11**

## 11.3 Implementation Position

**11.3.1** After going to the next, 'Implementation Position' form will appear as shown in figure 11.12

e-PMIS

English

Dashboard

Dashboard

Project Management

My Project

Workflow Tasks

Reports

1354 - DPP Test (Project Director)

Dashboard PCB Tab

1

2

3

4

5

6

7

8

A

B

C

D

E

F

G

H

81. Implementation Period :

Implementation Period as per PP

Original

Latest Revised

Actual Implementation period

Total Over run (%) of original implementation period

Remarks

(a) Approval Date

00-00-0000

00-00-0000

00-00-0000

(b) Date of Commencement

11-07-2022

11-07-2022

00-00-0000

(c) Date of Completion

15-05-2023

15-05-2023

00-00-0000

Save

82. Cost of the Project :

(In lakh, Table)

Description

Original

Estimated Cost

Latest Revised

Actual expenditure

Cost over run (%) of original cost

Remarks

SFA

1000

1000

0

0

DFA

3000

3000

0

0

G&B

1200

1200

0

0

Save

83. Project Personnel :

Sanctioned strength as per PP

Manpower employed during execution

Manpower requirement for C&M as per PP

Status of the existing manpower

Manpower Employed

Existing manpower for O & M

Others

Male

Female

No Project Personnel found

84. Training of Project Personnel (Foreign/Local) :

+ Add Training of Project Personnel

Field of Training (Study tour/workshop/Seminar etc.)

Provision as per PP

Actual

Number of person

Man-months

Number of person

Man-months

Remarks

Action

No Training of Project Personnel found

85. Component-wise Progress (As per latest approved PP) :

(In lakh, Table)

Items of work (as per PP)

Unit

Target (as per PP)

Actual Progress

Reasons for deviation (2)

Action

Financial

Physical (Quantity)

Financial

Physical (Quantity)

1205 - Description of Procurement Package

Take

100

3

0

✓

0012 - Description of Procurement Package

Take

100

2

0

✓

0012 - Description of Procurement Package

Take

100

2

0

✓

86. Information regarding Project Director (a) :

Name

Main Office and Designation

Grade & Pay Scale

Tenure (Appointed to Last Working Day)

Type of Responsibility (regular / retire)

Whether to be Responsible as Project Manager of Multiple Project

Yes / No

Number of Project

PD Admin

Office

A/50000-T12000-4

01-01-2021

Yes

40

87. Procurement of Transport (In News) :

Type of transport

Number as per P.P.

Procured with Date

Transferred to Transport Pool with Date

Transferred to O & M with Date

Condensed / damaged with Date

No Project Transport found

88. Procurement of Goods, Works and Consultancy Services:

8.1 Goods & Works of the Project costing above Tk. 200.00 lakh, and Consultancy above Tk. 100.00 lakh :

Description of procurement (goods/works/consultancy) as per bid document

Tender/Bid/Proposal Cost (in crore taka)

Tender/Bid/Proposal

Date of completion of work/services and supply of goods

As per PP

Contracted value

Invitation date

Contract signing / L.C opening date

As per contract

Actual

Goods

Description of Procurement Package

100

100

05-07-2022

19-07-2022

Works

Description of Procurement Package

100

100

21-07-2022

28-07-2022

Services

Description of Procurement Package

100

100

19-07-2022

20-07-2022

Showing 1 to 3 of 3 entries

8.2 Use of Project Consultant (a) (Foreign/Local)

Name of the Firm

Approved man month

Actual man month utilized

Remarks

As per PP

As per contract

No Project Consultant Found

89. Construction/Installation Tools & Equipment :

Description of items

Quantity (as per PP)

