



# Web Based National Immunization Programme User Manual



**Epidemiology Unit  
Ministry of Health and Indigenous Medicine  
Sri Lanka**

**[nip.epid.gov.lk](http://nip.epid.gov.lk)**

# WEB BASED NATIONAL IMMUNIZATION PROGRAMME

Epidemiology Unit  
Ministry of Health, Nutrition and Indigenous Medicine  
Sri Lanka

[enip.epid.gov.lk](http://enip.epid.gov.lk)

# **WEB BASED NATIONAL IMMUNIZATION PROGRAMME DEVELOPMENT TEAM**

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**This guideline is compiled by Dr. Thilini Pathirana (Medical Officer in Health Informatics)**

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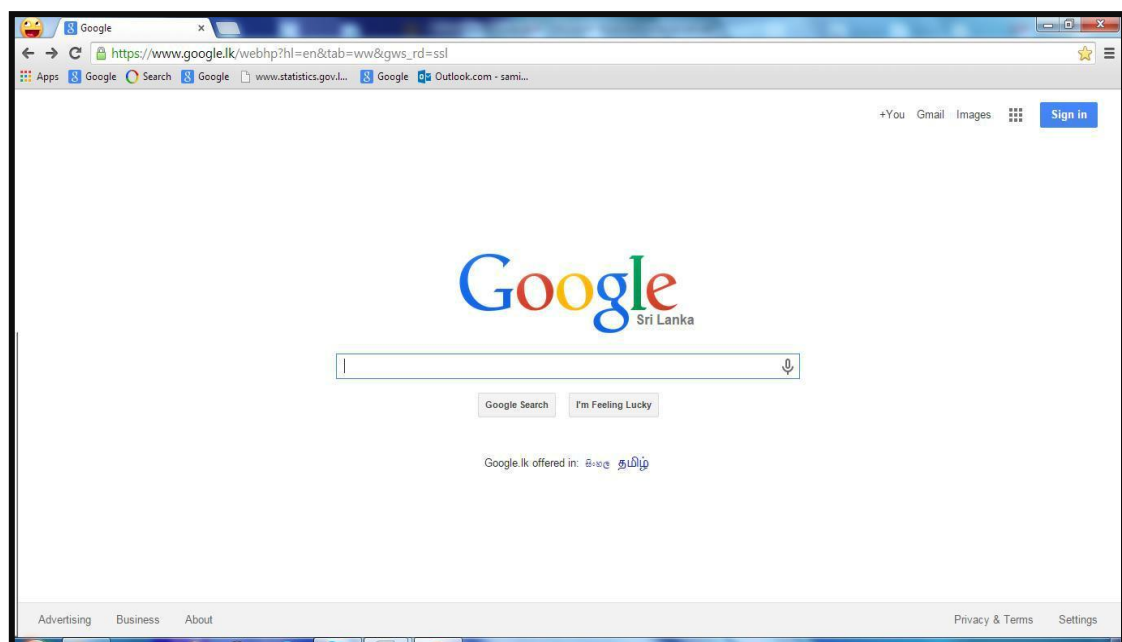
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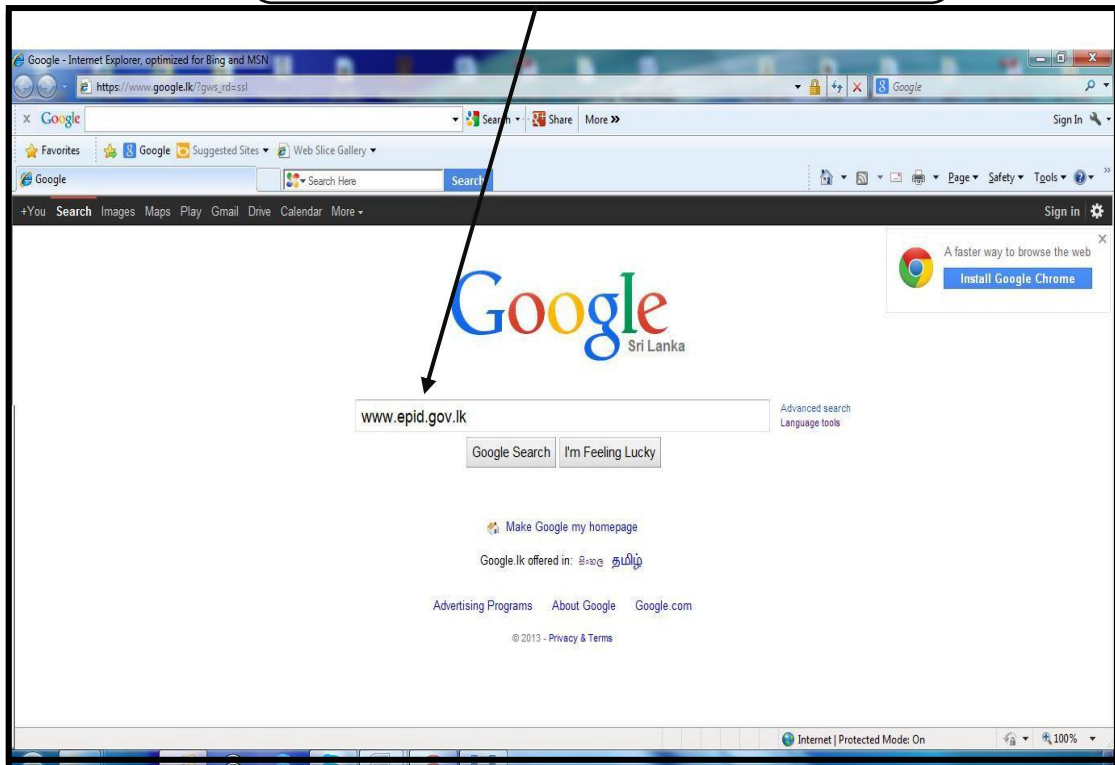
# 1. Log in to the e-NIP



