

End User Guide

for

**Production Data Management
System (PDMS) for
Nomination Regime**



DIRECTORATE GENERAL OF HYDROCARBONS

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How to access PDMS for Nomination Regime

1. Open up www.dghindia.gov.in
2. Go to *Online Web Applications*.

Complaints | DGH Email | Feedback | Contact Webmaster | [Online Web Applications](#) | Help | Site Map | Content ownership, moderation & approval Policy | Content Archival Policy | [Content Monitoring and Review Policy](#) | [S](#)
Policy | Terms & Conditions | Citizen Services

[Online Web Applications](#)



3. You will need to install the DGH Root Certificate to access the application. Download the certificate by clicking on the *Download DGH Root Certificate* link.
4. Click on the *DGH Root Certificate Installation Guide* and install the certificate by following the steps. The certificate needs to be installed only once.
3. Access the application by clicking on the *Production Data Management System (PDMS) for Nomination Regime* link given on that page.

[Home/ Online Web Applications](#)

Online Web Applications

- [Essentiality Certificate Monitoring System \(ECMS\) Download Instructions](#) (Accessible through Internet Explorer only)
- [Production Data Management System \(PDMS\) Download Document](#)
- [Shale Gas Reporting System \(SGRS\) Download Document](#)
- [Revenue Management System \(RMS\) Download Document](#)
- [Accounts Management System \(AMS\) Download Document](#)
- [Collaboration Portal for E&P Operators of India \(Test Pilot\)](#)
- [Production Data Management System \(PDMS\) for Nomination Regime](#)
- DGH Root Certificate Installation (for accessing online web applications securely)
 - [Download DGH Root Certificate](#)
 - [DGH Root Certificate Installation Guide](#)
- DGH Technical Support:
 - SSL VPN Issues: 01202472157/01202472412/01202472415
 - ECMS Department : remotesupport@dghindia.org
- Technical Support
 - Email: - webmaster@dghindia.gov.in
 - Telephone:- 0120 - 2472511
 - Telephone:- 0120 - 2472517

4. Alternatively you can access the page directly by typing the following address on your browser (Internet Explorer/Google Chrome/Mozilla Firefox).

<https://118.185.116.60/noc/>

1. User Registration

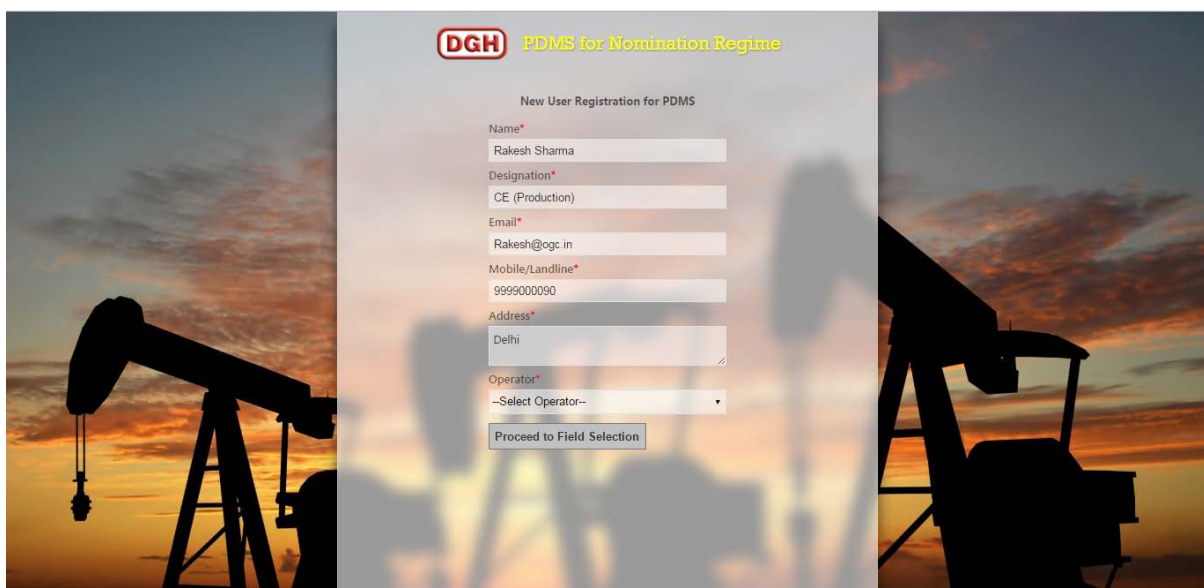
Any person from National oil Company (NOC) can become a registered user of PDMS by providing some credentials, usually in the form of a username (or email) password and few other parameters.

For registration, an applicant needs to follow the following simple steps –

Step 1:- On Production site click on New User link.



Step 2:- Enter your details like Name, Designation, Email, Mobile number, Address and Operator. Finally click on Button Proceed to Field Selection. Please note that you must use an official email id only. Your login details will be sent to that email once you have been approved.



Step 3:- You may now select the Asstes/Fields you wish to manage from the given list and then click on Proceed to Preview to preview the details before submitting.