Quantity procured with date

Transferred to O & M with date

Deposited off as per rule with date

Balance

Remarks

No Tools & Equipment Found

Back

Next

Ministry of Planning, Government of the People's Republic of Bangladesh

Figure 11.12

**11.3.2** Now in section 1 'Implementation Period' user needs to put input and save as shown in figure 11.13

The screenshot shows the 'e-PMIS' interface with a sidebar menu on the left containing 'Dashboard', 'Project Management', 'My Project', 'All Project', 'Workflow Tasks', and 'Reports'. The main content area is titled 'B. Implementation Position' and contains a section '01. Implementation Period :'. This section includes a table with columns: 'Implementation Period as per PP' (subdivided into 'Original' and 'Latest Revised'), 'Actual Implementation period', 'Time Over-run (% of original implementation period)', and 'Remarks'. The table has three rows: (a) Approval Date, (b) Date of Commencement, and (c) Date of Completion. Each row contains date inputs and a calendar icon. Below the table is a '02. Cost of the Project :' section. A green 'Save' button is highlighted with a red box in the bottom right corner of the form area.

	Implementation Period as per PP		Actual Implementation period	Time Over-run (% of original implementation period)	Remarks
	Original	Latest Revised			
(a) Approval Date	02-08-2022	09-08-2022		3	Remarks
(b) Date of Commencement	11-07-2022	11-07-2022	07-08-2022		
(c) Date of Completion	15-05-2023	15-05-2023	31-08-2022		

**Figure 11.13**

After saving a notification window will appear and user can update the saved information later as shown in figure 11.14

This screenshot shows the same 'e-PMIS' interface as Figure 11.13, but with a green notification box at the top right that says 'Successful' and 'save implementation period for PCR successful!'. The 'Save' button is no longer visible. Instead, a green 'Update' button is highlighted with a red box in the bottom right corner of the form area. The table data is identical to the previous figure.

	Implementation Period as per PP		Actual Implementation period	Time Over-run (% of original implementation period)	Remarks
	Original	Latest Revised			
(a) Approval Date	02-08-2022	09-08-2022		3	Remarks
(b) Date of Commencement	11-07-2022	11-07-2022	07-08-2022		
(c) Date of Completion	15-05-2023	15-05-2023	31-08-2022		

**Figure 11.14**

**11.3.3** Now user needs to scroll down to section 2 'Cost of the Project', put input and save as shown in figure 11.15

02. Cost of the Project : (In lakh Taka)

Description	Estimated Cost		Actual expenditure	Cost over-run (% of original cost)	Remarks
	Original	Latest Revised			
RPA	1000	1000	<input type="text" value="2"/>	0	<input type="text" value="Remarks 1"/>
DPA	3000	3000	<input type="text" value="3"/>	0	<input type="text" value="Remarks 2"/>
GoB	1200	1200	<input type="text" value="3"/>	0	<input type="text" value="Remarks 3"/>

03. Project Personnel :

**Figure 11.15**

After saving a notification window will appear as shown in figure 11.16

**e-PMIS** English [EN] PO Director General

(c) Date of Completion: 15-05-2023

✓ **Successful**  
project completion report estimated cost is created successfully!

02. Cost of the Project : (In lakh Taka)

Description	Estimated Cost		Actual expenditure	Cost over-run (% of original cost)	Remarks
	Original	Latest Revised			
GoB	1200	1200	<input type="text" value="3"/>	0	<input type="text" value="Remarks 3"/>
DPA	3000	3000	<input type="text" value="3"/>	0	<input type="text" value="Remarks 2"/>
RPA	1000	1000	<input type="text" value="2"/>	0	<input type="text" value="Remarks 1"/>

03. Project Personnel :


Sanctioned strength as per PP	Manpower employed during execution	Status of the existing manpower			Manpower Employed	
		Manpower requirement for O&M as per pp	Existing manpower for O & M	Others	Male	Female

**Figure 11.16**

**11.3.4** Now user needs to scroll down to section 4 'Training of Project Personnel' and click 'Add Training of Project Personnel' as shown in figure 11.17

04. Training of Project Personnel (Foreign/Local) :

+ Add Training of Project Personnel

Field of Training /Study tour/workshop/Seminer etc.	Provision as per PP		Actual		Remarks	Actions
	Number of person	Man-months	Number of person	Man-months		
 No Training of Project Personnel found						

