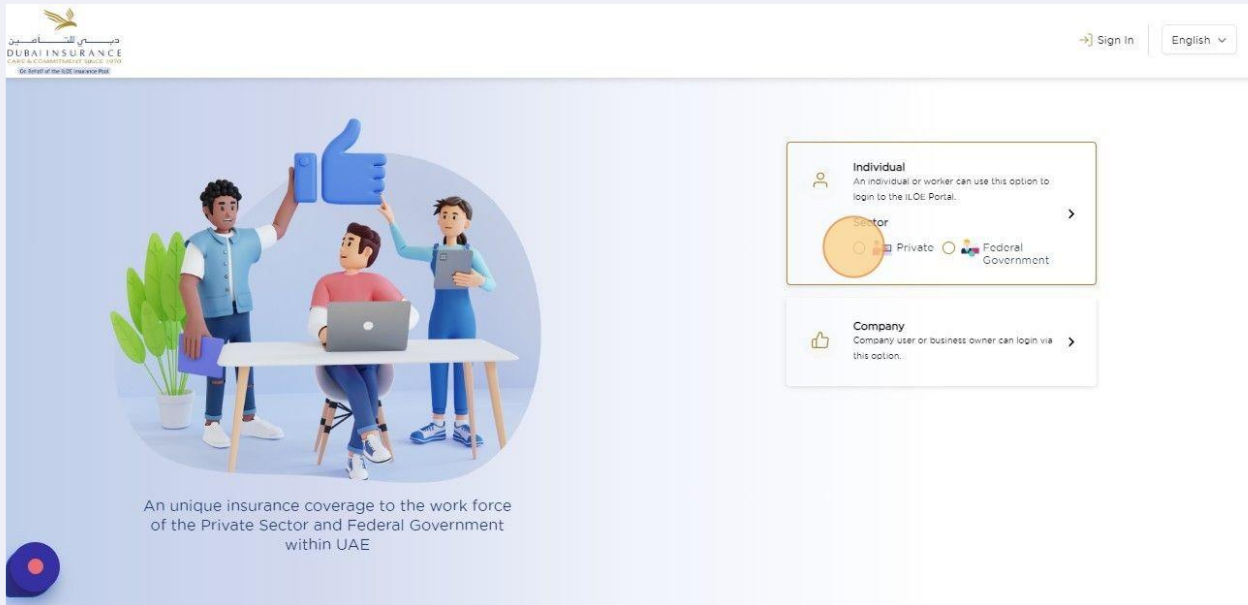


# Private Login user Manual

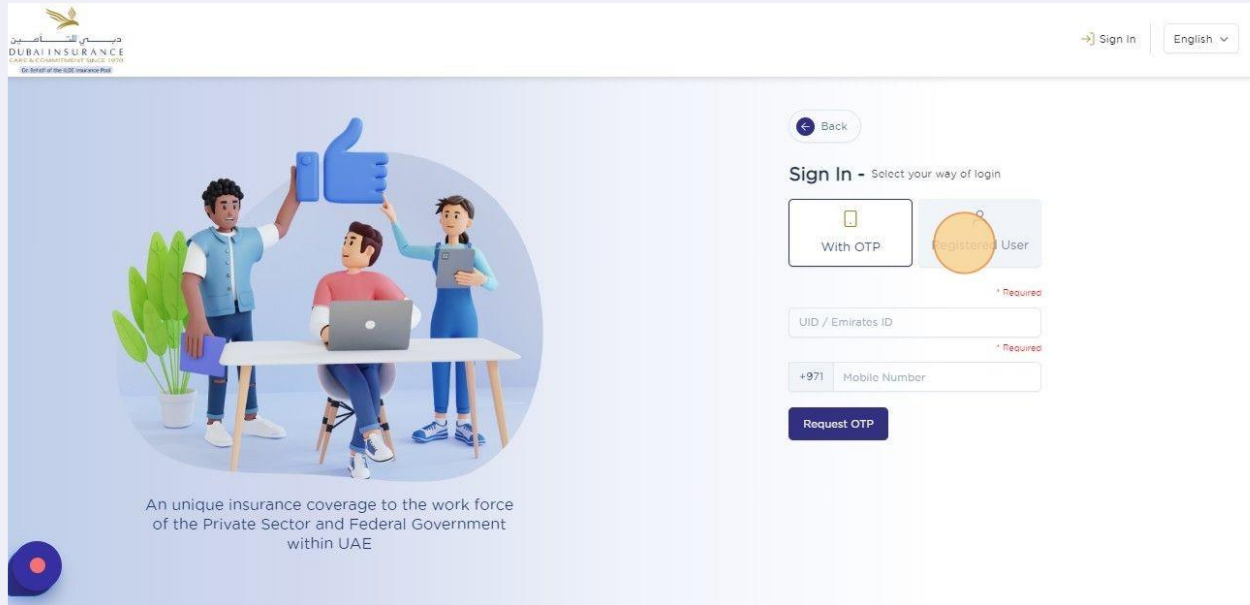
1 Enter URL [www.diniloe.ae/nsure/login/#](http://www.diniloe.ae/nsure/login/#)