DGH
Application for User Registration in PDMS
Date: 18/01/2017

Username : ONGC10006
Operator : Oil & Natural Gas Corp. Ltd.
Applicant Name : Rakesh Sharma
Designation : CE (Production)
Email : Rakesh@ogc.in
Phone : 9999000000

Data Entry Access required for Assets:

Assets	Type
Ahmedabad	Nomination

Signature of Applicant _____
Signature and Seal of Approving Authority (for Oil & Natural Gas Corp. Ltd.) _____

Note:
1. You are required to print out a copy of the PDF generated after submitting this document and get it duly signed. The signed document must be sent to DGH.
2. Once your application is approved at DGH, your password will be sent to your email.

Step 4:- Click on the Confirm and Print button to complete your request and generate your application in PDF format.

DGH PDMS for Nomination Regime
Your Username is: ONGC10006
Select fields for your Operator : Oil & Natural Gas Corp. Ltd.

ASSETS

Assets	Type
Ankleshwar	Ahmedabad

Clicking Preview will let you review the application before submitting.

The applicant is required to take a printout of this application and get it duly signed by their superior authorized person. The same is required to be sent to Co-ordinator (NoC Monitoring) or any person authorized by him/her in DGH. DGH will approve his/her system credentials upon receipt of the authorized hard copy. After that, he/she can access the PDMS for daily/weekly/monthly production data input.

The applicant will get his user-id and password on his email once he/she has been approved at DGH.

2. Login Process

The action of providing the proper credentials for a website is called logging in, or signing in.

As a user, you are required to enter your **User ID** and **Password** and then click on the Login button to login into the system. You will find your User ID and Password in your email inbox once you have been approved by DGH.

After logging in it is recommended that you change your password by going to your Profile and clicking on Change Password.



3. DPR (Daily Production Entry Form)

The DPR Entry Form maybe accessed by going to **Entry > Daily Production Entry Form**.

The DPR Entry Form is used to enter daily production data for respective Assets.

The user must select an Asset(s) and the date for which they wish to enter data from the panel on the right side. The activities for a particular day have been divided into different categories (shown on the left panel). The user needs to choose an activity and then can enter data in the relevant fields.

All fields except Remarks will allow the user to enter only digits (with or without decimal). No special characters or text is allowed.

The user has the option to save the data either in Draft or Final submission mode by clicking **Save as Draft** and **Save as Final** buttons respectively.

Data submitted by clicking on *Save as Final* may not be modified later. Therefore, the user must verify the data properly before clicking on *Save as Final*. Only data submitted by clicking *Save as Final* will appear on reports. If you wish to modify the data later, click on *Save as Draft*.

PRODUCTION DATA MANAGEMENT SYSTEM (PDMS) FOR NOMINATION REGIME

Welcome Bhairab Changkakoty
 (ONGC10002) [Logout](#) [Profile](#)
[Support](#)

ASSET WISE DAILY PRODUCTION ENTRY
ENTRY
REPORTS

ACTUAL PRODUCTION

INTERNAL CONSUMPTION

DESPATCH

GAS FLARING

WATER INJECTION

GAS INJECTION

NUMBER OF WELLS FLOWING

ENTER DATA	PRODUCTION IN 17/01/2016	PRODUCTION ASKING RATE(TARGET) FOR 17/01/2017
Oil(mt) *	0	
Cond(mt) *	0	
Oil(bbl) *	0	
Cond(bbl) *	0	
Associated-Gas (m ³) *	0	
Non-Associated Gas (m ³) *	0	
Associated Gas(mmbtu) *	0	
Non-Associated Gas(mmbtu) *	0	
Reason for Production Shortfall/Increase		

NOTE:- * Indicates all fields are mandatory
 Enter data for the activity date
 *mt-metric tonnes, *cond-condensate, *m³-cubic metres, *bbl-barrel, *mmbtu-million british thermal unit

[Preview](#)

Operator :
Oil & Natural Gas Corp. Ltd.

Assets :
--Select Assets--

Activity Date :

Copy data from :

[Upload Excel \(How to Use\)](#)

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4. MPR(Monthly Production Entry Form)

The MPR Entry Form may be accessed by going to **Entry > Monthly Production Entry Form**.

The MPR Entry Form is used to enter monthly production data for respective Assets.

The user must select an Asset(s) along with the month and financial year for which they wish to enter data from the panel on the right side. The activities for a particular month have been divided into different categories (shown on the left panel). The user needs to choose an activity and then can enter data in the relevant fields.

All fields except Remarks will allow the user to enter only digits (with or without decimal). No special characters or text is allowed.

The user has the option to save the data either in Draft or Final submission mode by clicking **Save as Draft** and **Save as Final** buttons respectively.

Data submitted by clicking on *Save as Final* may not be modified later. Therefore, the user must verify the data properly before clicking on *Save as Final*. Only data submitted by clicking *Save as Final* will appear on reports. If you wish to modify the data later, click on *Save as Draft*.

