



UNITED REPUBLIC OF TANZANIA
MINISTRY OF ENERGY
ENERGY AND WATER UTILITIES
REGULATORY AUTHORITY
(EWURA)



The Energy and Water Utilities Regulatory Authority

Development of the National Petroleum and Gas
Information System (NPGIS)—Petroleum Act, 2015

USER MANUALS

CNG INSTALLATION WORKSHOP OPERATIONS

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1 INTRODUCTION

EWURA has the legal authority and is mandated, according to Section 124 of the Petroleum Act of 2015, is to establish and maintain a National Petroleum and Gas Information System (NPGIS) as a strategic planning tool in the energy sector for the Government of the United Republic of Tanzania. Softnet Technologies has been contracted to implement the NPGIS.

2 CNG INSTALLATION WORKSHOP MODULE

This module is used by all the Installation Workshop operators to record their daily Workshops activities and submit to EWURA for record tracking.

3 SYSTEM ACCESS

The NPGIS is hosted at the secure site: <https://npgis.ewura.go.tz/>. To begin using the system, the Workshops Operator (User) should visit the site using a web browser and login using the designated credentials to begin using the system. Upon successful connection to the hosting site the system will be redirected to the landing Page as seen below

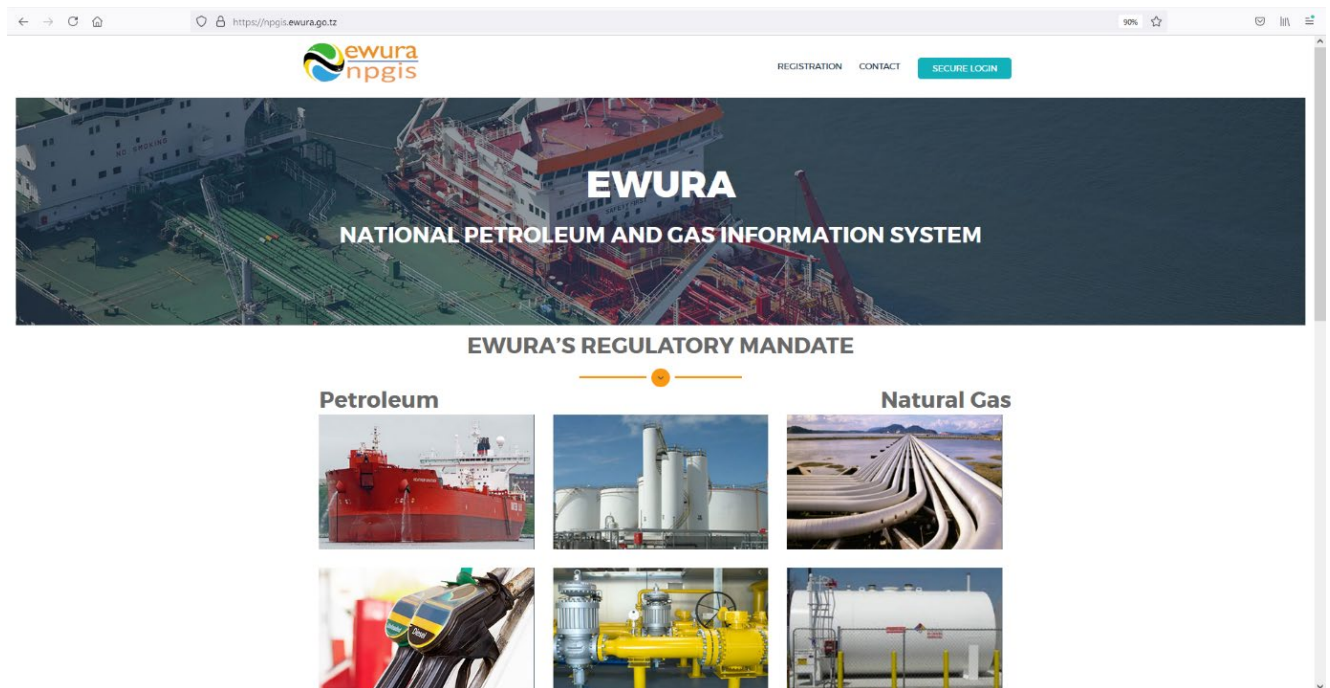


FIGURE 1:LANDING PAGE

4 WORKSHOP OPERATIONS

To begin with uploads of the Workshops Operations, all the Workshops operators have to log in into the system

