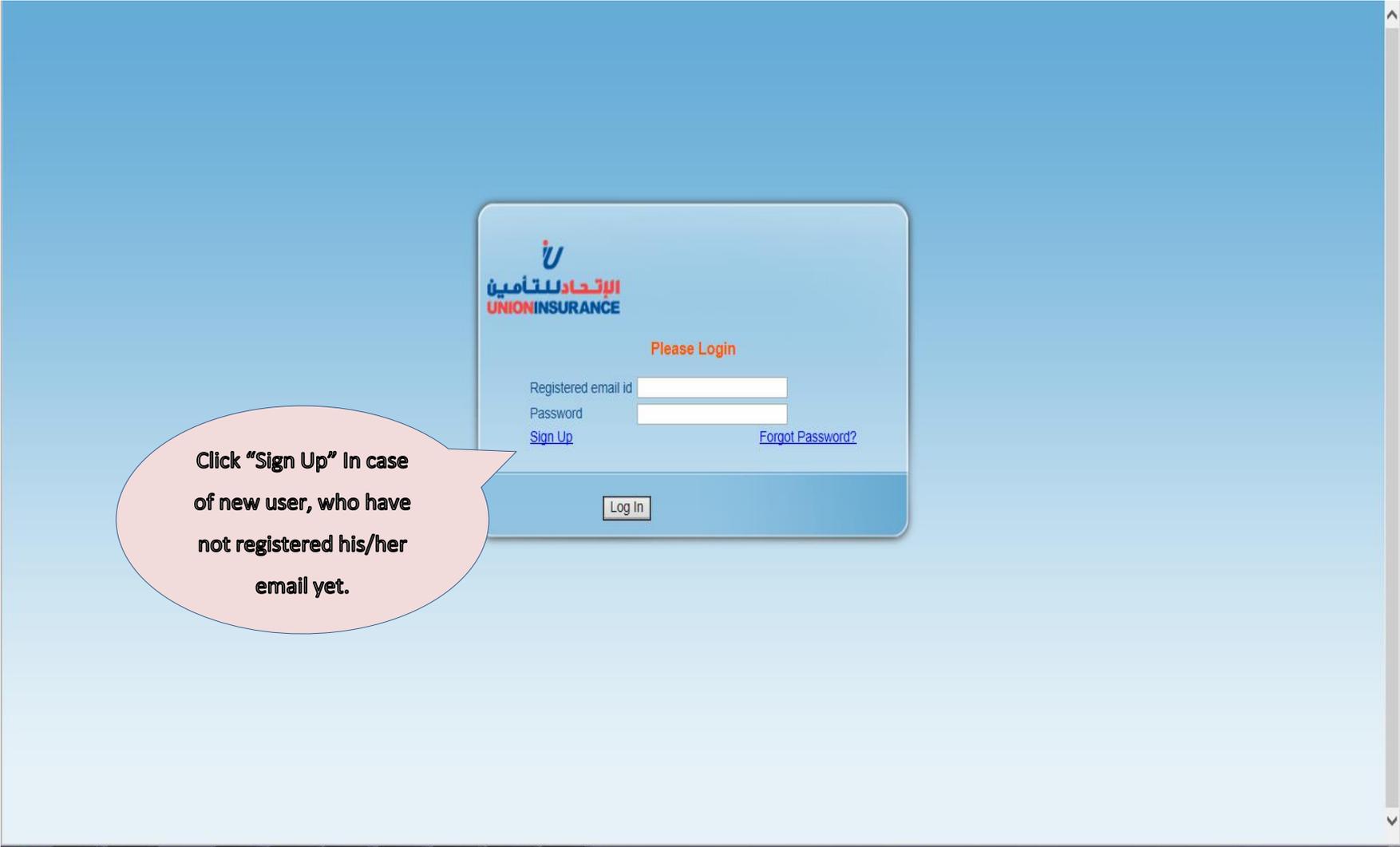


USER GUIDE TO LOGIN

Go to <https://portal.unioninsurance.ae/uicpab2b/>



SELECT ENTITY TYPE

The image shows a registration form for Union Insurance. At the top left is the logo with the text "الإتحاد للتأمين UNION INSURANCE". The form has a header section with the text "Please select entity type:" followed by two radio buttons: "Individual" (which is selected) and "Agency / Corporate". Below this is a section titled "Individual user" containing several input fields: "Title: *" with a dropdown menu showing "Select", "Date of Birth: *" with a date picker, "Email Id: *" with a text input, "Full Name: *" with a text input, "Report No.:" with a text input, "Work Email Id: *" with a text input, "Contact Details: *" with a sub-section containing "Country: Select" dropdown, "Code:" text input, and "Mobile:" text input. A "SIGN UP" button is located at the bottom right of the form. A large callout box with a pink background and a pointer to the radio buttons contains the following text:

First select Entity type, if Individual select first option, else if you are an Agency or Company select the second option.