2 Under Individual section, the direct Users Clicks on the "Private" option to Purchase a policy.



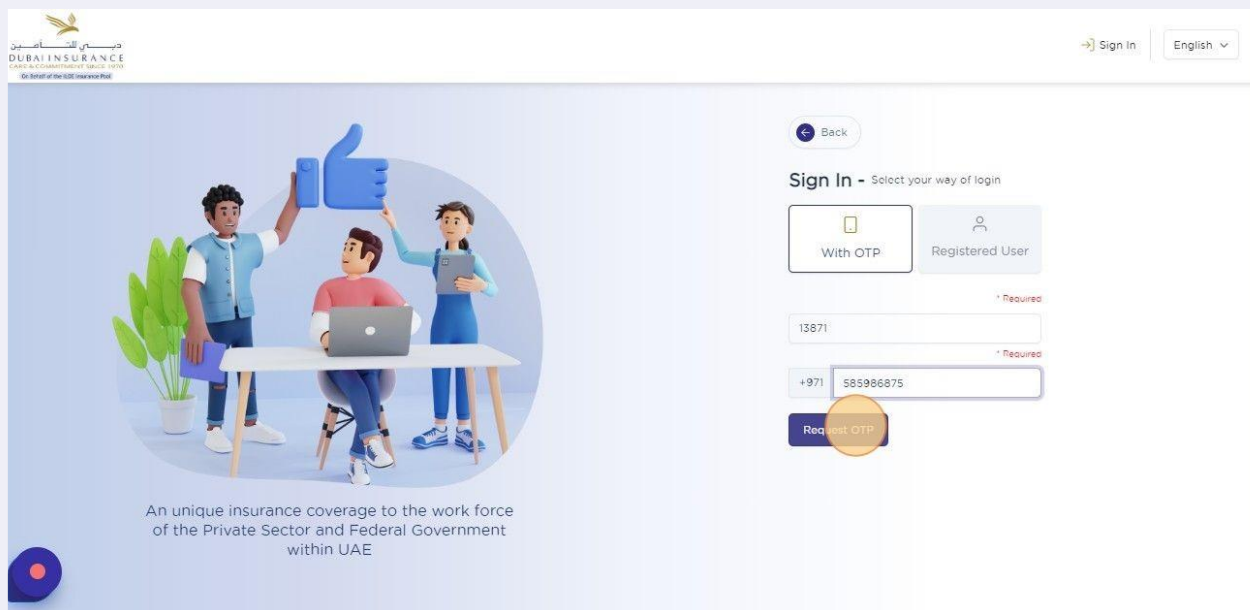
3

Two Login options (Login with OTP & Registered Users) are provided as shown in below step.