1. **Open** the NPGIS Home Page at “<https://npgis.ewura.go.tz/>”:
2. **Click** the SECURE LOGIN and log into the NPGIS using:
 - User Name:
 - Password:

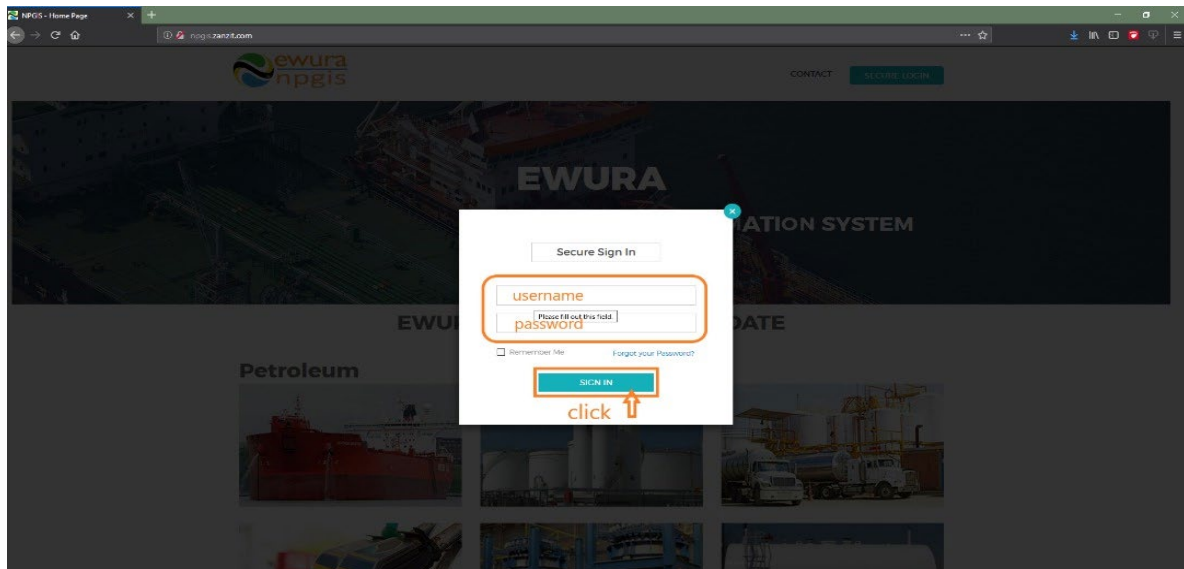


FIGURE 2:SIGN IN

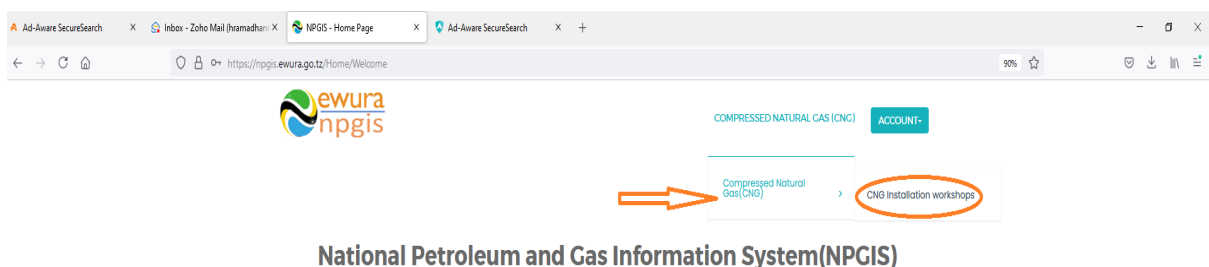
4.1 CNG Installation Workshop Records:

1. **Select** Compressed Natural Gas(CNG) ->CNG Installation Workshops

The Workshop user logged in will be displayed

2. **Click** Installation Workshop name to open

WORKSHOP INFORMATION will be displayed



National Petroleum and Gas Information System(NPGIS)

