

User Guide

12.13.11 Mechanical Engineering- Vehicle Fitness Report Ver 3.0.0

For

Supply, delivery, installation, Commissioning, Training
and Maintenance of Enterprise Resource Planning
System (DMMC-ERP)

For

DEHIWALA MOUNT-LAVINIA MUNICIPAL COUNCIL

By

EMETSOFT (PVT) LTD

1. REVISION HISTORY

Date	Version	Description	Author
09-09-2025	0.0.1	Initial version	EMETSOFT IMP Team
09-09-2025	0.1.1	Modifications to the report	EMETSOFT IMP Team
09-09-2025	1.0.0	Final Release	Project Manager
08-07-2025	2.0.0	Enhancements for the manual	Project Manager
09-09-2025	3.0.0	Enhancements for the manual	Project Manager

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ENTERPRISE RESOURCE PLANNING (ERP)

Dehiwala Mount Lavinia Municipal Council

Welcome to the Easiest, Fastest, most Secure, FIRST & the ONLY ERP for the LGA sector

VEHICLE FITNESS REREPORT

Purpose

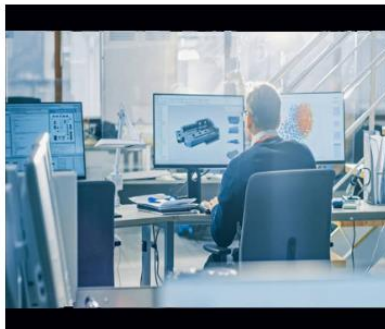
The Vehicle Fitness Report module records and manages fitness test results for registered vehicles. It ensures roadworthiness compliance and supports regulatory documentation.

General

All fields indicate using * are mandatory.

Navigation

STEP: 01 Click On this Icon in ERP Page

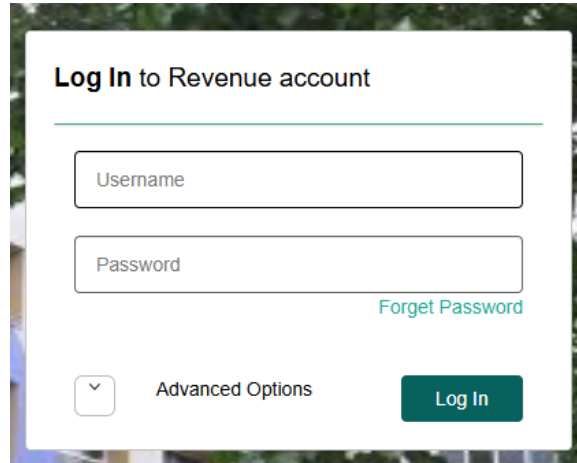


Mechanical Engineering

Mechanical engineering, Mech. Eng. Stores,
Repairs, service

USER GUIDE

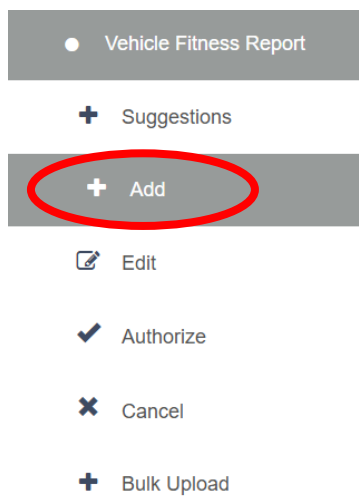
STEP: 02 Login using your user name and password to the system



The image shows a login form titled "Log In to Revenue account". It features two input fields: "Username" and "Password". Below the password field is a link that says "Forget Password". At the bottom left, there is a dropdown menu icon and the text "Advanced Options". To the right of this is a green button labeled "Log In".

Add Vehicle Fitness Report

- Go to the **Vehicle Fitness Report** tab under the **Mechanical Engineering** tab.
- Click **"Add"** to add a new Vehicle Fitness Report.



The image shows a menu for "Vehicle Fitness Report". The menu items are: "Vehicle Fitness Report" (selected), "Suggestions", "Add" (highlighted with a red circle), "Edit", "Authorize", "Cancel", and "Bulk Upload".

- Add vehicle and insurance information.
- Upload necessary documents if they exist.
- Click **“Save”** to save.

Vehicle Fitness Report

ID: 9 Asset: CAZ-8493:Car

From Date: 9/1/2025 To Date: 12/31/2025

Fitness Test Company: Laugfs Eco Sri (Pvt) Ltd Certificate Number: 1125 Amount: 5000

Remarks: Test

Save **Edit**

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Documents

No	Document Type	Description	Upload	History	Delete	
0	<-Select->		Open	Upload	History	Delete

Edit Vehicle Fitness Report

- Go to edit.

