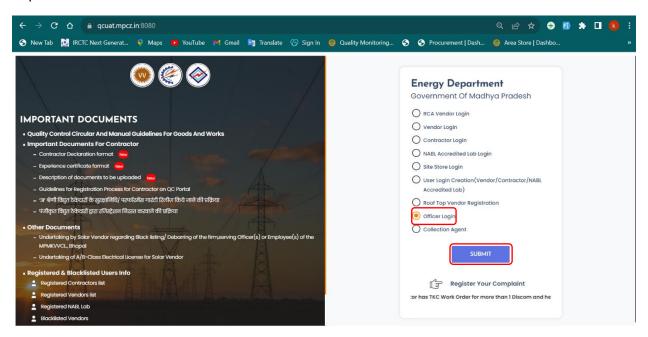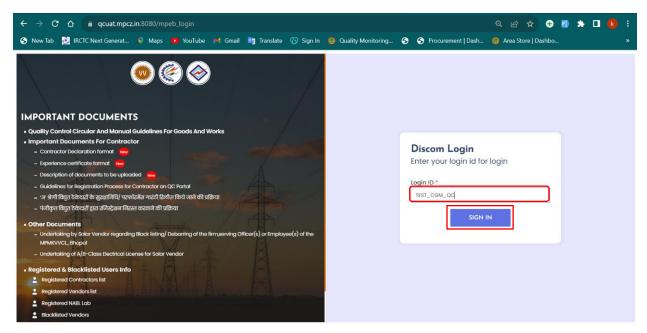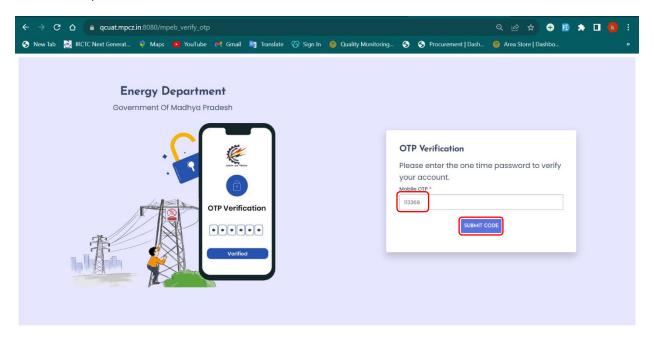# SOP for Sampling process by CGM Side

1. Open Quality Control Portal using link https://qcportal.mpcz.in/ and select "Officer Login" option and then click on "Submit" button.
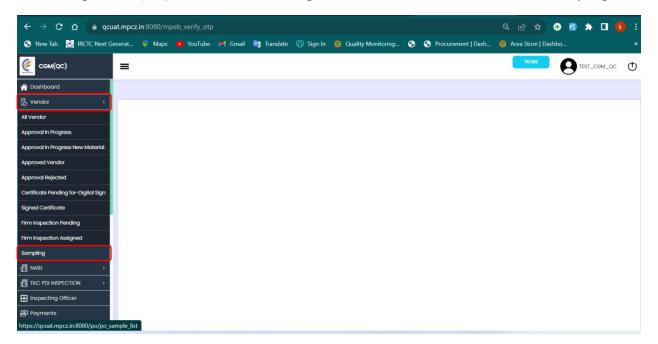

2. After clicking on Submit button, login page will open for officer, now enter valid "login ID" and login by clicking on "SIGN IN "button.
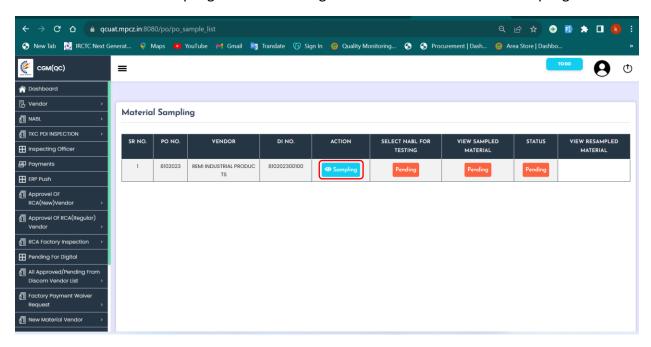
3. After clicking on SIGN IN button,you will get OTP on your register mobile number,enter the correct OTP and click on "SUBMIT CODE".
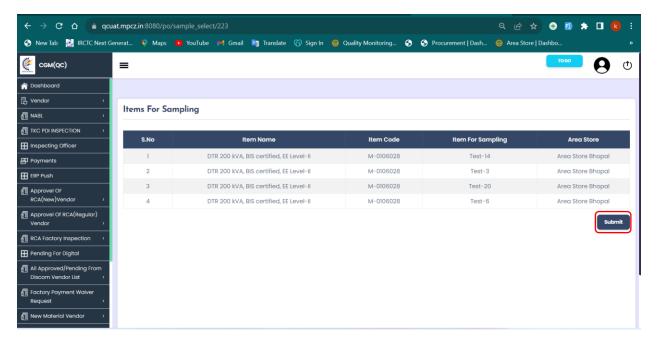

