

Login to NBQP website and select Auditor from home page:

Home Register About QCI Workshop & Events Contact Us

**QCI**

“ Missions of QCI is to make Nationwide Quality a Reality. To achieve this mission, QCI needs to play an integrating role such that institution exist to propagate quality in all dimension and apply it to all sectors. QCI has been restructured to have active representation & participation from all sectors specific associations and bodies of quality professionals, beside the existing membership of Government, apex industry federation & consumer organizations. National Board for Quality Promotion (NBQP) has been entrusted with the task of taking this forward and co-ordinating with all stake holders to promote quality in their respective areas of influence. ”

**NBQP**

Membership  
Consultant  
**Auditor**  
Courses

Step 1: Register as an Auditor.

Home Eligibility Fee Structure List of Registered Auditors Workshop/Events Contact Us **Register** Login

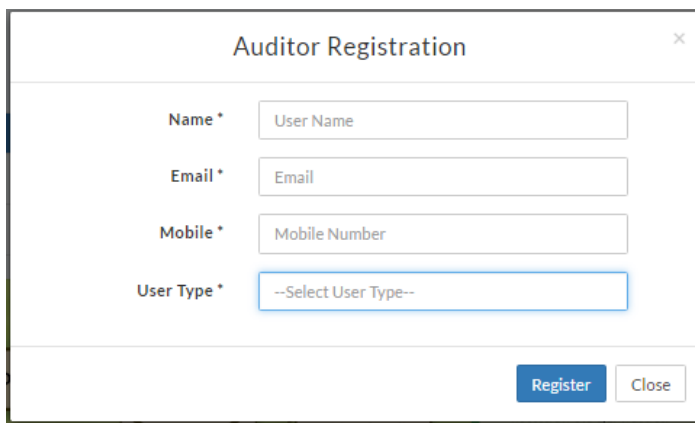
Register

### Eligibility

Auditor Type	Category	Download File
EMS	Criteria for EMS Auditor Registration	
QMS	Criteria for QMS Auditor Registration	

**Step 2: Enter your basic Information for auditor registration:**

- **Name:**
- **Email ID:**
- **Mobile No:**
- **UserType \_> New User or Existing user**



The screenshot shows a web form titled "Auditor Registration" with a close button (X) in the top right corner. The form contains four input fields, each with a label and an asterisk indicating it is required:

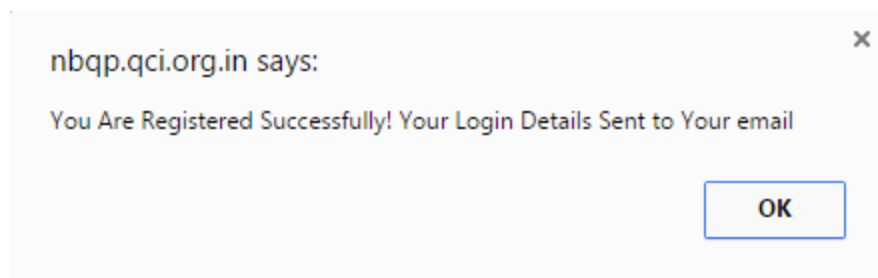
- Name \***: A text input field containing the placeholder text "User Name".
- Email \***: A text input field containing the placeholder text "Email".
- Mobile \***: A text input field containing the placeholder text "Mobile Number".
- User Type \***: A dropdown menu with the selected option "--Select User Type--".

At the bottom right of the form, there are two buttons: a blue "Register" button and a white "Close" button.