05. Component-wise Progress (As per latest approved PP) :

(In lakh Taka)

**Figure 11.7**


**11.3.5** Now a window will appear and user needs to put information in the fields and save as shown in figure 11.8

**e-PMIS**

- Dashboard
- Project Management
- My Project
- All Project
- Workflow Tasks
- Reports

04. Training of Project Personnel (Foreign/Local) :

+ Add Training of Project Personnel

Field of Training /Study tour/workshop/Seminer etc.	Provision as per PP		Actual		Remarks	Actions
	Number of person	Man-months	Number of person	Man-months		
 No Training of Project Personnel found						

05. Component-wise Progress (As per latest approved PP) :

(In lakh Taka)

Add Training of Project Personnel

Training Location\*  ⓘ

Local

Field\*  ⓘ

Workshop

Number of person as per PP\*  ⓘ

5

Man - months as per PP\*  ⓘ

12

Actual number of person\*  ⓘ

6

Actual man-months\*  ⓘ

10

Remarks  ⓘ

Save

**Figure 11.8**

**11.3.6** After saving a notification will appear and user can edit or delete the saved data later. Now user needs to click 'Next' to go to the next form as shown in figure 11.9

04. Training of Project Personnel (Foreign/Local) :

+ Add Training of Project Personnel

Field of Training /Study tour/workshop/Seminar etc.	Provision as per PP		Actual		Remarks	Actions
	Number of person	Man-months	Number of person	Man-months		
<b>Local</b>						
Workshop	5	12	6	10	Remarks	[Edit] [Delete]

05. Component-wise Progress (As per latest approved PP) :

Figure 11.9

## 11.4 Financial and Physical Program

**11.4.1** After going to the next, 'Financial and Physical Program' form will appear and user needs to click 'Add Original and Revised Schedule' in section 1 as shown in figure 11.10

1234 : DPP Test (Project Director)

Dashboard PCR Tab

C. Financial And Physical Programme

01. (a) Original and revised schedule as per PP :

+ Add Original and Revised schedule

Financial Year	Financial provision & physical target as per original PP				Financial provision & physical target as per latest revised PP				Actions
	Total	Taka	P.A.	Physical %	Total	Taka	P.A.	Physical %	
No Original and revised schedule as per PP Found									

(b) Revised ADP allocation and progress :

Financial Year	Revised Allocation & target				Taka release	Expenditure & physical progress			
	Total	Taka	P.A.	Physical %		Total	Taka	P.A.	Physical %
No Revised ADP allocation and progress Found									

< Back      > Next

Version: 0.3.1497      Ministry of Planning, Government of the People's Republic of Bangladesh

Figure 11.10

**11.4.2** Now a window will appear where user needs to put the amounts in the fields and save as shown in figure 11.11

**Figure 11.11**

**11.4.3** After saving a notification will appear and user can edit or delete the saved data later. Now user needs to click 'Next' to go to the next form as shown in figure 11.12