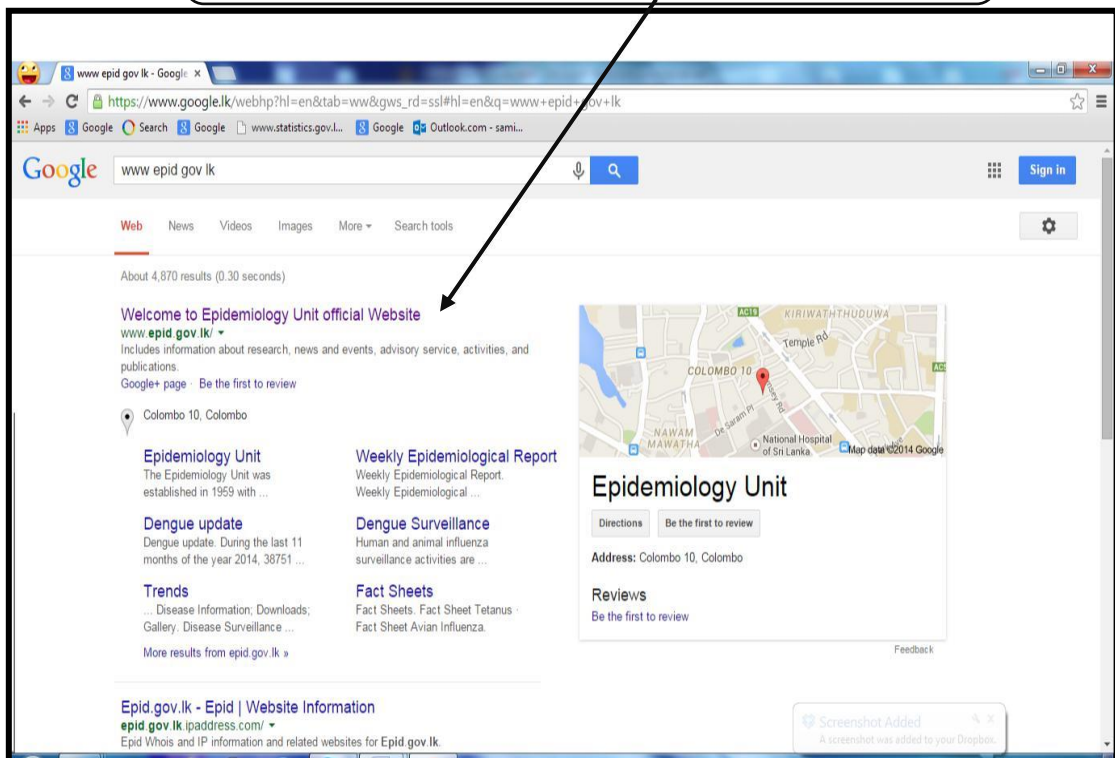
## Google Search Engine Screen



## Step 2 – Type [www.epid.gov.lk](http://www.epid.gov.lk) and search



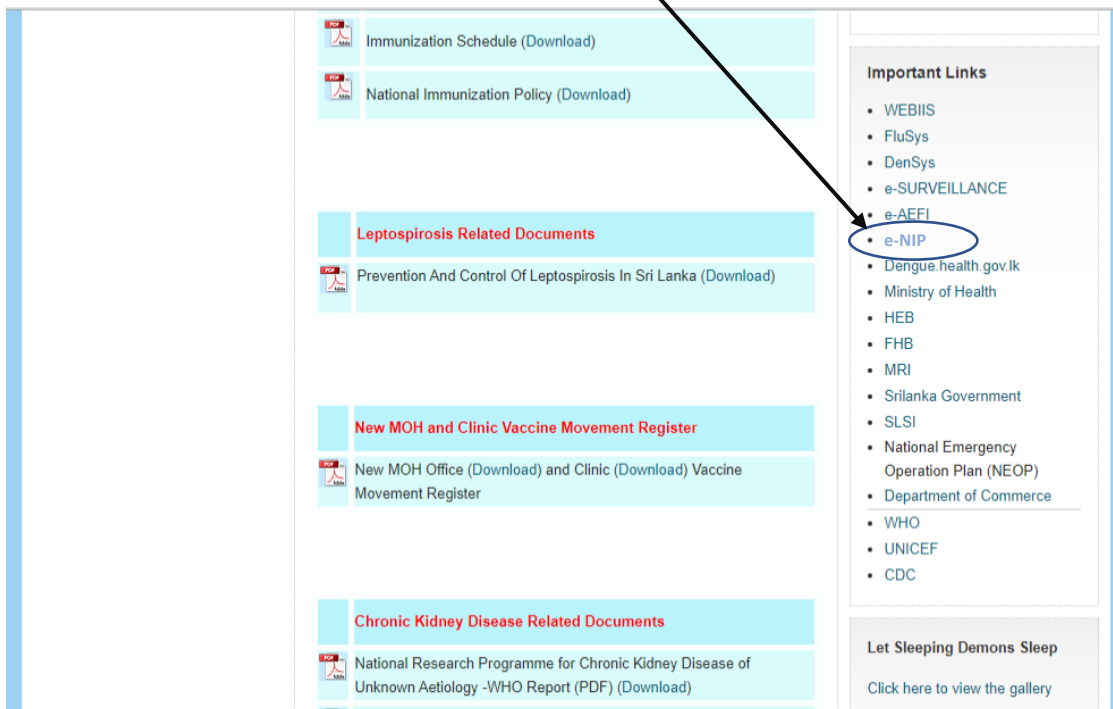
## Step 3 – Click on welcome to Epidemiology Unit



**Step 4 – Click on English**



**Step 5 – Click on “e-NIP” under important links**  
(Right bottom corner of the epid.gov.lk home page)





## Step 6 – e-NIP page will appear

Epidemiology Unit  
Ministry of Health, Sri Lanka

**e - NIP**

Sign in

Username

Password

Sign in

Powered by DHIS 2 Epidemiology Unit

Epidemiology Unit [ Change language ]

## Step 7 – Type your **username** and **password** and click “**Sign In**”

Epidemiology Unit  
Ministry of Health, Sri Lanka

**e - NIP**

Sign in

admin

.....

