

Registration of Diagnostic Radiology Institutes with eLORA

All diagnostic radiology institutes who are having medical x-ray equipments with them should obtain licence for operation from AERB. To facilitate issuance of licence, AERB has launched an e-governance application eLORA. The following are the steps to register institute and declare x-ray equipments through eLORA.

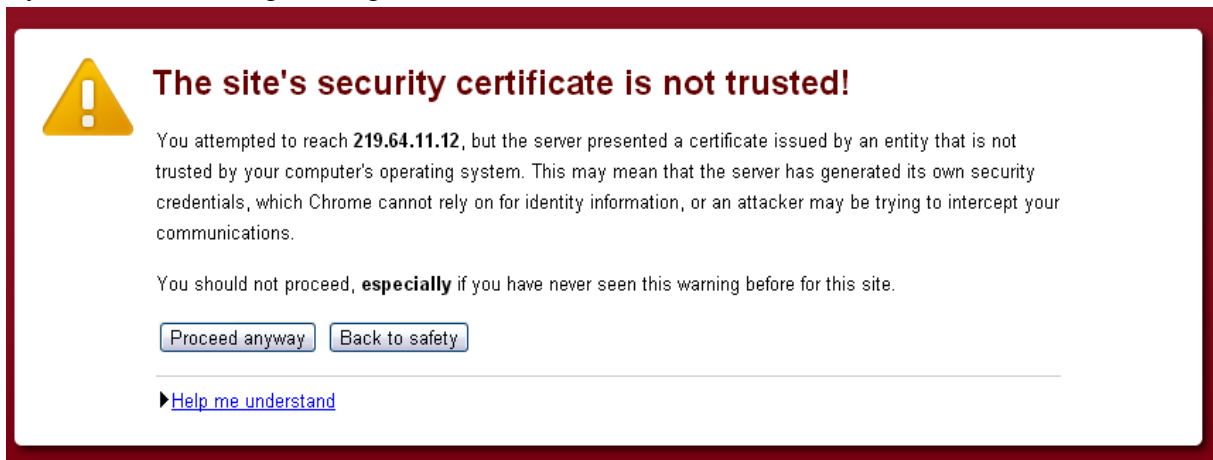
Step 1: Register your institute with eLORA

Step 2: Declaration of equipment details with eLORA

The detailed process flows for above steps are given below.

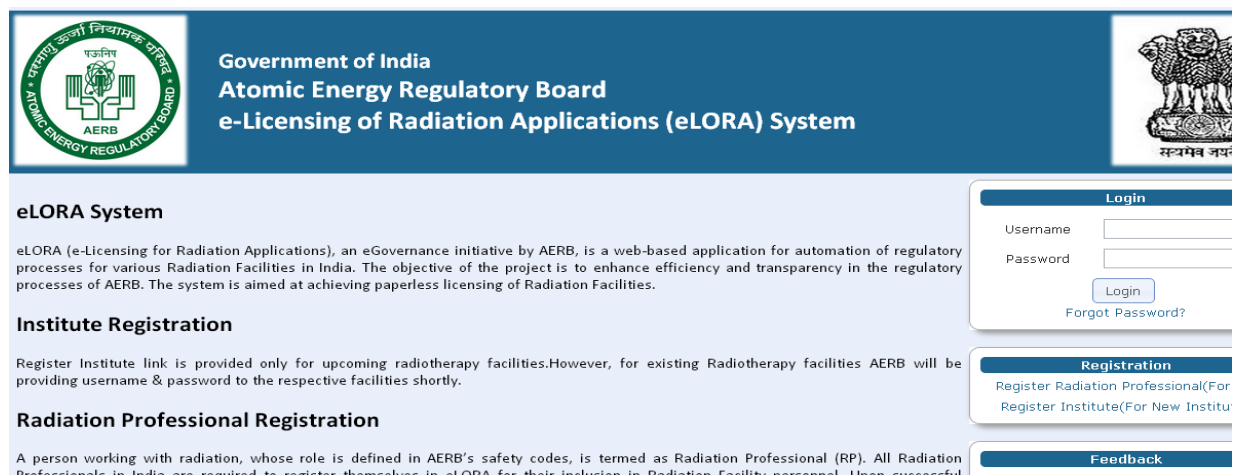
Register your institute with eLORA

1. Visit our website www.aerb.gov.in . Click on the link eLORA which is provided in the home page. It will redirect you to the eLORA home page. Your browser may ask about security certificate. For example if you are assessing the eLORA page through Google Chrome, you may find the following message.



