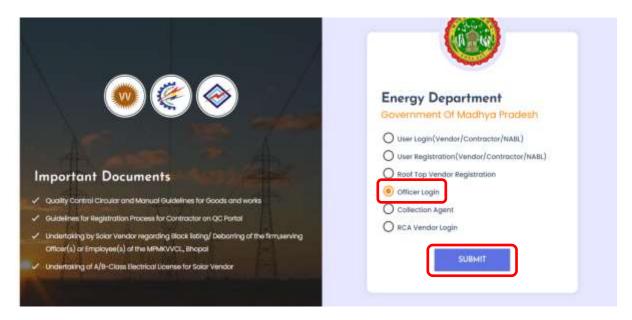
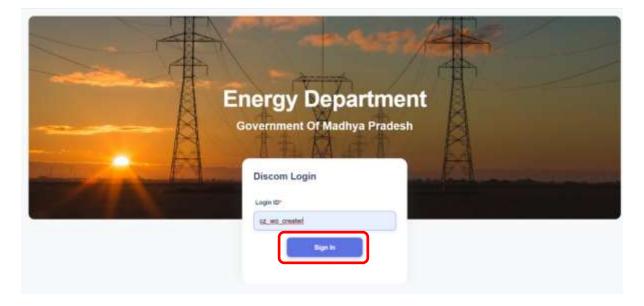
SOP for DI creation

1) Click on the URL:- https://qcportal.mpcz.in/ for log in page and go for officer log on and click on submit button.



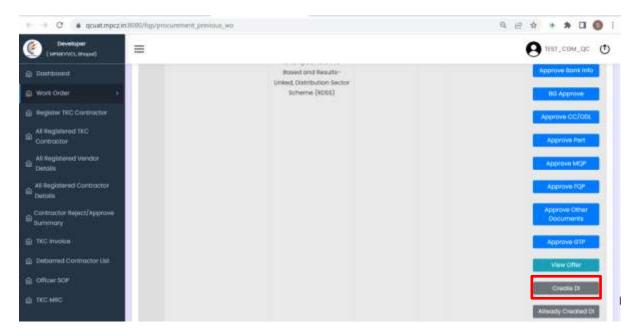
2) After clicking on submit button login page should open for officer, Enter the valid user id and click on sign in button.



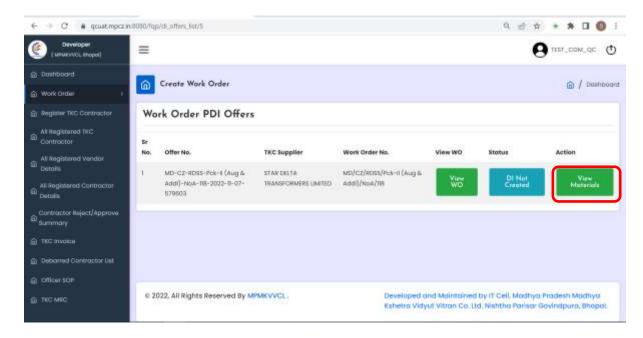
3)After clicking on signin button OTP will come up on registered mobile no and otp verification window will open enter the correct OTP and press enter or click on submit code.



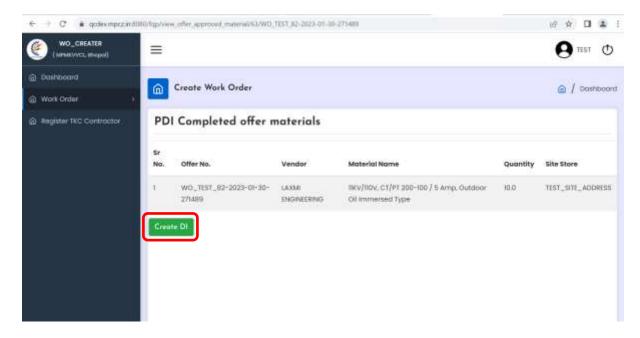
4) After logged in click on view work order from side bar click on create DI



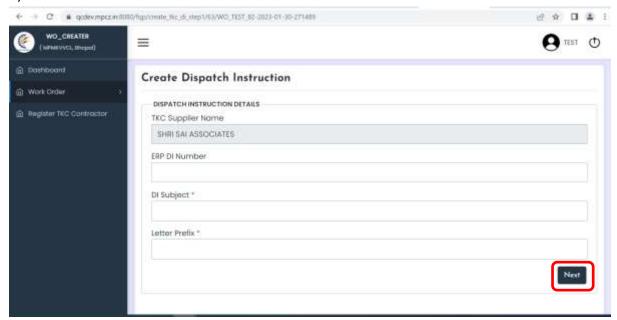
5) List of materials will display click on view Materials