**Step 3: Once submitting the consultant registration information, Login details sent to email ID and on a Registered mobile number with the following information:**

**<Dear your name, you are registered successfully. Please note your Login Details below**

**Email- ID: - , Password:- Thanks and Regards NBQP>**



**Step 4: Login into your registered email ID for your login details and login into the portal with the same ID and password:**

Home Eligibility Fee Structure List of Registered Consultants Workshop/Events Contact Us Register **Login**

**NBQP** National Board for Quality Promotion  
Networking for Quality

### Login

Email

Password

Remember me

[Forgot Password?](#)

© 2017 All Rights Reserved

[Don't have an account? Sign up.](#) [Terms & Conditions](#)

### Consultant Information

Content Goes Here

**Step 5:**

**Once login, it redirects to the user dashboard where they can simply fill up the consultant form or also make the changes in the password if required.**

Dashboard **Auditor Form** Make Payment Change Password Logout

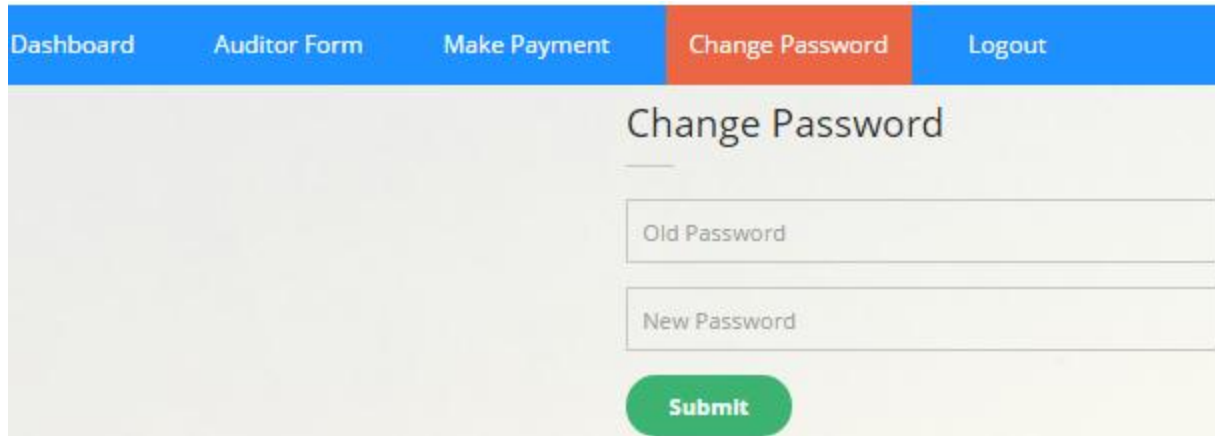
In case of any query kindly Please Co

### Application Form - Basic Details:-

Salutation*	First Name*	Middle Name	Last Name*
<input type="text" value="Salutation"/>	<input type="text" value="First Name"/>	<input type="text" value="Middle Name"/>	<input type="text" value="Last Name"/>
Date of Birth*	Mobile No.*	Fax No.	Email ID*
<input type="text" value="2017-06-07"/>	<input type="text" value="Mobile No."/>	<input type="text" value="Fax No."/>	<input type="text" value="sahiltravel19@gmail.com"/>
Address*	Region*	State*	Pincode*
<input type="text" value="Home Address"/>	<input type="text" value="Select Region"/>	<input type="text" value="Select State"/>	<input type="text" value="Pincode"/>
	City*		
	<input type="text" value="Select City"/>		

