GODREJ | GODREJ & BOYCE

Ex-Employee Portal
Help file

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Steps for new registration:

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Login   New Registration

All fields are mandatory
Employee Code*

Enter Employee Code →

Email ID*

Enter Email ID →

Mobile No*

Enter Mobile Number →

SignUp

Click on Signup →

(Mobile number as filled in Address for future correspondence form)

(After clicking on Sign up you will get an OTP on your registered mobile number and Email ID)

* Godrej SMS * Godrej-Ex Employee OTP is 127044 . Regards, Godrej & Boyce Mfg. Co. Ltd.

e OTP is 652749.

your Account on Ex-Employee Portal.

Verify OTP provided

Verify Otp

Enter Otp
652749

Verify

Create new password as per the guidelines Once OTP is verified

Set Password

Password should be atleast 8 charaters long and must have atleast one upper case, one lower case letter, one special charater & one number.
Password 👁

Confirm Password

Save

You will get a confirmation message as "Account created successfully"

Set Password

Password should be atleast 8 charaters long and must have atleast one upper case, one lower case letter, one special charater & one number.
Password 👁

Confirm Password

Account created successfully.Proceed To Login

Save

Now you can login using the credentials.

Caution:-
If mobile number or email ID is entered incorrectly: If either of the email ID or mobile number is entered incorrectly then a new field will open to fill in the PAN card number. Once the correct PAN card details are filled the user can go ahead with the registration.

OTP is 652749.

02.
Steps to login for existing users

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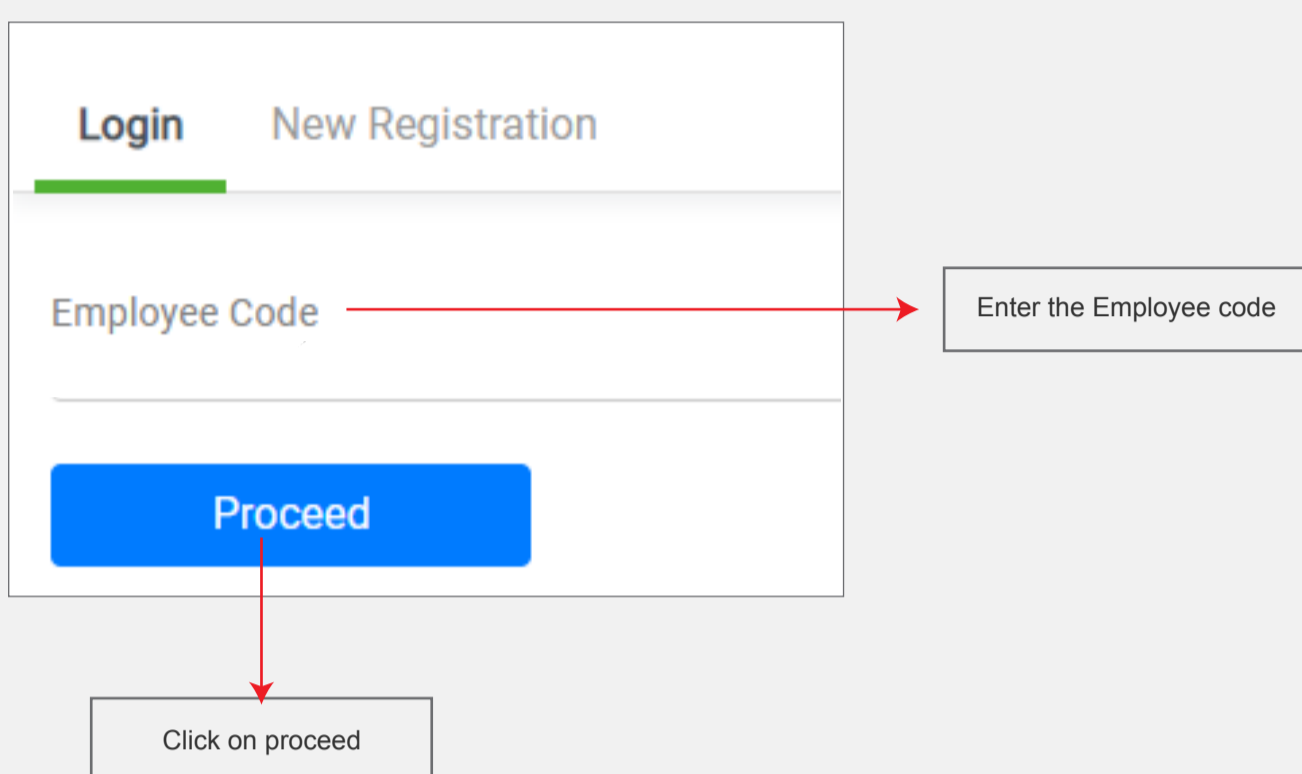Enter Employee code

