

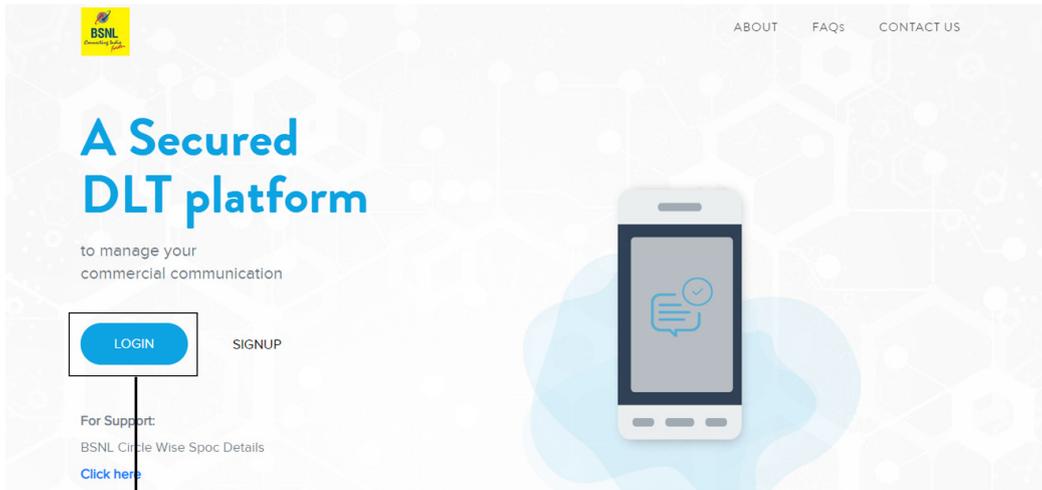
# Entity

## Consent Template

### User Manual

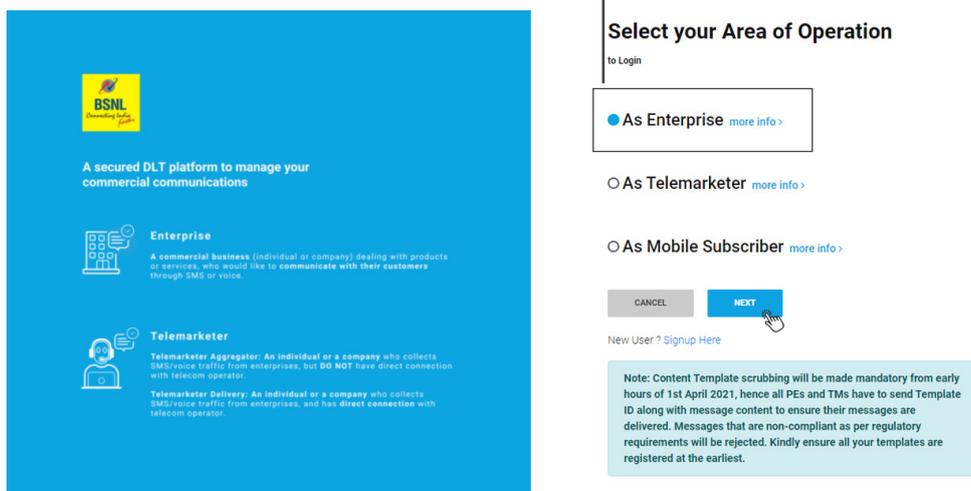


It would be perfect if you perused the manual before starting your Journey as a entity to accomplish distinct duties in the implementation.



1. Click on Login.

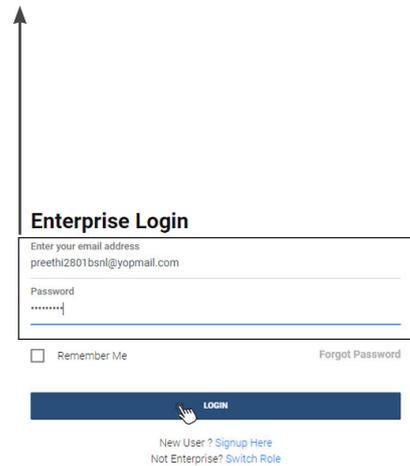
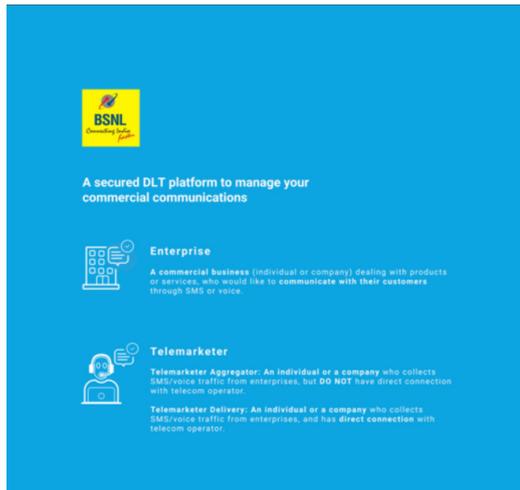
2. Select the area of operation as enterprise & click on next.



