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# MeitY LPCO User Manual

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This manual can be used for understanding the filing of Ministry of Electronics and Information Technology (MeitY) application for procuring the LPCO (Licenses, Permits, Certificates, and Others) under the SWIFT (Single Window Interface for Facilitating Trade) project using the Web Forms. The users cannot copy, modify, distribute, redistribute, share, and at the same time cannot avail of any kind of attribution or credit from this copyrighted work. This manual is prepared purely for helping ICEGATE (Indian Customs E-Commerce/Electronic Data Interchange (EC/EDI) Gateway) and SWIFT users locate and use the services and information available on the ICEGATE Portal. Accordingly, the contents of this manual are for informational purposes only and shall not be legally binding. The Central Board of Indirect Taxes and Customs and ICEGATE shall not be liable for any consequence, legal or otherwise, arising out of use or abuse of any information provided in this manual.

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## 1. Getting Started

Welcome to the user manual for the filing of LPCO (Licenses, Permits, Certificates, and Others) application. This manual provides a detailed overview of all the features incorporated in the SWIFT (Single Window Interface for Facilitating Trade) project for the application process for the user.

## 2. Brief about user guide

This user manual provides step-by-step illustrations of all the functionalities that are incorporated in the filing of the LPCO application. The manual comes with pictorial representation, which enables users to get a complete grasp on the subject and avail maximal benefit in a very subtle way.

## 3. Overview

In addition to the existing modes of filing statutory forms by trade users, the SWIFT initiative will facilitate the trade users to apply for statutory documents such as LPCO in online mode via web forms. The LPCO application shall be reviewed by MeitY officers and if approved, LPCO shall be issued. This user manual covers the aforementioned process from the trade user's perspective.


## 4. Abbreviations

Sl. No.	Term/Acronym	Description
1.	MeitY	Ministry of Electronics and Information Technology
2.	NOC	No Objection Certificate
3.	LPCO	Licenses, Permits, Certificates, and Others
4.	CBIC	Central Board of Indirect Taxes and Customs
5.	CHA	Customs House Agent also known as Customs Broker
6.	DSC	Digital Signature Certificate
7.	e-Sanchit	e-Storage and Computerized Handling of Indirect Tax Documents
8.	IEC	Importer Exporter Code
9.	ICEGATE	Indian Customs E-Commerce/Electronic Data Interchange (EC/EDI) Gateway
10.	ARN	Application Reference Number
11.	PGA	Participating Government Agency
12.	UQC	Unit Quantity Code
13.	CCDC	Concessional Custom Duty Certificate
14.	CRO	Compulsory Registration Order
15.	SSO	Single Sign On
16.	SWIFT	Single Window Interface for Facilitating Trade
17.	ICEGATE	Indian Customs Electronic Data Interchange Gateway

## 5. Navigation for trade users – CCDC Application

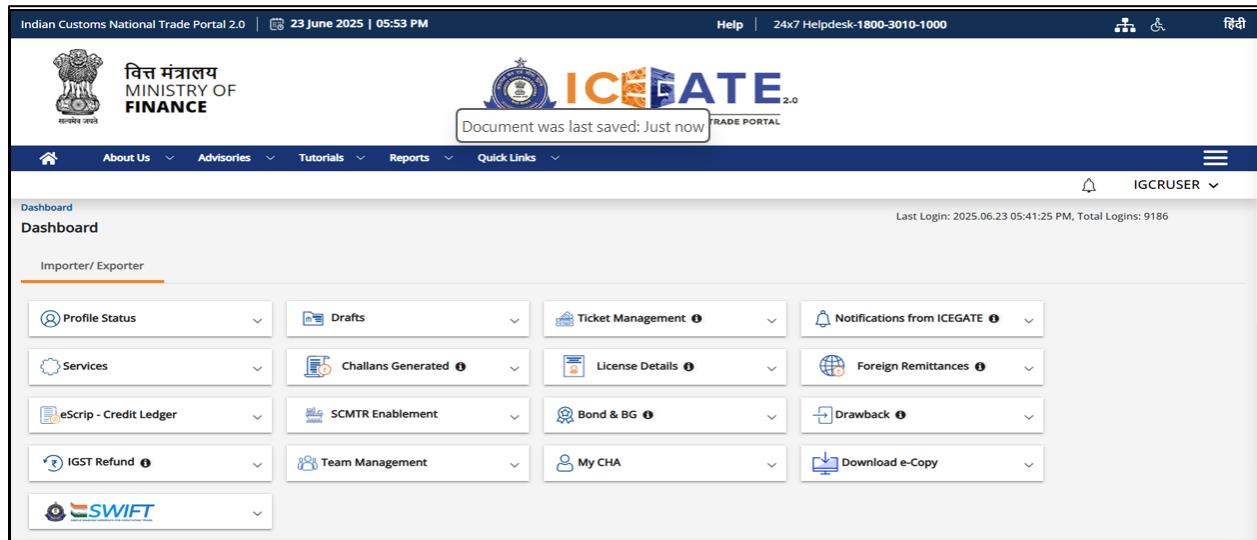
The trade user may follow the steps below to open a MeitY LPCO Application web form:

