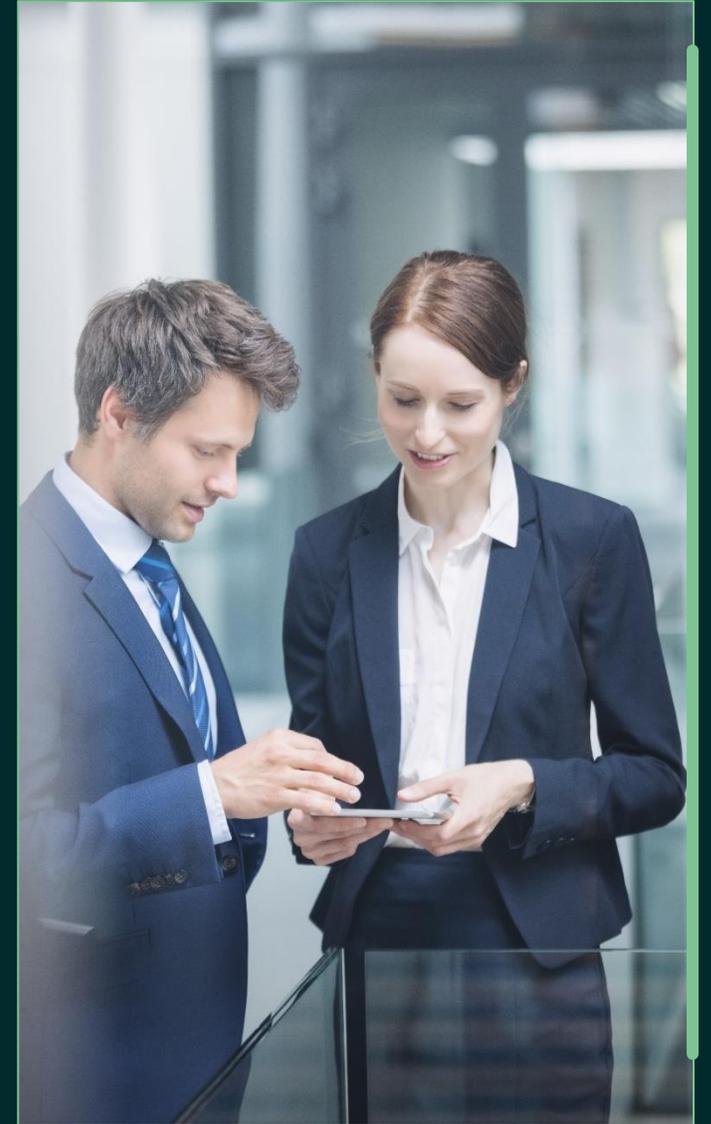


# CBRE

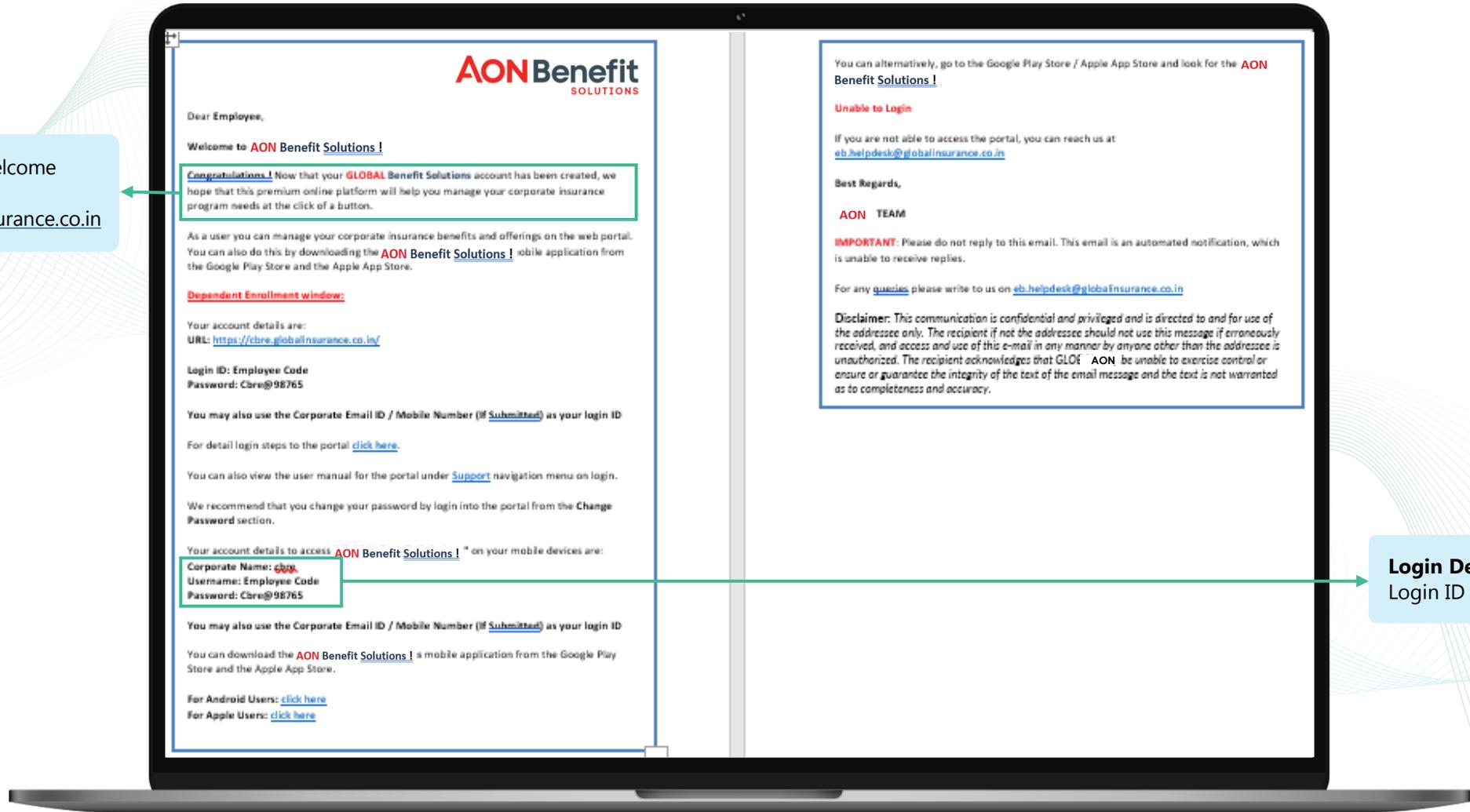
## User Manual for Employee

Web Portal



# Welcome Mailer to Onboarding ABS

You will get the welcome mailer from [noreply@globalinsurance.co.in](mailto:noreply@globalinsurance.co.in)



**Login Details:-** URL and Login ID and Password

## Web portal

**Employee Login Page** - Basic Requirement for Web Portal

Before you start make sure below mentioned requirements should be fulfilled.

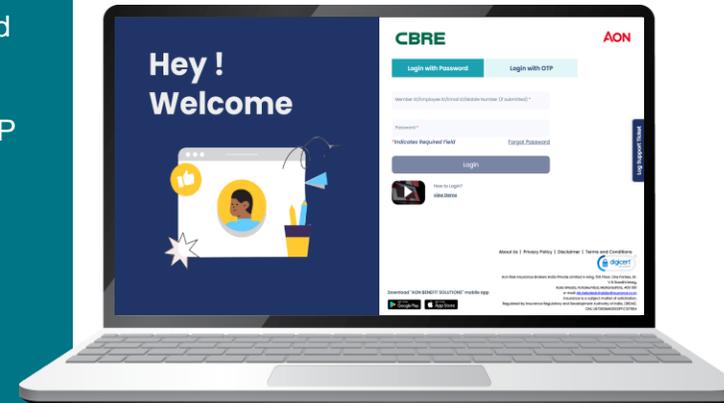
**White Listing:** Below mentioned URL's & IP Address should be white listed

**URL's :** <https://cbre.globalinsurance.co.in>

**Email ID's :**  
noreply@globalinsurance.co.in  
Eb.helpdesk@globalinsurance.co.in

**IP Address**  
URL IP: 180.179.20.30

**Browser Compatibility**  
Internet Explorer: Version 10+  
All versions of chrome and Firefox



# Employee Login Page

Use Employee ID/Corporate Email ID/Mobile Number (If Submitted) and Password which you have received in Welcome Mailer from [noreply@globalinsurance.co.in](mailto:noreply@globalinsurance.co.in)