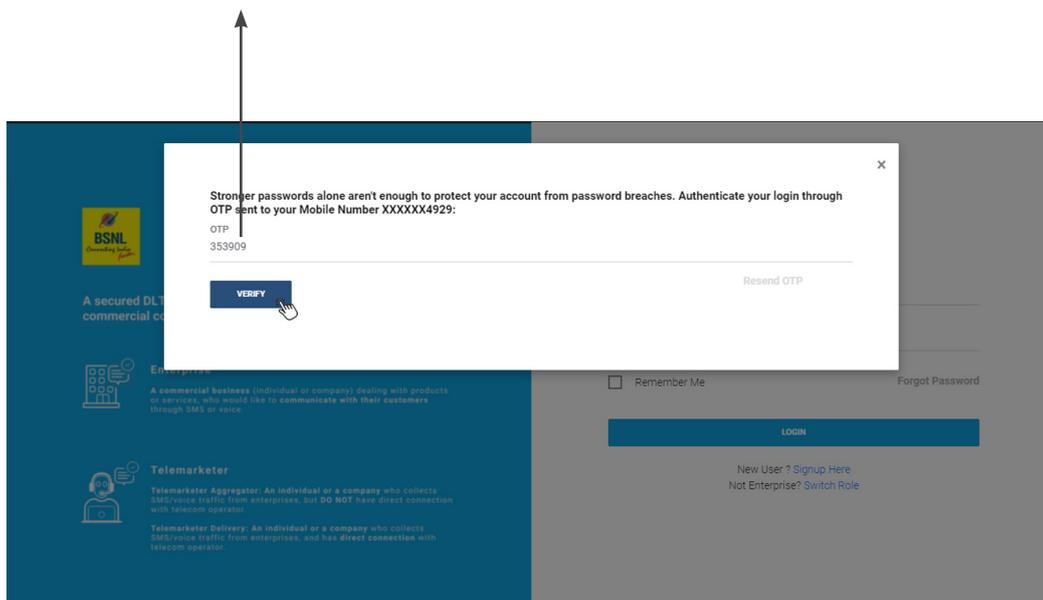
### 3. Enter your email id and password to login.

Email id: adbcd@gmail.com

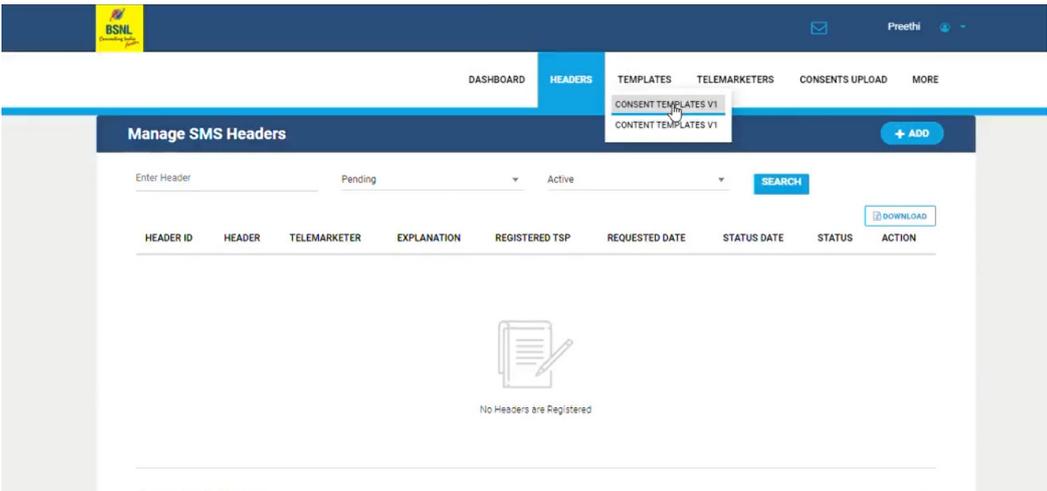
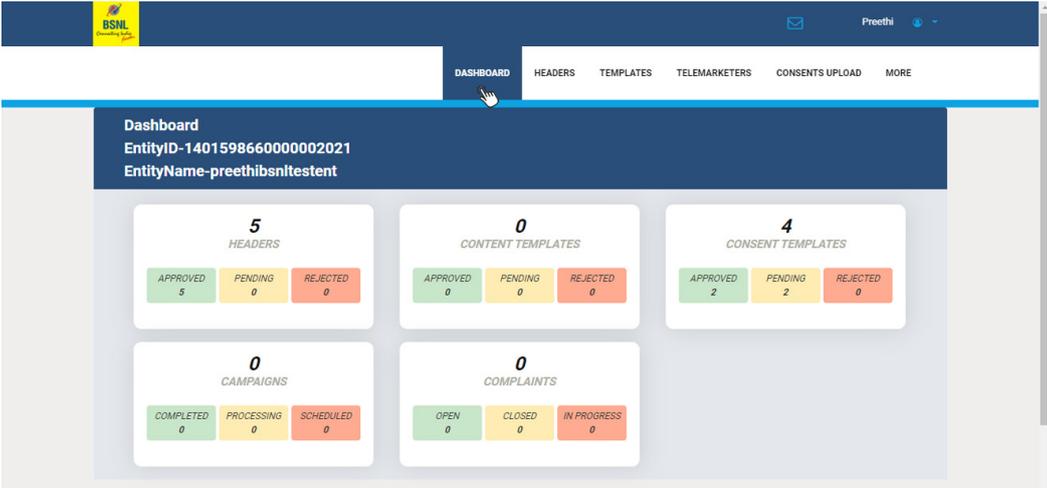
Password: Xxxxxxx@123xxx