- **Step-1:** The trade users can access the ICEGATE dashboard by providing their ICEGATE ID and Password and clicking on the Login button. In such a case, the 'User Type' that needs to be selected shall be 'ICEGATE User'

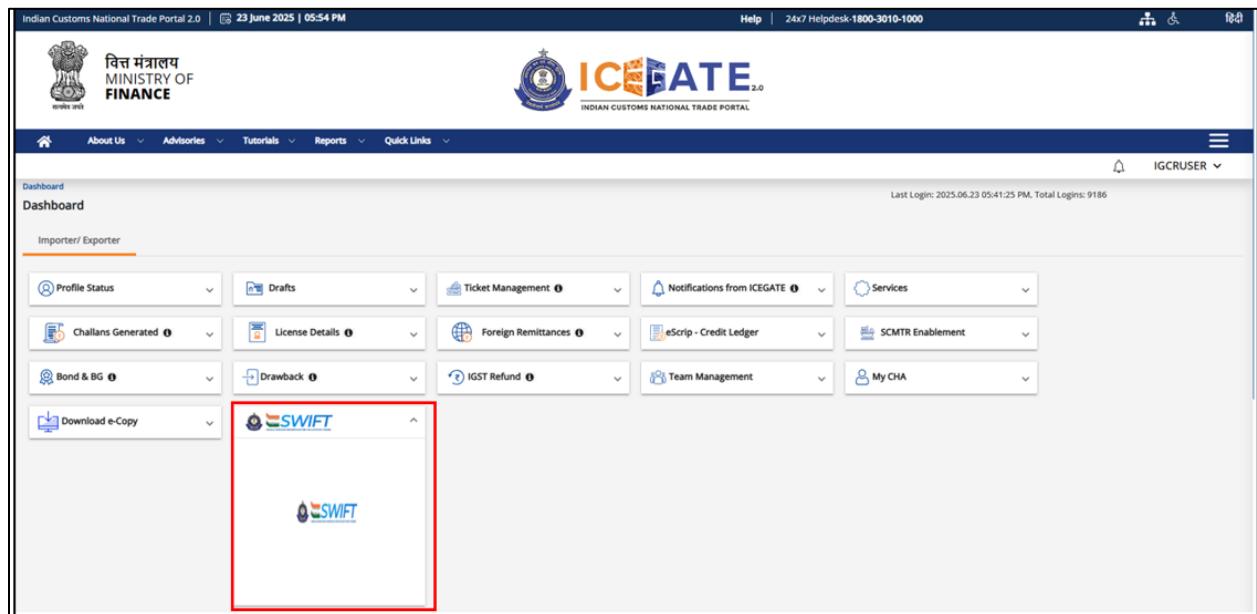


The screenshot shows the ICEGATE login interface. At the top, there is a header with the Indian Customs National Trade Portal 2.0 logo, the date and time (31 January 2025 | 02:58 PM), and a helpdesk number (24x7 Helpdesk-1800-3010-1000). Below the header, there is a navigation bar with links: About Us, Advisories, Tutorials, Reports, and Quick Links. The main content area features a large background image of a port with cranes and shipping containers. On the right side, there is a login form titled 'Welcome to ICEGATE'. The form includes a 'User Type' section with two radio buttons: 'Officers Only' and 'ICEGATE User' (which is selected). Below this, there are input fields for 'ICEGATE ID' and 'Password'. A 'Show' checkbox is next to the password field. At the bottom of the form, there are links for 'Forgot ICEGATE ID/ Password?' and 'Forgot Email/Mobile?'. A 'LOGIN' button is at the very bottom of the form.

- **Step-2:** On successful login, the system will display the dashboard screen as follows:



- **Step-3:** The user then clicks the SWIFT widget:



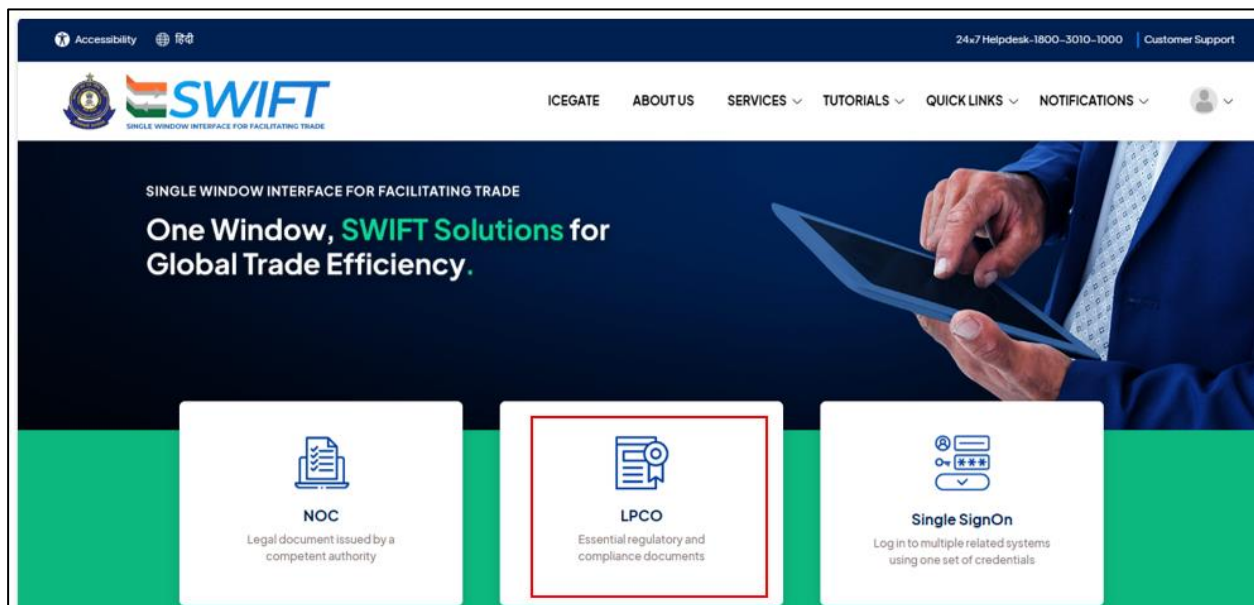


## 5.1 Trade user widgets

Upon clicking the '**SWIFT**' widget, the system displays the screen below for the user to select. The screen has three widgets:

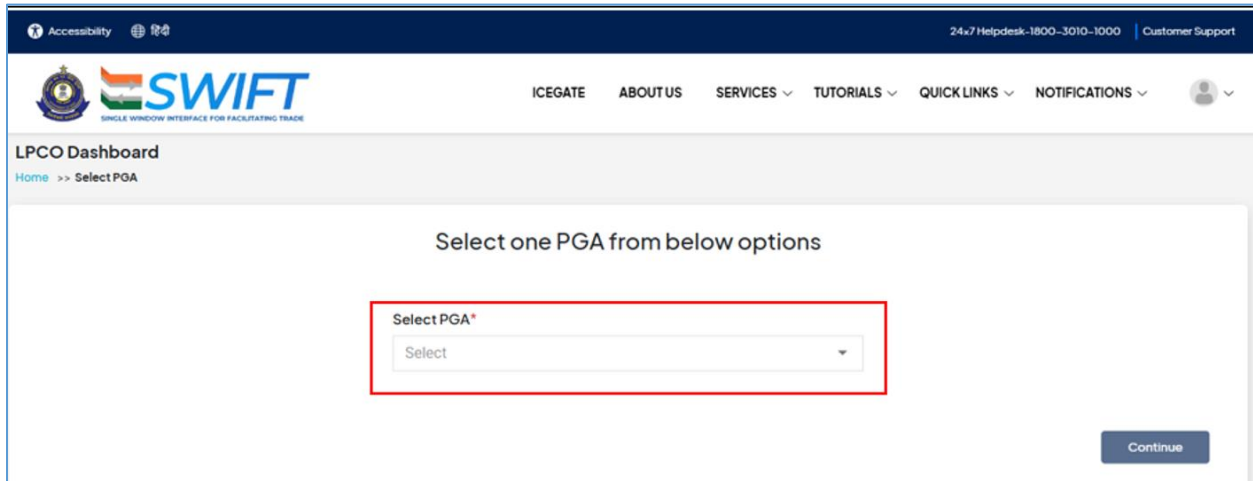
1. NOC - No Objection Certificate
2. LPCO - Licenses, Permits, Certificates, and Others
3. Single Sign On

Currently, only LPCO is relevant to trade users for MeitY. Hence, in this document, we will only explore the functionality of the LPCO application.

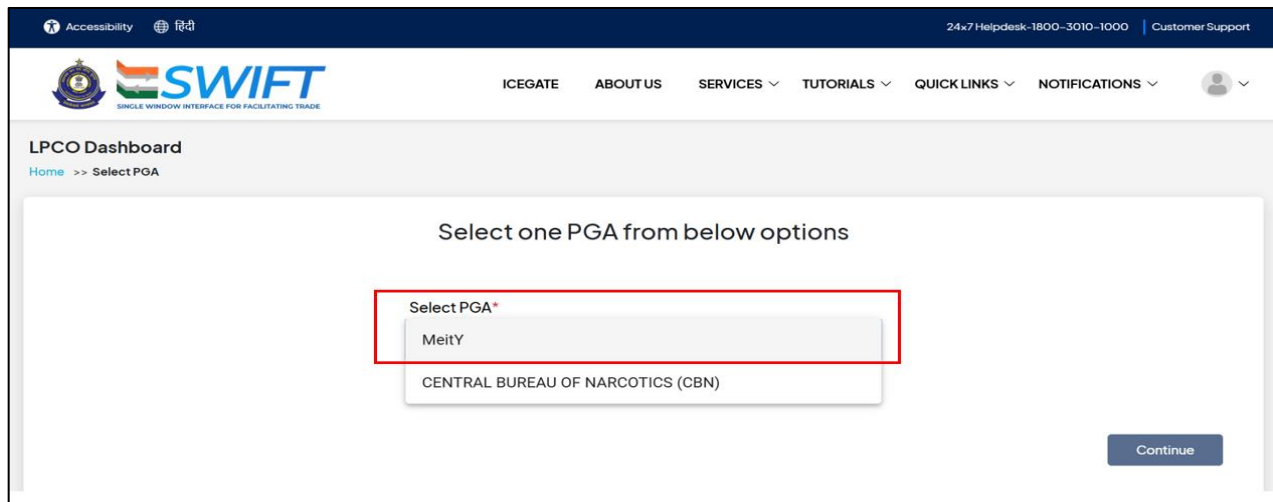


## 5.2. PGA Selection

Once the user clicks on LPCO, he is redirected to the next screen where the PGA (Participating Government Agency) needs to be selected:

