

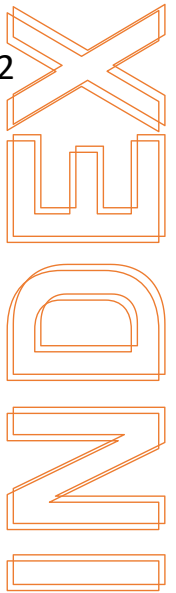


DO's

Guide to Digital DRB Management System Bangladesh NAVY



**Sailors' Digital DRB &
Smart Management
System**



DO's ACCOUNT

03 DO Login

DO's Dashboard

03 Sailor list

03 DO's Note/Remark

04 Monthly Assessment

04 Monthly Remarks

04 Half-yearly Recommendation

05 Annual Assesement

05 Firing Marks

05 Achievement List

06 Medical History

06 TY History

06 PFT Information

07 Sailor Leaves

07 Sailor Punishment

07 Help/Problem bar

Awaiting requests

08 Pending Leaves

08 Pending Help/Problems

Dynamic Search

08 Search sailor in advance way

Others

08 "CSRF Token Mismatch"- message

08 "Unauthenticated" - Message



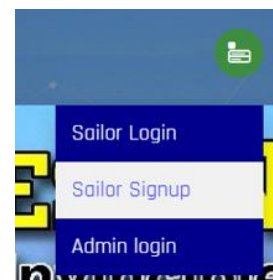
From your browser, Go to this address

<http://192.168.254.1>

How to Login as DO account?

STEP 1

From the DRB Home page top menu, Click on the "Admin login" to begin the login process.

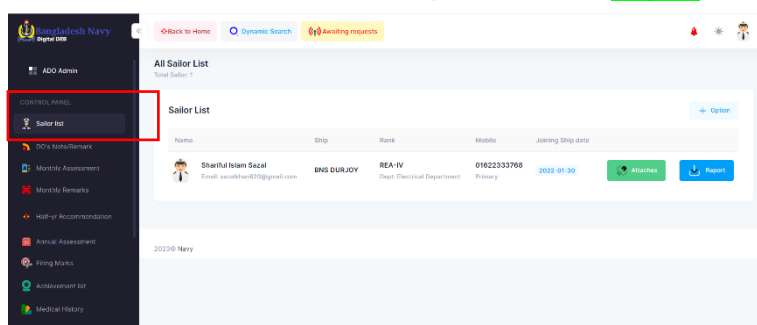


STEP 2

On the Admin Login page, Select Admin type as **DO**, Enter phone number/shortcode and password and click submit.

All Sailor's List

On "**DO's Dashboard**" page, from sidebar menu click on "Sailor list". All the respective sailor will be shown. To download sailor's report click on "**Report**" button.



For viewing the attached **NID & Marriage certificate**, click on **Attaches** button.

DO's Note/Remark

On "DO's Dashboard" page, from sidebar menu click on "**DO's Note/remark**".



Monthly Assessment

On "DO's Dashboard" page, from sidebar menu click on "Monthly Assessment". Then click "View assessment" to view that specific sailor's assessment.

The screenshot shows the Bangladesh Navy Digital DBS interface. On the left sidebar, the 'Monthly Assessment' option is highlighted. The main content area displays a table with the following data:

Name	Ship	Rank	Mobile	Present Billet
Shariful Islam Sazal Email: sazalikhan820@gmail.com	BNS DURJOY	REA-IV Dept: Electrical Department	01622333768 Primary	BNS DJY

Buttons for 'Add Assessment' and 'View Assessment' are visible next to the sailor's name. Below the table, there is a section for '2023@ Navy'.

To add Monthly assessment, click "Add assessment" and fill the form properly.

Monthly Remarks

On "DO's Dashboard" page, from sidebar menu click on "Monthly remarks". Then click "View remark" to view that specific sailor's remark.

The screenshot shows the Bangladesh Navy Digital DBS interface. On the left sidebar, the 'Monthly Remarks' option is highlighted. The main content area displays a table with the following data:

SAILOR	SHIP	DEPT	JOINING SHIP	ACTION
Shariful Islam Sazal Email: sazalikhan820@gmail.com	BNS DURJOY	REA-IV Dept: Electrical Department	2022-01-30	Add Remark View remark

Buttons for 'Add Remark' and 'View remark' are visible next to the sailor's name. Below the table, there is a section for '2023@ Navy'.

