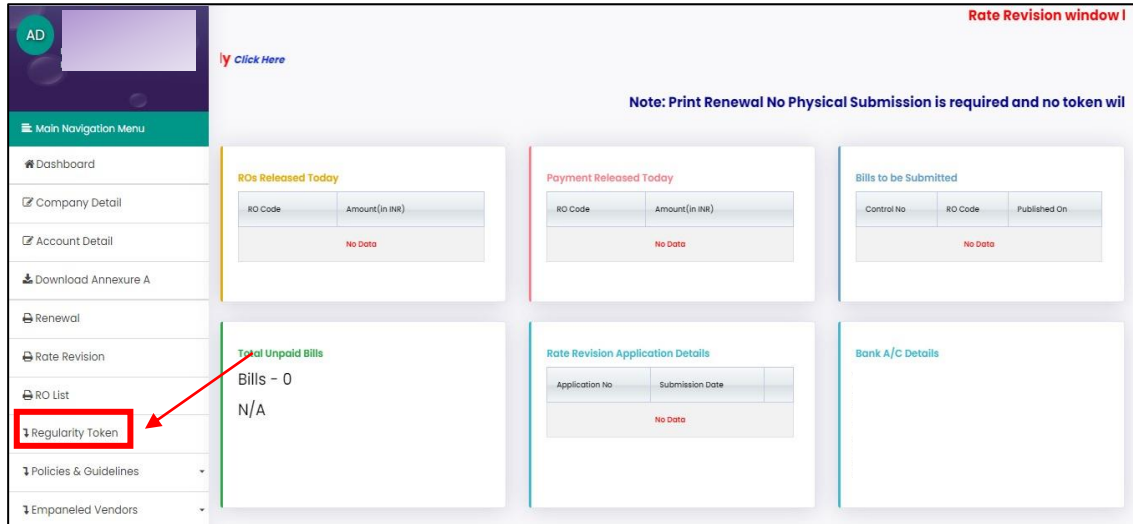# USER MANUAL

REGULARITY TOKEN GENERATION

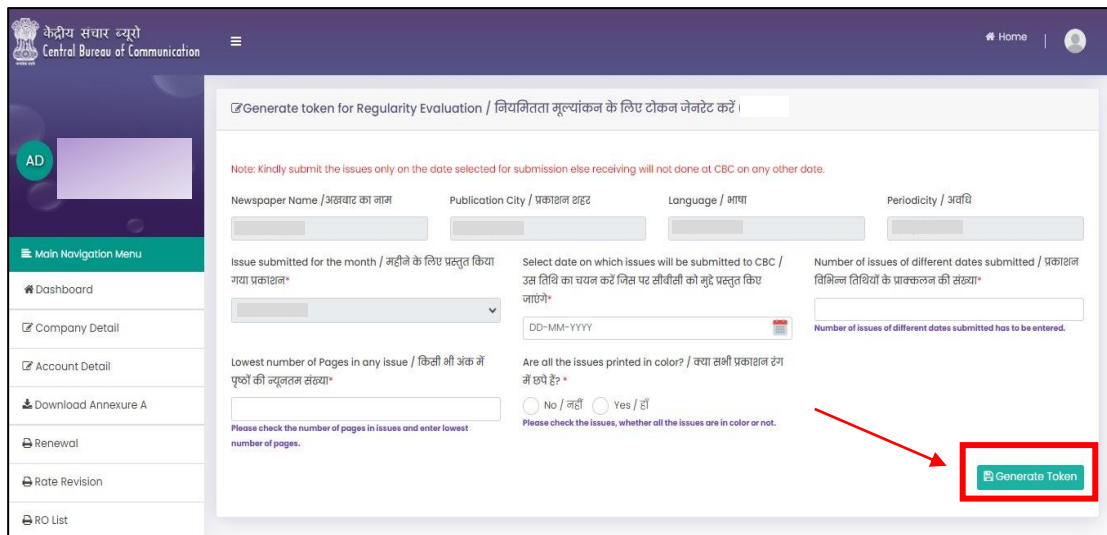1. Enter your NP code (6-digit) and Password.

2. Click on "login" button.

3. Here you will see your Dashboard. On the left sidebar click on the "Regularity Token" button.

4. Enter all required details and Click on "Generate Token".

5. Once token is generate, download the receipt by clicking on the "Token Receipt".

IMPORTANT NOTE: After downloading the "Token Receipt" fill the required details in the receipt and submitted it to the concern department office.