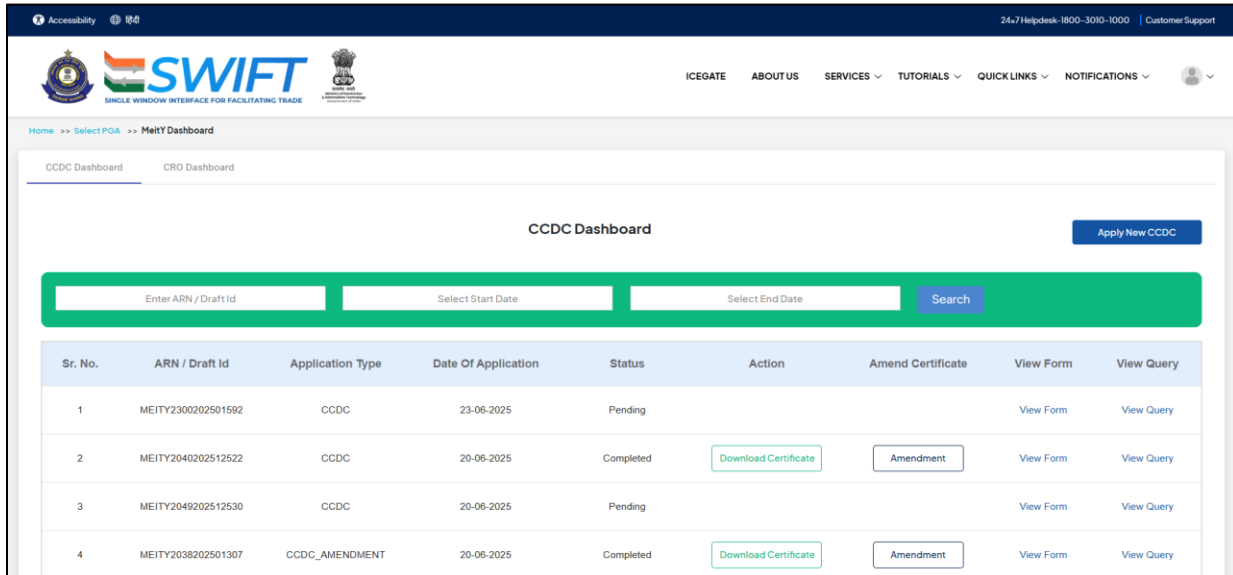


Once the user clicks on the “Select PGA” tab, all the PGAs list is available in the drop-down option. The user will select the appropriate PGA. Here, the user will select MeitY as the PGA.



## 5.3 MeitY CCDC Dashboard

Once the user selects “MeitY” as the PGA, he is redirected to MeitY dashboard. The screen of the dashboard is shared below:



The screenshot shows the MeitY CCDC Dashboard. At the top, there is a navigation bar with the ICEGATE and SWIFT logos, and a menu with links: ABOUTUS, SERVICES, TUTORIALS, QUICKLINKS, and NOTIFICATIONS. Below the navigation bar, there is a breadcrumb trail: Home >> Select PGA >> MeitY Dashboard. The main content area is titled "CCDC Dashboard" and includes a button "Apply New CCDC". Below this, there is a search bar with three input fields: "Enter ARN / Draft Id", "Select Start Date", and "Select End Date", followed by a "Search" button. The search results are displayed in a table with the following columns: Sr. No., ARN / Draft Id, Application Type, Date Of Application, Status, Action, Amend Certificate, View Form, and View Query. The table contains four rows of data.

Sr. No.	ARN / Draft Id	Application Type	Date Of Application	Status	Action	Amend Certificate	View Form	View Query
1	MEITY2300202501592	CCDC	23-06-2025	Pending			View Form	View Query
2	MEITY2040202512522	CCDC	20-06-2025	Completed	Download Certificate	Amendment	View Form	View Query
3	MEITY2049202512530	CCDC	20-06-2025	Pending			View Form	View Query
4	MEITY2038202501307	CCDC_AMENDMENT	20-06-2025	Completed	Download Certificate	Amendment	View Form	View Query

In the main dashboard, the user can search the already applied applications using multiple combinations of criteria, like:

### 1. Application Reference Number or the Draft ID

- An Application Reference Number (ARN) is a unique identifier for any application or request submitted by a user to track the status of any application.
- A Draft ID is a unique identifier for an application which has been raised but not submitted. The users can later complete the saved application by identifying it through the Draft ID and submitting it.