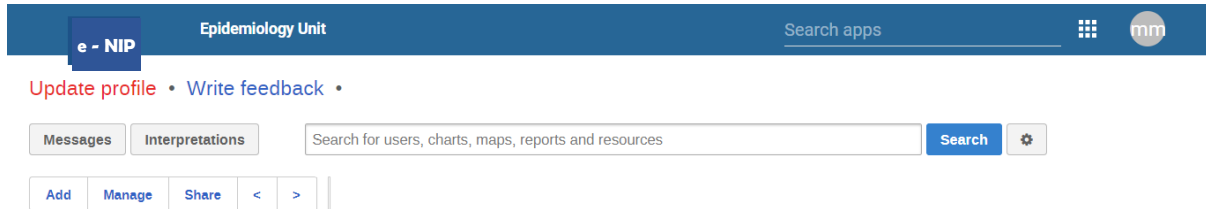
Sign in

Powered by DHIS 2 Epidemiology Unit

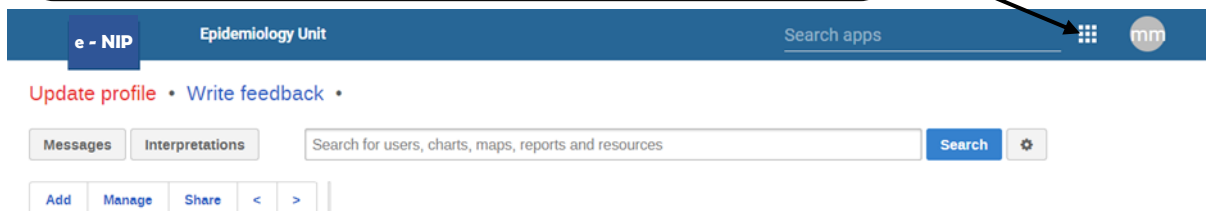
Epidemiology Unit [ Change language ]

- Now you have successfully logged into e-NIP web site.
- You can log in to the system with username and password given for e-AEFI
- Note: If your MOH does not have a username and a password, please contact Epidemiology Unit for assistance.

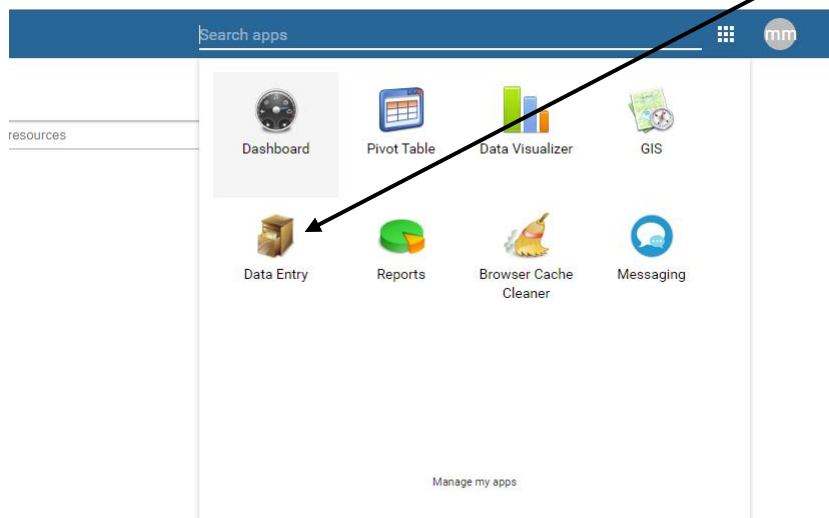
**e-NIP Dashboard will Appear after successful login.  
(Usually this will contain Charts, Graphs, etc.)**