### 4. Authenticate the login through OTP generated to the registered mobile number.



5. View the Dashboard to see all the registered headers count , templates count etc.



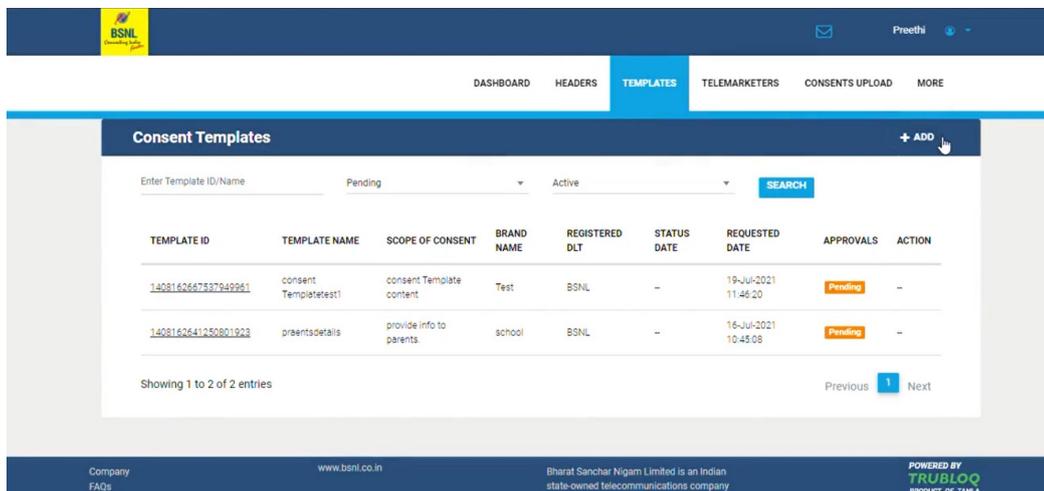
## Consent Template Registration Process

**Consent Template :** Standard message that is sent to end users of enterprises to inform the scope of the consent with a mention to receive communications on promotions and offers for specific products and services.

### All Entities should align as per the following Guidelines :

- Registration of the consent template is a pre-requisite for uploading consents
- Consent Template should not contain any variables
- Brand/PE/Trade/Legal Name must be captured in consent template
- Scope of consent must be mentioned explicitly

Pls follow the below steps for registration:



TEMPLATE ID	TEMPLATE NAME	SCOPE OF CONSENT	BRAND NAME	REGISTERED DLT	STATUS DATE	REQUESTED DATE	APPROVALS	ACTION
1408162667537049961	consent Templatest1	consent Template content	Test	BSNL	-	19-Jul-2021 11:46:20	Pending	-
1408162641750801923	parentsdetails	provide info to parents.	school	BSNL	-	16-Jul-2021 10:45:08	Pending	-