REGISTER YOUR EMAIL ID

الإتحاد للتأمين UNION INSURANCE

Please select entity type : Individual Agency / Corporate

Individual User

Title : * Full Name : *

Date of Birth : * Passport No. : *

Email Id : * Retype Email Id : *

Contact Details : *

Country : Code : Mobile :

If "Individual" is selected then user needs to enter the DOB, Passport no., Your email id (like your gmail, yahoo, hotmail etc) and contact details. After entering all the fields click on Sign up



Note : If you don't have email id like gmail, yahoo, hotmail etc., please create one email id before using this system to get insurance certificate.

REGISTER YOUR EMAIL ID

Please select entity type : Individual Agency / Corporate

Agent / Corporate User

Title : *	<input type="text" value="M/S"/>	Company Name : *	<input type="text" value="ABC Trading Company"/>
License No. : *	<input type="text" value="A123456"/>	Country : *	<input type="text" value="SRI LANKA"/>
Email Id : *	<input type="text" value="abctrading@gmail.com"/>	Retype Email Id : *	<input type="text" value="abctrading@gmail.com"/>

Contact Details : *

Code :	<input type="text" value="94"/>	Mobile :	<input type="text" value="12345678"/>
--------	---------------------------------	----------	---------------------------------------

If "Agency/Corporate" is selected then user needs to enter the License no. email id (like your gmail or yahoo or hotmail ids) and contact details



Please enter the correct information because if you forget password you need to enter the email id and mobile number to get the password.

SIGN UP

Please select entity type : Individual Agency / Corporate

Agent / Corporate User

Title : *	<input type="text" value="Select"/>	Company Name : *	<input type="text"/>
License No. : *	<input type="text"/>	Country : *	<input type="text" value="Select"/>
Email Id : *	<input type="text"/>	Retype Email Id : *	<input type="text"/>