DGH PRODUCTION DATA MANAGEMENT SYSTEM (PDMS) FOR NOMINATION REGIME Welcome Bhairab Changkakoty (ONGC10002) [Logout](#) [Profile](#) [Support](#)

ASSET WISE MONTHLY PRODUCTION ENTRY ENTRY REPORTS

PRODUCTION		
CONSUMPTION	No of Days Operated/Produced for Oil	
SAVED/LINE PACK	Crude Oil Specific Gravity	
SALE/DESPATCH	Calorific Value of Associated Gas(KCal/m ³)	
RE-INJECTION	Calorific Value of Non-Associated Gas(KCal/m ³)	
FLARE	Oil(mt)	
NORMAL LOSS	Cond(mt)	
ABNORMAL LOSS	Oil(bbl)	
OPENING STOCK	Cond(bbl)	
CLOSING STOCK	Associated Gas(m3)	
	Non-Associated Gas(m3)	
	Water(mt)	
	Associated Gas(mmbtu)	
	Non-Associated Gas(mmbtu)	
	Remarks	

NOTE:-
*mt-metric tonnes *cond-condensate *m³-cubic metres *bbl-barrel *mmbtu-million british thermal unit

[Preview](#)

Operator :
Oil & Natural Gas Corp. Ltd.

Assets :
--Select Assets--

Month :
January

Financial Year :
2016-2017

[Save as Draft](#)

[Save as Final](#)

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5. Flowing Wells Entry

The Flowing Wells Entry Form may be accessed by going to **Entry > Flowing Wells Entry Form**.

The Flowing Wells Entry Form is used to enter monthly flowing well data for respective Assets.

The user must select an Asset(s) along with the month and financial year for which they wish to enter data from the panel on the right side. After that the user may choose to enter well data from the panel on the right hand side itself.

The Number of Wells field will allow the user to enter only digits (without decimal). No special characters or text is allowed.

The user has the option to save the data either in Draft or Final submission mode by clicking **Save as Draft** and **Save as Final** buttons respectively.

Data submitted by clicking on *Save as Final* may not be modified later. Therefore, the user must verify the data properly before clicking on *Save as Final*. Only data submitted by clicking *Save as Final* will appear on reports. If you wish to modify the data later, click on *Save as Draft*.

The screenshot shows the 'Well Status for Assets under Nomination Regime' form. The header includes the DGH logo and the text 'PRODUCTION DATA MANAGEMENT SYSTEM (PDMS) FOR NOMINATION REGIME'. The user is logged in as 'Bhairab Changkakoty (ONGC10002)'. The form has three tabs: 'WELL STATUS', 'ENTRY', and 'REPORTS'. The 'ENTRY' tab is active. The form contains several dropdown menus: 'Assets' (set to '--Select Assets--'), 'Month' (set to 'January'), 'Financial Year' (set to '2016-2017'), 'Completion Status' (set to '--Select Completion Status--'), 'Well Type' (set to '--Select Well Type--'), 'Well Fluid' (set to '--Select Well Fluid--'), 'Flow/Injection Status' (set to '--Select Flow Status--'), and 'Well Status' (set to '--Select Well Status--'). There is a text input field for 'Number of Wells'. At the bottom, there are two buttons: 'Save as Draft' and 'Save as Final'. The footer contains the text 'Verified & Checked by :- Bhairab Changkakoty (ProgOff) , bhairab.changkakoty@dghindia.gov.in , 123454748' and 'Application developed and maintained by IT Department DGH'.

Once the data is saved, the user can view or edit data which is showing in table.

If the user has submitted the data then he/she can view it by clicking on **View Details** link given in *Action* column.

If the user has saved data in draft mode then he/she can edit it by clicking on **Edit** link given in *Action* column.

6. Non-Flowing Wells Entry

The Non-Flowing Wells Entry Form may be accessed by going to **Entry > Non-Flowing Wells Entry Form**.

The Non-Flowing Wells Entry Form is used to enter monthly non-flowing well data for respective Assets.

The user must select an Asset(s) along with the month and financial year for which they wish to enter data from the panel on the right side. After that the user may choose to enter well data from the panel on the right hand side itself.

The user has the option to save the data either in Draft or Final submission mode by clicking **Save as Draft** and **Save as Final** buttons respectively.

Data submitted by clicking on *Save as Final* may not be modified later. Therefore, the user must verify the data properly before clicking on *Save as Final*. Only data submitted by clicking *Save as Final* will appear on reports. If you wish to modify the data later, click on *Save as Draft*.

If the user has submitted any data then he/she may view it by clicking on **View Details** link

Operator : Oil & Natural Gas Corp. Ltd.

Fields :
Rajamundry

Month :
August

Financial Year :
2016-2017

Well Name *

Well Type *
--Select Well Type--

Reasons for Non-Flowing

Action Plan for Revival

Save as Draft Save as Final

Preview

Upload Excel (How to Use)

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given in the *Action* column.

If the user has saved data in draft mode then user can edit it by clicking on **Edit** link given in the *Action* column.