STANDARD OPERATING PROCEDURE

Ministry of Road Transport and Highways of India

Standard Operating Procedure of " Drone Video Module"

Table of Contents for "Contractor/NH DIV./RCC(BRO)/PIU-MORTH Drone Video" Module

Drone Video Module

1. Drone Contractor login:
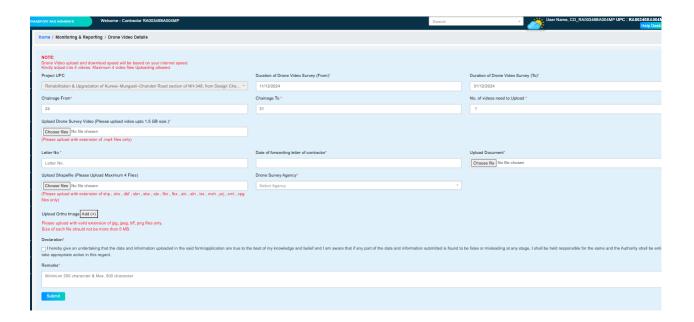
- **Contractor Login:**
  A list of UPCs will be displayed in the dropdown menu.
  The user (Contractor) can select a UPC from the dropdown.

- **Form Submission:**
  After selecting the UPC, the Contractor/NH DIV./RCC(BRO)/PIU-MORTH will fill out and submit the details in the form.

- **Drone Video Upload**
  The Contractor/NH DIV./RCC(BRO)/PIU-MORTH will upload the drone videography files after filling out the form.

- **Submit Button Click:**

  After clicking the submit button, the entered values will be processed.

  Display in Grid-The submitted details will be displayed in the grid under the Contractor/AE section.
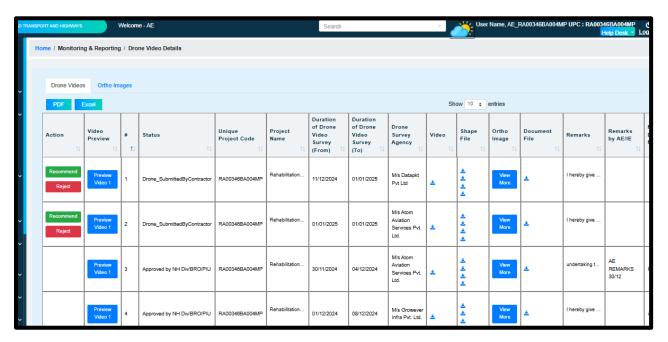
2. AE Login:

Now, the AE (Authority Engineer) can either **recommend or reject** the drone Videography.

Rejection may occur due to non-compliances by the Contractor. If no issues are identified, the AE can proceed to recommend the   Videography to the NH DIV./RCC(BRO)/PIU-MORTH.
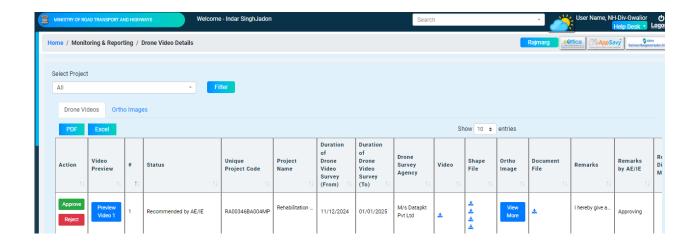
Upon recommendation, the status will change to **"Recommended by AE**," and this status will be visible to the NH DIV./RCC(BRO)/PIU-MORTH .

Note: Once the drone Videographer is uploaded by the Contractor/NH DIV./RCC(BRO)/PIU-MORTH, the action button in the AE Login Grid will become available 24 hours after the upload

3. NH DIV./RCC(BRO)/PIU-MORTH LOGIN:

The NH DIV./RCC(BRO)/PIU-MORTH can either **Approve or Reject** the drone Videography. **Rejection** may occur due to non-compliances by the Contractor. If no issues are identified, the AE can proceed to recommend the Videography to the NH DIV./RCC(BRO)/PIU-MORTH.

- When NH DIV./RCC(BRO)/PIU-MORTH Clicking on "**Approve**" button then below mentioned screen will reflect and status will change as **Approved by NH DIV/BRO/NH DIV./RCC(BRO)/PIU-MORTH**