FIGURE 3:INSTALLATION WORKSHOP

ewura npgis

COMPRESSED NATURAL GAS (CNG) ACCOUNT

CNG Installation Workshops

Home / CNG Installation workshops

EXPORT TO EXCEL

Id	Name	License Number	License Issued Date	License Expire Date	License Validity	# Fitted Vehicles	Phone	
1	DIT	UC 4244GFGF	2020-01-01	2021-01-01	1	19	0762865411	MBGA

Click on the Workshop Name to Proceed

1 - 1 of 1 items

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FIGURE 4:INSTALLATION WORKSHOP SELECTION

ewura npgis

COMPRESSED NATURAL GAS (CNG) ACCOUNT

CNG Installation Workshop

Home / CNG / Details

CNG Installation Workshop Information

Workshop Name:	DIT	License No:	UC 4244GFGF	Phone:	0762865411
License issued date:	2020-01-01	License Expire date:	2021-01-01	License validity date (Years):	1
Physical address:	MBGALA RANGI TATU	# Fitted Vehicles:	19		

CNG Installation Workshop Records For Fitted Vehicles

EXPORT TO EXCEL

	Id	RecordDate	Vehicle registration	Cylinder Manufacture Name	Cylinder Supplier Name	CNG cylinder manufacturer serial number	Registered CNG fuel system supplier
<input type="checkbox"/>	1	2021-01-12	MC 458 CLG	2	4	MOP55JJJ33E	9
<input type="checkbox"/>	2	2021-01-12	876 CLJ	5	3	V683R3	5
<input type="checkbox"/>	3	2021-01-12	LL 458 CLG66	2	4	5JJJ33E	9
<input type="checkbox"/>	4	2021-01-12	LL 458 CLG67	2	4	5JJJ33E	9
<input type="checkbox"/>	5	2021-01-13	LL 458 CLG62	2	4	MSJJJ33E	9
<input type="checkbox"/>	6	2021-01-13	LL 458 CLG61	2	4	5JJJ33E	9

FIGURE 5:INSTALLATION WORKSHOP DETAILS

UPLOADING INSTALLATION WORKSHOP RECORDS FILE

- Click Upload CNG Installation Workshops Transaction File at the bottom right-hand corner of Installation Workshop Registration information page
- Next, upload Installation Workshop Excel File using the following steps
 - **Step 1: Download Excel Template**, fill in the records and save the excel document.
 - Click **Select Files** and navigate to where the download excel is saved
 - **Step 2:** Select the upload file
 - **Step 3:** Click **“Upload Transactions”**
- If all goes well you will be notified that the file has been **Uploaded Successfully!**
- **Close** the upload window