**Step 8** – To go to data entering page, first click on the square shape dotted area in right-hand side.

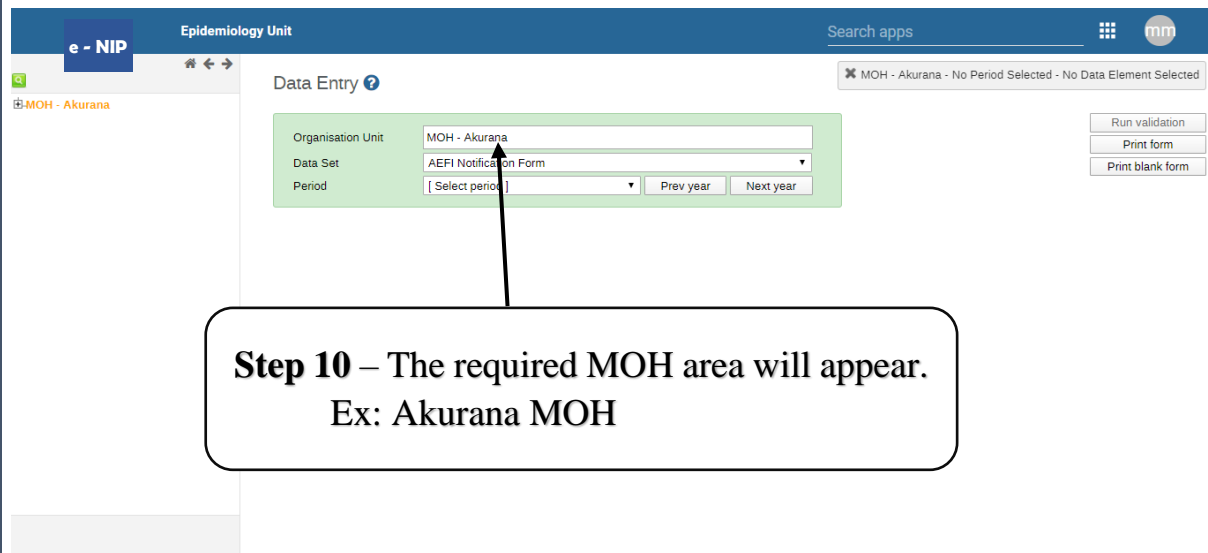


**Step 9** – Click on “Data entry” icon



## 2. Entering Data to e-NIP

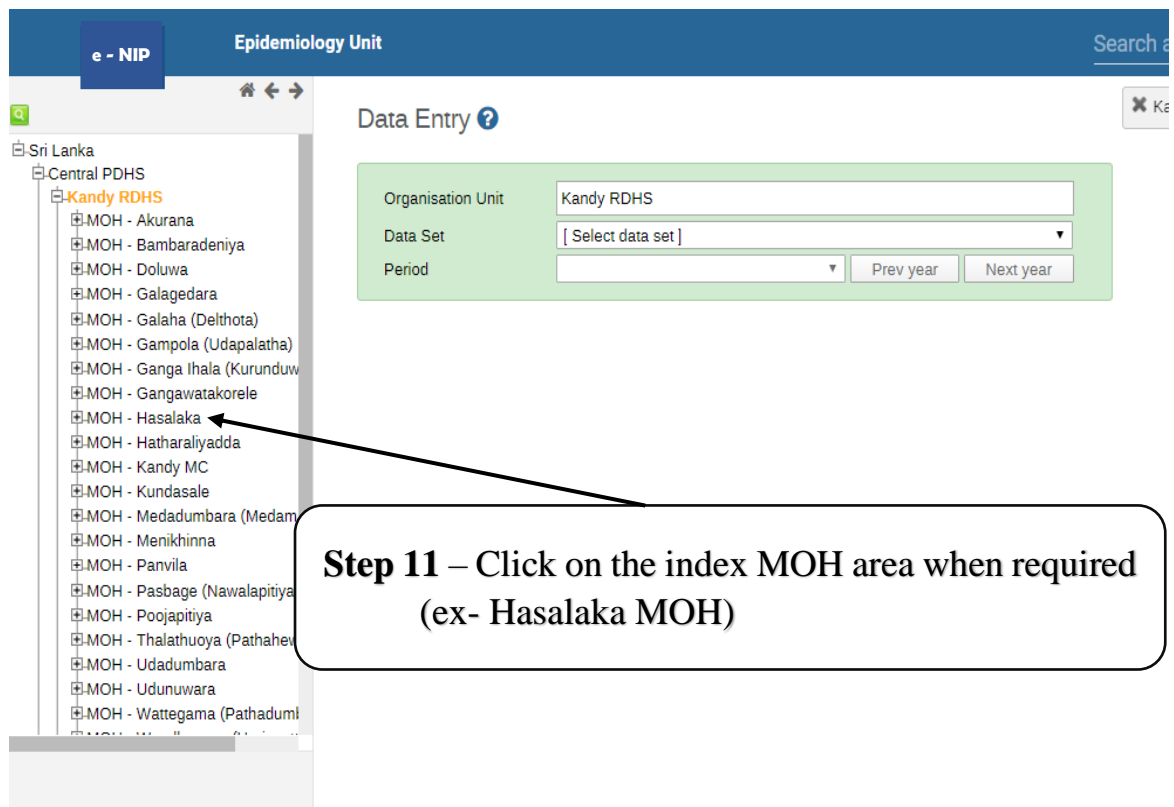
**When the MOH users use his/her username and password the MOH area will appear**



The screenshot shows the 'Data Entry' page in the e-NIP system. The 'Organisation Unit' dropdown is set to 'MOH - Akurana'. The 'Data Set' dropdown is set to 'AEFI Notification Form'. The 'Period' dropdown is set to '[ Select period ]'. There are buttons for 'Prev year' and 'Next year'. On the right side, there are buttons for 'Run validation', 'Print form', and 'Print blank form'. A search bar at the top right contains the text 'MOH - Akurana - No Period Selected - No Data Element Selected'.

**Step 10** – The required MOH area will appear.  
Ex: Akurana MOH

**When the RE users his/her username and password the RDHS area will appear.**



The screenshot shows the 'Data Entry' page in the e-NIP system. The 'Organisation Unit' dropdown is set to 'Kandy RDHS'. The 'Data Set' dropdown is set to '[ Select data set ]'. The 'Period' dropdown is set to '[ Select period ]'. There are buttons for 'Prev year' and 'Next year'. On the left side, there is a tree view showing the hierarchy: Sri Lanka > Central PDHS > Kandy RDHS > MOH - Akurana, MOH - Bambaradeniya, MOH - Doluwa, MOH - Galagedara, MOH - Galaha (Delthota), MOH - Gampola (Udapatatha), MOH - Ganga Ihala (Kurunduwa), MOH - Gangawatakorele, MOH - Hasalaka, MOH - Hatharalyadda, MOH - Kandy MC, MOH - Kundasale, MOH - Medadumbara (Medamulla), MOH - Menikhinna, MOH - Panvila, MOH - Pasbage (Nawalapitiya), MOH - Poojapitiya, MOH - Thalathuoya (Pathahevila), MOH - Udadumbara, MOH - Udunuwara, MOH - Wattegama (Pathadumula). An arrow points from the 'MOH - Hasalaka' entry in the tree view to the 'Organisation Unit' dropdown.

**Step 11** – Click on the index MOH area when required  
(ex- Hasalaka MOH)

## 2.1. Entering Demographics Data by MOH

Data Entry ?

Organisation Unit: MOH - Akurana  
Data Set: [ Select data set ]  
Period: [ Select period ] [ Prev year ] [ Next year ]

**Step 12** – Click on the arrow in the “Data Set” to select the index Data Set.

Data Entry ?

Organisation Unit: MOH - Akurana  
Data Set: [ Select data set ]  
Period: [ Select data set ]  
AEFI Notification Form  
Demographics Data Entry  
Students Number on Roll

**Step 13** - Select “Demographics Data Entry” from drop down list.

Data Entry ?

Organisation Unit: MOH - Hasalaka  
Data Set: Demographics Data Entry  
Period: [ Select period ] [ Prev year ] [ Next year ]

**Step 14** – Click on the arrow in the “Period” to select the index Year.

Data Entry X MOH

Organisation Unit	MOH - Hasalaka	
Data Set	Demographics Data Entry	
Period	[ Select period ]	Prev year Next year
	[ Select period ]	
	2019	
	2018	
	2017	
	2016	
	2015	

**Step 15** – Click on the index Year.  
Ex: 2019

**Step 16** – Demographics Data Entry Form will appear.

	Estimated ඇස්තමේන්තු කර ඇති கணக்கிடப்பட்ட	Actual தர உண்மையான
Population (from medical stacion) சுகாதார நிலைய சனத்தொகை	<input type="text"/>	<input type="text"/>
CBR (Crude Birth Rate) for the year per 1000 population ஆக ஆண்டு அடிப்படையில் ( சுகாதார நிலைய 1000க்கு ) அண்ணளவான பிறப்பு வீதம்( 1000 சனத்தொகைக்கு )	<input type="text"/>	<input type="text"/>
Registered births for previous year (From Birth and Immunization registers of all PHMM) பேர வருஷம் ஊடாக சுகாதார நிலைய ஆண்டு முந்தைய ஆண்டிற்கான பதிவு செய்யப்பட்ட பிறப்புகள்		<input type="text"/>

X MOH - Hasalaka - 2019 - No Data

Complete Incomplete Run validation

Organisation Unit: MOH - Hasalaka  
 Data Set: Demographics Data Entry  
 Period: 2019 [Prev year] [Next year]

MOH - Hasalaka - 2019 - No Data Element Selected  
 Print form  
 Print blank form

	Estimated ඇස්තමේන්තු කර ඇති கணக்கிடப்பட்ட	Actual கொட உண்மையான
Population (from medical stacion) ජනගහණය சனத்தொகை	<input type="text"/>	<input type="text"/>
CBR (Crude Birth Rate) for the year per 1000 population දළ උපන් අනුපාතිකය ( ජනගහනයෙන් 1000කට )	<input type="text"/>	<input type="text"/>
පෙර වර්ෂය සඳහා ලියාපදිංචි උපන් முந்தைய ஆண்டிற்கான பதிவு செய்யப்பட்ட பிறப்புகள்	<input type="text"/>	<input type="text"/>

The selected MOH area will be indicated on the Right-hand side top corner.