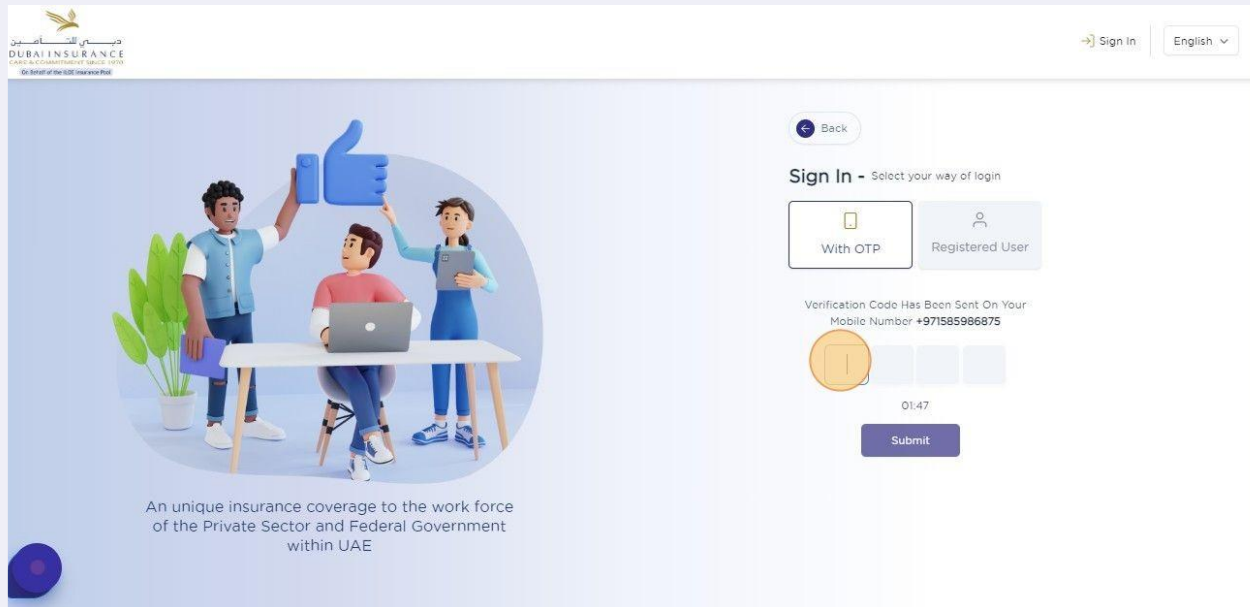
4

Choose "OTP CARD" and Enter Valid ID/Mobile number then Click "Request OTP".



