

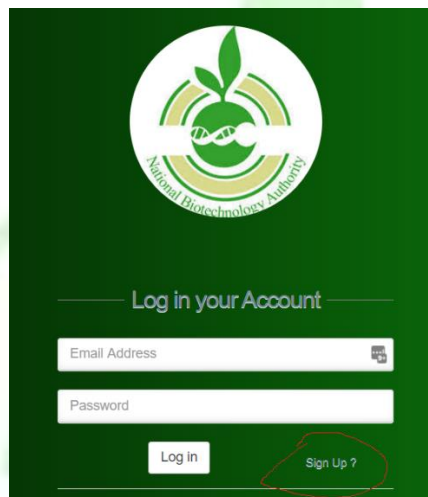
Welcome to the NBA Online Applications System Procedure

(First time clients to do business with NBA.)

Step 1

- Visit our website www.nba.ac.zw
- Click on the flicking tab saying Online Application

Online Application Procedure.



Log in your Account

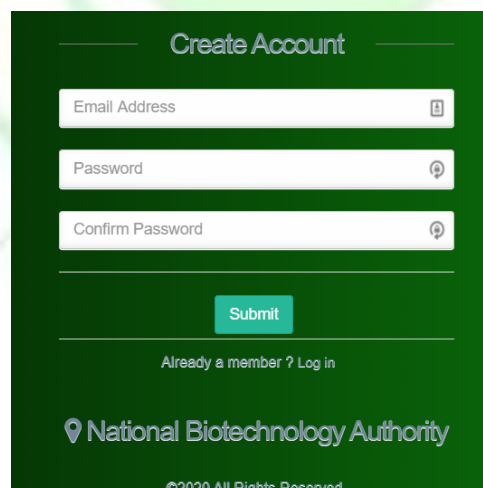
Email Address

Password

Log in Sign Up ?

Step 2

- Enter you email address and your preferred password and repeat the password in the form that comes up as below.



Create Account

Email Address

Password

Confirm Password

Submit

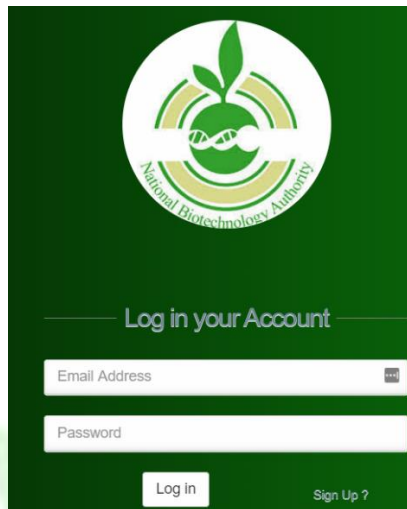
Already a member ? Log in

National Biotechnology Authority

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Step 3

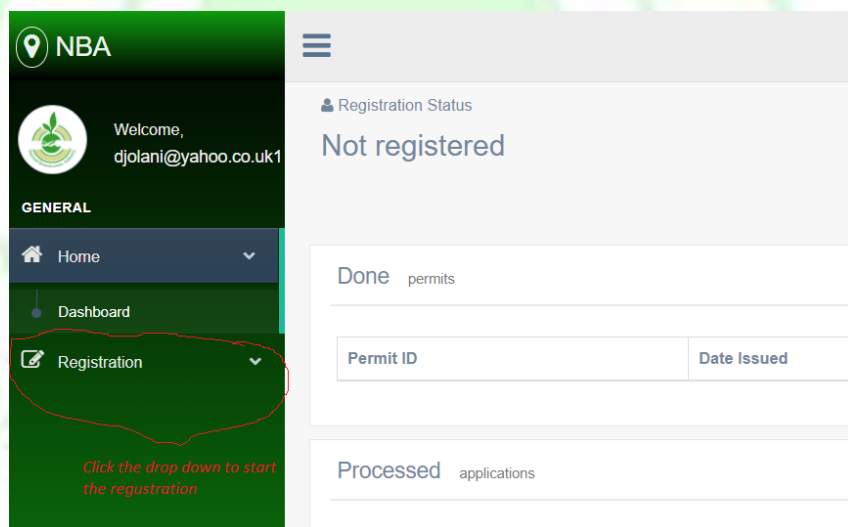
- Use the email address and password to login
- On the form below