**Step 17 - Filling of the form**  
 Place the cursor on the relevant cage based on the data and type the number

Period: 2019 [Prev year] [Next year]

	Estimated ඇස්තමේන්තු කර ඇති கணக்கிடப்பட்ட	Actual கொட உண்மையான
Population (from medical stacion) ජනගහණය சனத்தொகை	<input type="text"/>	<input type="text"/>
CBR (Crude Birth Rate) for the year per 1000 population දළ උපන් අනුපාතිකය ( ජනගහනයෙන් 1000කට ) அண்ணளவான பிறப்பு வீதம்( 1000 சனத்தொகைக்கு )	<input type="text"/>	<input type="text"/>
Registered births for previous year (From Birth and Immunization registers of all PHMM) පෙර වර්ෂය සඳහා ලියාපදිංචි උපන් முந்தைய ஆண்டிற்கான பதிவு செய்யப்பட்ட பிறப்புகள்	<input type="text"/>	

[Complete] [Incomplete] | [Run validation]

by Unit
Search apps

Organisation Unit	MOH - Hasalaka	* MOH - Hasalaka - 2019 - Estimated Population of the MOH area ( as given by Medical Statistician) default
Data Set	Demographics Data Entry	Print form
Period	2019	Print blank form

	Estimated ඇස්කමේන්තු කර ඇති கணக்கிடப்பட்ட	Actual கலாச உண்மையான
Population (from medical stacionian) ජනගහණය சனத்தொகை	<input type="text"/>	<input type="text"/>
CBR (Crude Birth Rate) for the year per 1000 population දළ උපන් අනුපාතිකය ( ජනගහනයෙන් 1000කට ) அண்ணளவான பிறப்பு வீதம்( 1000 சனத்தொகைக்கு )	<input type="text"/>	<input type="text"/>
Registered births for previous year (From Birth and Immunization registers of all PHMM) පෙර වර්ෂය සඳහා ලියාපදිංචි උපන් முந்தைய ஆண்டிற்கான பதிவு செய்யப்பட்ட பிறப்புகள்	<input type="text"/>	

<input type="button" value="Complete"/>	<input type="button" value="Incomplete"/>	<input type="button" value="Run validation"/>
---	---	---

The selected Data element will be indicated on the right-hand side top corner.

Ex: In MOH area Hasalaka in 2019 the Estimated Population as given by the statistician

**Step 18** – After entering all the data click on “Run Validation” Button

CBR (Crude Birth Rate) for the year per 1000 population  
මූල උපන් අනුපාතිකය ( ජනගහනයෙන් 1000කට )  
අண்ணளவான பிறப்பு வீதம்( 1000 சனத்தொகைக்கு )

**Step 19 – Click on Complete.**

Registered births for previous year (From Birth and Immunization registers of all PHMM)  
පෙර වර්ෂය සඳහා ලියාපදිංචි උපන්  
முந்தைய ஆண்டிற்கான பதிவு செய்யப்பட்ட பிறப்புகள்

Complete

Incomplete

Run validation

dataentry/index.action

aefi.epid.gov.lk says

Are you sure this data set is complete?

OK

Cancel

Estimated

ඇස්තමේන්තු කර

ඇති

(Statistician)

**Step 20 – Screen will appear as “Are you sure this data set is complete” Click “Ok” Records will be accepted by the system**

**Special note – The data set can be only modified by the use of “Incomplete” before the focal point/ upper level user approves the data.**

aefi.epid.gov.lk says

Are you sure this data set is complete?

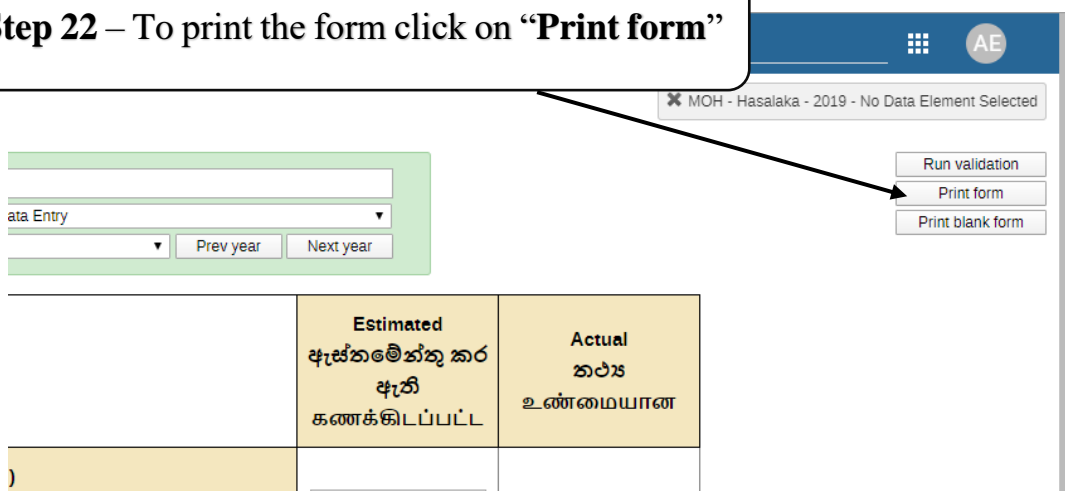
OK

Cancel

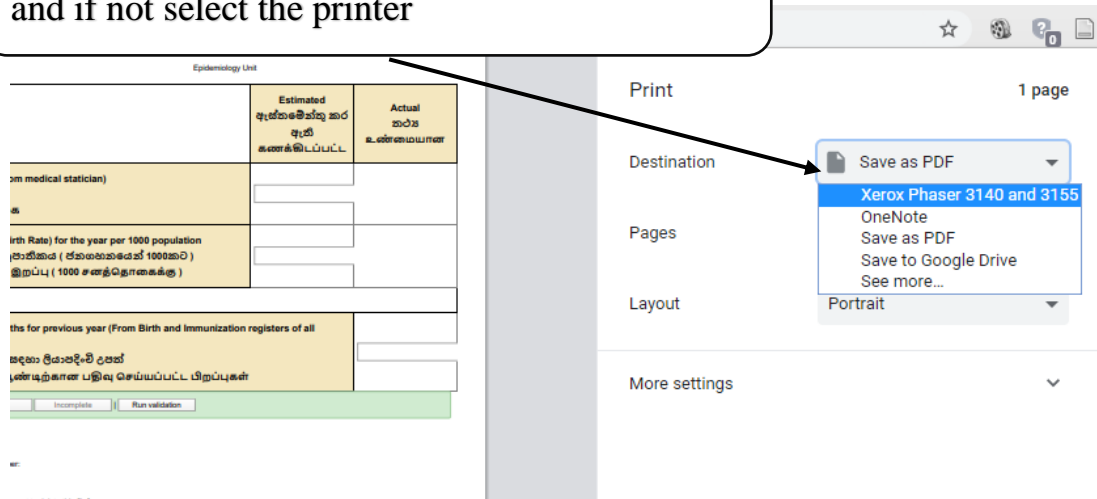
**Step 21 – Click on “Ok” and the data be added to the system.**