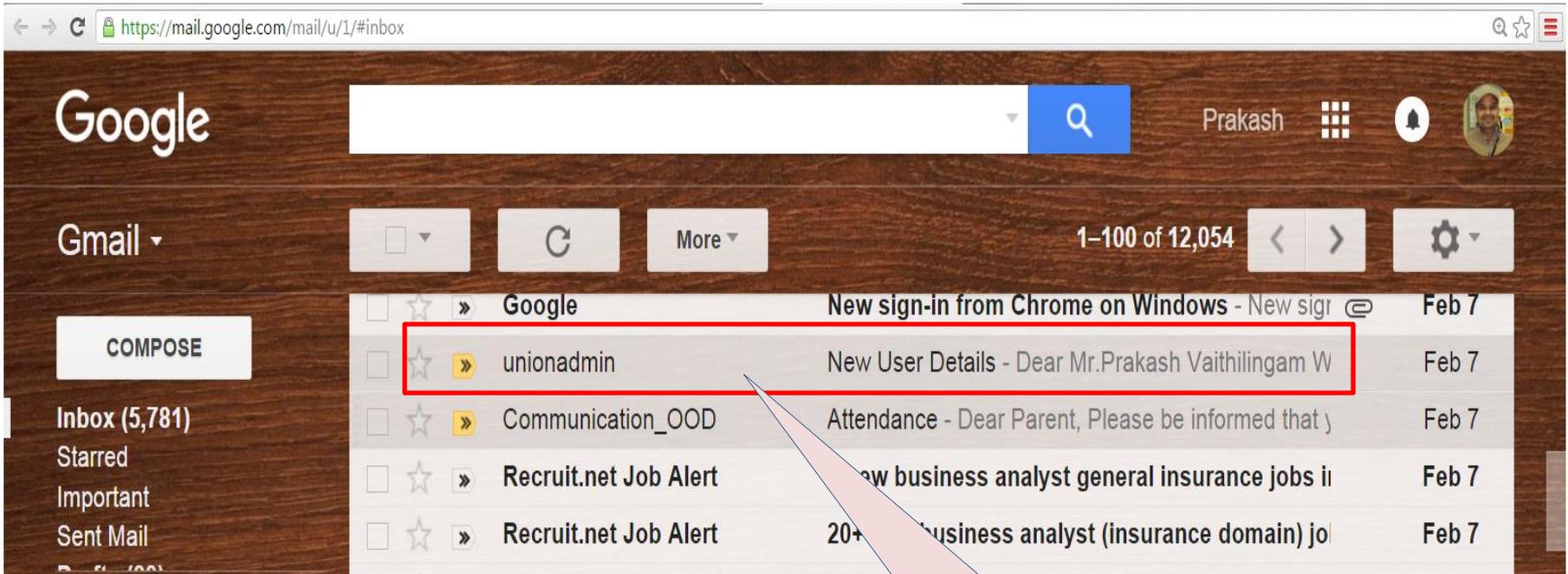
Contact Details : *

Code :	<input type="text" value="94"/>	Mobile :	<input type="text" value="12345678"/>
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User has been registered successfully, please check your registered email to proceed further.

Once you click on "Sign up" you, will get a message that registration is successful. Go to your email account for eg, GMAIL and check the email.

LOGIN TO YOUR EMAIL



The screenshot shows a Gmail inbox interface. At the top, there is a search bar and the user's name 'Prakash'. Below the search bar, there are navigation buttons for 'Gmail', a refresh button, and a 'More' dropdown. The inbox list shows several emails. The second email, from 'unionadmin', is highlighted with a red rectangular box. A callout bubble points to this email.

Sender	Subject	Date
Google	New sign-in from Chrome on Windows - New sign	Feb 7
unionadmin	New User Details - Dear Mr.Prakash Vaithilingam W	Feb 7
Communication_OOD	Attendance - Dear Parent, Please be informed that y	Feb 7
Recruit.net Job Alert	new business analyst general insurance jobs in	Feb 7
Recruit.net Job Alert	20+ business analyst (insurance domain) jo	Feb 7

**Login to your email id for eg.,
gmail and check for sender
"unionadmin" to get the
password, click to open it.**

CHECK YOUR EMAIL

Google

Gmail ▾

COMPOSE

Inbox (5,781)
Starred
Important
Sent Mail

Prakash ▾

Nagai Dharuman
M Missed video call

S.durai, Durai, dhar
11 You were in a video

Guhan Selvaraj
You were in a video

We thank you for registering with Life, Personal Accident & Contingency Insurance Scheme for SriLankan migrant workers.

Please find below your Insurance Account details:
Registered Email ID. prakash@gmail.com
Password: prak1973

We recommend that you change your password on first login for security reasons.

Click here to logon to your account on <https://portal.unioninsurance.ae/uicpab2b/>
your Registered Email Id prakash@gmail.com and Password : prak1973

We look forward to seeing you again on our

Warm Regards,
Insurance Support Team

This email will confirm that your email id has been registered and what the PASSWORD is. This password is required to login to the link above (same old link)

Go to <https://portal.unioninsurance.ae/uicpab2b/>



الإتحاد للتأمين
UNIONINSURANCE

Please Login

Registered email id

Password 

[Forgot Password?](#)

Now enter the registered email id and the Password available in the email.

LOGIN IS SUCCESSFUL

- Menu
- Enrollment**
- Add Member
- Enrollement Queue
- Reports

Add Enrollment

Employment Agency : Sri Lanka Bureau of Foreign Employment

Distributor : * PA Sri Lankan Scheme Policy No : * CDEPA2016000003

Effective date : * 10/02/2016 Insured Name : *

Employer Name : * Passport No : *

Date of Birth : * Employment Visa No :

Occupation : Recruitment Office :

No : * Phone No :

367.00 Sum assured : * 49570.00

On entering the correct registered email id and password you will get into this screen to generate certificate

FORGOT PASSWORD



Please Login

Registered email id

Password

[Sign Up](#)

[Forgot Password?](#)

Log In

On entering the wrong password more than 3 times, email id will be de-activated, in such cases click on Forgot Password

FORGOT PASSWORD

Please select entity type :

Individual

Agency / Corporate

Individual User

Please enter your details and the password will be mailed to you

Email Address : *

Date Of Birth : * 

Passport No. : *

Submit

If you are Individual, enter your registered email id , DOB and Passport no, which you entered initially, and submit to get the password again