The image shows a login form for the National Biotechnology Authority. At the top is the organization's logo, which features a green leaf, a DNA double helix, and a pair of hands holding a globe, all within a circular frame. Below the logo, the text "Log in your Account" is centered. Underneath, there are two input fields: "Email Address" and "Password". At the bottom of the form, there is a "Log in" button and a "Sign Up ?" link.

Step 4

- Once logged in and as a new user you will see the screen below. Please click on the link registration Drop down as shown in the picture below and start the registration



The image displays a user dashboard on the left and a registration status page on the right. The dashboard, titled "NBA", shows a welcome message for "djolani@yahoo.co.uk1" and a "GENERAL" menu with options for "Home", "Dashboard", and "Registration". The "Registration" option is highlighted with a red circle and a red arrow, with a red text annotation below it that reads "Click the drop down to start the registration". The registration status page shows "Registration Status" as "Not registered". Below this, there is a section for "Done permits" with a table that has columns for "Permit ID" and "Date Issued". At the bottom, there is a section for "Processed applications".

Step 5

- Please enter all the required details and attach PDF copies of requested documents. These will be upload when you click on proceed.

Step 6

- After clicking proceed, you will be presented with a payment form as below. You have an option to use online Payment using Ecocash, or if you have used other payments methods like RTGS use the last option, where you attach the proof of payment.
- Please note when using online payment after entering you PIN please allow about **two minutes** for our system to receive payment confirmation. Once payment has been confirmed, the system will take you to your Home page where you will see your dashboard.
- **You will have to wait for us to inform you via email that you Permit is ready for collection.**
- Please NOTE that if you have attached proof of payment , processing may be delayed a bit by the process of confirmation of receipt of funds into our Account

Thank you

NBA

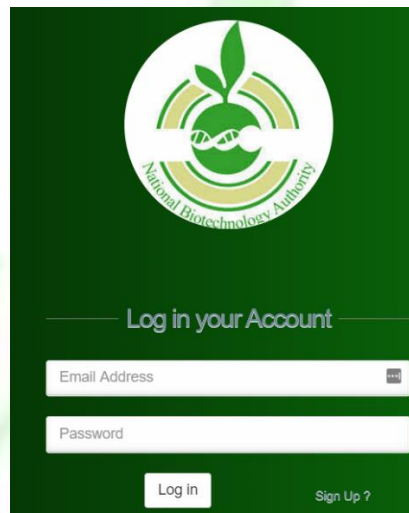


Online Application procedure for Registered Clients

(Clients already doing business with NBA before introduction of the Online Application system).

Step 1

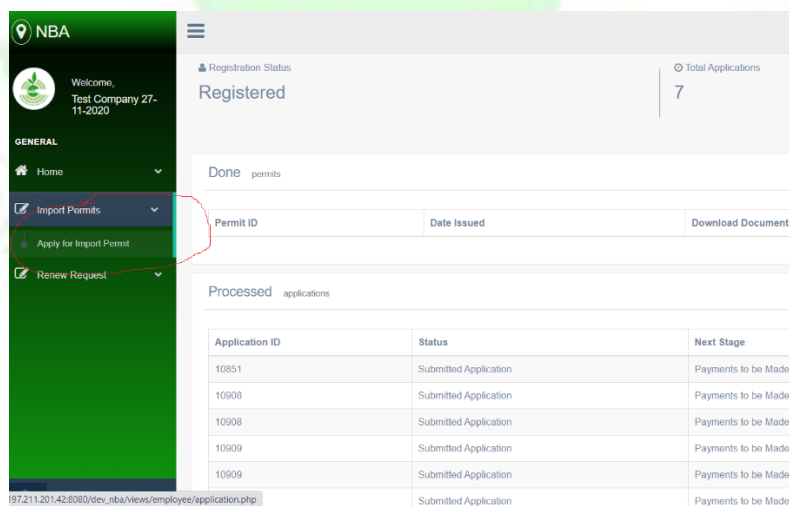
- Use your email as username and the password use the password, which has been sent you.