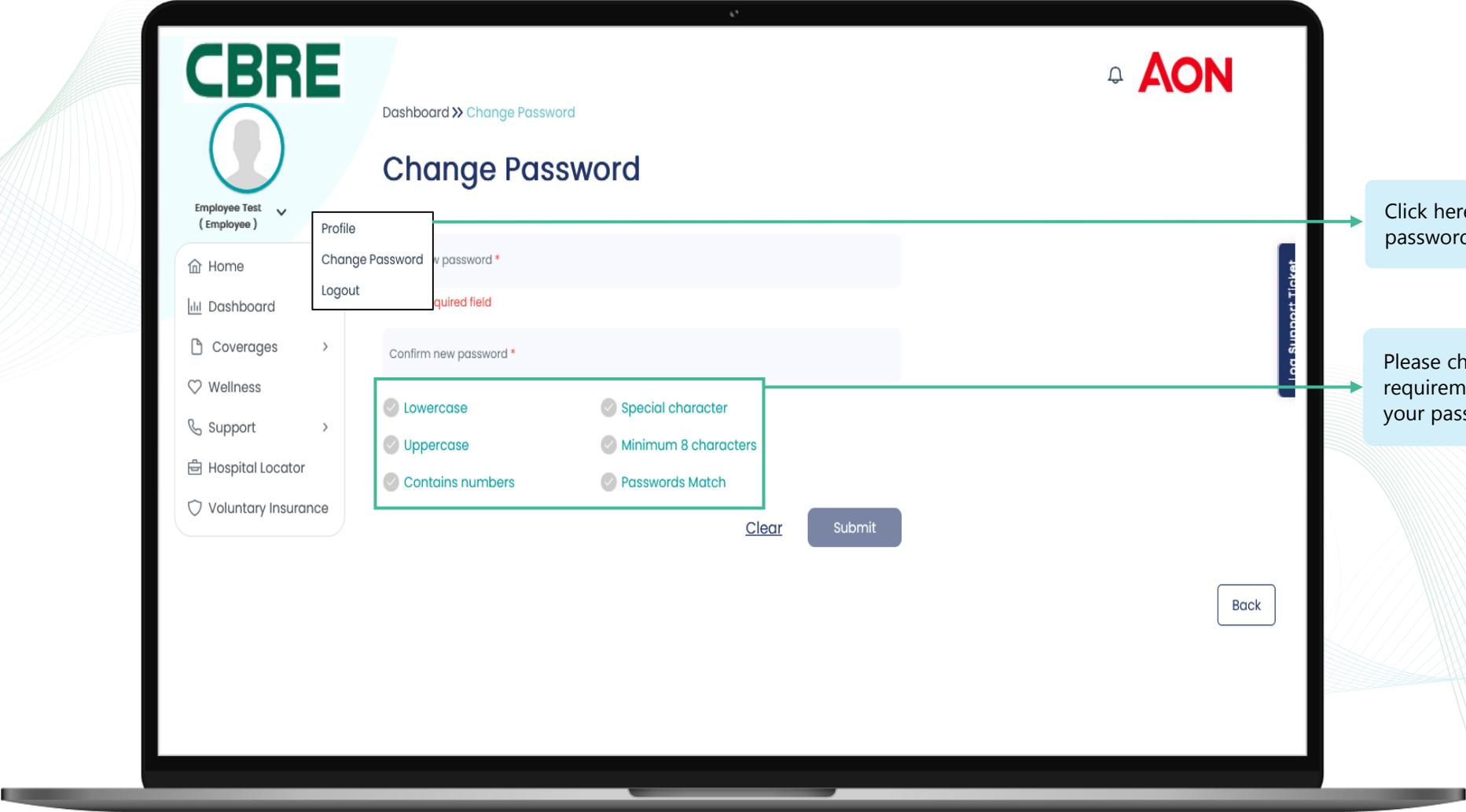
Click login button to proceed further



Regular user can reset password by selecting forgot password option

Select Captcha & Pass  
Captcha Test after clicked on login button