Showing 1 to 2 of 2 entries

Previous 1 Next

DASHBOARD HEADERS **TEMPLATES** TELEMARKETERS CONSENTS UPLOAD MORE

### Add Consent Template

[Know more about Consent Template Guidelines](#)

**Template Name \***  
  
Maximum 30 Characters

**Brand Name \***  
  
Maximum 60 Characters

**Scope of Consent \***  
  
Maximum 1000 characters

CANCEL SAVE

**CONSENT TEMPLATE PREVIEW**

**Template Name:**

**Brand Name:**

**Scope of Consent:**

DASHBOARD HEADERS **TEMPLATES** TELEMARKETERS CONSENTS UPLOAD MORE

### Add Consent Template

[Know more about Consent Template Guidelines](#)

**Template Name \***  
  
Maximum 30 Characters

**Brand Name \***  
  
Maximum 60 Characters

**Scope of Consent \***  
  
Maximum 1000 characters

CANCEL **SAVE**

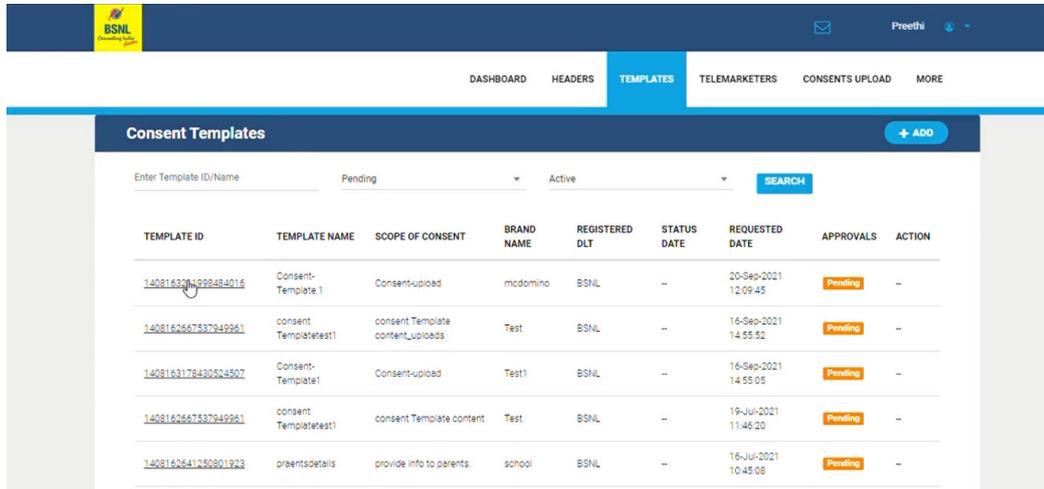
**CONSENT TEMPLATE PREVIEW**

**Template Name:**

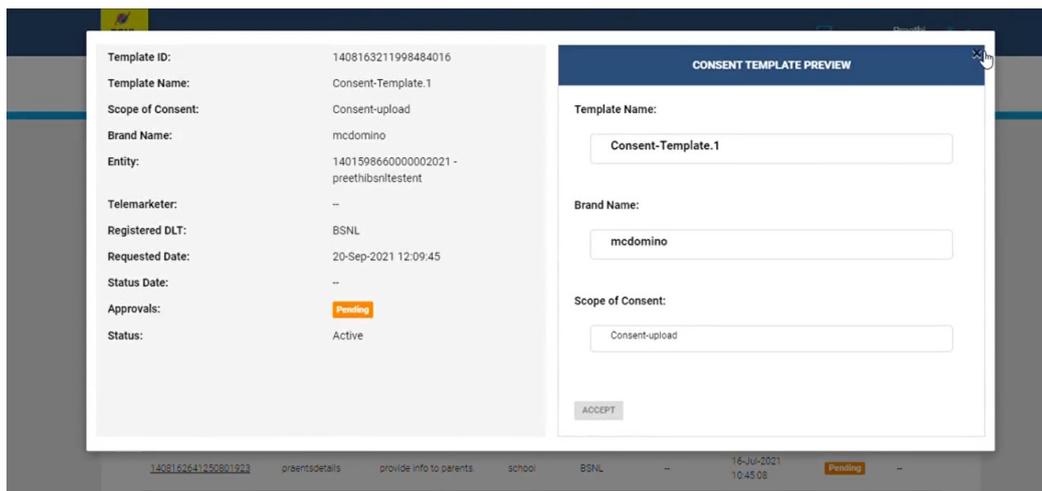
**Brand Name:**

**Scope of Consent:**

# Pending



TEMPLATE ID	TEMPLATE NAME	SCOPE OF CONSENT	BRAND NAME	REGISTERED DLT	STATUS DATE	REQUESTED DATE	APPROVALS	ACTION
1408163211998484016	Consent-Template.1	Consent-upload	mcdomino	BSNL	--	20-Sep-2021 12:09:45	Pending	--
1408162667537949961	consent-Template1	consent-Template contentUploads	Test	BSNL	--	16-Sep-2021 14:55:52	Pending	--
1408163178430324507	Consent-Template1	Consent-upload	Test1	BSNL	--	16-Sep-2021 14:55:05	Pending	--