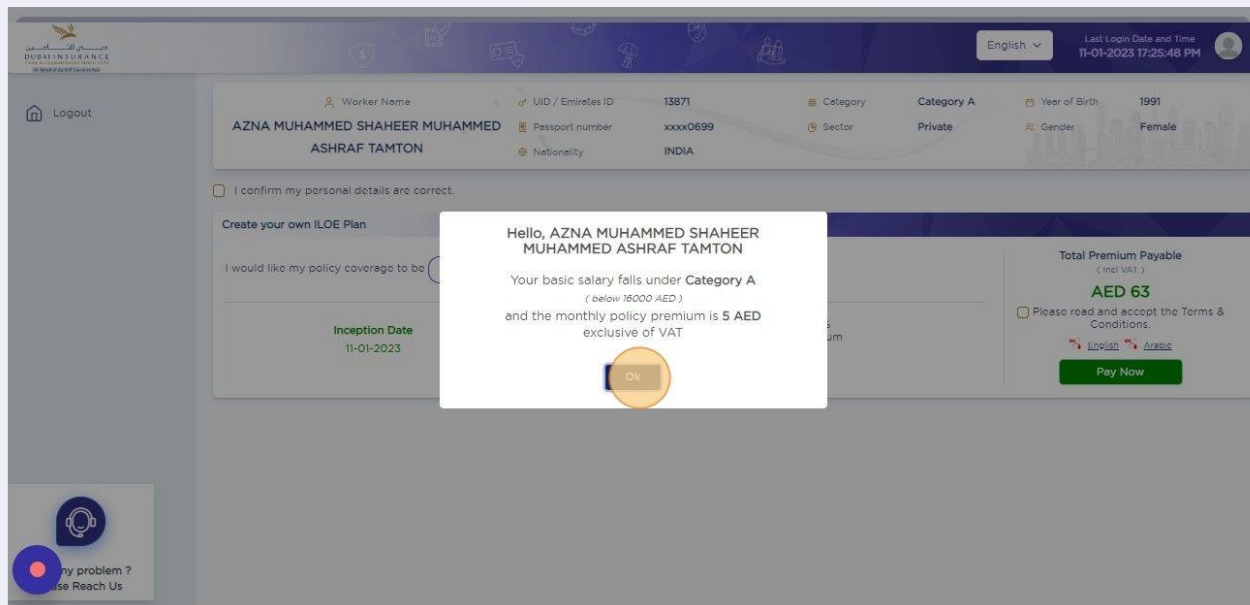
5

Enter the received OTP from your registered mobile number and Click "Submit" button.



6

Popup message will be displayed to confirm user details, upon checking that click "Ok" to proceed further.



7

Confirm the personal details and click check box, if required Click Drop down list to select policy period and payment duration tenure.

The screenshot shows the Dubai Insurance portal interface. At the top, there is a header with the logo, language selection (English), and last login date (11-01-2023 17:25:48 PM). Below the header, a navigation bar contains icons for various services. The main content area displays the user's personal details: Worker Name (AZNA MUHAMMED SHAHEER MUHAMMED ASHRAF TAMTON), UID / Emirates ID (13871), Category (Category A), Year of Birth (1991), Passport number (xxxx0699), Sector (Private), Gender (Female), and Nationality (INDIA). A checkbox labeled "I confirm my personal details are correct." is highlighted with an orange circle. Below this, the "Create your own ILOE Plan" section allows the user to select a policy coverage period (One Year) and a payment frequency (Full / Annual). A table shows the Inception Date (11-01-2023), Expiry Date (10-01-2024), Premium (AED 60), and VAT 5% on Premium (AED 3). To the right, the Total Premium Payable (incl. VAT) is AED 63. A checkbox for "Please read and accept the Terms & Conditions." is also highlighted with an orange circle. A "Pay Now" button is visible at the bottom right of the plan selection area. A "Logout" link is in the top left, and a "My problem? Please Reach Us" button is in the bottom left.