4. After login CGM (QC) dashboard is showing and click on "Vendor" and click on "Sampling".
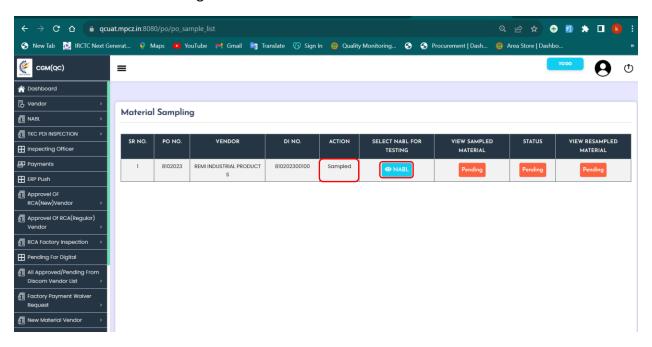
5. After that Material sampling detail is showing on dashboard and click on "Sampling" button.
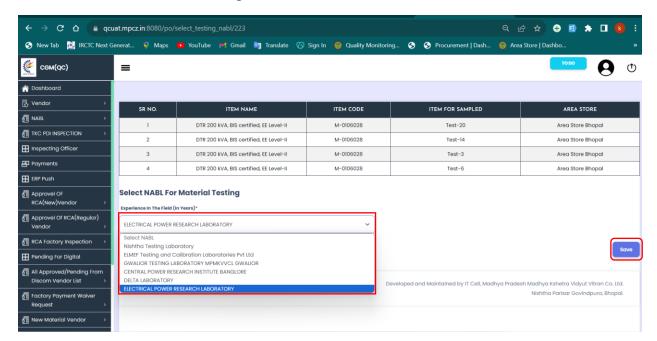

6. After clicking on sampling button dashboard is showing "Items for Sampling" details according to Annexure List and click on "Submit" button.
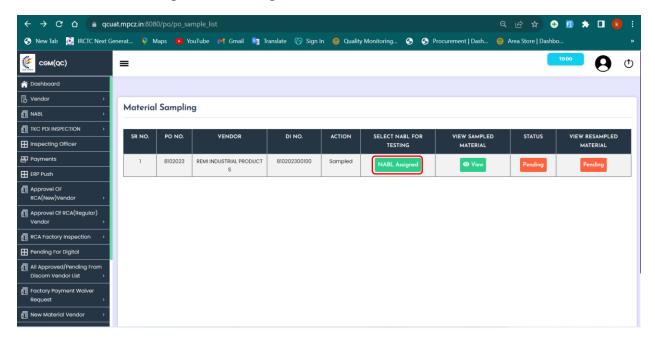
7. After that status will changed and click on SELECT NABL FOR TESTING "NABL"button.
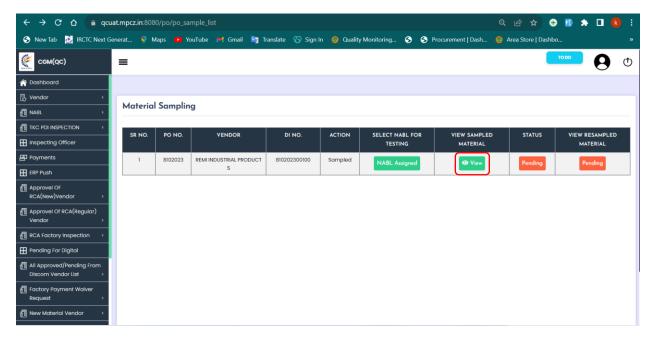

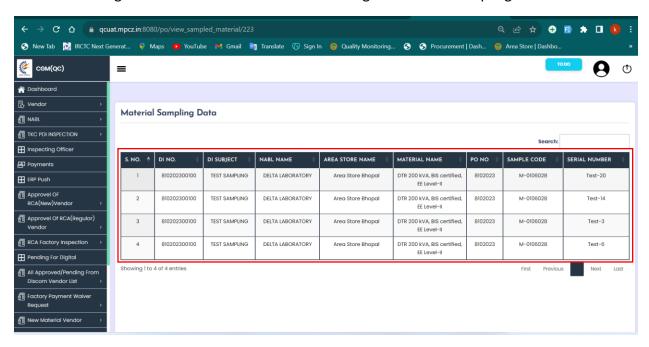8. Select NABL for Material Testing and click on "Save" button.

9. And status will changed "NABL Assigned".

10. After that click on View Sampled Material "View".

11. After clicking on View button dashboard is showing on Material Sampling Data.

Note:-Further process will be done by LAS (local area store).