1408162667537949961	consent-Template1	consent-Template content	Test	BSNL	--	19-Jul-2021 11:46:20	Pending	--
1408162641250801923	preentsdetails	provide info to parents	school	BSNL	--	16-Jul-2021 10:45:08	Pending	--



**Template ID:** 1408163211998484016

**Template Name:** Consent-Template.1

**Scope of Consent:** Consent-upload

**Brand Name:** mcdomino

**Entity:** 140159866000002021 - preethibsnltestent

**Telemarketer:** --

**Registered DLT:** BSNL

**Requested Date:** 20-Sep-2021 12:09:45

**Status Date:** --

**Approvals:** Pending

**Status:** Active

**CONSENT TEMPLATE PREVIEW**

**Template Name:**

**Brand Name:**

**Scope of Consent:**

Approved

Consent Templates									
TEMPLATE ID	TEMPLATE NAME	SCOPE OF CONSENT	BRAND NAME	REGISTERED DLT	STATUS DATE	REQUESTED DATE	APPROVALS	ACTION	
1408162667537949961	consent Templatestest1	consent Template content	Test	BSNL	21-08-2021 09:00:12	21-08-2021 09:00:12	Approved	✓ Edit	
140816281564642173	Carloantemplate	To send communication to car loan customers	SBI	BSNL	05-08-2021 15:11:55	05-08-2021 15:11:04	Approved	✓ Edit	
1408162814667579927	ConsentTempTesting	For Testing Purpose Only	TESTTEMP	BSNL	05-08-2021 12:28:32	05-08-2021 12:27:56	Approved	✓ Edit	
1408162805837368199	TestTemplate04	for onboarding BSNL Customers.	Testbsnl	BSNL	04-08-2021 11:57:03	04-08-2021 11:56:14	Approved	✓ Edit	
1408162790050774957	hkfjnf	hkfjnf	hkfjnf	BSNL	05-08-2021 12:09:10	02-08-2021 16:05:28	Approved	✓ Edit	