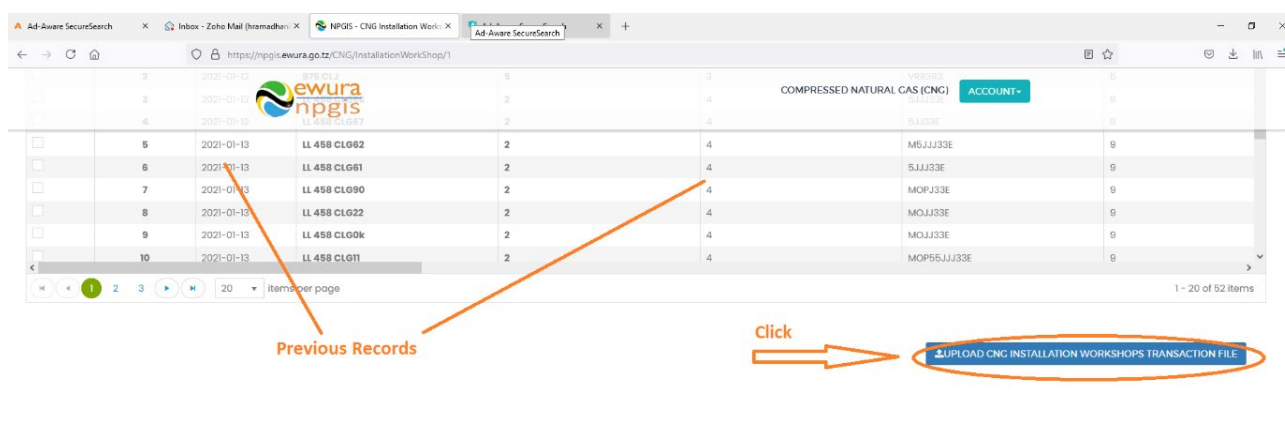


FIGURE 6: CNG INSTALLATION WORKSHOP UPLOAD BUTTON

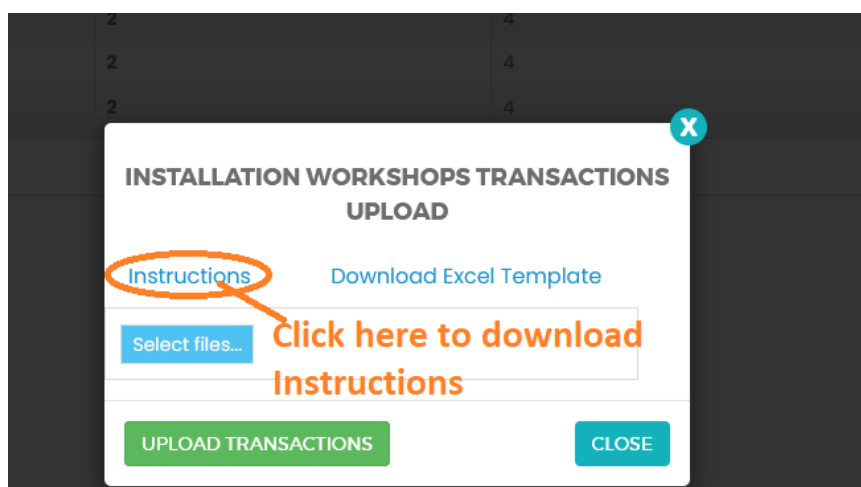


FIGURE 7: INSTRUCTIONS

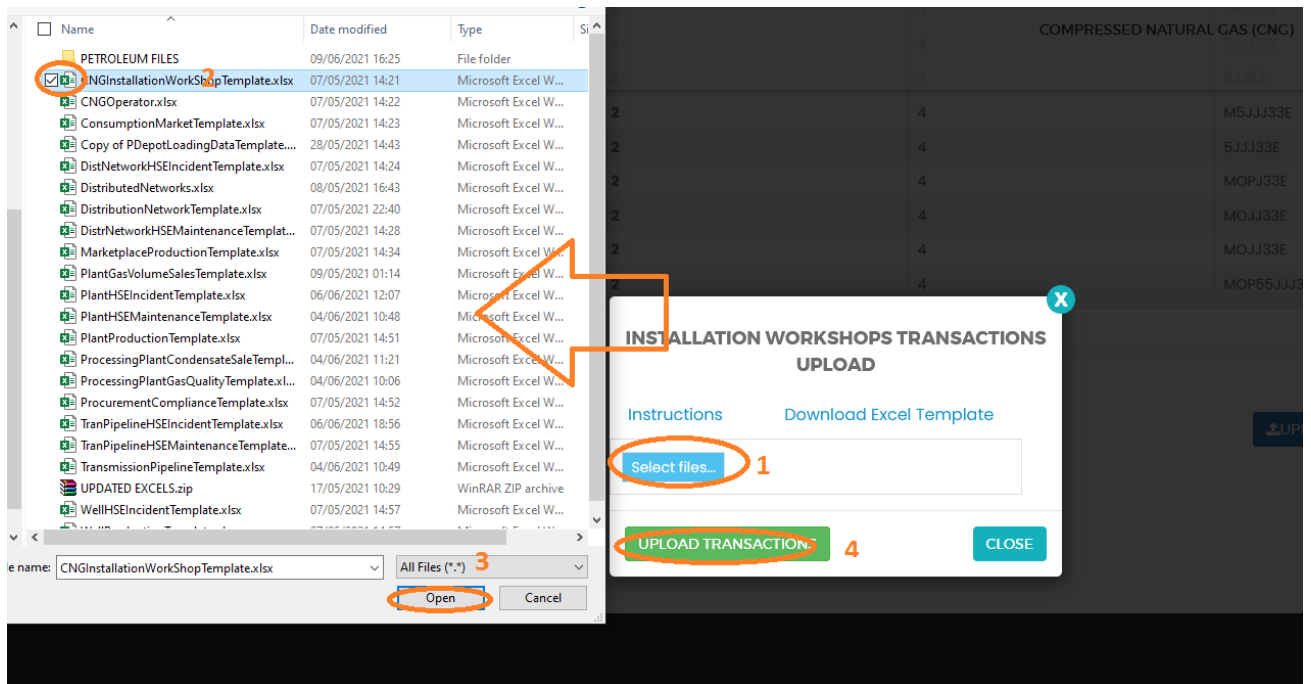


FIGURE 9: UPLOAD WORKSHOP FILE