On the above screen you need to click on **Proceed anyway**

2. On acceptance of the security certificate you will get the following screen.



3. Click on Register institute on the right hand side to get institute registration application form;

Tab 1: Institute details

1. Fill all the details. All * marked fields are mandatory. The data entered should be as per the certificates attached.
2. In 'Type of Facility' section, in field 'Practice' select 'Diagnostic Radiology' and in field 'Role of Institute' select 'Medical Diagnostic X-ray Facility'.
3. Submit details

Tab 2: Employer details

1. Name: Fill the complete name as appearing in the proof of identity/Date of Birth (DOB) attached
2. Date of Birth: Fill the DOB as appearing in the proof of identity/DOB attached
3. Document/Card No. (of Proof of Identity/DOB): Must match with the proof of identity/DOB attached
4. e-mail: Will be used to sending user-id and password and all future communications, hence give a suitable email
5. Mobile No.: Will be used for sending alerts through SMS, hence give a suitable mobile number

Tab 3: Attachments (mandatory)

1. Upload proof of identity and date of birth
2. Upload copy of PAN number of institute

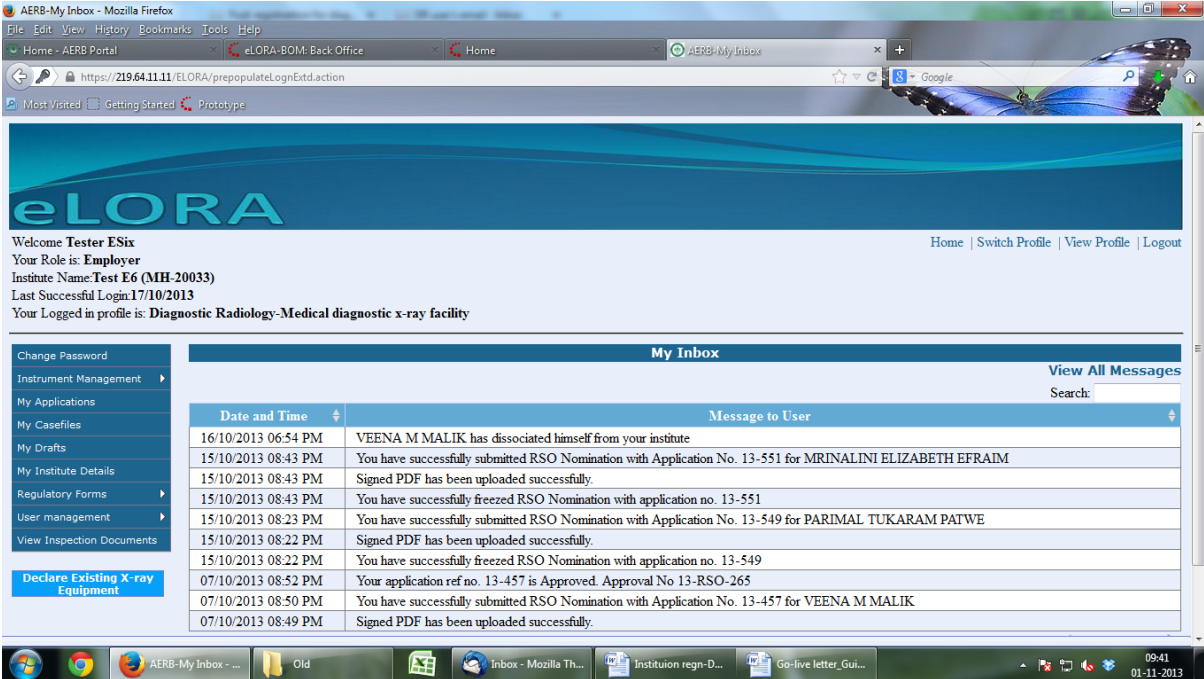
User will get a message upon successful submission with reference number of application. The copy of submitted application can be downloaded.

After the approval of institute registration, user will receive login credentials in their registered email id.