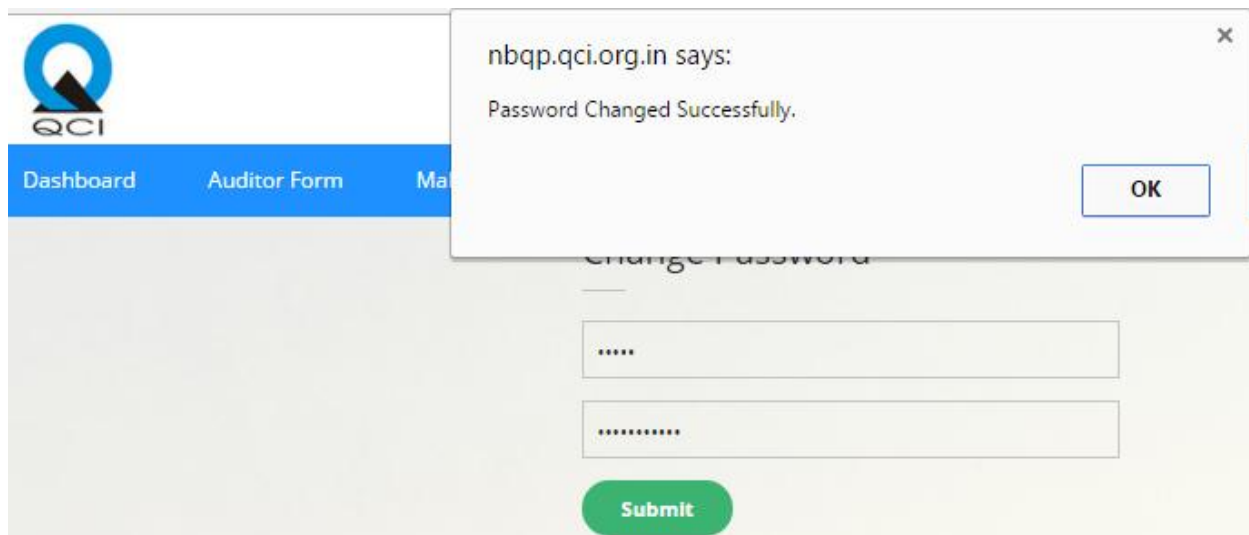
**Step 6:**

If a user wants to change the password of their profile they can simply click on Change password from their dashboard.



The screenshot shows a web application interface with a blue navigation bar at the top containing the following menu items: Dashboard, Auditor Form, Make Payment, Change Password (highlighted in red), and Logout. Below the navigation bar, the main content area is titled 'Change Password'. It features two input fields: 'Old Password' and 'New Password'. Below these fields is a green 'Submit' button.

- Enter your old password and set a new password and submit the request.



This screenshot shows the same 'Change Password' form as above, but with a success message overlay. The message box, titled 'nbqp.qci.org.in says:', contains the text 'Password Changed Successfully.' and an 'OK' button. The background form is partially obscured, showing the 'Old Password' field with five asterisks, the 'New Password' field with eight asterisks, and the 'Submit' button.

## Step 7:

Now you can fill up the Auditor form with the needed information and save and continue to the next page:

Dashboard Auditor Form Make Payment Change Password Logout

In case of any query kindly Please Contact : +91 11 2337 9321 E

### Application Form - Basic Details:-

Salutation*	First Name*	Middle Name	Last Name*
Salutation	First Name	Middle Name	Last Name
Date of Birth*	Mobile No.*	Fax No.	Email ID*
2017-06-07	Mobile No.	Fax No.	sahiltravel19@gmail.com
Address*	Region*	State*	Pincode*
Home Address	Select Region	Select State	Pincode
	City*		
	Select City		

### Office Details

Telephone No.	Fax No.	Email ID*
STD Co. Office Telephone No.	Office Fax No.	Office Email ID
Address*	State*	City*
Office Address	Select State	Select City
	Pincode*	Mailing Address*
	Office Pincode	<input type="radio"/> Home Address <input checked="" type="radio"/> Office Address

[Save & Continue](#)

## Step 8:

### After save and continue fill out the General Education (Senior Secondary)

Contact : +91 11 2337 9321 Ext: 52 OR E-Mail : sapna@qcin.org

General Education (Senior Secondary):-

Passing out Year*	Board*	Qualification*	Education Institute & Address*	Subject*	Grade*
2017-06-01 - 2017-06-0	JK	Mcom	delhi	Mcom	A

+ Add More

[Save & Back](#) [Save & Continue](#)

- User can also add more general education with add more tab and save and continue:

Contact : +91 11 2337 9321 Ext: 52 OR E-Mail : sapna@qcin.org

General Education (Senior Secondary):-

Passing out Year*	Board*	Qualification*	Education Institute & Address*	Subject*	Grade*
2017-06-01 - 2017-06-0	JK	Mcom	delhi	Mcom	A

[+ Add More](#)

[Save & Back](#) [Save & Continue](#)

**Step 9:**

**After save and continue, Next enter Technical Education (Graduation and above)**

The screenshot shows a web interface with a navigation bar at the top containing 'Dashboard', 'Auditor Form' (highlighted in red), 'Make Payment', 'Change Password', and 'Logout'. Below the navigation bar is a dark grey banner with the text 'In case of any query kindly Please Contact : +91'. The main content area is titled 'Technical Education (Graduation & above):-'. It contains three input fields: 'Period\*' with a placeholder 'Period', 'Education Institute & Address\*' with a placeholder 'Education Institute & Address', and 'Qualification\*' with a placeholder 'Qualification'. At the bottom right of the form are two green buttons: 'Save & Back' and 'Save & Continue'.

**Step 10:**

**After save and continue, next enter Certified/Recognized Training courses attended**

The screenshot shows a form titled 'Certified / Recognized Training Courses Attended'. It contains five input fields: 'Title of the Course\*' with a placeholder 'Title of the Course', 'Conducted / Organized by (Name & Address)\*' with a placeholder 'Conducted / Organized by (Name & Address)', 'Date From\*' with a date '2017-06-07' and a calendar icon, 'Date To\*' with a date '2017-06-07' and a calendar icon, and 'Result\*' with a placeholder 'Result'. To the right of the 'Result\*' field is a '+ Add More' link. At the bottom center are two green buttons: '← Save & Back' and 'Save & Continue →'.

### Step 11:

After save and continue, next enter Membership of professional bodies

In case of any query kindly Please Contact : +91 11 2337 9321 Ext: 5

Membership of Professional Bodies

Professional Body (Name & Address)*	Membership Grade*	Membership No.*	Valid Till*
<input type="text" value="Professional Body (Name &amp; Address)"/>	<input type="text" value="Membership Grade"/>	<input type="text" value="Membership No"/>	<input type="text" value="2017-06-07"/>

+ Add More

[← Save & Back](#)   [Save & Continue →](#)

### Step 12:

After save and continue, next enter Experience in chronological order

Dashboard   Auditor Form   Make Payment   Change Password   Logout

In case of any query kindly Please Contact : +91 11 2337 9321 Ext: 52 OR

Experience (in Chronological Order with Present Experience Listed First):-

Period*	Organization with Address*	Department*	Designation*	Responsibilities*
<input type="text" value="Period"/>	<input type="text" value="Organization with Address"/>	<input type="text" value="Department"/>	<input type="text" value="Designation"/>	<input type="text" value="Responsibilities"/>

+ Add More

[Save & Back](#)   [Save & Continue](#)

### Step 13:

After save and continue, next enter Experience relevant to the specific field

Dashboard   Auditor Form   Make Payment   Change Password   Logout

In case of any query kindly Please Contact : +91 11 2337 9321 Ext: 52 OR E-Mail : sapna@qcin.or

Experience Relevant to the Field Only :-

Period*	Organization with Address*	Department*	Designation*	Responsibilities*
<input type="text" value="Period"/>	<input type="text" value="Organization with Address"/>	<input type="text" value="Department"/>	<input type="text" value="Designation"/>	<input type="text" value="Responsibilities"/>

+ Add More

[Save & Back](#)   [Save & Continue](#)