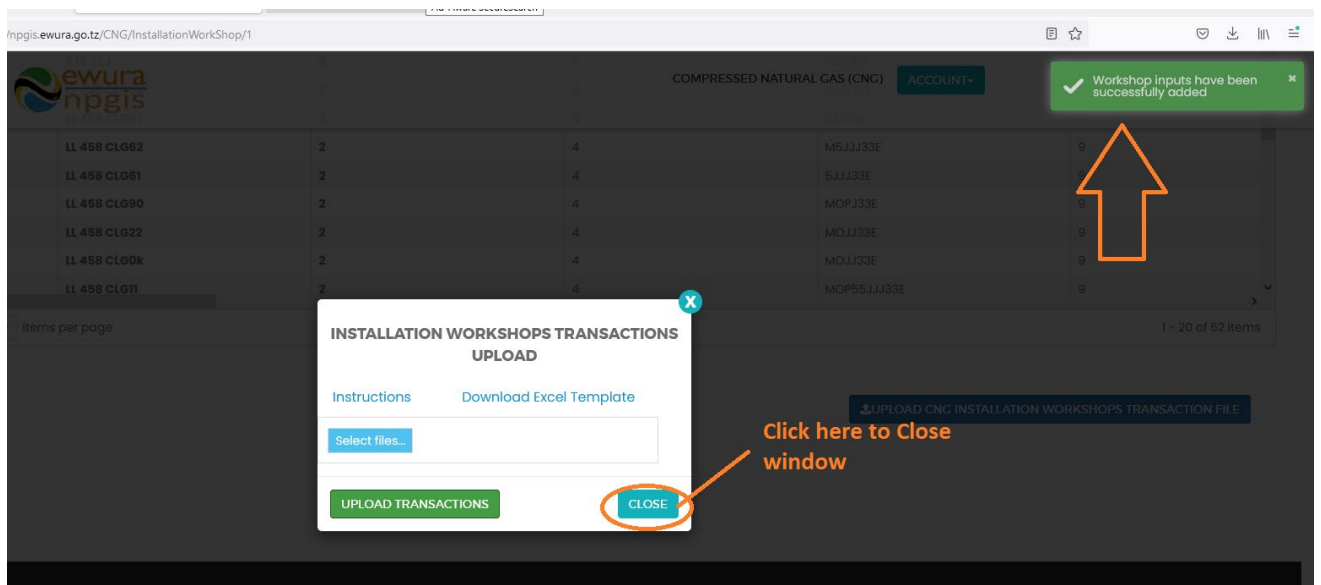


FIGURE 10: SUCCESSFUL WORKSHOP FILE UPLOAD

5.1 Error Messages

When user uploads excel file without completing filling all the columns and uploads it into the system, NPGIS will Point out which columns to correct