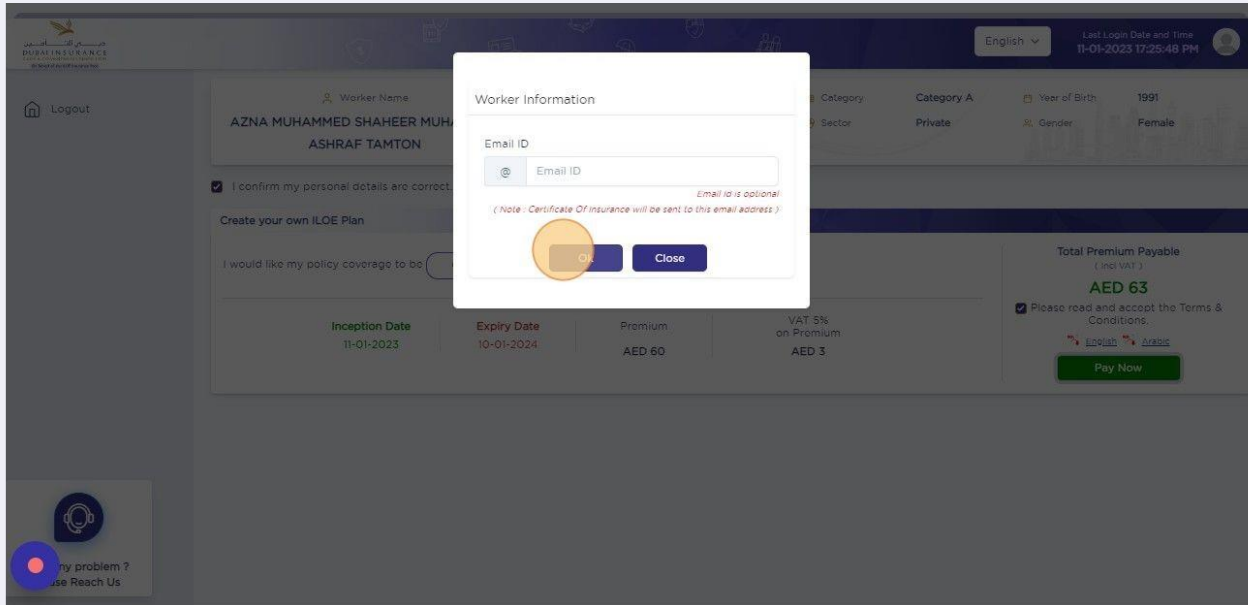
8

Select mandatory check box and Click "Pay Now".

This screenshot is identical to the one above, but the checkbox "I confirm my personal details are correct." is now checked. Additionally, the "Please read and accept the Terms & Conditions." checkbox is also checked, and the "Pay Now" button is highlighted with an orange circle, indicating it is the next step in the process. All other elements, including the personal details, policy options, and navigation elements, remain the same.

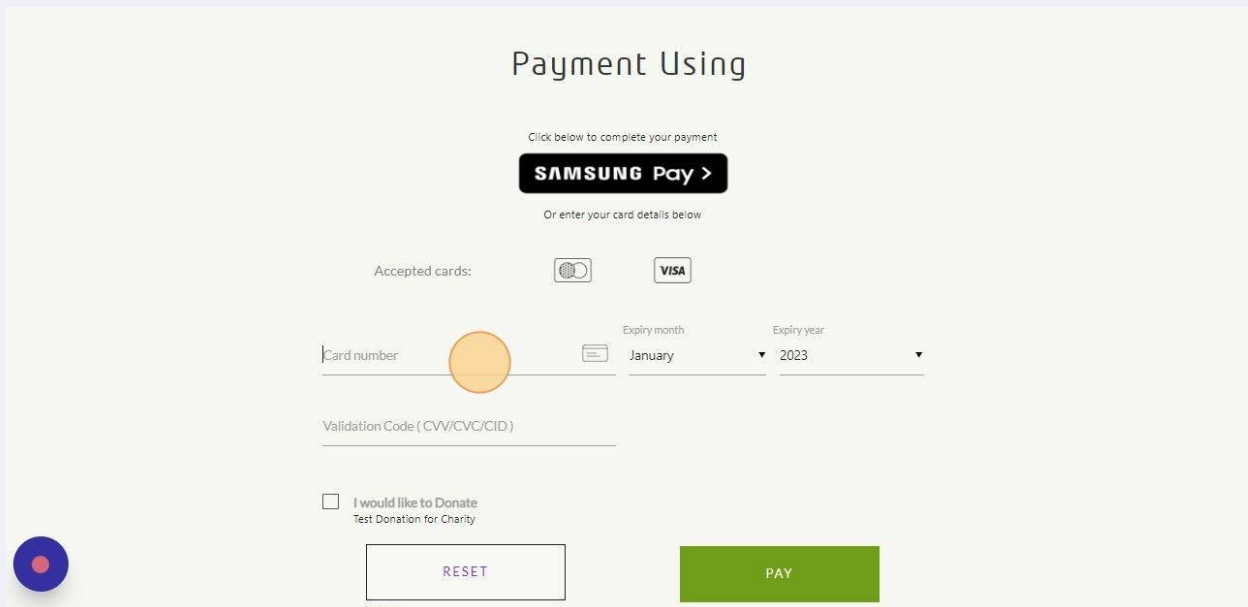
9

Providing your Email id is optional & System will share the COI copy to mail, Click "Ok" to proceed further.



10

You will be redirected to the payment Gateway page.