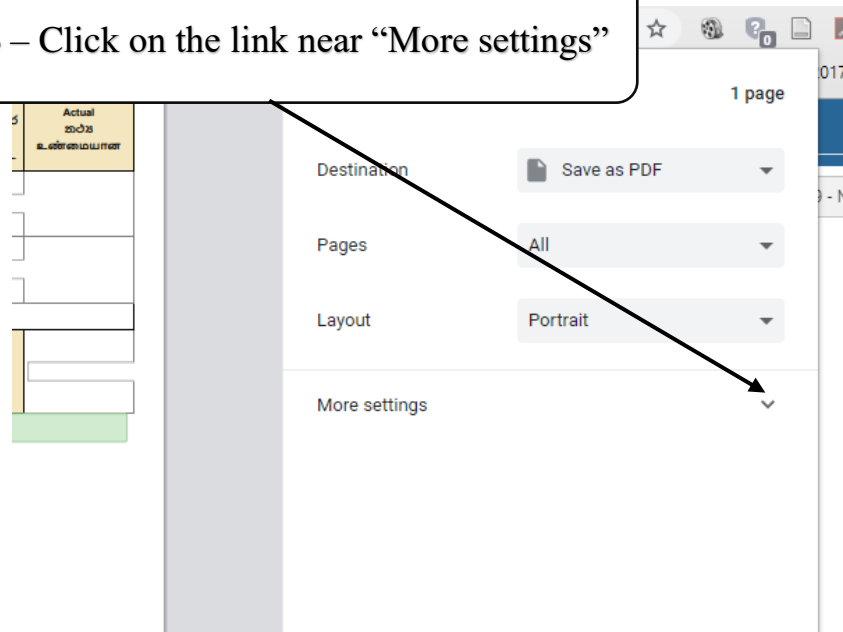
**Step 22 – To print the form click on “Print form”**



**Step 23 – Check whether your printer is selected and if not select the printer**



**Step 24 – Click on the link near “More settings”**



**Step 25** – Click on the link near “Paper Size” and select A4

1 page

Destination: Save as PDF

Pages: All

Layout: Portrait

More settings ^

Paper size: A4 (dropdown menu open with A0, A1, A2, A3, A4, A5, Legal, Letter, Tabloid options)

Pages per sheet: [blank]

Margins: [blank]

Scale: 88

**Step 26** – The e-NIP Demographics Data Entry form to be print will appear. Click on “Print”

2/14/2020 Epidemiology Unit

	Estimated ஏதெனெரிவு அடர் கணக்கிடப்பட்ட	Actual மொத்த உண்மையான
Population (from medical stacionary) மொத்த மக்கள் செய்துள்ளவர்கள்	<input type="text"/>	<input type="text"/>
CBR (Crude Birth Rate) for the year per 1000 population ஒவ்வொரு ஆண்டும் ( மொத்த மக்கள் 1000க்கு ) பிறப்புகள் ( 1000 மக்களுக்கு )	<input type="text"/>	<input type="text"/>
Registered births for previous year (From Birth and Immunization registers of all PHMM) முந்தைய ஆண்டில் பிறப்புகள் முழுமையாக பதிவு செய்யப்பட்ட பிறப்புகள்	<input type="text"/>	<input type="text"/>

Complete Incomplete Run validation

Username:  
E-mail:  
Mobile phone number:  
Organisation unit:  
User roles:  
Are you sure you want to delete this file?

Print 1 sheet of paper

Destination: Xerox Phaser 3140 an

Pages: All

Copies: 1

Layout: Portrait

More settings ^

Paper size: Letter

Pages per sheet: 1

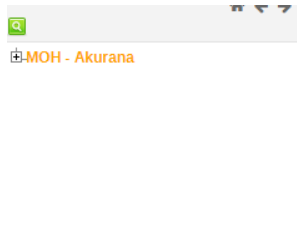
Margins: default

Quality: 600 dpi

Print Cancel

ref.epid.gov.uk/diis/diis-web-dataentry/index.action 9/1

## 2.2. Entering School Enrollment data by MOH



Data Entry ?

Organisation Unit	MOH - Akurana
Data Set	[ Select data set ]
Period	[ Select period ] <input type="button" value="Prev year"/> <input type="button" value="Next year"/>

**Step 27** – Click on the arrow in the “Data Set” to select the index Data Set.

Data Entry ?

Organisation Unit	MOH - Akurana
Data Set	[ Select data set ]
Period	[ Select data set ] AEFI Notification Form Demographics Data Entry Students Number on Roll

**Step 28** – Select “Student Number on Roll” from drop down list.

Data Entry ?

Organisation Unit	MOH - Akurana
Data Set	Students Number on Roll
Period	[ Select period ] <input type="button" value="Prev year"/> <input type="button" value="Next year"/>

**Step 29** – Click on the arrow in the “Period” to select the index Year.

Organisation Unit	MOH - Akurana
Data Set	Students Number on Roll
Period	[ Select period ] <input type="button" value="Prev year"/> <input type="button" value="Next year"/>

[ Select period ]
2019
2018
2017
2016
2015

**Step 30** – Click on the index Year.  
Ex: 2019

**Step 31 – Student Number on Roll Form will appear.**

Number on Roll ලේඛන ශීර්ෂය පட்டியලියවූ ශිෂ්‍යයන්	
	Value අගය මதிப்பு
All Grade 7 Students 7 ශ්‍රේණිය සියලුම ශිෂ්‍යයන් සහ ශිෂ්‍යවියන් අනෙක් අතර 7 ශ්‍රේණියේ ශිෂ්‍යයන් සහ ශිෂ්‍යවියන්	<input type="text"/>
Grade 6 Female Students 6 ශ්‍රේණියේ සියලුම ශිෂ්‍යවියන් අනෙක් අතර 6 ශ්‍රේණියේ සියලුම ශිෂ්‍යවියන්	<input type="text"/>

Unit Search apps

Organisation Unit: MOH - Akurana  
 Data Set: Students Number on Roll  
 Period: 2019 | Prev year | Next year

MOH - Akurana - 2019 - No Data Element Selected

Number on Roll ලේඛන ශීර්ෂය පட்டියලියවූ ශිෂ්‍යයන්	
	Value අගය මதிப்பு
All Grade 7 Students 7 ශ්‍රේණිය සියලුම ශිෂ්‍යයන් සහ ශිෂ්‍යවියන්	<input type="text"/>

The selected MOH area will be indicated on the Right-hand side top corner.