**Step 14:**

**After save and continue, next simply select your Auditor type**

In case of any query kin

EMS QMS Preview Form

Please Select Your Auditor Type

Provisional Auditor  Auditor  Lead Auditor

Annexure B : EMS Audit Log:-

Annexure C: Consultancy Audit Verification Log:-

**Step 15:**

**User can also preview their filled form:**

## Application Form - Basic Details:-

Salutation*	First Name*	Middle Name	Last Name*
<input type="text" value="Salutation"/>	<input type="text" value="First Name"/>	<input type="text" value="Middle Name"/>	<input type="text" value="Last Name"/>
Date of Birth*	Telephone No.*	Fax No.	Email ID*
<input type="text" value="Date of Birth"/>	<input type="text" value="STD"/> <input type="text" value="Telephone No."/>	<input type="text" value="Fax No."/>	<input type="text" value="sahiltravel19@gmail.com"/>
Address*	Region*	State*	
<input type="text" value="Home Address"/>	<input type="text" value="Select Region"/>	<input type="text" value="Select State"/>	
	City*	Pincode*	
	<input type="text" value="Select City"/>	<input type="text" value="Pincode"/>	

## Office Details

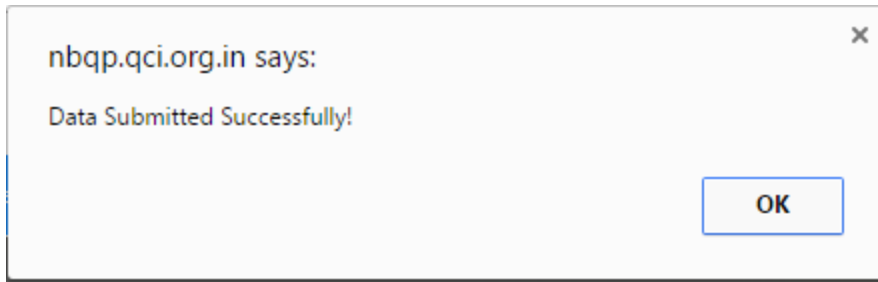
Telephone No.*	Fax No.	Email ID*
<input type="text" value="STD"/> <input type="text" value="Office Telephone No."/>	<input type="text" value="Office Fax No."/>	<input type="text" value="Office Email ID"/>

### Step 16:

Once done with the uploading kindly submit the request.

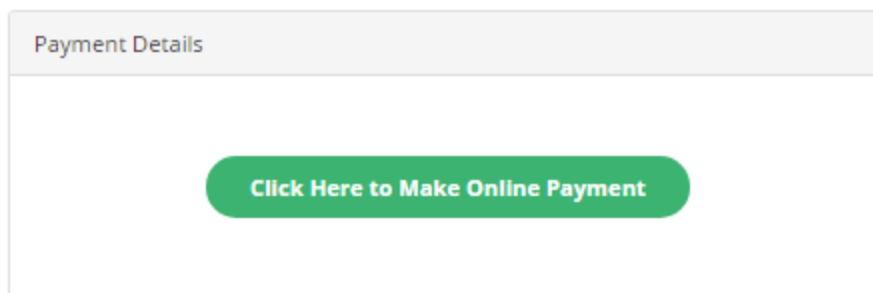
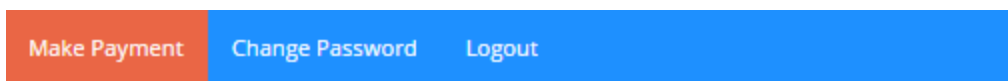
The screenshot shows a web application interface for submitting an Auditor Form. At the top, there is a navigation bar with links: Dashboard, Auditor Form (active), Make Payment, Change Password, and Logout. Below this, there is a sub-navigation bar with links: EMS, QMS, and Preview Form (active). The main content area contains a form with the following elements:

- A heading: "Please Select Your Auditor Type"
- Two radio buttons: "Provisional Auditor" (checked) and "Auditor"
- Two upload buttons: "Annexure B : EMS Audit Log:-" and "Annexure C: Consulta".
- At the bottom, there are two buttons: "Save & Back" and "Submit". The "Submit" button is highlighted with a red box.



**Step 17:**

**Kindly make the online payment and submit the request.**



**"Note:** Payment once made is non-refundable"