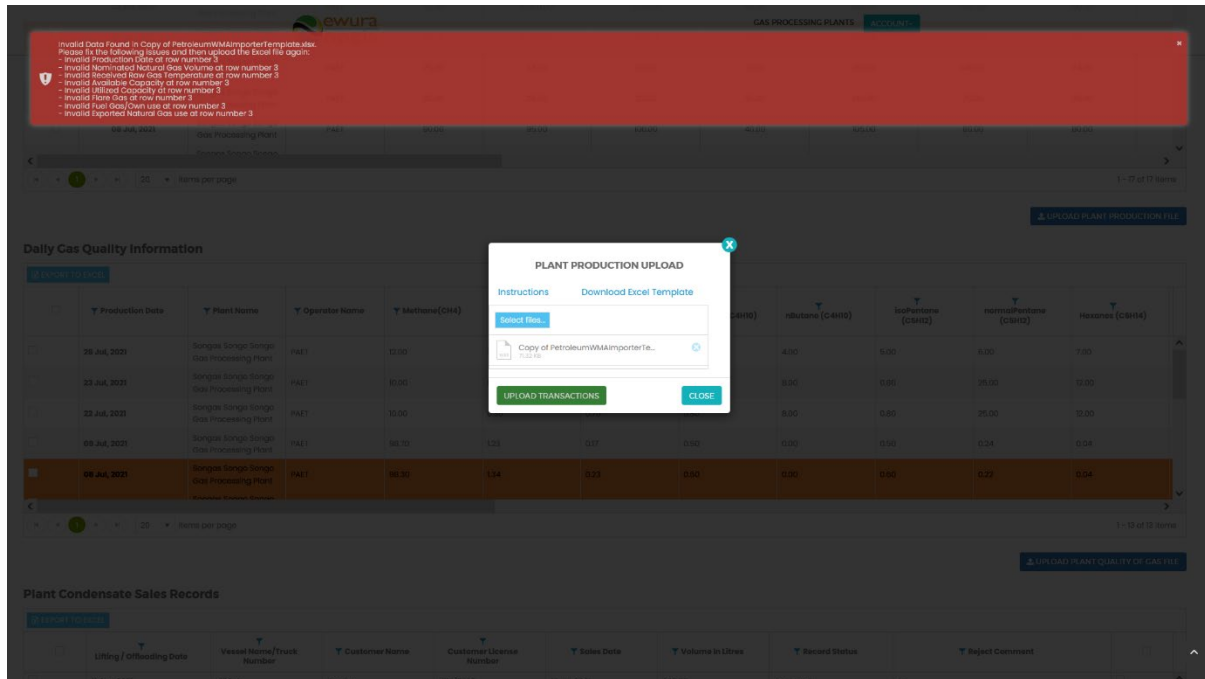


FIGURE 11 ERROR MESSAGES

5.2 No Internet Messages

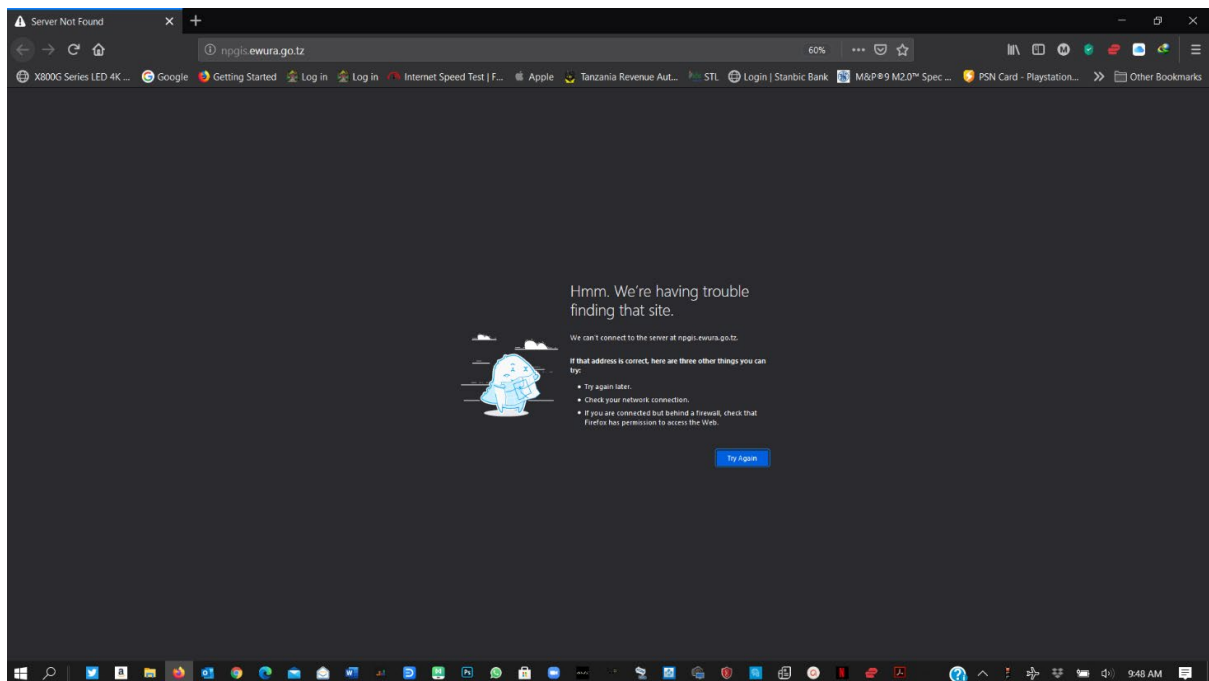


FIGURE 12 NO INTERNET MESSAGES

When this error appears try these steps

- check your internet connection
- Click the refresh button
- Close and re open the browser later
