

# INSPECTION PROCESS

For internal training & circulation

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# SM needs to install VIR App. The download link: https://tinyurl.com/VIRPROD-2-1-14



User Name: SM ID Password : RSA123



After installing the Application, SM needs to enter the user name and Password. Once the SM enters the log-in credentials, he will receive an OTP via sms by which SM will validate his account.





### Pre-Inspection Details to be filled

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Customer Conta	ct Number *	
9846434845		
Address *		
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WB06JSH5678		
Vehicle Type *		

#### Vehicle Type to be selected along with other details to be filled

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# Clicking on the **Green Tick Mark** will let the SM proceed further

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HSB2594576		
Chassis Number		
HS255GG5545		
Odometer Reading		
788		
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Field Executive Name	or ID	
Field Executive Conta	ct Number	

## SM has to click on **SUBMIT**.

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The green button has to

be clicked to save the

details as draft

## Customer & vehicle details to be filled

Mandatory fields have been filled up as an example.

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Customer Name *	RC Copy *	Vehicle color	Discover DTS-i
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Customer Contact Number *	Yes No	Additional Observation	2017
Q846434845	Recommended *	Vehicle Make	Engine Number
Address * Hdgsv	Yes No	Вајај	HSB2594576
	Fueltype	Vehicle Model	Chassis Number
	Comments	Discover DTS-i	HS255GG5545
Registration Number *		Year of Manufacture	Odometer Reading
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Photo upload section – pictures of the vehicle to be uploaded (pictures that are mandatory are mentioned in the page itself)





4G ull G ull 🗩 6:36 PM Motor Pre Inspection 4 ... VEHICLE PHOTO SECTION VEHICLE PHOTO SECTION Rear View Rear RH View Front RH View 🏹 🛞 👞 > If any dent or damage? \* 🔿 Yes 🔘 No 🌅 😒 🌄 Vehicle Video If any other dent or damage? \* 🔿 Yes 🔘 No

The green button has to be clicked to save the details as draft 7



### Authentication Details – e signatures of customer & SM required.

#### E-signature of customer

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Declaration by	*Customer E-Sign	hature		Æ2
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with respect t by myself in th	o proposed vehicle u ne presence of propo	were carried out oser/ authorised		*Inspecto

#### 6 PM Clicking spection ••• J DETAILS on Green Tick Mark $\checkmark$ AILS will the er E-Signature proceed ector: further es, video and data captured vehicle were carried out of proposer/ authorised or E-Signature

E-signature of SM

#### SM Has to click on SUBMIT





# After clicking on SUBMIT the case will be shown in **Pending Upload** area



# SM has to click on **UPLOAD** button for uploading the documents





#### After uploading the data, the case will move to **Submitted** segment





# **For Two-Wheelers**



After clicking on the data, the case will be auto approved and can be seen in the **Approved** segment of the APP.



After clicking on **VIEW Report** below the inspection report will be generated. It can be mailed too by clicking on the **Send Email** link.





### Inspection Report - sample



# **For Private Cars & Commercial Goods Vehicle**

Private Car & Commercial goods inspection through VIR App will have approval by RSGI – approval will come via SMS from RSGI within 4 hours. The ID will be valid for 24 hours within which the policy has to be issued.

All process remains same as above. Only after submission of the document a SMS will be received from RSGI giving the Inspection ID (Case ID).