To add Monthly remark, click "Add remark" and fill the form properly.

Half-yearly Recommendation

On "DO's Dashboard" page, from sidebar menu click on "Half-yr Recommendation". Then select appropriate year to view that specific sailor's recommendation.

The screenshot shows the Bangladesh Navy Digital DBS interface. On the left sidebar, the 'Half-yr Recommendation' option is highlighted. The main content area displays a table with the following data:

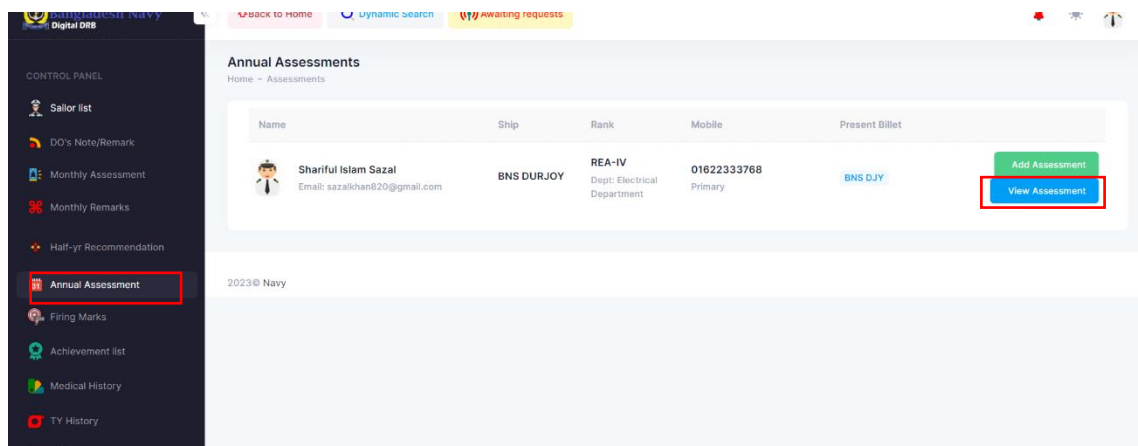
SAILOR	YEAR	PERIOD	TYPE
Shariful Islam Sazal sazalikhan820@gmail.com	2023	31-March	

Buttons for 'Add recommendation' and 'View recommendation' are visible next to the sailor's name. Below the table, there is a section for '2023@ Navy'.

To add Recommendation, click "Add Recommendation" and fill the form properly.

Annual Assessment

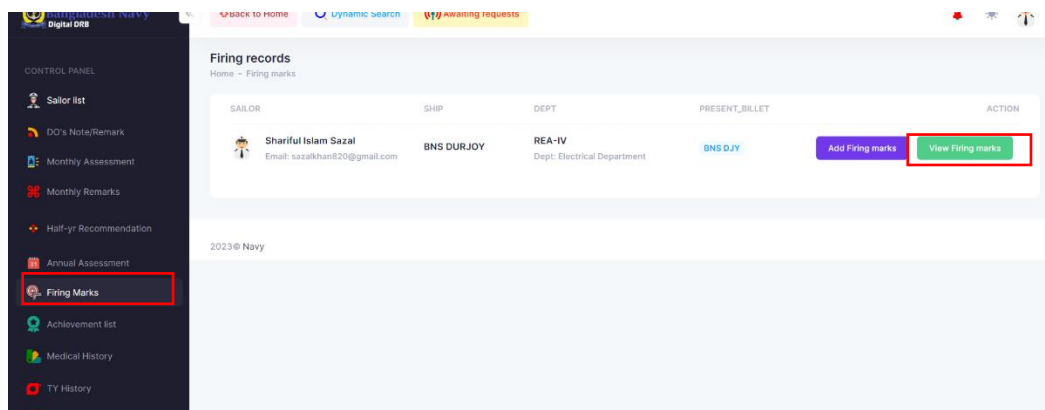
On "DO's Dashboard" page, from sidebar menu click on "Annual Assessment". Then click "View assessment" to view that specific sailor's assessment.



To add Annual Assessment, click "Add Assessment" and fill the form properly.