**11** Enter valid Card Details.



Payment Using

Click below to complete your payment

**SAMSUNG Pay >**

Or enter your card details below

Accepted cards:  

Card number: 4111111111111111  Expiry month: January  Expiry year: 2023

Validation Code ( CVV/CVC/CID )



I would like to Donate  
Test Donation for Charity


**RESET** **PAY**


Cancel

**12** Select Expiry Month & Year.

Or enter your card details below

Accepted cards:  

Card number: 4111 1111 1111 1111  Expiry month: February Expiry year: 2023

Validation Code ( CVV/CVC/CID ) 

I would like to Donate  
Test Donation for Charity

**RESET** **PAY**

Cancel



**13** Enter CVV details and Click Pay button.


**Payment Using**

Click below to complete your payment

**SAMSUNG Pay >**

Or enter your card details below

Accepted cards:  

Card number: 4111 1111 1111 1111  Expiry month: February Expiry year: 2023

Validation Code (CVV/CVC/CID):

I would like to Donate  
Test Donation for Charity

Cancel

**14** Upon successful Payment User will be redirected to payment Successful page.

دبي سنتر  
DUBAI SINCERANCE  
Dubai Silicon Oasis, Dubai, UAE  
www.dubaisincerance.com

English Last Login Date and Time: 11-01-2023 17:25:48 PM

Logout

**Payment Successful**  
Transaction ID: 2/1380/64889

U.D / Emirates ID / Company Code: 13871 Amount: AED 63.0

Name: AZNA MUHAMMED SHAHEER MUHAMMED ASHRAF TAMTON

- 1 Payment processed  
Payment number : PR000000012
- 2 COI number generated  
COI : C/01/2023/000000008
- 3 COI & Invoice document ready for print  
COI & Invoice soft copy sent to email

Any problem ?  
Please Reach Us

15

Click Home icon to view Dashboard & Print option is available to Download duplicate COI copy.

Payment Successful  
Transaction ID: 271320761889

UID / Emirates ID / Company Code: 13871  
Amount: AED 63.0

Name: AZNA MUHAMMED SHAHEER MUHAMMED ASHRAF TAMTON

1. Payment processed  
Payment number : PRO000000012
2. COI number generated  
COI : C/01/2023/000000008
3. COI & Invoice document ready for print  
COI & Invoice soft copy sent to email

Logout

Have any problem? Please Reach Us

16

Home Screen will display “View policy details” & “View statement options”.

Worker Name: AZNA MUHAMMED SHAHEER MUHAMMED ASHRAF TAMTON  
UID / Emirates ID: 13871  
Passport number: xxxx0699  
Nationality: INDIA  
Category: Category A  
Sector: Private  
Year of Birth: 1991  
Gender: Female

Policy details

COI number: C/01/2023/000000008  
Payment option: Yearly  
Policy duration: 1 Year(s)  
Inception date: 11-01-2023  
Expiry date: 10-01-2024  
Total Premium: 63

1 Installment payments

Total premium paid: AED 63  
Total premium due: AED 0  
Last payment received: AED 63 on 11-01-2023 17:26:50 PM

You have fully paid the policy premium AED 63

View Policy Details

View Statement

Logout

Have any problem? Please Reach Us



17

Click View Statement option to check the pre and post payment details of the Policy & Receipt can be downloaded.

The screenshot displays the 'View Statement' page. At the top, there is a navigation bar with the Dubai Insurance logo, a language dropdown set to 'English', and the last login date and time: '11-01-2023 17:25:48 PM'. Below the navigation bar, there is a 'Logout' link. The main content area is divided into several sections:

- Policy Summary:** Shows 'Your policy total premium AED 63'. To the right, it lists 'Total Paid AED 63', 'Balance to be Paid AED 0', 'Installation Option Yearly', and 'Policy Status Active'.
- Payment Status:** A circular progress indicator shows 'Paid' (green) and 'Pending' (red). Below it, it states 'Last payment received AED 63 on 11-01-2023 17:26:50 PM'. To the right, a message says 'You have fully paid the policy premium'.
- Receipts Table:** A table with columns: S.No., Receipt No., Receipt Date, Amount, Installment, Payment Mode, Payment Status, and Receipts. It contains one row with the following data:

S.No.	Receipt No.	Receipt Date	Amount	Installment	Payment Mode	Payment Status	Receipts
1	PRO000000012	11-01-2023 17:26:50 PM	63.00	1st	Credit Card	Paid	<a href="#">Print</a>

At the bottom left, there is a 'Help Us' button with a headset icon and the text 'Any problem? Please Reach Us'. At the bottom right, there is a 'Back' button.