## 2. Start and End of Application Dates

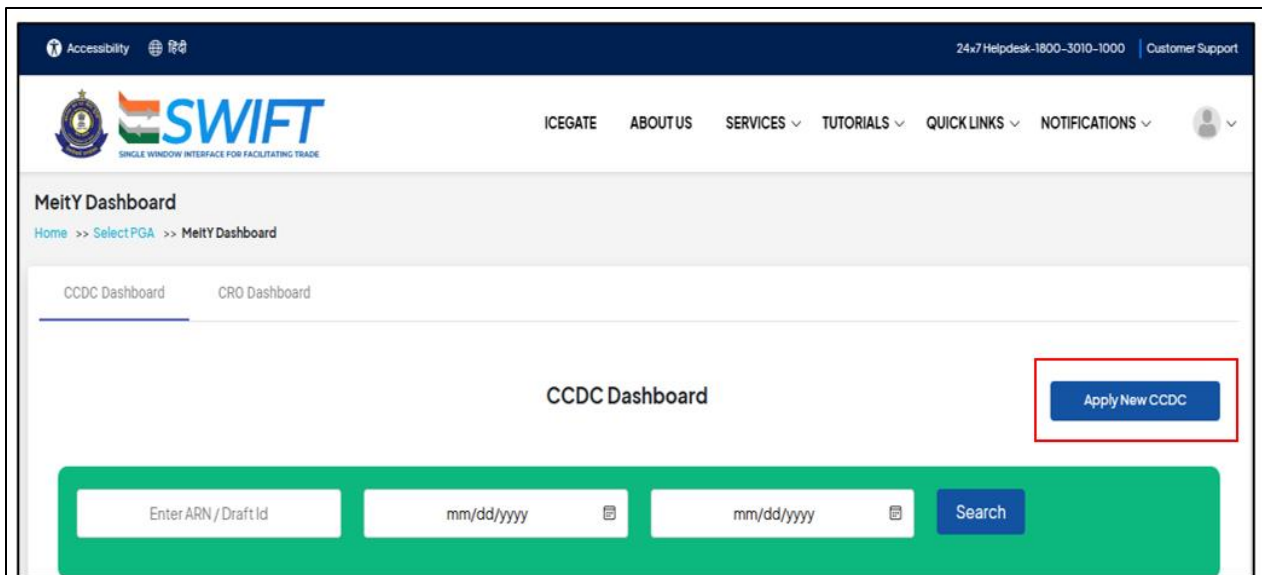
The dashboard also contains other details like:

1. Status of the application: whether completed or in progress
2. Action: for applications that have been completed successfully, the user is able to download the certificate
3. View Form: the user can view the application by clicking on the View Form button
4. View Query: the user can see all the queries if they have been raised by the officer and can respond to them for clarification

The window also has the facility for a user to apply for a new CCDC application (button on the top right corner) or amend an existing CCDC certificate.

## 6. Filing the CCDC Application

In order to apply for the fresh CCDC certificate, the user clicks on the “Apply New CCDC” option to proceed further.



The screenshot displays the MeitY Dashboard interface. At the top, there is a navigation bar with the ICEGATE and SWIFT logos, and links for Accessibility, 24x7 Helpdesk, and Customer Support. Below this, the main header includes the ICEGATE logo and a menu with links: ICEGATE, ABOUT US, SERVICES, TUTORIALS, QUICK LINKS, and NOTIFICATIONS. The dashboard itself has a breadcrumb trail: Home >> Select PGA >> MeitY Dashboard. Underneath, there are two tabs: CCDC Dashboard (selected) and CRO Dashboard. The CCDC Dashboard section features a large green box with input fields for 'Enter ARN / Draft Id', 'mm/dd/yyyy', and 'mm/dd/yyyy', followed by a 'Search' button. A red box highlights the 'Apply New CCDC' button located in the top right corner of the CCDC Dashboard area.

## Steps for filing the CCDC Application Form

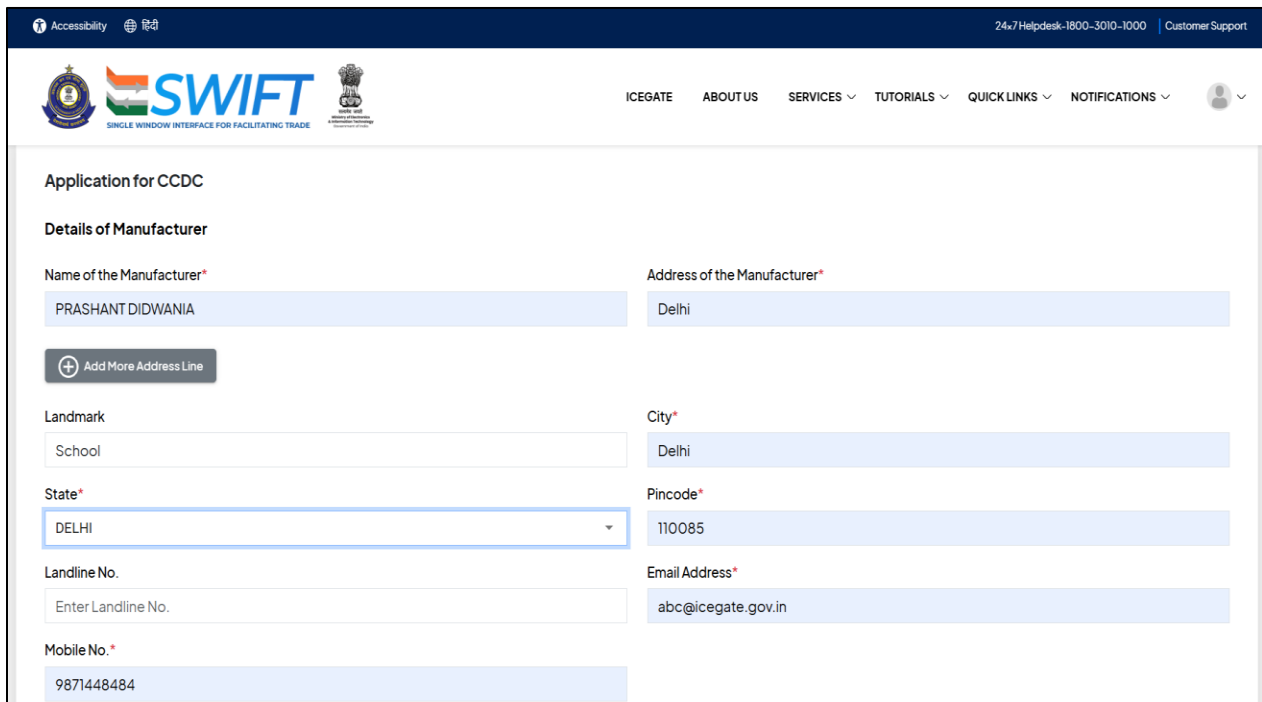
Upon clicking the “New CCDC Form”, the application form will appear which the user needs to fill. The application form has various sections for the user to fill in:

1. Details of the Manufacturer
2. Production Details
3. Consumption details
4. Demand details

All sections of the CCDC application are explained below.

### 6.1 Details of the Manufacturer

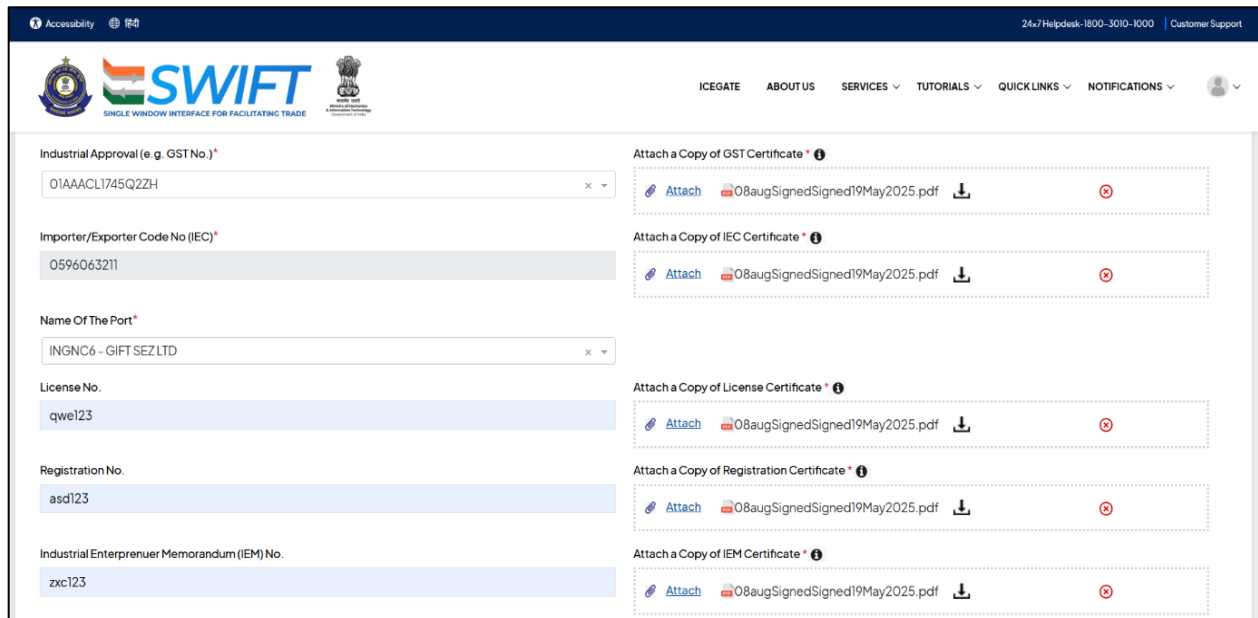
In the screen below, the user needs to enter details like Name and Address of the manufacturer, landmark, city, state, PIN code, landline number, mobile number and email address. The user can add additional lines to enter the detailed address.



The screenshot displays the 'Application for CCDC' form on the ICEGATE SWIFT portal. The 'Details of Manufacturer' section is active, showing input fields for the manufacturer's name, address, landmark, city, state, pincode, landline number, mobile number, and email address. The form is titled 'Application for CCDC' and 'Details of Manufacturer'. The input fields are as follows:

Field	Value
Name of the Manufacturer*	PRASHANT DIDWANIA
Address of the Manufacturer*	Delhi
Landmark	School
City*	Delhi
State*	DELHI
Pincode*	110085
Landline No.	Enter Landline No.
Email Address*	abc@icegate.gov.in
Mobile No.*	9871448484

Consequently, the user will also have to fill in additional details in the same section. The screen is shown below:



The screenshot displays the 'Industrial Approval' form on the ICEGATE SWIFT portal. The form contains the following fields and sections:

- Industrial Approval (e.g. GST No.)\***: A text input field containing '01AAACL1745QZZH'.
- Importer/Exporter Code No (IEC)\***: A text input field containing '0596063211'.
- Name Of The Port\***: A text input field containing 'INGNC6 - GIFT SEZ LTD'.
- License No.**: A text input field containing 'qwel23'.
- Registration No.**: A text input field containing 'asd123'.
- Industrial Entrepreneur Memorandum (IEM) No.**: A text input field containing 'zxc123'.