# Employee Profile Page – Change Password



Click here to change the password

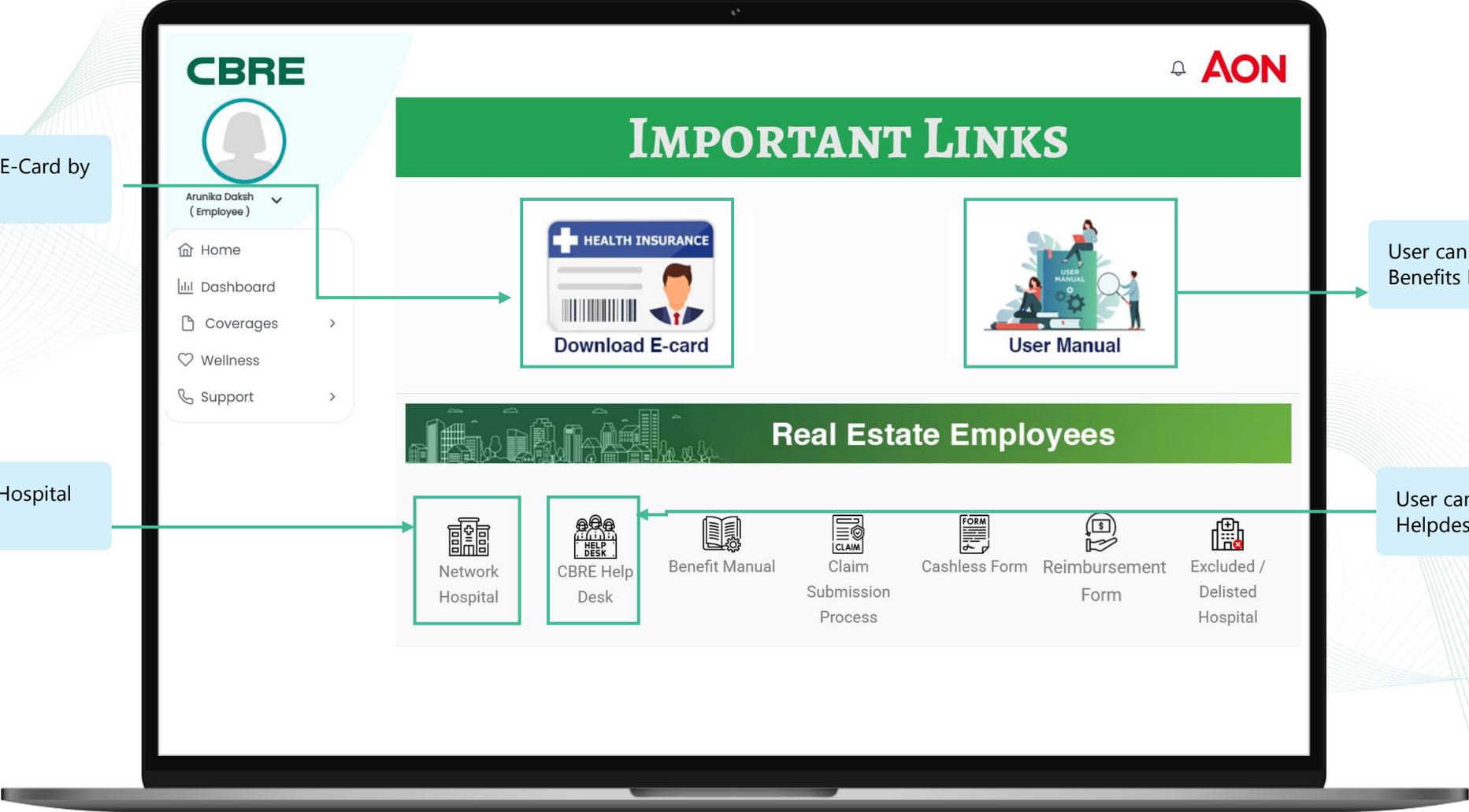
Please check the password requirements and change your password

User can download E-Card by clicking this button

User can check the Hospital Details.