18

Select View policy option which display you about Policy Details, Worker Details & Premium details.


The screenshot displays the 'Policy details' page. It features a header with the title 'Policy details'. Below the header, there are several fields and sections:

- Policy Information:** COI number: C/01/2023/000000008; Payment option: Yearly; Policy duration: 1 Year(s); Inception date: 11-01-2023; Expiry date: 10-01-2024.
- Premium Summary:** Total Premium: 63.
- Payment Status:** 1 Installation payments. Total premium paid: [Progress bar]; Total premium due: [Progress bar]. Last payment received: AED 63 on 11-01-2023 17:26:50.

At the bottom of the page, there are two buttons: 'View Policy Details' and 'View Statement'. At the bottom left, there is a 'Help Us' button with a headset icon and the text 'Any problem? Please Reach Us'.

19

Click the View Policy option to get the printed document of the policy using Print Policy option.



English
Last Login Date and Time: 11-01-2023 17:25:48 PM


Logout
View Policy

**Policy Details**


COI Number C/01/2023/000000008	Policy Duration 1 Year	Payment Option Full/Annual
UID / Emirates ID 13871	Effective From 11-01-2023	Effective To 10-01-2024

**Premium Details**

Premium 60.00	Installment Premium 60.00
VAT(5%) 3.00	Total Premium 63.00



Any problem?  
Use Reach Us





Back
Print Policy



Scan to open COI



Insurance Certificate Involuntary Loss of Employment	شهادة التأمين فقدان التوظيف عن العمل
<b>Insurance Certificate Number</b> C/01/2023/000000008	<b>رقم شهادة التأمين</b> C/01/2023/000000008
<b>Coverage Period</b> مدة التغطية	
<b>Inception Date</b> 11-01-2023	<b>تاريخ السريان</b> 11-01-2023
<b>Expiry Date</b> 12 months as of inception date	<b>تاريخ الانتهاء</b> 12 شهراً بعد تاريخ بداية التأمين
<b>Details of the Insured Employee/ Worker</b> بيانات المؤمن له	
<b>Name of the Insured Worker</b> AZNA MUHAMMED SHAHEER MUHAMMED ASHRAF TAMTON	<b>اسم العامل المؤمن له</b> أزنا محمد شاهر محمد شاهر أوتا تامل
<b>Emirates ID No./UID number</b> 13871	<b>الرقم الموحد</b> 13871
<b>Category</b> Category A	<b>الفئة</b> أ
<b>Premium (AED)</b> 60.00	<b>القسط التأميني (بالدرهم)</b> 60.00
<b>Premium Paid upon purchase</b> 60.00	<b>دورية السداد عند الشراء</b> 60.00
<b>Establishment Details at the date of issuing the Certificate of Insurance</b> بيانات منشأة العمل عند إصدار شهادة التأمين	
<b>Establishment Name</b> HOME HEALTH MEDICAL CENTRE L L C	<b>اسم صاحب العمل</b> مركز صحة المنزل الطبي - ذ م م
<b>Establishment No.</b> 543258	<b>رقم المنشأة</b> 543258
<b>Insurance Coverage</b> التغطية التأمينية	
<p>60% of Basic Salary/Wage Wage calculated based on the average Basic Salary/Wage of the last 6 months prior to Unemployment for a maximum of three (3) months per Claim from the date of Unemployment, not exceeding: <b>Maximum Monthly Limit AED 10,000 and AED 20,000</b> for the first and second categories respectively as specified in the Policy Schedule. <b>Maximum Claim Limit/Maximum Aggregate Limit</b> The maximum compensation for any one Claim is three (3) consecutive months. The aggregate Claim shall not exceed the equivalent of 12 monthly benefits over the entire service period of the Insured in the Country.</p>	<p>يكون التعويض على أساس شهري بنسبة 60% من الأجر / الراتب الأساسي (تسحب على أساس متوسط الأجر الأساسي آخر 6 أشهر السابقة للتفطل عن العمل) ولمدة (3) ثلاثة أشهر بعد ائتمس لكل مطالبة من تاريخ التفطل عن العمل على ألا تزيد عن: الحد الأقصى للتغطية التأمينية الشهرية: (10,000) عشرة آلاف درهم اماراتي للفئة الأولى، ولا تزيد عن (20,000) عشرين لاف درهم اماراتي للفئة الثانية كما هو مبين في جدول الوثيقة. الحد الأقصى للتغطية التأمينية عن كل مطالبة الحد الأقصى للتغطية التأمينية الإجمالية: المدة القصوى للتعويض: (3) ثلاثة أشهر عن كل مطالبة. على ألا تزيد مدة التعويض عن (12) اثني عشر شهراً خلال كامل مدة خدمة المؤمن عليه في سوق العمل في الدولة.</p>
<p>This Insurance Certificate is subject to the terms and conditions of the Insurance Policy. The insurance policy can be viewed via the website link (<a href="http://www.ILOE.ae">www.ILOE.ae</a>), or scan the QR:</p>	<p>تخضع هذه الشهادة لشروط وإحكام وثيقة التأمين. يمكن الاطلاع على وثيقة التأمين عبر رابط الموقع الإلكتروني (<a href="http://www.ILOE.ae">www.ILOE.ae</a>)، أو من خلال مسح الرمز التثري:</p>
	