The selected Data element will be indicated on the right-hand side top corner.  
Ex: Number on Roll in Grade 7 in 2019 in Akurana MOH

MOH - Akurana - 2019 - Number on Roll, Grade 7, default

Number on Roll ලේඛන ශීර්ෂය පட்டියලියවූ ශිෂ්‍යයන්	
	Value අගය මதிப்பு
All Grade 7 Students 7 ශ්‍රේණිය සියලුම ශිෂ්‍යයන් සහ ශිෂ්‍යවියන් අනෙක් අතර 7 ශ්‍රේණියේ ශිෂ්‍යයන් සහ ශිෂ්‍යවියන්	<input type="text"/>

**Step 32** – After entering all the data follow the steps from **Step 18 to Step 26**

**When the MOH users use his/her username and password the list of clinics in their MOH area will appear**

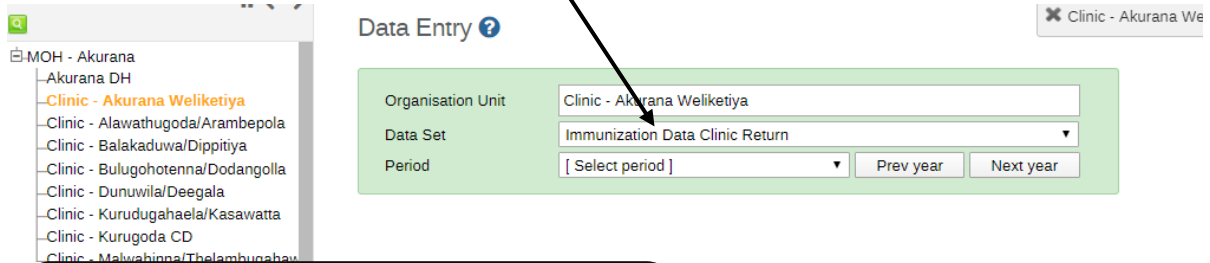
The screenshot shows a web application interface. On the left, a search bar contains 'MOH - Akurana'. Below it, a list of clinics is displayed, including 'Akurana DH', 'Clinic - Akurana Weliketiya', 'Clinic - Alawathugoda/Arambepola', 'Clinic - Balakaduwa/Dippitiya', 'Clinic - Bulugohotenna/Dodangolla', 'Clinic - Dunuwila/Deegala', 'Clinic - Kurudugahaela/Kasawatta', 'Clinic - Kurugoda CD', 'Clinic - Malwahinna/Thebugahaw', 'Clinic - Pangollamada', 'Clinic - Rambukeela CD', 'Clinic - Thebugahawatta', 'Clinic - Wilanagama/Rambukeela', 'Clinic\_School - AKURANA Muslim B', 'Clinic\_School - Al Azhar C.C', 'Clinic\_School - Alawathugoda Centra', 'Clinic\_School - Bulugohotenna Zahir', 'Clinic\_School - Deegala Budhist Prin', 'Clinic\_School - Dippitiya maha vidya', 'Clinic\_School - Kalaimagal T V', 'Clinic\_School - Konakalagala Sadda', 'Clinic\_School - Kurugoda Boys vidya', and 'Clinic\_School - Kurundugahaela Mal'. A blue circle highlights the list, and an arrow points from the text above to the 'Clinic - Akurana Weliketiya' entry. On the right, a 'Data Entry' form is visible with fields for 'Organisation Unit' (set to 'MOH - Akurana'), 'Data Set' (with a dropdown arrow), and 'Period' (with a dropdown arrow).

**Step 33** – Click on the index Clinic when required  
(ex- Clinic – Akurana Weliketiya)

This is a close-up screenshot of the clinic list from the previous image. The entry 'Clinic - Akurana Weliketiya' is highlighted in orange. An arrow points from the text in Step 33 to this highlighted entry. The rest of the list is visible but not highlighted.

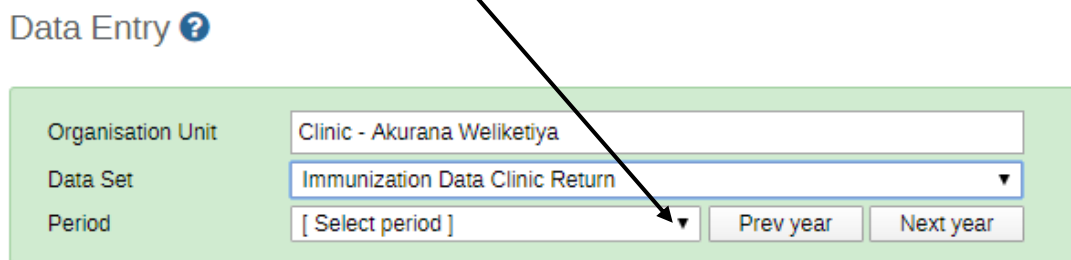
### 2.3. Entering Immunization Data by MOH