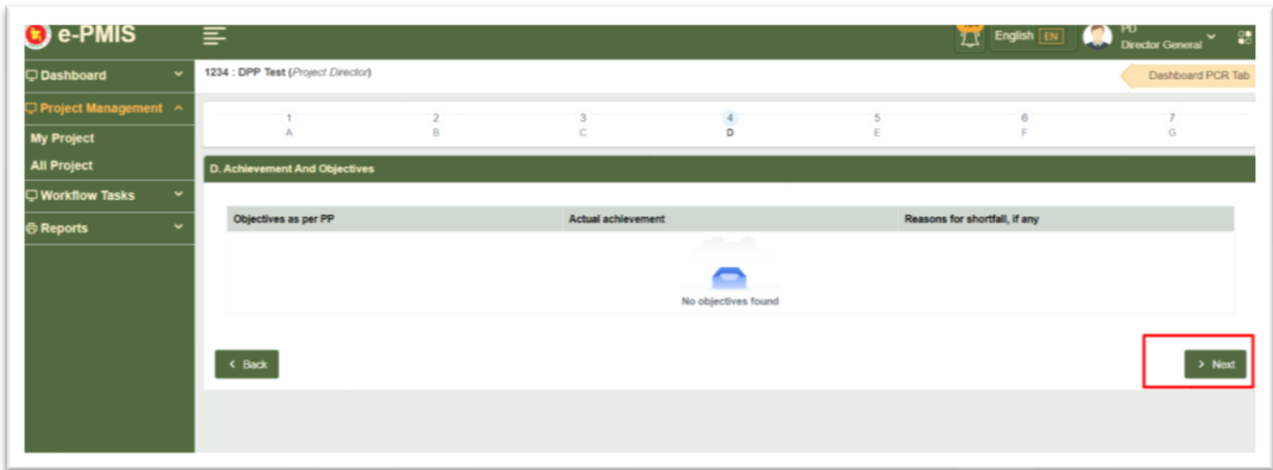
Financial Year	Financial provision & physical target as per original PP				Financial provision & physical target as per latest revised PP				Actions
	Total	Taka	P.A.	Physical %	Total	Taka	P.A.	Physical %	
2022-23	102000	100000	2000	3	201000	200000	1000	5	

**Figure 11.12**



## 11.5 Achievement and Objectives

**11.5.1** After going to the next, 'Achievement and Objectives' form will appear as shown in figure 11.13  
Here user does not need to do fill anything but only need to click 'Next'



The screenshot shows the 'e-PMIS' interface. The top header includes the logo, a menu icon, the user name '1234 : DPP Test (Project Director)', and a language dropdown set to 'English [EN]'. The left sidebar contains navigation links: 'Dashboard', 'Project Management' (expanded), 'My Project', 'All Project', 'Workflow Tasks', and 'Reports'. The main content area is titled 'D. Achievement And Objectives'. It features a table with 7 columns labeled A through G. Below the table, there is a section with the heading 'Objectives as per PP' and sub-headers 'Actual achievement' and 'Reasons for shortfall, if any'. A message 'No objectives found' with a blue icon is displayed in the center. At the bottom, there are two buttons: '< Back' on the left and '> Next' on the right, which is highlighted with a red rectangular box.

Figure 11.13

## 11.6 Benefit Analysis

**11.6.1** After going to the 'Benefit Analysis' window user first needs to click 'Add Annual Output' as shown in figure 11.14

e-PMIS

English EN

PD Director General

Dashboard

Project Management

My Project

All Project

Workflow Tasks

Reports

1234 : DPP Test (Project Director)

Dashboard PCR Tab

1 A

2 B

3 C

4 D

5 E

6 F

7 G

E. Benefit Analysis

01. Annual Out-put:

+ Add Annual Out-put

Items of out-put	Unit	Estimated quantity expected at full capacity	Actual quantity of out-put during the 1st year of operation at full capacity	Action
No Annual Output Found				

02. Cost / Benefit :

Item	Estimated	Actual
(1) Benefit cost ratio of the project		
(i) Financial	2	
(ii) Economic	2	
(2) Internal Rate of Return		
(i) Financial	2	
(ii) Economic	2	

03. Please give reasons for shortfall, if any, between the estimated and actual benefit:

< Back

> Next

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Figure 11.14

11.6.2 Now a window will appear where user needs to select input, amount and save as shown in figure 11.15

Figure 11.15

**11.6.3** After saving a notification will appear and user can edit or delete the saved data later. Now user needs to click scroll down as shown in figure 11.16 to fill up rest of the part

Items of out-put	Unit	Estimated quantity expected at full capacity	Actual quantity of out-put during the 1st year of operation at full capacity	Action
Items	Taka	10000	5000	

Figure 11.16

**11.6.4** Here user needs to put amount in the required fields, write description and click 'Next' In order to go to next section as shown in figure 11.17

Item	Estimated	Actual
(1) Benefit cost ratio of the project		
(i) Financial	2	1.0000
(i) Economic	2	1.0000
(2) Internal Rate of Return		
(i) Financial	2	1.0000
(i) Economic	2	1.0000