<p>This certificate was issued by <b>Dubai Insurance Company PJSC</b>, in its capacity as a member and manager of the <b>Insurance Pool</b> and on behalf of the members of the <b>Insurance Pool</b></p>	<p>صدرت هذه الشهادة عن شركة دبي للتأمين ش.م.مخ وبمصلتها عضو ومدير المجمع التأميني وبنيابة عن أعضاء المجمع التأميني</p>

20

Clicking "Logout" button will navigate the User to the home screen.

The screenshot displays the user interface of the Dubai Insurance portal. At the top, there is a navigation bar with the Dubai Insurance logo on the left, a language dropdown set to 'English', and the user's last login date and time: '11-01-2023 17:25:48 PM'. Below the navigation bar, the user's profile information is shown, including the worker name 'AZNA MUHAMMED SHAHEER MUHAMMED ASHRAF TAMTON', UID/Emirates ID '13871', and other details like passport number and nationality. A 'Logout' button is visible in the top right corner of the profile section. The main content area is titled 'Policy details' and contains a table with the following information:

Policy details	
COI number:	C/01/2023/000000008
Payment option:	Yearly
Policy duration:	1 Year(s)
Inception date:	11-01-2023
Expiry date:	10-01-2024
Total Premium	63

To the right of the table, there is a section for '1 Installment payments' with a progress bar. It shows 'Total premium paid: AED 63' and 'Total premium due: AED 0'. Below this, it states 'Last payment received: AED 63 on 11-01-2023 17:26:50 PM'. A large message on the right side of the policy details section reads: 'You have fully paid the policy premium AED 63'. At the bottom of the policy details section, there are two buttons: 'View Policy Details' and 'View Statement'. In the bottom left corner, there is a chat icon with the text 'Any problem? Please Reach Us'.

21 Click here.

The screenshot shows the Dubai Insurance website interface. At the top left is the logo for "DUBAI INSURANCE" with Arabic text "دبي التأمين" and the tagline "CARE & COMMITMENT SINCE 1970". At the top right are "Sign In" and "English" dropdown menus. The main content area features a large illustration of three people (two men and one woman) in a professional setting, with a large blue thumbs-up icon floating above them. Below the illustration is the text: "An unique insurance coverage to the work force of the Private Sector and Federal Government within UAE". To the right of the illustration is a login menu with two options: "Individual" (with a person icon) and "Company" (with a thumbs-up icon). The "Individual" option includes a "Sector" dropdown menu with "Private" and "Federal Government" as choices. The "Company" option is partially visible.