Please select entity type :

Individual

Agency / Corporate

Agent / Corporate User

Please enter your details and the password will be mailed to you

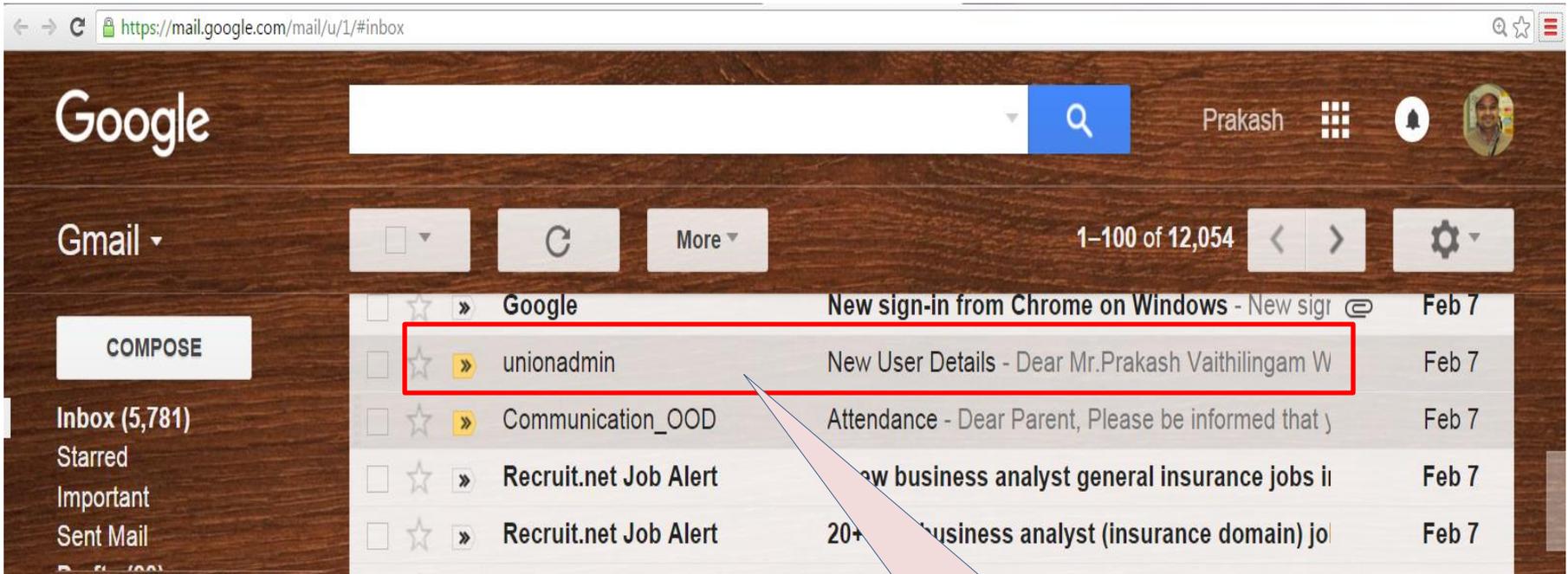
Email Address : *

Contact No. : *

Submit

If you are an Agent or Company , enter your registered email id , contact no, which you entered initially, and submit to get the password again

LOGIN TO YOUR EMAIL



**Login to your email id for eg.,
gmail and check for sender
"unionadmin" to get the
password, click to open it.**

CHECK YOUR EMAIL

Google

Gmail ▾

COMPOSE

Inbox (5,781)
Starred
Important
Sent Mail

Prakash ▾

Nagai Dharuman
M Missed video call

S.durai, Durai, dhar
11 You were in a video

Guhan Selvaraj
You were in a video

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Please find below your Insurance Account details:
Registered Email ID. prakash@gmail.com
Password: prak1973

We recommend that you change your password on first login for security reasons.

Click here to logon to your account on <https://portal.unioninsurance.ae/uicpab2b/>
your Registered Email Id prakash@gmail.com and Password : prak1973

We look forward to seeing you again on our

Warm Regards,
Insurance Support Team

This email will confirm that your email id has been registered and what the PASSWORD is. This password is required to login to the link above (same old link)

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الإتحاد للتأمين
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Registered email id

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Occupation : Recruitment Office :

No : * Phone No :

367.00 Sum assured : * 49570.00

On entering the correct registered email id and password you will get into this screen to generate certificate

THE END