



The operator arrives to the SPIC

SECTION II. PROVINCE



SEMLEX
GROUP

1.

1.1. The operator connects the mobile to the Network

1.2. The operator exports the data to the export computer

1.3. The Admin imports the data into the server

The operator takes the report to the accountability

1.4. The Admin prints the import report

The provincial enrolment process is the same as in Section I.

1.5. The processes are taken to the validation

EXPORT

- The operator brings the computer and the fingerprint reader to the SPIC to export data
- To avoid any loss of data, the operator must use the automatic data export mode
- The operator brings all physical processes for validation;

2.

2.1. The operator searches data from the process Seq. number

2.2. The operator compares the data in the physical process and the BNS

The data are the same?

No

2.3. The operator updates the old data

2.5. The data are inserted in the system

2.4. The operator scans the required documents

VALIDATION

- The operator accesses BNS with password
- The operator validates the password with fingerprint
- The operators looks for previous data
- The operator compares the data found with the required documents brought by the citizen
- The operator updates the data if needed

3.

3.1. The Admin introduces the center, the start and end date

The export process starts

3.2. The Admin introduces the center, the start and end date

The report is viewed

3.4. The Admin prints the report

3.3. The Admin saves the report as PDF

SENDING

- The operator accesses BNS with password
- The operator validates the password with fingerprint
- The operator edits the reports and sends the data to Fabrica

The data are sent to manufacture via online or via an external disk