- Check your firewall settings
- Try again later

5.3 403 Forbidden Access

When this error appears try these steps

- Click the refresh button
- Close and re open the browser later
- Check your firewall settings
- Try again later
- Contact Ewura Technical Support

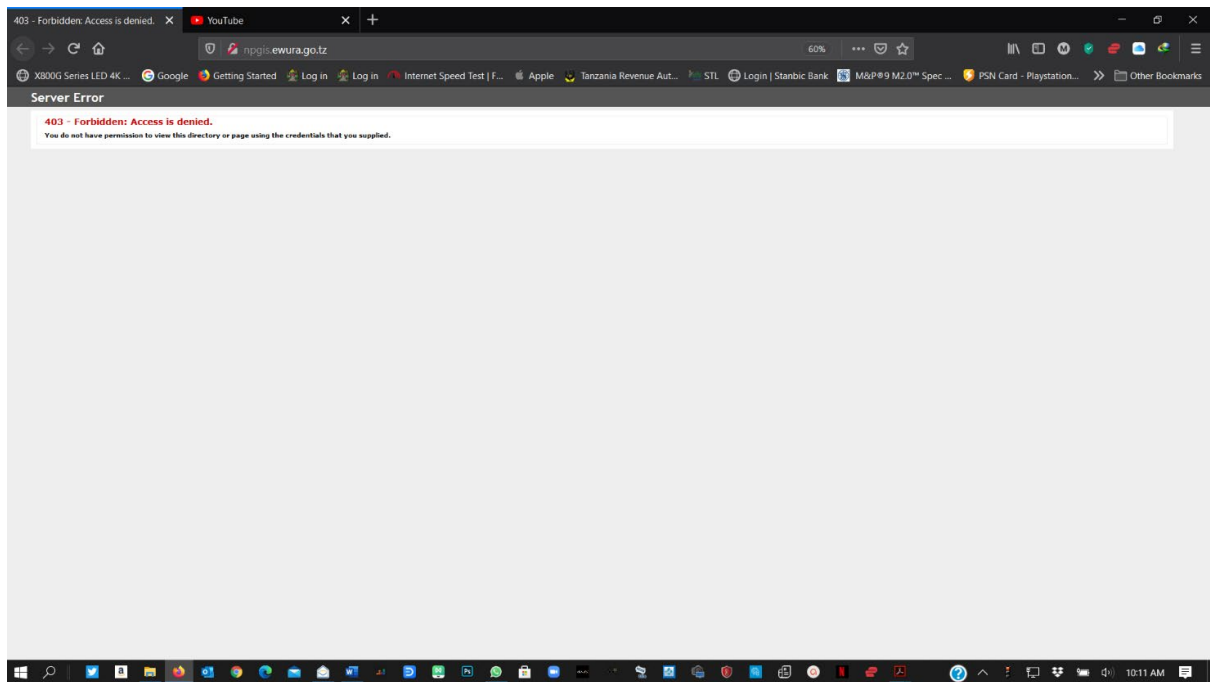


FIGURE 13 FORBIDDEN ACCESS