The image shows a login page for the National Biotechnology Authority (NBA). At the top center is the NBA logo, which features a green leaf and a DNA double helix inside a circular emblem with the text "National Biotechnology Authority". Below the logo, the text "Log in your Account" is displayed. There are two input fields: "Email Address" and "Password". Below these fields is a "Log in" button and a "Sign Up ?" link.

Step 2

- You can apply for your Permit by clicking on Apply for an Import by clicking on Import Permits – Apply for Import Permit as shown below.



The image is a screenshot of the NBA application dashboard. On the left is a sidebar menu with the NBA logo and the text "Welcome, Test Company 27-11-2020". The menu items are: Home, Import Permits (highlighted with a red circle), Apply for Import Permit (highlighted with a red circle), and Renew Request. The main content area shows the user's registration status as "Registered" and the total number of applications as "7". Below this, there is a table for "Done permits" and a table for "Processed applications".

Permit ID	Date Issued	Download Document
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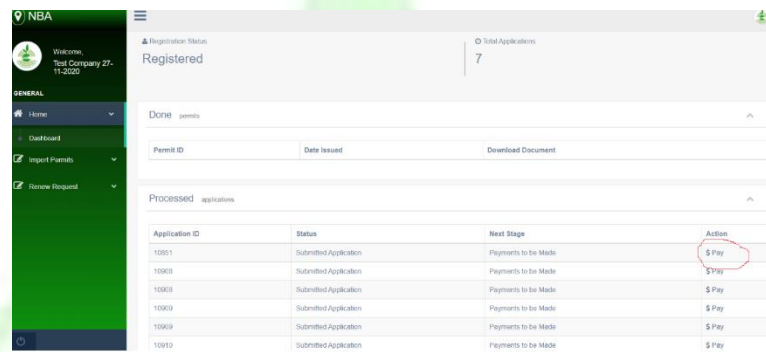
Application ID	Status	Next Stage
10851	Submitted Application	Payments to be Made
10903	Submitted Application	Payments to be Made
10908	Submitted Application	Payments to be Made
10909	Submitted Application	Payments to be Made
10909	Submitted Application	Payments to be Made
10909	Submitted Application	Payments to be Made

Step 3

- Complete the Application form by filling all the fields. Once done click on Proceed and then you will be taken to payment form and you will have to do your Online Payment Using Ecocash or Upload your POP.

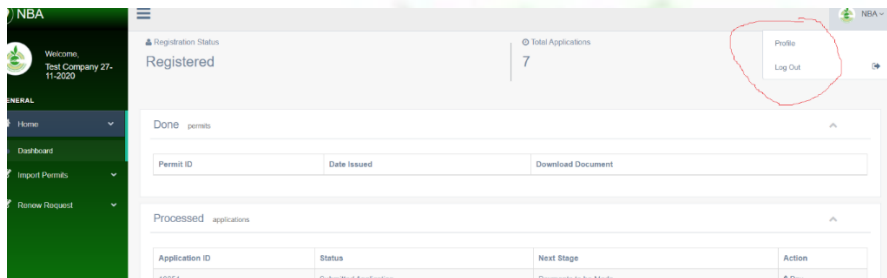
Dashboard

- The Dashboard will show you all you previous applications.
- If you have an application whose Payment process failed along the way, you can make payment for that application by clicking on the \$ Pay under action as shown below



Step 4

- Password Change
- You can click on the top right hand corner to Change your password



Thank you

NBA