**Template ID:** 1408162667537949961

**Template Name:** consent Templatestest1

**Scope of Consent:** consent Template content

**Brand Name:** Test

**Entity:** 1401598660000002021 - preethibsnltestent

**Telemarketer:** --

**Registered DLT:** BSNL

**Requested Date:** 21-08-2021 09:00:12

**Status Date:** 21-08-2021 09:00:12

**Approvals:** Approved

**Status:** Active

**CONSENT TEMPLATE PREVIEW**

**Template Name:**

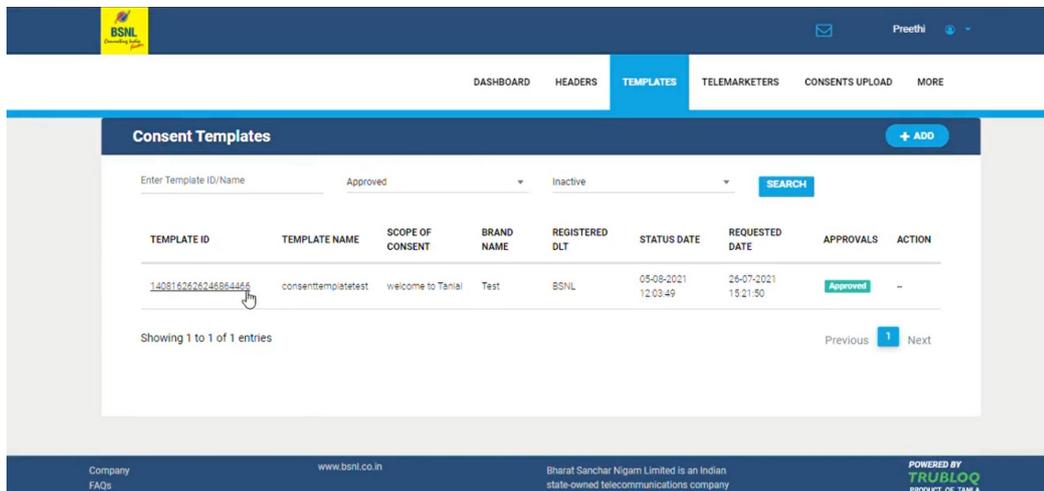
**Brand Name:**

**Scope of Consent:**

ACCEPT

1408162790050774957	hkfjnf	hkfjnf	hkfjnf	BSNL	05-08-2021 12:09:10	02-08-2021 16:05:28	<span style="background-color: green; color: white; padding: 2px;">Approved</span>	<a href="#">✓</a> Edit
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# Approved Inactive

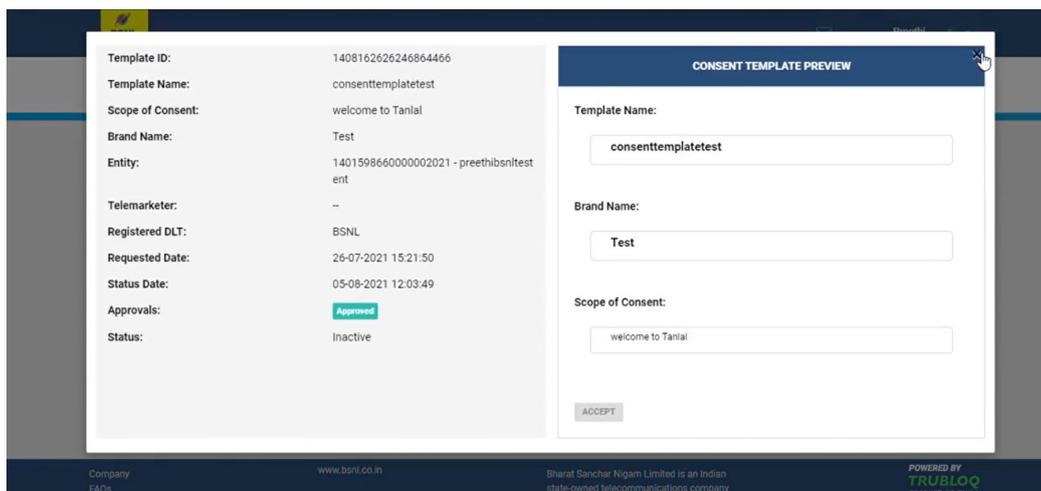


The screenshot shows a web application interface for managing consent templates. The top navigation bar includes 'DASHBOARD', 'HEADERS', 'TEMPLATES' (active), 'TELEMARKETERS', 'CONSENTS UPLOAD', and 'MORE'. The main content area is titled 'Consent Templates' and features a search bar and a table of entries.

TEMPLATE ID	TEMPLATE NAME	SCOPE OF CONSENT	BRAND NAME	REGISTERED DLT	STATUS DATE	REQUESTED DATE	APPROVALS	ACTION
1408162626246864466	consenttemplatetest	welcome to Tanlal	Test	BSNL	05-08-2021 12:03:49	26-07-2021 15:21:50	Approved	--

Showing 1 to 1 of 1 entries

Footer: Company FAQs, www.bsnl.co.in, Bharat Sanchar Nigam Limited is an Indian state-owned telecommunications company, POWERED BY TRUBLOQ PRODUCT OF TANLA



The screenshot shows a 'Consent Template Preview' modal window. It is divided into two main sections: a metadata section on the left and a preview section on the right.