03. Please give reasons for shortfall, if any, between the estimated and actual benefit:

Description

Back Next

Figure 11.17

## 11.7 Monitoring and Auditing

11.7.1 After going to the 'Monitoring and Auditing' user needs to click 'Add Audit' in section 2 as shown in figure 11.8

1	2	3	4	5	6	7
A	B	C	D	E	F	G
No Data Found						

1. Monitoring:

2. Auditing during and after Implementation:

2.1. Internal / External Audit:

Audit Type	Period of Audit	Date of Submission of Audit Report	Major Findings/Objections	Whether Objections Resolved or Not	Action
No Audit Found					

Back Add Audit Next

Figure 11.8

11.7.2 Now user needs put required information in the form and save as shown in figure 11.19

1234 : DPP Test (Project Director)

1. Monitoring:

Audit Type\* Internal

Audit Period\* 14-06-2022

Date of Submission of Audit Report\* 20-07-2022

2. Auditing during:

2.1. Internal / External Audit:

Major Findings/Objections Findings and Objection

Whether Objections Resolved or Not Remark

Save

Next

Figure 11.19

**11.7.3** After saving a notification will appear and user can edit or delete the saved data later. Now user needs to click 'Next' to go to the next form as shown in figure 11.20

1234 : DPP Test (Project Director)

Successful audit for por is created successfully!

1. Monitoring:

No Data Found

2. Auditing during and after implementation:

2.1. Internal / External Audit:

Audit Type	Period of Audit	Date of Submission of Audit Report	Major Findings/Objections	Whether Objections Resolved or Not	Action
Internal	14-06-2022	20-07-2022	Findings and Objection	Remark	

Next

Figure 11.20

## **11.8 Descriptive Report**

**11.8.1** In 'Descriptive Report' section user needs to fill up forms from the several tabs one by one and save starting from 'General Observation' as shown in figure 11.21- 11.25



