

# Change password

Change password is used to change the password and create a new password. This operation has a access to admin and sections.

Change Password	
Employee Name	DTLCBZAAdmin
Login Name	dtlcbzafh
Current Password	<input type="password"/>
New Password	<input type="password"/>
Confirm New Password	<input type="password"/>
<input type="button" value="Save"/>	

# Sections



Managing Section page is used to create various sections by utilizing three different options such as "As it is", "Split" and "Merge". Update and delete of added sections are also performed in this page only.

Managing Sections

[Add Sections](#)

Section Code

Showing 2 Records Out of 2

S.No	Code	Name	Type	Sec. Incharge	Remarks	Delete
1	<a href="#">BZAAdmin</a>		Support		Created by system	
2	<a href="#">TLCBZA</a>	TLCBZA	Others		TLCBZA	

# Staff

TLC Admin shall Add/View/Update/Delete the staff of a particular section.

Managing Staff

[Add Staff](#)

Section Employee Token Status Designation

BZAAdmin   Active

Showing 1 Records Out of 1

S.No	Token	Employee Name	Section	Designation	PF Number	Mobile No	Blood Group	Status	DoJ
1	BZAAdmin	<a href="#">DTLCBZAAdmin</a>	BZAAdmin	ADMIN (COMP)	BZAPF	..	NA	Active	05/01/2023

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# Roles


TLC Admin has the access privileges to Add/View/Update/Delete concerned user roles and shall assign secure Forms/Reports to concerned user's role.

Managing Roles

[Add Roles](#)

Func. Location  Section  Role Code

Showing 1 Records Out of 1

S.No	Role Name	Section	Location Type	Remarks	Reports	Delete
1	TLCBZA	TLCBZA	DTLC	TLCBZA	<a href="#">Reports</a>	

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# Users


Users screen is used to create new user logins. Admin user will create new users for all sections. Each section has different user Id's and passwords which are used to add through this screen. Reset password is used to re-set the password when user has forgotten the password by using this link user can set the password.

Managing Users

[Add User](#)

Location:  Section:  Login ID:

Showing 2 Records Out of 2

S.No	Login ID	Role	Location	Section	Designation	Employee Name	Reset Password	Delete
1	<a href="#">dtlcbzafh</a>	DTLCFH	DTLC/BZA	BZAAdmin	ADMIN (COMP)	DTLCBZAAdmin	<a href="#">Reset Password</a>	
2	<a href="#">skjakirhussa</a>	TLCBZA	DTLC/BZA	TLCBZA	OTHERS	Sk Jakir Hussain	<a href="#">Reset Password</a>	