**Metadata Section:**

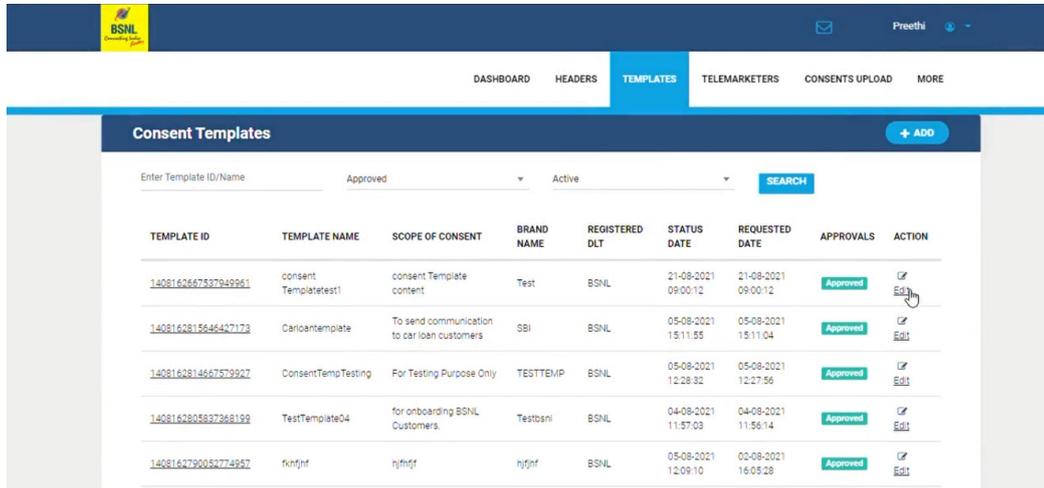
- Template ID: 1408162626246864466
- Template Name: consenttemplatetest
- Scope of Consent: welcome to Tanlal
- Brand Name: Test
- Entity: 140159866000002021 - preethibsnltestent
- Telemarketer: --
- Registered DLT: BSNL
- Requested Date: 26-07-2021 15:21:50
- Status Date: 05-08-2021 12:03:49
- Approvals: Approved
- Status: Inactive

**Consent Template Preview Section:**

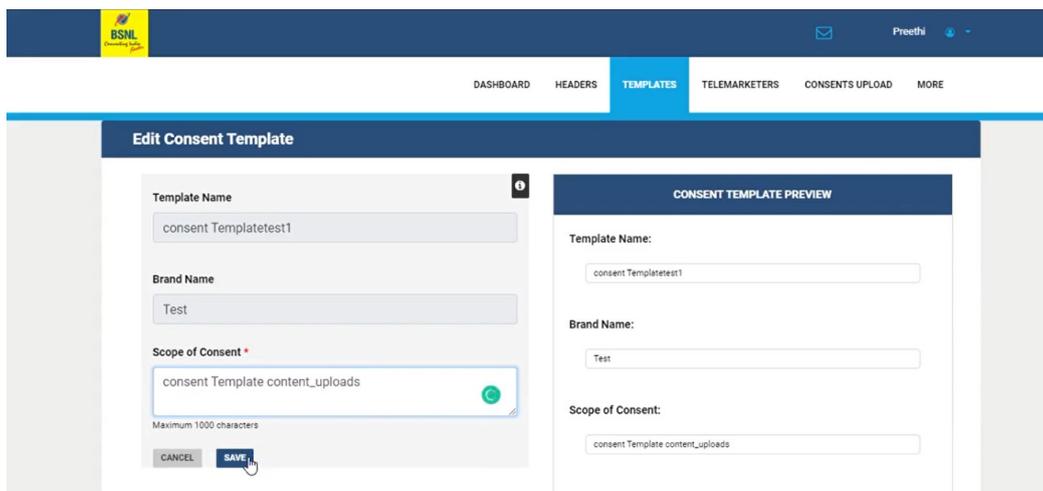
- Template Name: consenttemplatetest
- Brand Name: Test
- Scope of Consent: welcome to Tanlal
- ACCEPT button

Footer: Company FAQs, www.bsnl.co.in, Bharat Sanchar Nigam Limited is an Indian state-owned telecommunications company, POWERED BY TRUBLOQ PRODUCT OF TANLA

# Edit



TEMPLATE ID	TEMPLATE NAME	SCOPE OF CONSENT	BRAND NAME	REGISTERED DLT	STATUS DATE	REQUESTED DATE	APPROVALS	ACTION
1408162667537949961	consent Templatestest1	consent Template content	Test	BSNL	21-08-2021 09:00:12	21-08-2021 09:00:12	Approved	Edit
140816281564642173	Carloantemplate	To send communication to car loan customers	SBI	BSNL	05-08-2021 15:11:55	05-08-2021 15:11:04	Approved	Edit
1408162814667579927	ConsentTempTesting	For Testing Purpose Only	TESTTEMP	BSNL	05-08-2021 12:28:32	05-08-2021 12:27:56	Approved	Edit
1408162805837268193	TestTemplate04	for onboarding BSNL Customers.	Testbsnl	BSNL	04-08-2021 11:57:03	04-08-2021 11:56:14	Approved	Edit
1408162790050774957	fkntjrf	hyfjrf	hjfjrf	BSNL	05-08-2021 12:09:10	02-08-2021 16:05:28	Approved	Edit



**Template Name**

**Brand Name**

**Scope of Consent \***

Maximum 1000 characters

**CONSENT TEMPLATE PREVIEW**

Template Name:

Brand Name:

Scope of Consent:

BSNL Preethi

DASHBOARD HEADERS **TEMPLATES** TELEMARKETERS CONSENTS UPLOAD MORE

### Consent Templates + ADD

Enter Template ID/Name Approved Active SEARCH

TEMPLATE ID	TEMPLATE NAME	SCOPE OF CONSENT	BRAND NAME	REGISTERED DLT	STATUS DATE	REQUESTED DATE	APPROVALS	ACTION
1408162667537949961	consent Templatestest1	consent Template content	Test	BSNL	21-08-2021 09:00:12	21-08-2021 09:00:12	Approved	Approval Pending
1408162815646427173	CarloanTemplate	To send communication to car loan customers	SBI	BSNL	05-08-2021 15:11:55	05-08-2021 15:11:04	Approved	✎ Edit
1408162814667573927	ConsentTempTesting	For Testing Purpose Only	TESTTEMP	BSNL	05-08-2021 12:28:32	05-08-2021 12:27:56	Approved	✎ Edit
1408162805837368139	TestTemplate04	for onboarding BSNL Customers	Testbsnl	BSNL	04-08-2021 11:57:03	04-08-2021 11:56:14	Approved	✎ Edit
1408162790052774957	fkjhfj	hjfhjf	hjfhjf	BSNL	05-08-2021 12:09:10	02-08-2021 16:05:28	Approved	✎ Edit

**Template ID:** 1408162667537949961

**Template Name:** consent Templatestest1

**Scope of Consent:** consent Template content

**Brand Name:** Test

**Entity:** 140159866000002021 - preethibsnltestent

**Telemarketer:** -

**Registered DLT:** BSNL

**Requested Date:** 21-08-2021 09:00:12

**Status Date:** 21-08-2021 09:00:12

**Approvals:** Approved

**Status:** Active

**CONSENT TEMPLATE PREVIEW**

**Template Name:**

**Brand Name:**

**Scope of Consent:**

ACCEPT

1408162790052774957	fkjhfj	hjfhjf	hjfhjf	BSNL	05-08-2021 12:09:10	02-08-2021 16:05:28	<span style="background-color: green; color: white; padding: 2px;">Approved</span>	✎ Edit
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**Template Name :** Name as per their choice

**Brand Name :** Their product/trade name or if they have multiple brand names

**Scope of consent:** Type of communications they want to send to end users (We would like to send communication regarding all marketing offers and events to our registered customers. {opt-out procedure can also be given}). It should not contain any actual message contents.

#### **Examples:**

1. [Brand Name]: Dear Customer, thanks for visiting The Design Studio in Andheri (W) today. We would love to stay in touch with you about our new launches and promotions. To continue receiving exciting offers from us on call/SMS, please submit your consent.
2. Dear Customer, we are pleased on your sign up with [Brand Name] today. To receive exciting promotions and offers on SMS/call, please submit your consent.
3. Dear Customer, thank you for submitting your property-related requirement on our website today. We will keep you informed on new listings suited to you. Please give your consent for receiving these listings through call/SMS. [Brand Name]

With above details filled, enterprises can submit templates for approval. There is no limit on number of consent templates that can be registered by an Entity. Post approval by the registrar, enterprise can link these consent templates with choice of content templates (promotional/ Service Explicit category only). Transactional and Service Implicit messages don't need a consent.

### **DOs for consent templates:**

- Choose short name to a template which is relevant. This helps in choosing right consent template while tagging to content templates
- Brand name should be relevant
- Scope of content should be clear, explicit, and relevant
- Its optional for entities who wants to provide opt-out information, that needs to be provided completely. E.g "To opt-out, send SMS as STOP to 56789"

### **DON'Ts for consent templates:**

- Not to use generic names for templates like Template1, ABC, etc.
- Not to mention invalid or irrelevant names under brand. This will be treated as invalid by Registrar
- Not to enter actual message sent to the customer or short message like "consent; sms to customers; etc."
- No variable to be used in scope of consent
- Multiple consents may not be required, since same Consent Template can be tagged to multiple Content Templates

### **Can consent templates be used immediately after Registration?**

- No. The consent templates can be used only after it is approved by the Registrar. Enterprise will be notified post approval.

### **As an Enterprise, can I acquire consent without registering a consent template?**

- No. Consent should be tagged to Consent template while registering consents on DLT.

### **Can Enterprise edit any details once the consent template is registered?**

- No, the Consent template cannot be edited once it is registered. The Enterprise must create a new template and send it for approval.



Thank you