User can download the Benefits Manual

User can download the Helpdesk

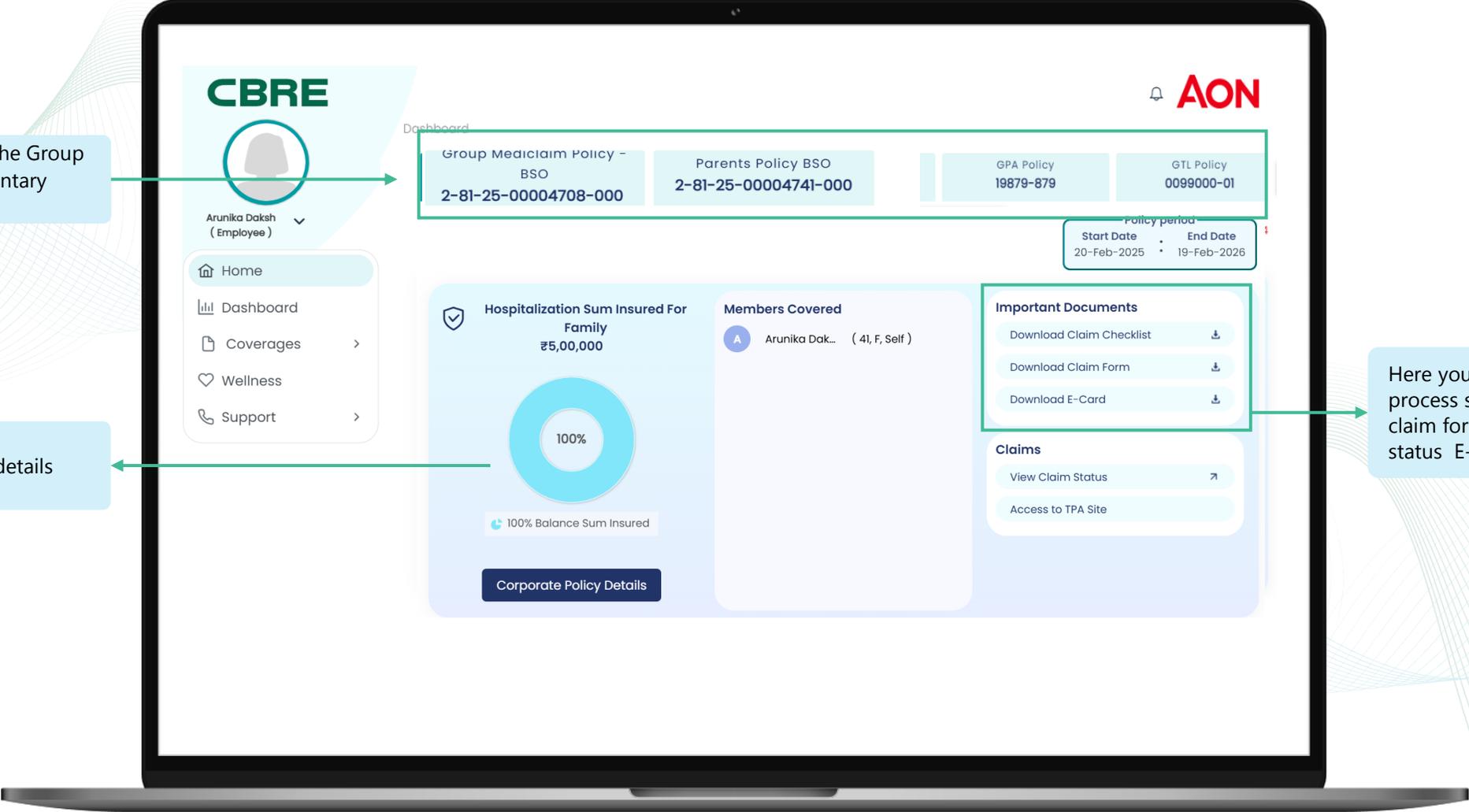


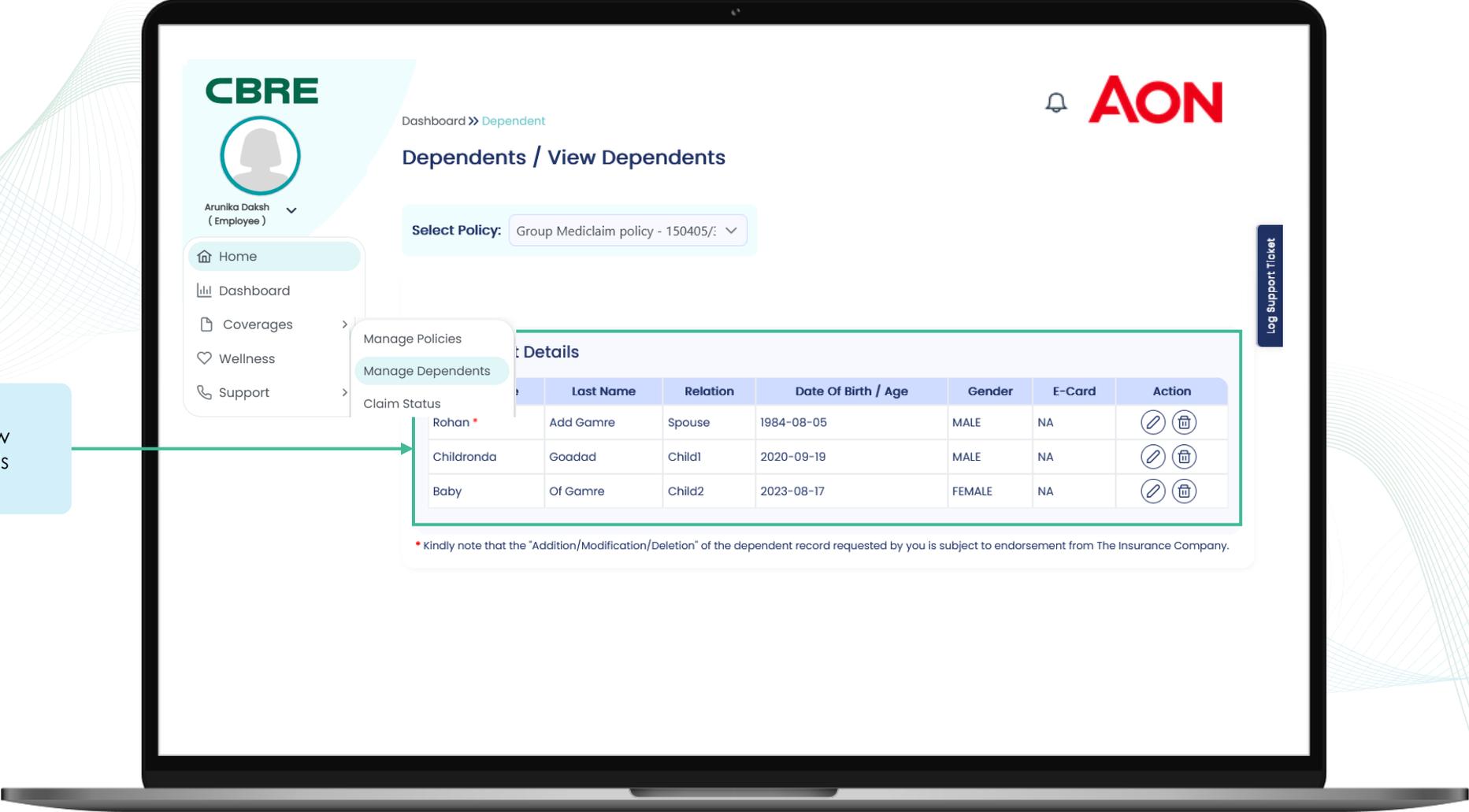
# Employee Dashboard to View policy details