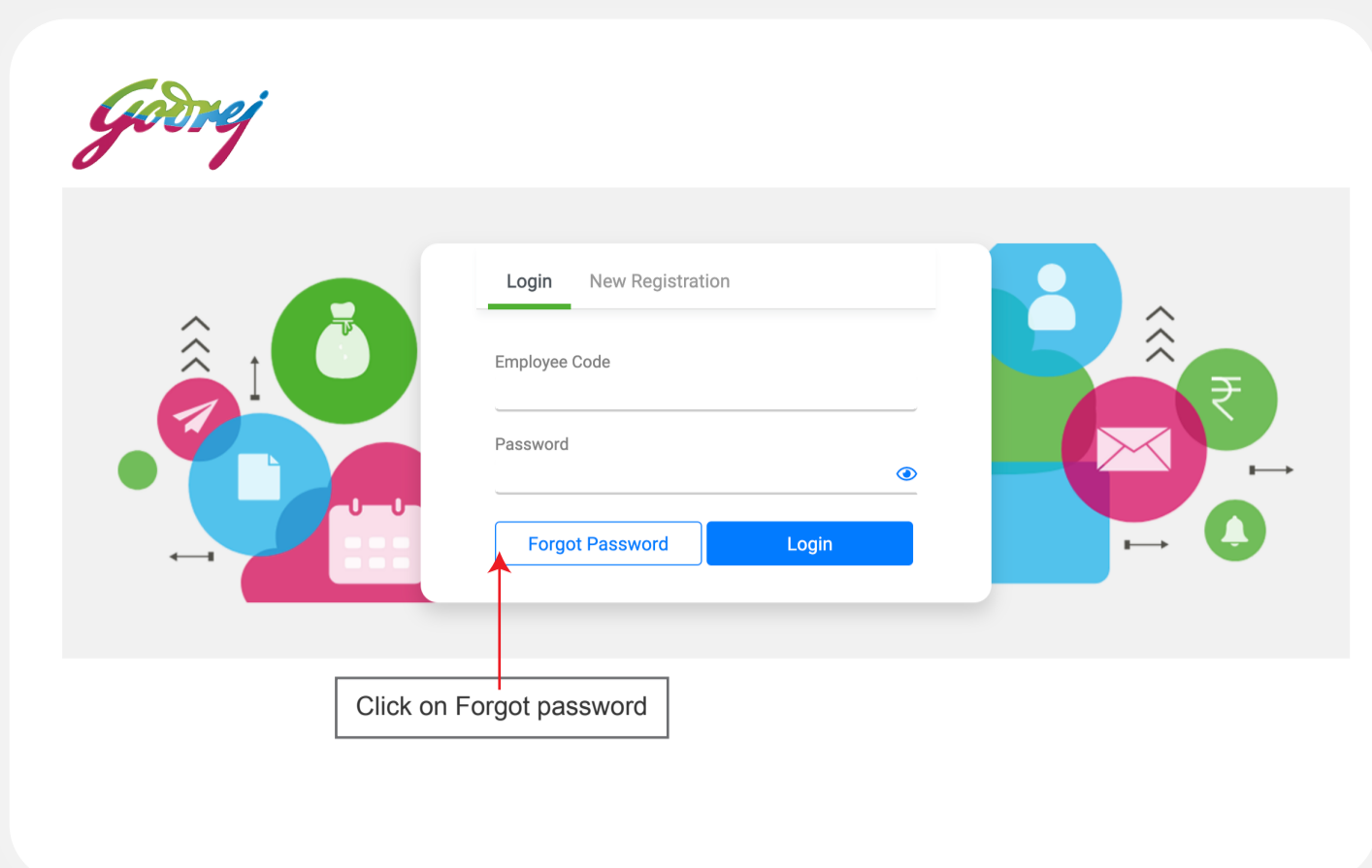Enter the Password

Login   New Registration

Employee Code

Password

Forgot Password   Login

Click on Login

Steps for forgot password

Click on Forgot password

Enter the Employee code
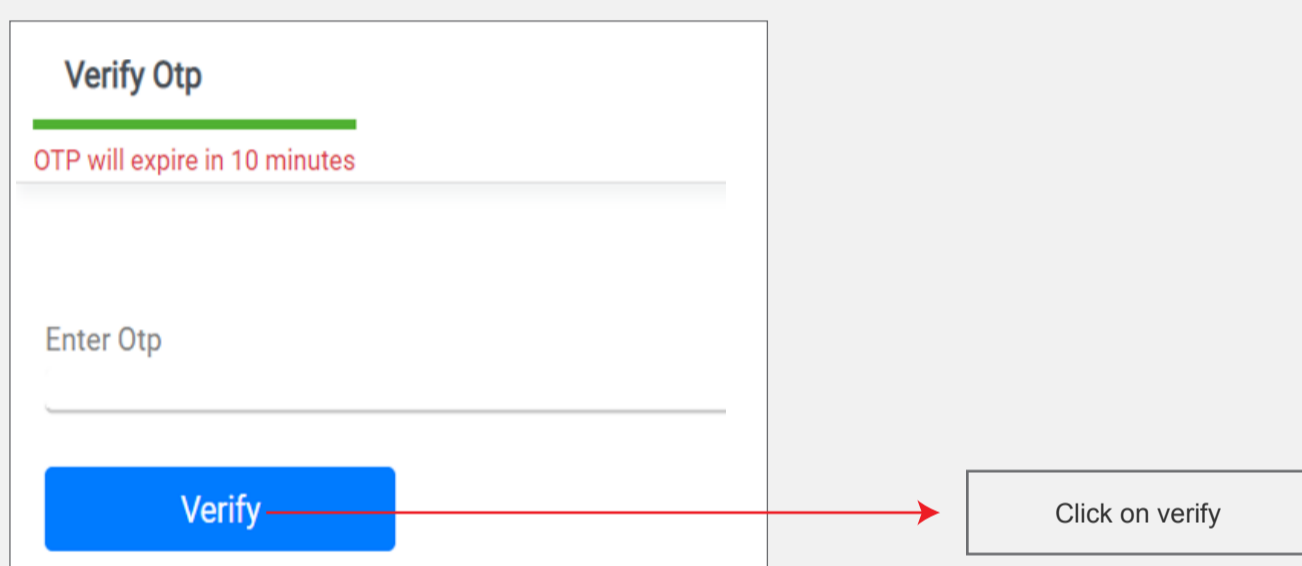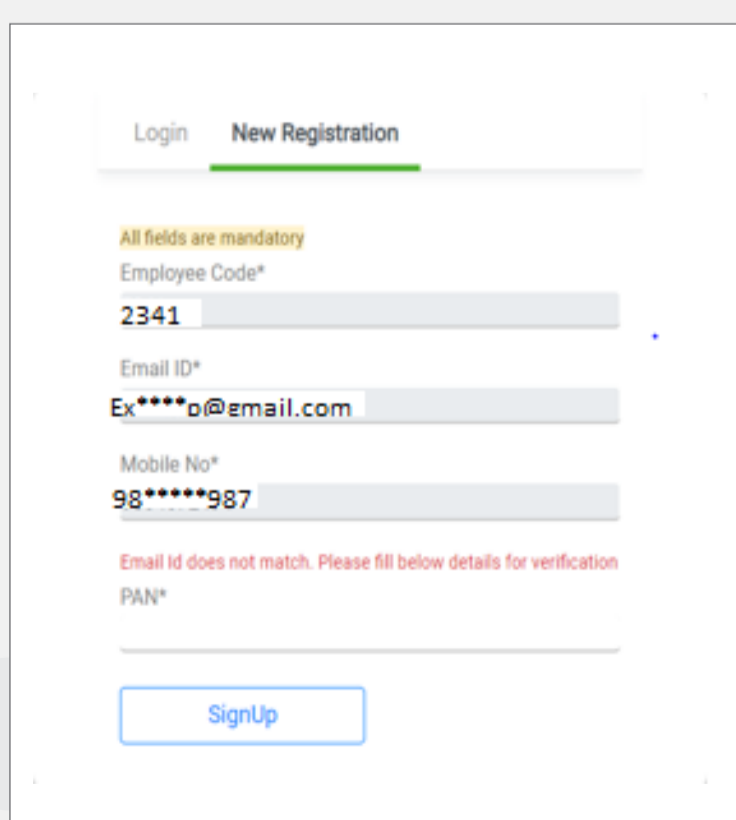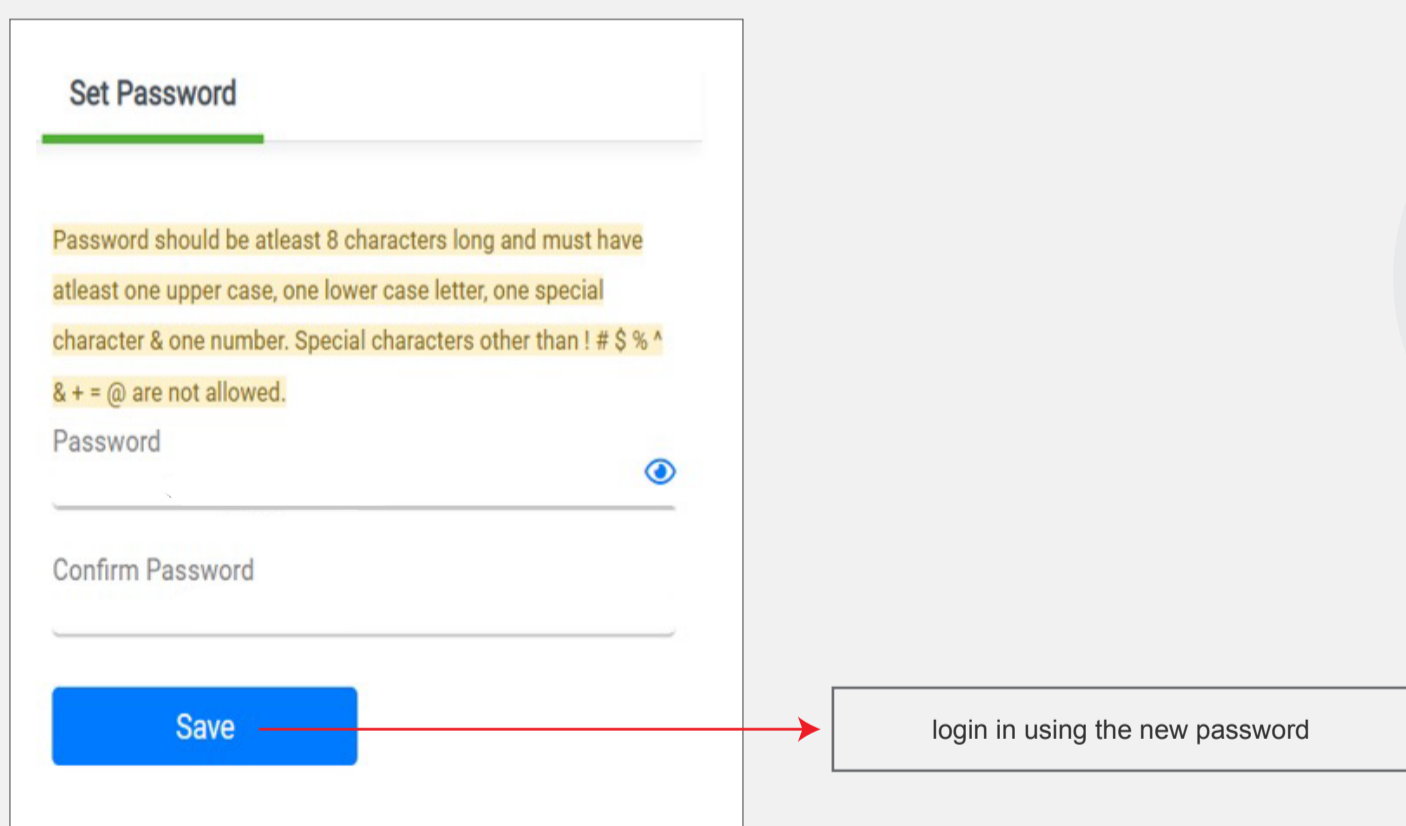
Click on proceed

Verify the OTP by entering the OTP provided on registered email ID and Mobile number in Verify OTP screen.

Verify Otp

OTP will expire in 10 minutes

Enter Otp

Verify

Click on verify

Set new password as per the password policy, by inserting the desired password and confirming the same.

Set Password

Password should be atleast 8 characters long and must have atleast one upper case, one lower case letter, one special character & one number. Special characters other than ! # $ % ^ & + = @ are not allowed.

Password

Confirm Password

Save

login in using the new password

Login   New Registration

All fields are mandatory
Employee Code*
2341

Email ID*
Ex****p@email.com

Mobile No*
98*****987

Email id does not match. Please fill below details for verification
PAN*

SignUp

If OTP is entered incorrectly: If the OTP is entered incorrectly thrice while doing new registration, The ID will get blocked; The user can retry after 15 minutes.