● Vehicle Fitness Report

+ Suggestions

+ Add

Edit

✓ Authorize

✗ Cancel

+ Bulk Upload

- Click the blue link of the relevant record.

Vehicle Fitness Report Detail

Search By Search For

From Date To Date

ID	View	Asset	From Date	To Date	Emission Test Company	Amount	Remarks
1	1	54-5284 : Double Cab	04-Sep-2024	11-Sep-2024	Laugfs Eco Sri (Pvt) Ltd	5000.00	ss
2	2	54-5284 : Double Cab	12-Sep-2024	11-Sep-2025	Lucky Traders	1000.00	

- Edit relevant fields.
- Click **“Save”** to save.

Vehicle Emission Report

ID Vehicle

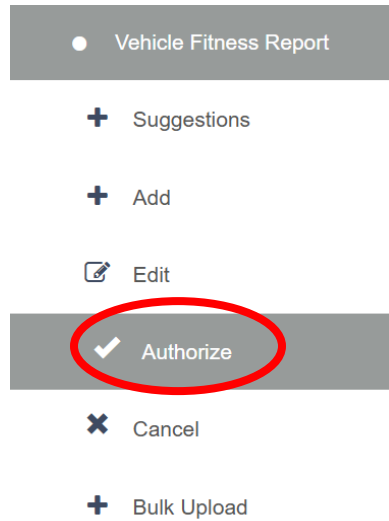
From Date To Date

Certificate Number Emission Test Company Amount

Remarks

Authorize Vehicle Fitness Report

- Go to authorize.



- Check the relevant record.

Vehicle Fitness Report Authorize

Search By: ID Search For:

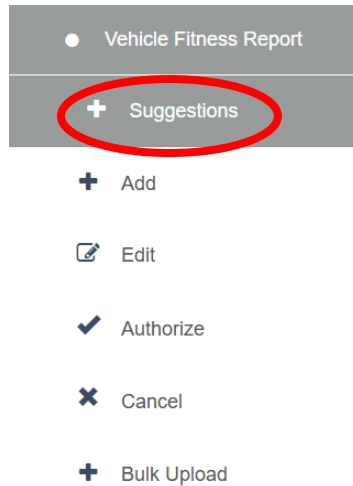
From Date: 8/11/2024 To Date: 9/11/2025

Select	ID	View	Asset	From Date	To Date	Emission Test Company	Amount	Remarks
☒	1	1	54-5284 : Double Cab	04-Sep-2024	11-Sep-2024	Laugfs Eco Sri (Pvt) Ltd	5000.00	ss
☐	2	2	54-5284 : Double Cab	12-Sep-2024	11-Sep-2025	Lucky Traders	1000.00	

- Click **"Save"** to authorize.
- Use **"Exit"** to cancel or return to the dashboard.

Vehicle Fitness Test Renewal

- Go to suggestions.



- Click **Proceed** in the upcoming relevant Fitness test.

Upcomming Renewals - Fitness Test

Asset ID	End Date	.	Ref No	Asset Code	Asset Description	Start Date	End Date	
5165	09/11/2025	2	23603	54-5284	Double Cab	09/12/2024	09/11/2025	Proceed 
5165	09/11/2026	2	23603	54-5284	Double Cab	09/12/2025	09/11/2026	Proceed
5132	10/29/2025	2	45879	LM-5360	Dump Truck	10/28/2024	10/29/2025	Proceed
5130	10/02/2025	2	2360	LM-5358	Dump Truck	10/01/2024	10/02/2025	Proceed
5216	10/02/2025	2	23603	LO-0980	Motor Lorry (Water Bowser)	10/01/2024	10/02/2025	Proceed
5165	09/11/2026	2	123456	54-5284	Double Cab	09/12/2025	09/11/2026	Proceed
5165	09/11/2026	2	1450	54-5284	Double Cab	09/12/2025	09/11/2026	Proceed

Exit

- Fill renewed fitness report details.
- Upload necessary documents if they exist.
- Click **“Save”** to save.

Vehicle Fitness Report

ID	Asset		
9	54-5284 : Double Cab		
From Date		To Date	
9/12/2025		9/11/2026	
Fitness Test Company		Certificate Number	Amount
Laugfs Eco Sri (Pvt) Ltd		7752	5000
Remarks			
Done			

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Save Exit

Documents

No	Document Type	Description	Upload	History	Delete
0	<-Select->		Open Upload	History	Delete