Here you can view the Group  
Mediclaime and Voluntary  
Parents Policy

Policy sum insured details

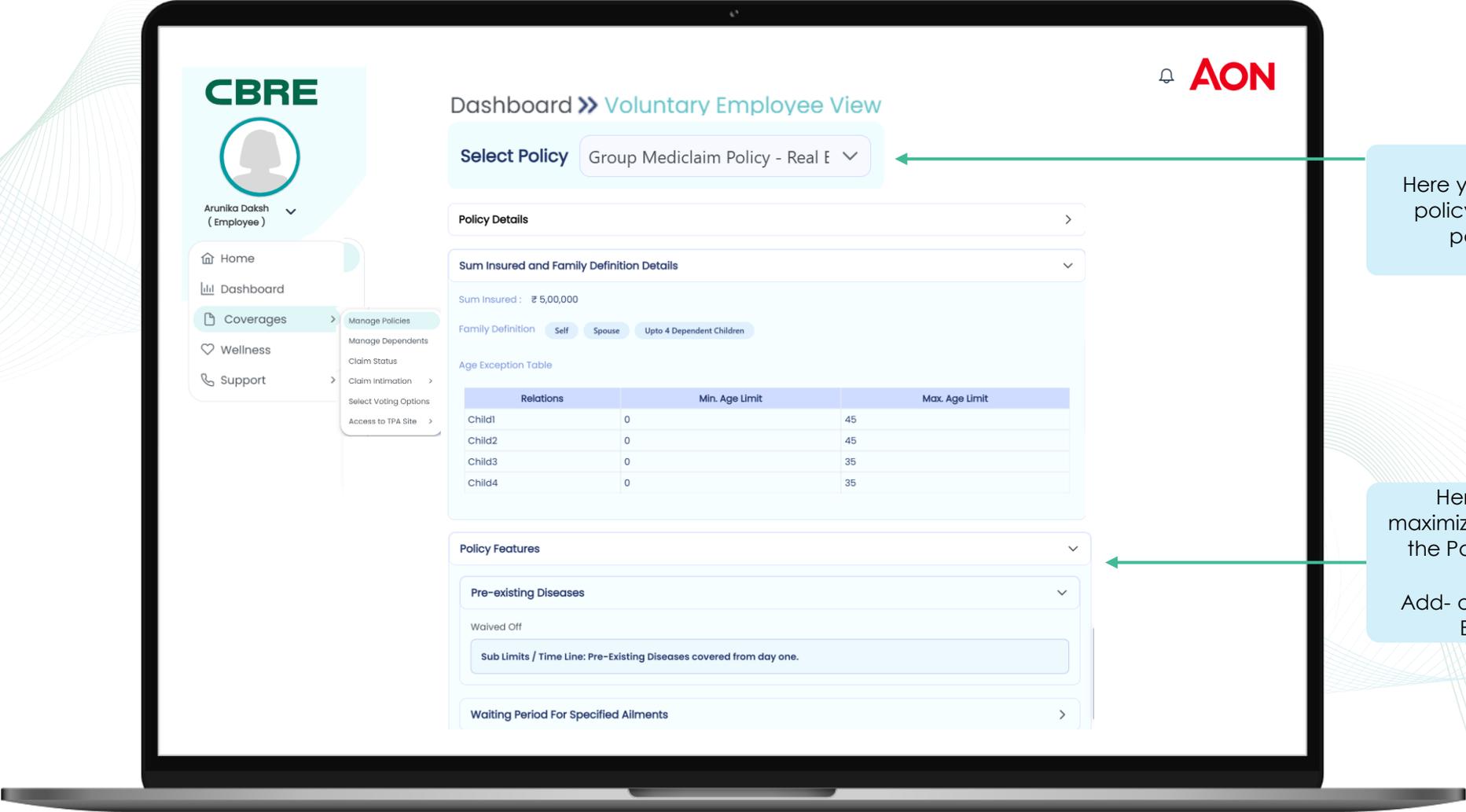
Here you will find Claim  
process steps Download the  
claim form Real time claim  
status E-Card