**Step 34** – Check if the correct “Data set” has been selected.  
Ex: Immunization Data Clinic Return

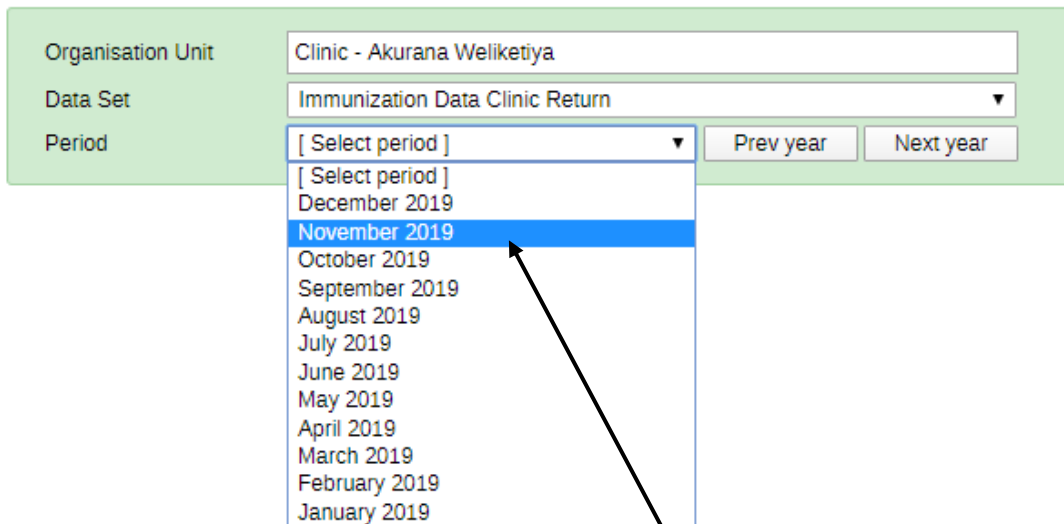


The screenshot shows the 'Data Entry' interface. On the left is a tree view of the organization structure, with 'Clinic - Akurana Weliketiya' highlighted. The main form has three fields: 'Organisation Unit' (Clinic - Akurana Weliketiya), 'Data Set' (Immunization Data Clinic Return), and 'Period' ([ Select period ]). The 'Data Set' dropdown is highlighted with a blue border, and an arrow points from the Step 34 instruction to it.

**Step 35** – Click on the arrow in the “Period” to select the index Month.



This screenshot shows the 'Data Entry' form with the 'Period' dropdown menu highlighted by a blue border. An arrow points from the Step 35 instruction to the dropdown arrow.



This screenshot shows the 'Data Entry' form with the 'Period' dropdown menu open. The menu lists months from December 2019 to January 2019. 'November 2019' is highlighted in blue. An arrow points from the Step 36 instruction to this highlighted option.

**Step 36** – Click on the index Month.  
Ex: Nov 2019







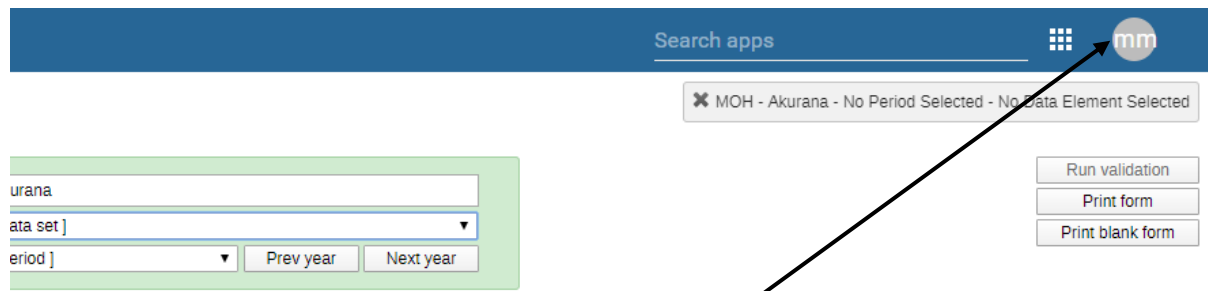
**Step 39** – After entering all the data follow the steps from **Step 18** to **Step 26**

**When the MOH users selected a SCHOOL CLINIC a data set form “Immunization Data School Clinic Return” will include the vaccines given in the School Clinics only (ex: HPV)**

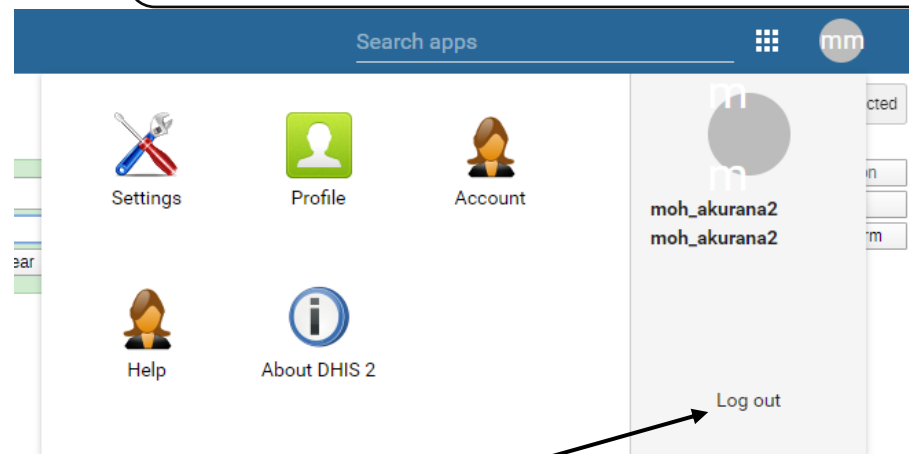
Organisation Unit	Clinic_School - AKURANA Muslim Balika.V	
Data Set	Immunization Data School Clinic Return ▼	
Period	November 2019 ▼	<input type="button" value="Prev year"/> <input type="button" value="Next year"/>

1. HPV	
எலிசு ஸ்ட்ரீக்கீஸ் (அடலூ அாதுலி) ஆறாவது தர (1 ம் முறை) Sixth grade (1st dose)	<input type="text"/>
எலிசு ஸ்ட்ரீக்கீஸ் (டேலிசு அாதுலி) ஆறாவது தர (2 ம் முறை) Sixth grade (2nd dose)	<input type="text"/>
லேனன் ஸ்ட்ரீக்கீ (அடலூ அாதுலி) வேறு தர (1 ம் முறை) Other grades (1st dose)	<input type="text"/>
லேனன் ஸ்ட்ரீக்கீ (டேலிசு அாதுலி) வேறு தர (2 ம் முறை) Other grades (2nd dose)	<input type="text"/>
ல்குதுலி மொத்த தொகை Total amount	<input type="text"/>
ஸாலிதா கலு சூஅகூஸ் பயன்படுத்திய தொகை Used amount	<input type="text"/>
டிசனே ரிசு சூஅகூஸ் % விரயம்	<input type="text"/>

### 3. Login out from e-NIP



**Step 40** – To log out select the circle with symbols of the user.  
Ex: mm



**Step 41** – In the drop box select “Log Out”

**Epidemiology unit**  
**Ministry of Health, Nutrition & Indigenous Medicine**  
**Sri Lanka**

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