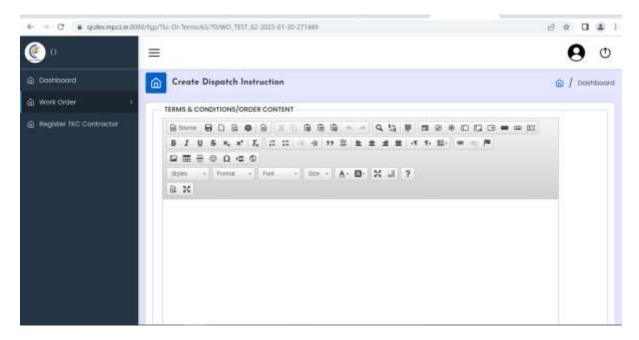
6) click on create DI button

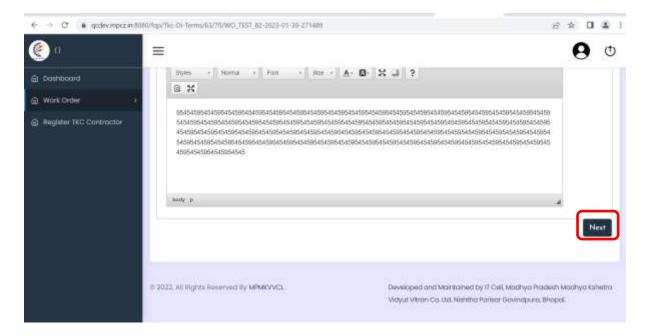


7) fill the details and click on next button

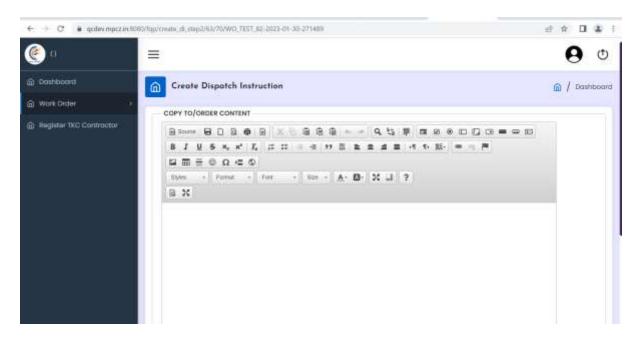


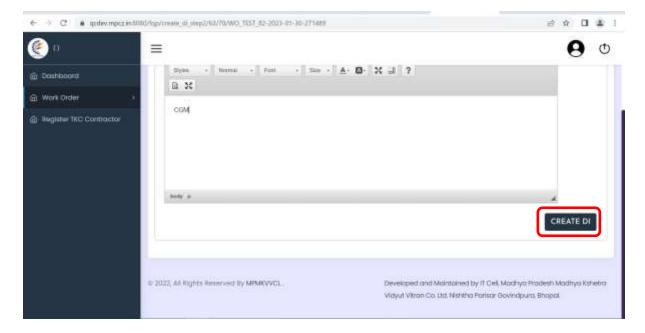
8)Enter the terms and conditions and click on next





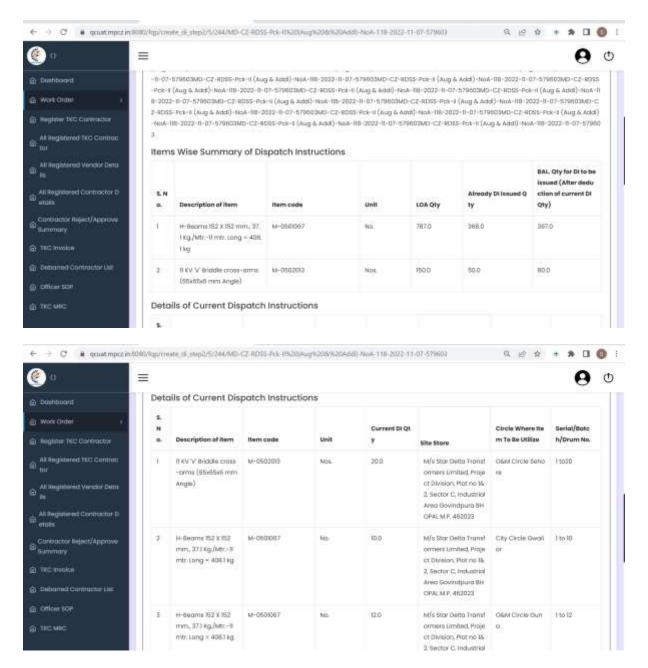
9)Enter the details and click on create DI



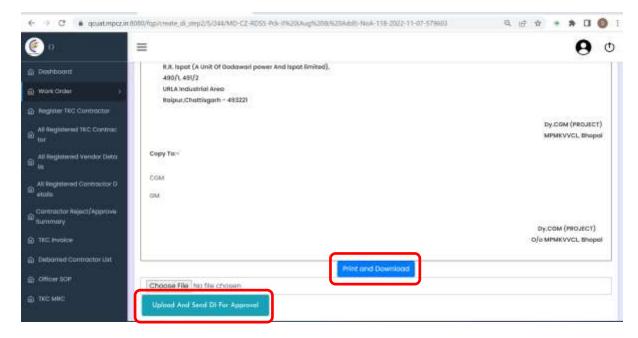


10) DI PDF will generate click on sent DI for Approval and click on print for print the PDF

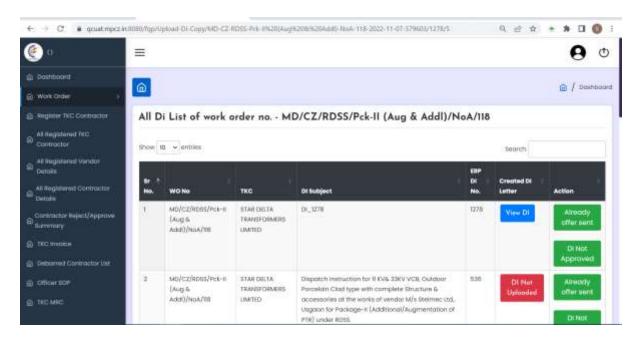




11) Please Click on Print and download for printing DI and than upload it by clicking on Upload and send for approval



After that All created DI list will display user can click on view DI button for view DI



12) Click on view di from side bar to see the status of DI