Here you can view dependent details

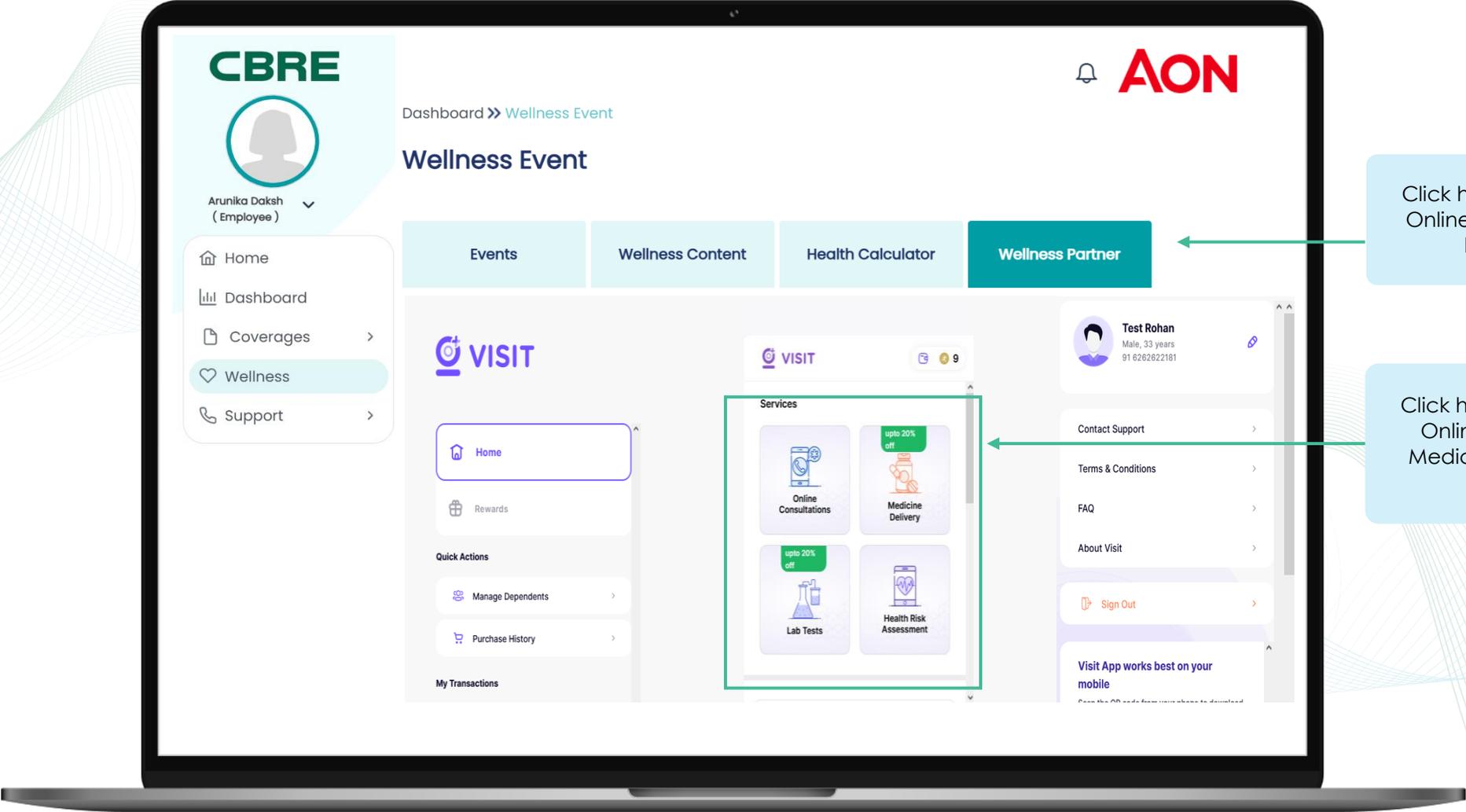
# View Policy Information



Here you can select the policy type to see the policy features

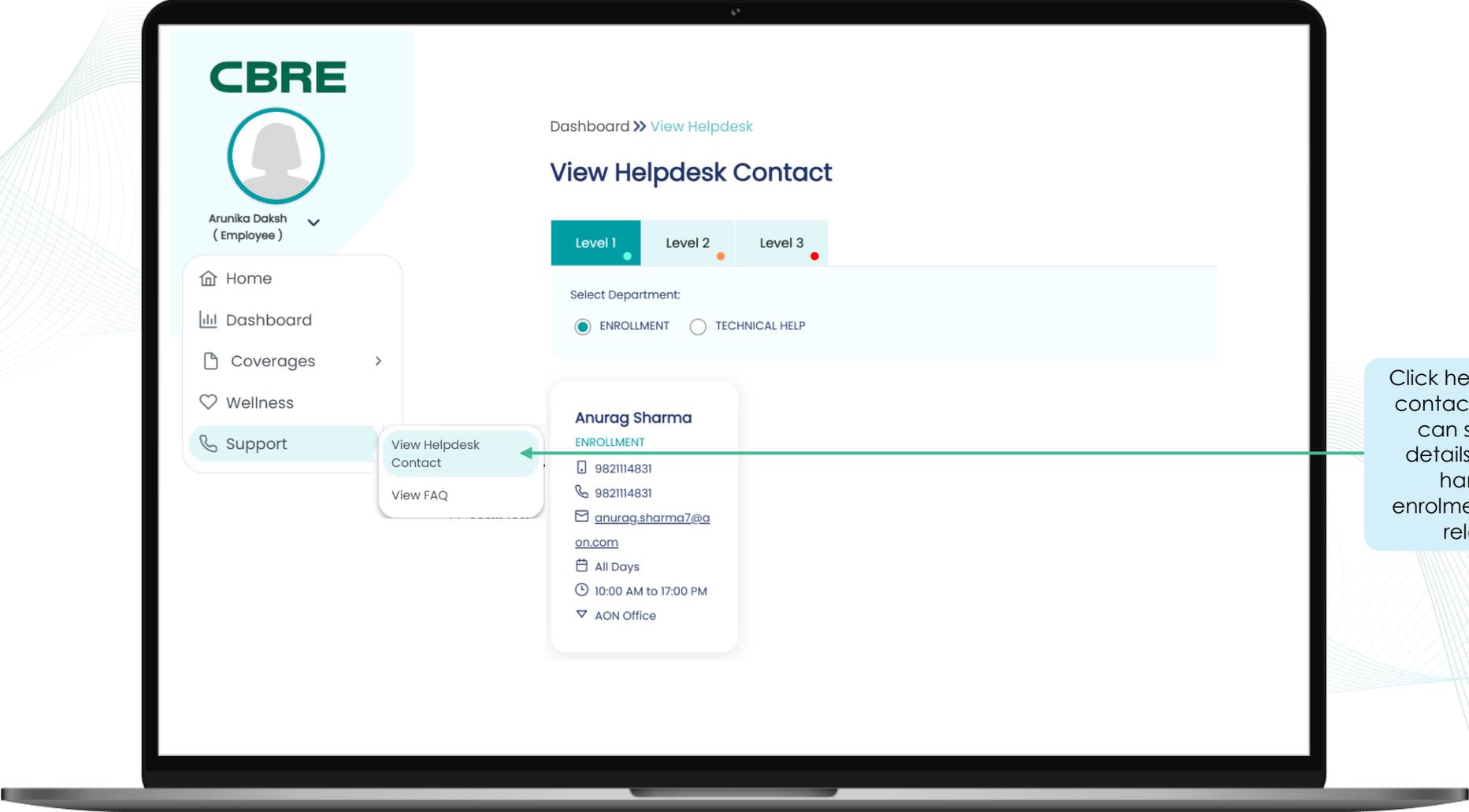
Here you have to maximize the option to see the Policy Detail, Policy Features, Add- on Coverage's and Exclusions list

# Wellness Section(Visit App Portal)



Click here to access the Online Wellness via Visit health App.

Click here to access the Online Consultation, Medicine Delivery and etc.



Click here to get helpdesk contact details, here you can see the contact details of person who is handling claims, enrolment and technical-related queries.