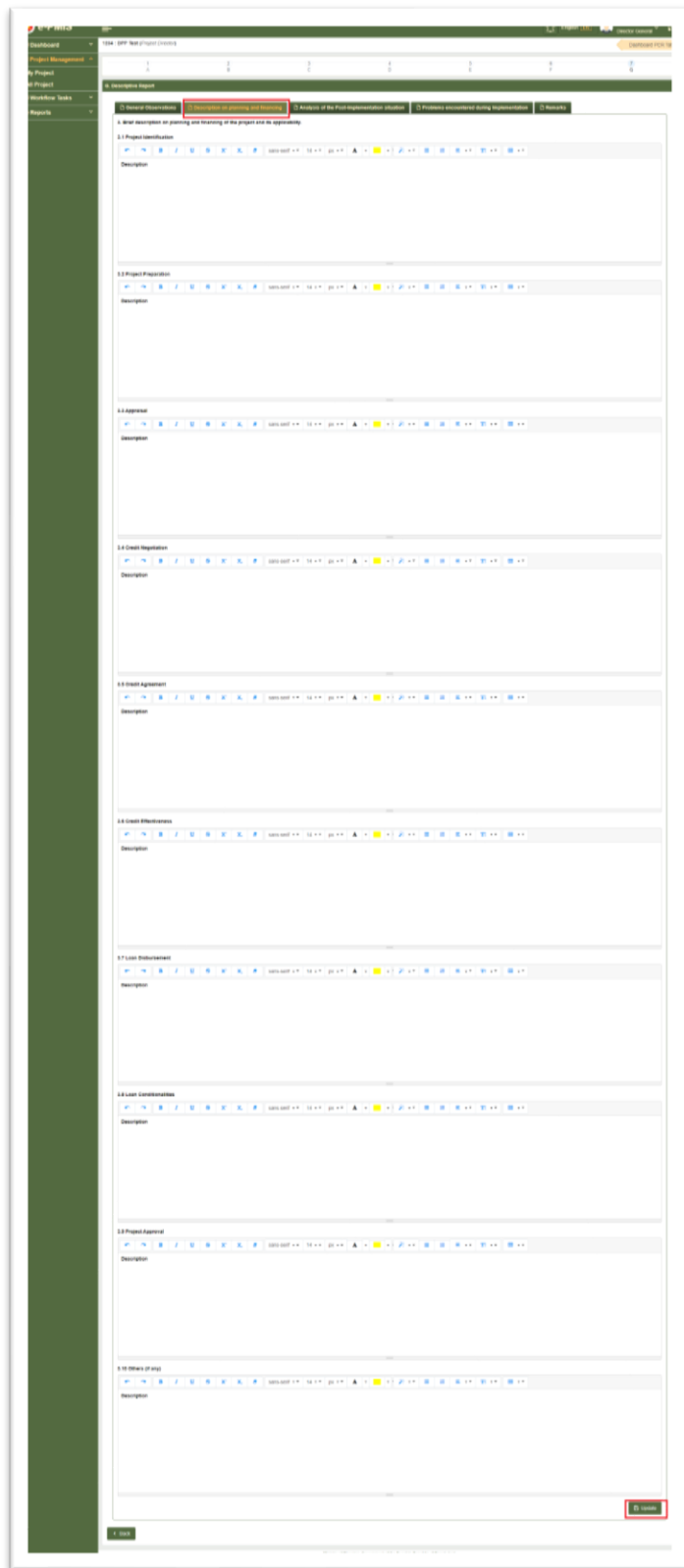


Figure 11.22



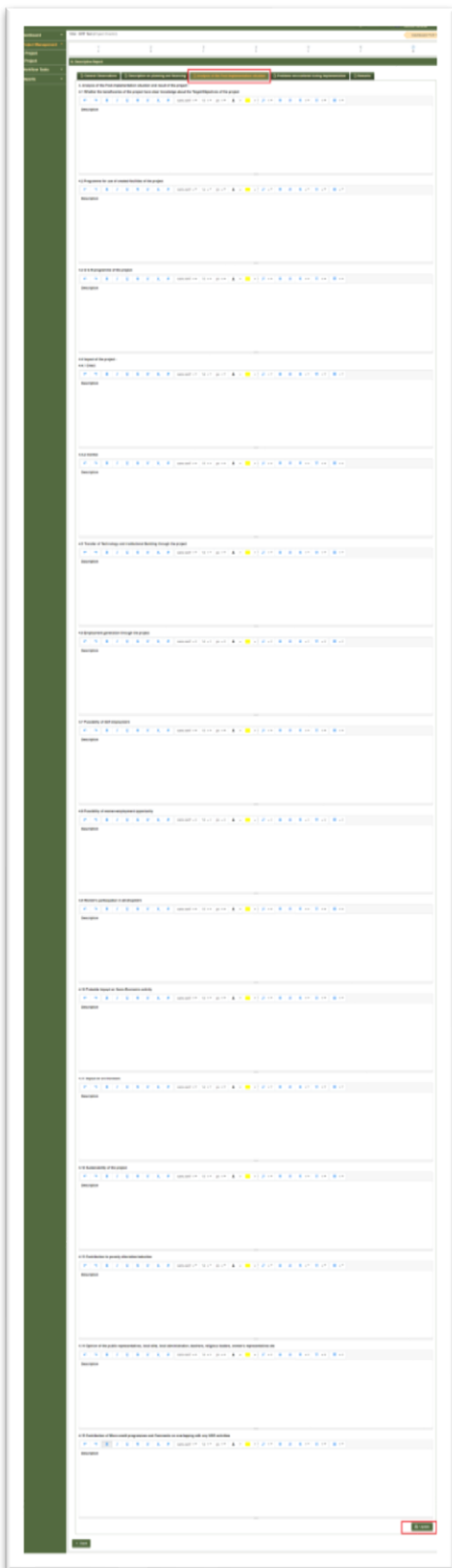


Figure 11.23

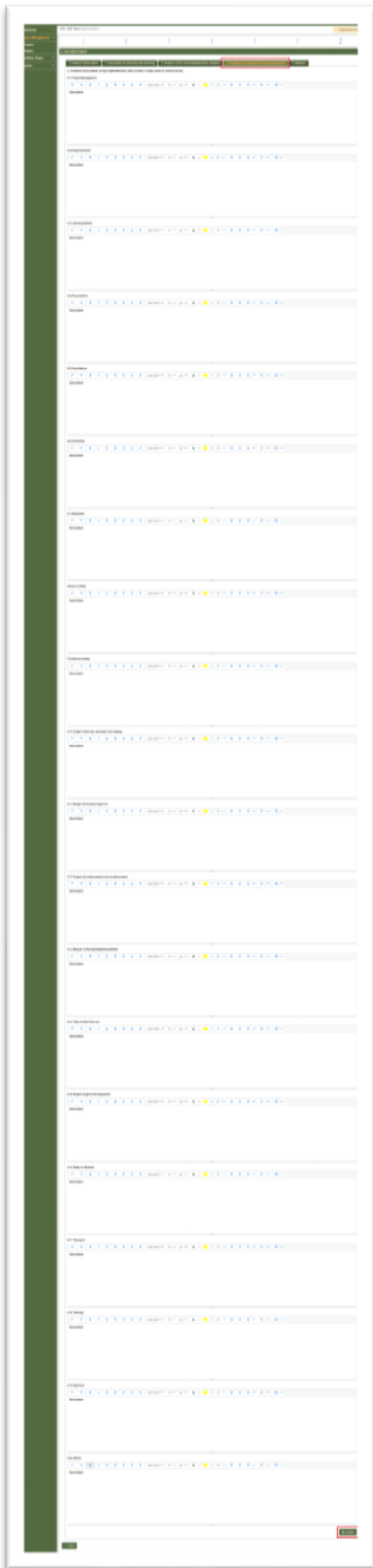


Figure 11.24

The screenshot displays the e-PMIS interface. On the left is a dark green sidebar with navigation links: Dashboard, Project Management, My Project, All Project, Workflow Tasks, and Reports. The main header is green and contains the e-PMIS logo, a user profile for 'PD Director General', and a language selector set to 'English [EN]'. Below the header, a breadcrumb trail shows '1234 : DPP Test (Project Director)'. A red box highlights the 'Dashboard PCR Tab' in the top right corner. The main content area is titled 'G. Descriptive Report' and features a tabbed interface with options: General Observations, Description on planning and financing, Analysis of the Post-Implementation situation, Problems encountered during implementation, and Remarks (which is selected). The 'Remarks' tab contains three sections for text input, each with a rich text editor toolbar: '6. Remarks & Recommendations of the Project Director', '7. Remarks/Comments of Agency Head', and '8. Remarks/Comments of the officer in-charge of the Ministry/Division'. Each section has a 'Description' label and a large text area. At the bottom left of the form is a 'Back' button, and at the bottom right is an 'Update' button, which is also highlighted with a red box. The footer includes the text 'Ministry of Planning, Government of the People's Republic of Bangladesh'.

Figure 11.25

## 11.9 Upload Project Completion Report (PCR)

**11.9.1** After completion of PCR user needs to return to the Dashboard and upload Project Completion Report (PCR). Now in order to that user first need to click 'Upload PCR' as shown in figure 11.26