Firing marks

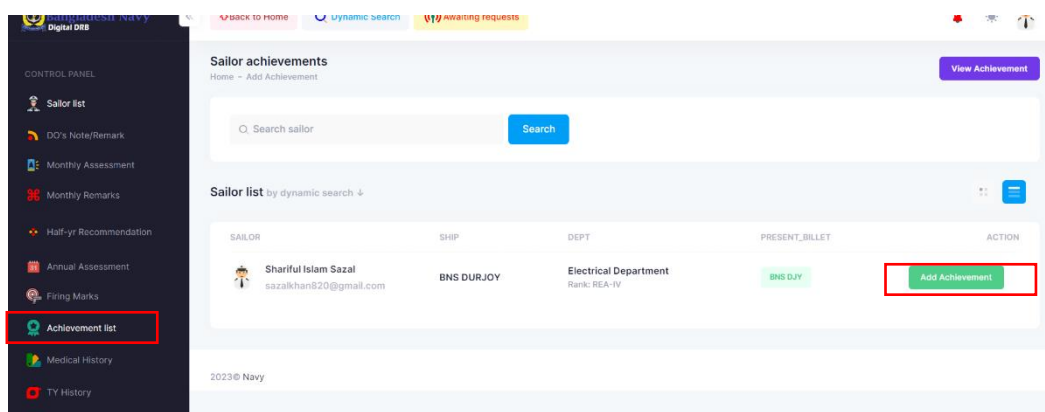
On "DO's Dashboard" page, from sidebar menu click on "Firing Marks". Then click "View firing Marks" to view that specific sailor's firing records.



To add Firing record, click "Add Firing marks" and fill the form properly.

Achievements

On "DO's Dashboard" page, from sidebar menu click on "Achievement List". Then click "View Achievements" to view that specific sailor's achievement.



To add Achievement, click "Add Achievement" and fill the form properly.

Medical History

On "DO's Dashboard" page, from sidebar menu click on "Medical History". Then click "View medical record" to view that specific sailor's medical records.

The screenshot shows the 'Sailor's Medical Record' window. The table contains the following data:

Name of Month	Date of Sick/Admit	Name of Diseases	Medical remarks	Medical Category
June-2023	2023-07-12	Dengue	Serious pain	B
Feb-2022	2022-06-12	Dengue	Serious pain	B

The 'ACTION' button 'View Medical Record' is highlighted with a red box.

To add medical record, click "Add Medical record" and fill the form properly.

TY History

On "DO's Dashboard" page, from sidebar menu click on "TY History". Then click "View TY History" to view that specific sailor's TY records.

The screenshot shows the 'Sailor's TY History' window. The table contains the following data:

TY Billet	Purpose of TY	From	TO	Duration
BNS BB	Urgency	13-Jul-2023	28-Jul-2023	15 days

The 'ACTION' button 'View TY History' is highlighted with a red box.

To add TY record, click "Add TY" and fill the form properly.

PFT Information

On "DO's Dashboard" page, from sidebar menu click on "PFT Information". Select specific year to view PFT. TO add PFT , click "Add PFT".

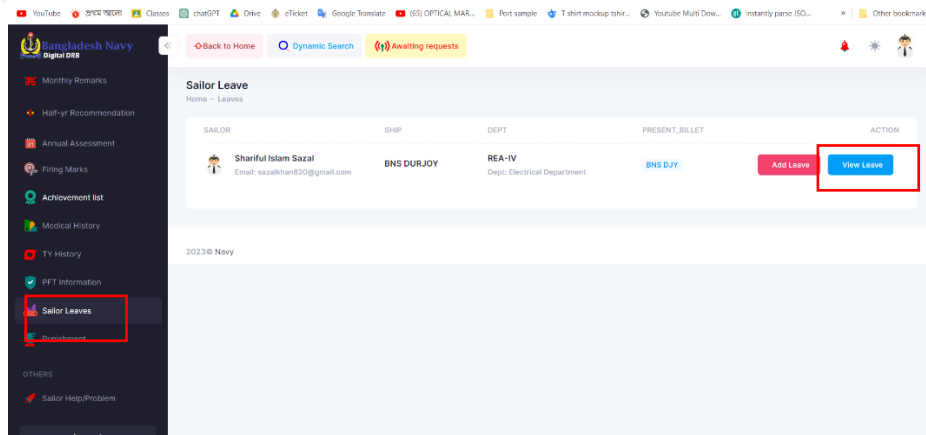
The screenshot shows the 'Sailor PFT info' window. The filters are set to Year: 2021, Session: Session (optional), and PFT Status: PFT Status (optional). The table contains the following data:

SAILOR	YEAR	SESSION	PFT STATUS
Shariful Islam Sazal sazakhan620@gmail.com	2021	March	Qualified

The 'Add PFT info' button is highlighted with a red box.