Declaration of existing x-ray equipments with eLORA

After receiving user id and password, user can go to eLORA home page;

1. Login using your User name and Password. User will reach into home page of institute



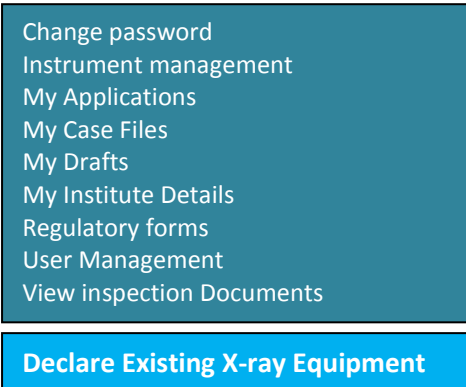
The screenshot shows the eLORA home page. The browser address bar displays the URL: <https://219.64.11.11/eLORA/prepopulateLognExtId.action>. The page header includes the eLORA logo and navigation links: Home | Switch Profile | View Profile | Logout. The user is identified as **Tester ESix** with the role of **Employer**. The institute name is **Test E6 (MH-20033)** and the last successful login was on **17/10/2013**. The user is logged in as **Diagnostic Radiology-Medical diagnostic x-ray facility**.

The main content area is titled **My Inbox** and contains a table of messages:

Date and Time	Message to User
16/10/2013 06:54 PM	VEENA M MALIK has dissociated himself from your institute
15/10/2013 08:43 PM	You have successfully submitted RSO Nomination with Application No. 13-551 for MRINALINI ELIZABETH EFRAIM
15/10/2013 08:43 PM	Signed PDF has been uploaded successfully.
15/10/2013 08:43 PM	You have successfully freed RSO Nomination with application no. 13-551
15/10/2013 08:23 PM	You have successfully submitted RSO Nomination with Application No. 13-549 for PARIMAL TUKARAM PATWE
15/10/2013 08:22 PM	Signed PDF has been uploaded successfully.
15/10/2013 08:22 PM	You have successfully freed RSO Nomination with application no. 13-549
07/10/2013 08:52 PM	Your application ref no. 13-457 is Approved. Approval No 13-RSO-265
07/10/2013 08:50 PM	You have successfully submitted RSO Nomination with Application No. 13-457 for VEENA M MALIK
07/10/2013 08:49 PM	Signed PDF has been uploaded successfully.

On the left side, there is a navigation menu with the following items: Change Password, Instrument Management, My Applications, My Casefiles, My Drafts, My Institute Details, Regulatory Forms, User management, and View Inspection Documents. A prominent blue button labeled **Declare Existing X-ray Equipment** is located below the menu.

2. The following menus will be available in the home page of institute;



- Change password
- Instrument management
- My Applications
- My Case Files
- My Drafts
- My Institute Details
- Regulatory forms
- User Management
- View inspection Documents

Declare Existing X-ray Equipment

3. Click 'Declare Existing X-ray Equipment' menu. A form will be opened as shown below;

Enrolment of Existing Equipment - Mozilla Firefox

DIAGNOSTIC RADIOLOGY > DECLARATION OF EXISTING X-RAY EQUIPMENT DETAILS

Equipment Details

All fields marked by * are mandatory

Type of equipment* [Select]

Manufacturer of the equipment* [Text]

Model Name* [Text]

Maximum Operating Potential (kVp)* [Text]

Maximum Operating Current (mA/mAs)* [Text]

Year of installation* [Select]

I hereby certify that the particulars provided above are true and correct to the best of my knowledge and belief. I understand that if at any stage it is found that the information provided by me is false or not authentic, appropriate regulatory action may be initiated against me and my institution.

Submit Close Reset Save As Draft

4. Provide required details and submit the form. A submission message with equipment id will be displayed.

data saved successfully!!! - Mozilla Firefox

https://219.64.11.11/ELORA/commonRedirectAction.action

Your application has been submitted successfully and the application number is 13-670

Click the given link to view the submitted application form [Application_Form.pdf](#)

Your X-ray equipment details are recorded in eLORA and the equipment id is G-XR-10113.

Acknowledgment of the same has been sent to your registered email address.

Close

User will receive a system generated message in their registered email id with acknowledgement certificate as attachment.