











## STANDARD OPERATING PROCEDURE (SOP) **FOR DATA ACCESS**



Please register at

goulip.in Q







Unified Logistics Interface Platform (ULIP) is designed to enable the logistics industry players to get access to data related to logistics activities available with systems of various Ministries. Currently, 30 systems of seven ministries are integrated through more than 100+ APIs enabling more than 1600 data fields for consumption by the industry players.

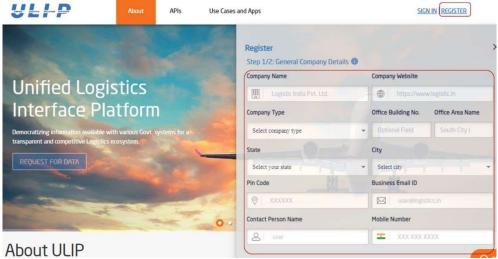
To make the process of "data request" till "data access" simpler, faster, transparent yet regulated; a dedicated portal has been developed which can be accessed through "https://goulip.in/". A dedicated helpdesk is available over email, chat and toll-free number for providing support to the users.

Email: <a href="mailto:helpdesk@goulip.in">helpdesk@goulip.in</a>
Toll free: 1800 309 8909

Chat: goulip.in (click on chat tool)

## Step-wise procedure for availing the ULIP services:

 An entity who is looking for integration with ULIP platform shall first register in ULIP's official portal, goulip.in. During the registration, the user will be asked to upload few documents related to company and type of business it is involved with.



Step1: Fill the details related to the company (Name, website, Type, Address) and concerned authority registering on behalf of the company (Name, Official email ID, mobile number)



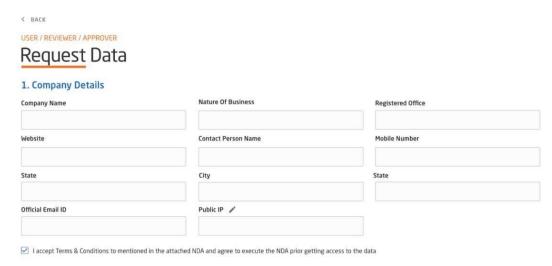
Step2: Upload the scan copy of incorporation certificate, startup certificate (if applicable), audited balance sheet of the company and the company profile.

2. Once registration is completed, the user will get the access to the data request segment of the portal. The user-friendly and interactive interface of the portal will enable the user to understand the data fields and select as per its requirements.



Login with user ID and Password created while registration

While submitting the request, the requester shall also need to upload the usecase for which ULIP data is required. It can be uploaded in word, powerpoint or pdf format.



First, the user will provide the company details, contact details and public IP which need to be whitelisted for integration.



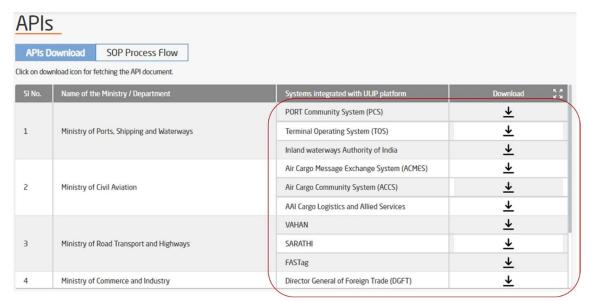
Then the user will require to upload the documents like Power of Attorney, system security assessment certificate, and the use-case.

## 3. Select Data Required



Then the user is required to select the system and the data fields based on the requirement defined in the use-case document.

4. The user can also browse/download the information related to APIs, integration modalities, etc. from the portal.



By clicking on the download button, user shall be able to download the detailed API documents.

- 5. Once the request is submitted by the entity, an automated email shall be sent to the registered email-ID confirming the receipt of the request. The ULIP review team shall reach-out to the entity over phone / email, schedule a review meeting to understand the proposed usage of the data and finalize other modalities.
- Once the screening is completed, the entity will receive the draft of ULIP NonDisclosure Agreement (NDA) which needs to be duly filled signed and submitted.
- 7. With signing of NDA, the technical discussion shall be commenced under the supervision of ULIP tech-assist team.
- 8. The public IP address of the data center (which must be established in India) of the requester shall be whitelisted for network connectivity with ULIP.
- 9. The entity also needs to address some compliance requirements before accessing the ULIP data. Some important requirements are provided below:
  - a. The user-facing App of the entity on which ULIP data shall be consumed should be login based.
  - b. The entity should be storing the transaction logs for data access by the end users for at least one year.
  - c. Entity should be performing security audit (preferably VAPT) of their system atleast once in a year. The latest security audit report is required to be submitted while getting credentials to access ULIP.

- 10. Post verification of above points, the entity shall get the access to the test APIs. The entity shall perform thorough test and submit the test report.
- 11. After satisfactory testing, ULIP shall enable the production APIs. Once successful integration is completed and the usecase is developed, the entity will have to arrange a demo for the ULIP review team for understanding on actual use of the data on entity's platform.

A flow-chart of the SOP is provided in Annexure 1.

## **ULIP SOP PROCESS FLOW**