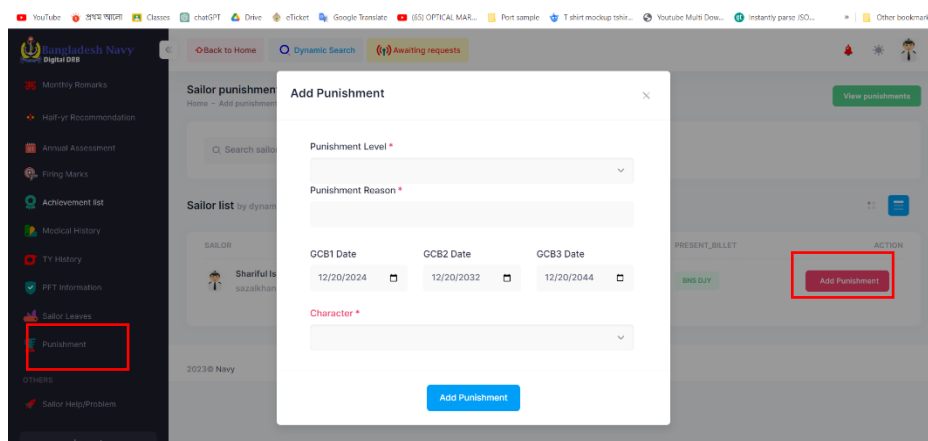
Sailor's Leaves

On "DO's Dashboard" page, from sidebar menu click on "Sailor Leaves". To view Leave History for specific sailor, click on "View Leave". For adding leave request, click on "Add Leave".



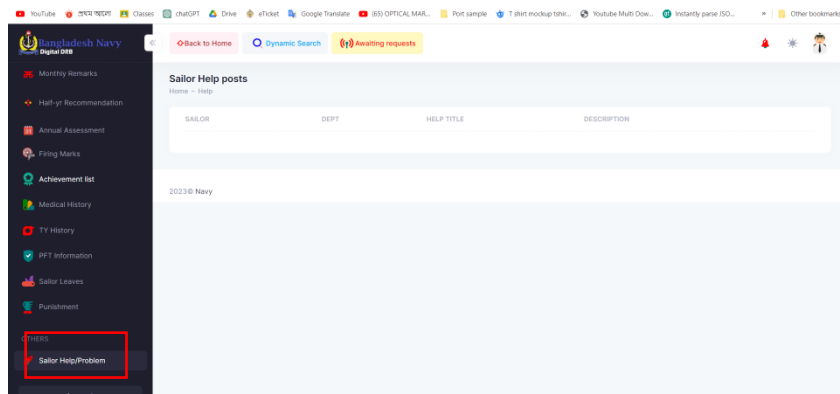
Sailor's Punishment

On "DO's Dashboard" page, from sidebar menu click on "Punishment". To view Punishment History for specific sailor, click on "View Punishment". For adding leave request, click on "Add Punishment".



Help/Problem Bar

On "DO's Dashboard" page, from sidebar menu click on "Help/Problem".



Dynamic Search:

On "Dashboard" page, from the top menu, click on "Dynamic Search".

Search result: 1 by dynamic search ↓

SAILOR	SHIP	DEPT	JOINING SERVICE	DETAILS
Shariful Islam Sazal O. No: 20210428	BNS DURJOY	Electrical Department	20-Dec-2020	Report

Pending Leaves & Help posts:

On "Dashboard" page, from the top menu, click on "Awaiting requests" to view all pending Leaves and Help post.

Dynamic advance Search

Home - Search

Search sailor

Pending Leaves

Helps/Problems

- NB:**
1. If you see "CSRF TOKEN Mismatch" Then reload your page.
 2. If you see "Unauthenticated" message, It means, your login session ended. You need to Login again. So click on "Logout", Then reload the page.