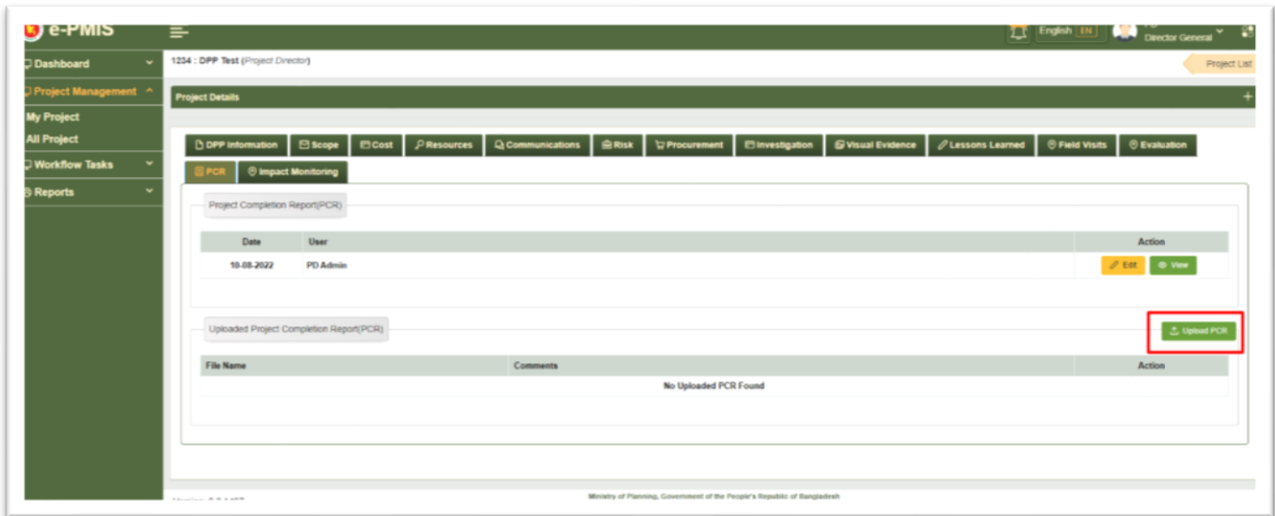


Figure 11.26

**11.9.2** After clicking 'Upload PCR' a window will appear where user needs to write comments on PCR and upload PCR file and save as shown in figure 11.27

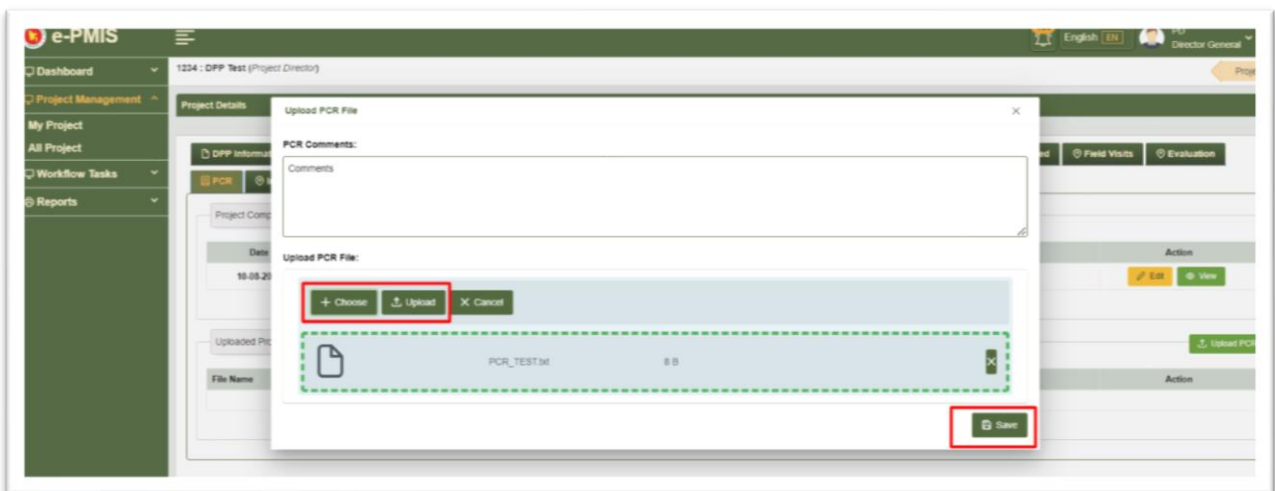


Figure 11.27

After saving a notification will appear and whole PCR (Project Completion Report) will be completed