Each of the four mandatory fields (marked with an asterisk) has a corresponding section to 'Attach a Copy of [Certificate]\*'. These sections include an 'Attach' button and a file upload icon. The certificates to be attached are: GST Certificate, IEC Certificate, License Certificate, and IEM Certificate. Each attachment section shows a file named '08augSignedSigned19May2025.pdf' with a download icon and a red 'X' icon.

In the above screen, out of License no., Registration no. and Industrial Entrepreneur Memorandum (IEM) No., at least one is mandatory, while the rest two are optional.

The user can also select his GSTIN and Name of the Port using the drop-down menu provided.



The user must fill all the mandatory fields highlighted with the asterisk mark (\*).

In the subsequent section the user will enter the following details:

1. Production for previous three FY and expected production for current FY.
2. Raw material consumption, end product wise, for the previous three FY.
3. Proposed Demand for Raw material for Current Financial Year

The details of these subcategories are shared below.

Accessibility
 24x7 Helpdesk-1800-3010-1000
 Customer Support



 ICEGATE
 ABOUT US
 SERVICES
 TUTORIALS
 QUICK LINKS
 NOTIFICATIONS

Production for previous three years and expected production for current Financial Year

Add End Product
 OR
 Download sample XLS

Upload XLS after details fill up
 Attach or drop your files
 Continue

Past Consumption for 4 Years (Raw Material Wise)

Add Raw Material
 OR
 Download sample XLS

Upload XLS after details fill up
 Attach or drop your files
 Continue

Proposed / Demand for Raw Materials for Current Financial Year



Add Raw Material
 OR
 Download sample XLS

Upload XLS after details fill up
 Attach or drop your files
 Continue

## 6.2 Production details

In this category the user can fill in the details of production of the end products; expected for the current FY and actual for the previous three FY. User can add more than one end product by clicking on the 'Add end product' button. For each end-product, the user can add data of multiple financial years by clicking on 'Add More Financial Year' button.

Accessibility
 24x7 Helpdesk-1800-3010-1000
 Customer Support



 ICEGATE
 ABOUT US
 SERVICES
 TUTORIALS
 QUICK LINKS
 NOTIFICATIONS

Production for previous three years and expected production for current Financial Year

Add End Product
 OR
 Download sample XLS

Upload XLS after details fill up
 Attach or drop your files
 Continue

End Product\*  
 EVA Sheets

Financial Year\*  
 2025-2026

Quantity\*  
 1234

UQC\*  
 Quantity Kg

Value (INR)\*  
 345678

Add More Financial Year Row

End Product\*  
 PoE Sheet

Financial Year\*  
 2025-2026

Quantity\*  
 6547

UQC\*  
 Quantity Kg

Value (INR)\*  
 5678900

Add More Financial Year Row

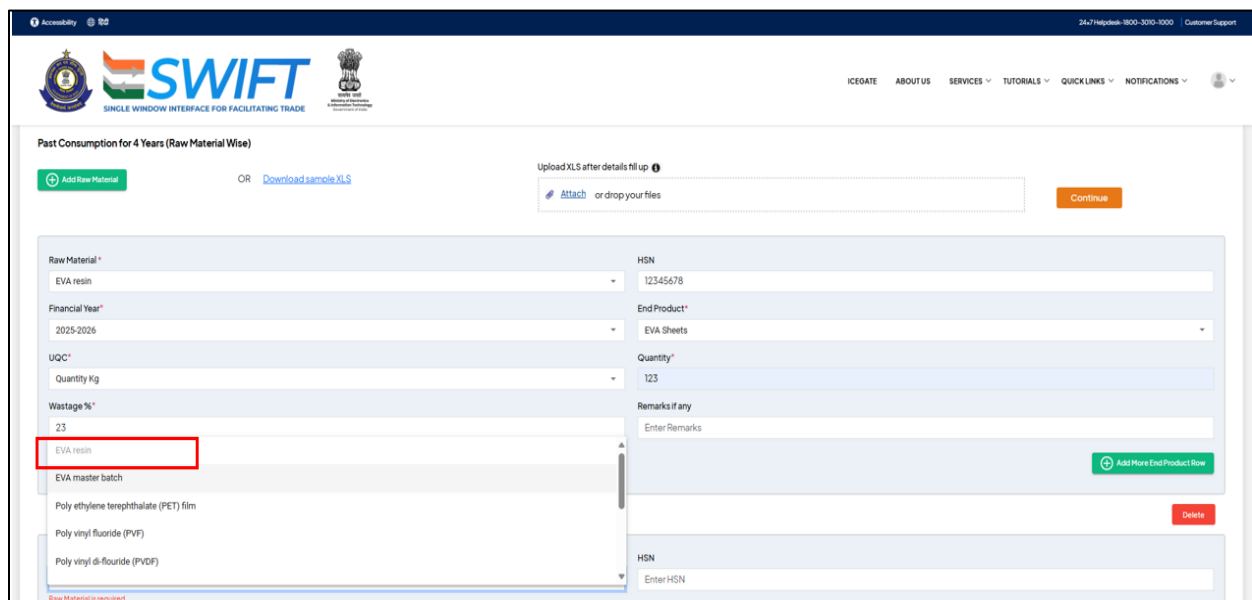
The user needs to select an appropriate UQC (Unit Quantity Code) form. The three UQC from the drop-down menu are:

1. Quantity in Kg
2. Area in Square Meter
3. Volume in Cubic Meter

The user must fill all the mandatory fields highlighted with the asterisk mark (\*).

### 6.3 Consumption details

In this category, the user will fill in the details of the consumption of all the Raw material (expected, For the current FY and actual, for the previous three FY).



Past Consumption for 4 Years (Raw Material Wise)

Upload XLS after details fill up

Attach or drop your files

Continue

Raw Material\*

EVA resin

HSN

12345678

Financial Year\*

2025-2026

End Product\*

EVA Sheets

UQC\*

Quantity Kg

Quantity\*

123

Wastage %\*

23

Remarks if any

Enter Remarks

EVA resin

EVA master batch

Poly ethylene terephthalate (PET) film

Poly vinyl fluoride (PVF)

Poly vinyl di-fluoride (PVDF)

Add More End Product Row

Delete

HSN

Enter HSN

Raw Material is required

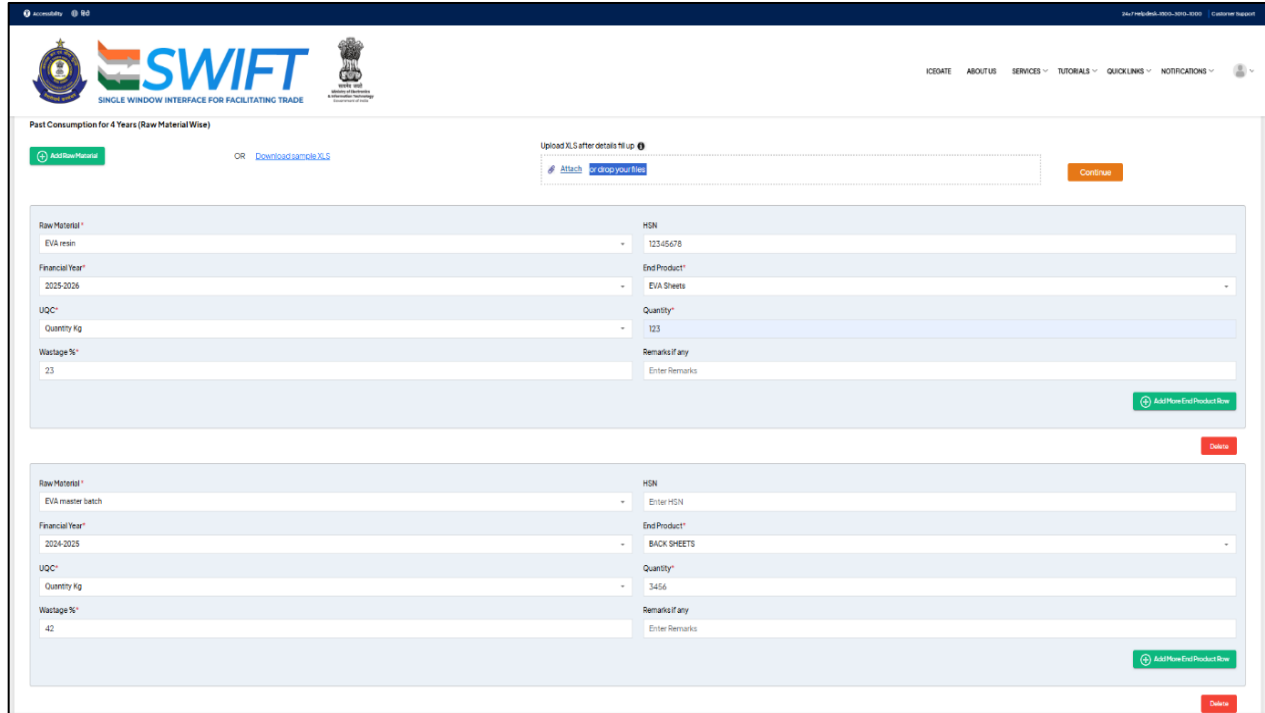
The user can select only one raw material for one financial year. Also, if a raw material has already been selected then it cannot be selected again. In the above screen, the raw material EVA resin is disabled for selection as it has already been selected before.

The user must fill all the mandatory fields highlighted with the asterisk mark (\*).



## 6.4 Demand details

In this category, the user will fill in the details of the proposed demand for raw material for the current financial year, raw material wise. In this category, the user can add multiple



Past Consumption for 4 Years (Raw Material Wise)

Upload XLS after details fill up

Attach or drop your file

Continue

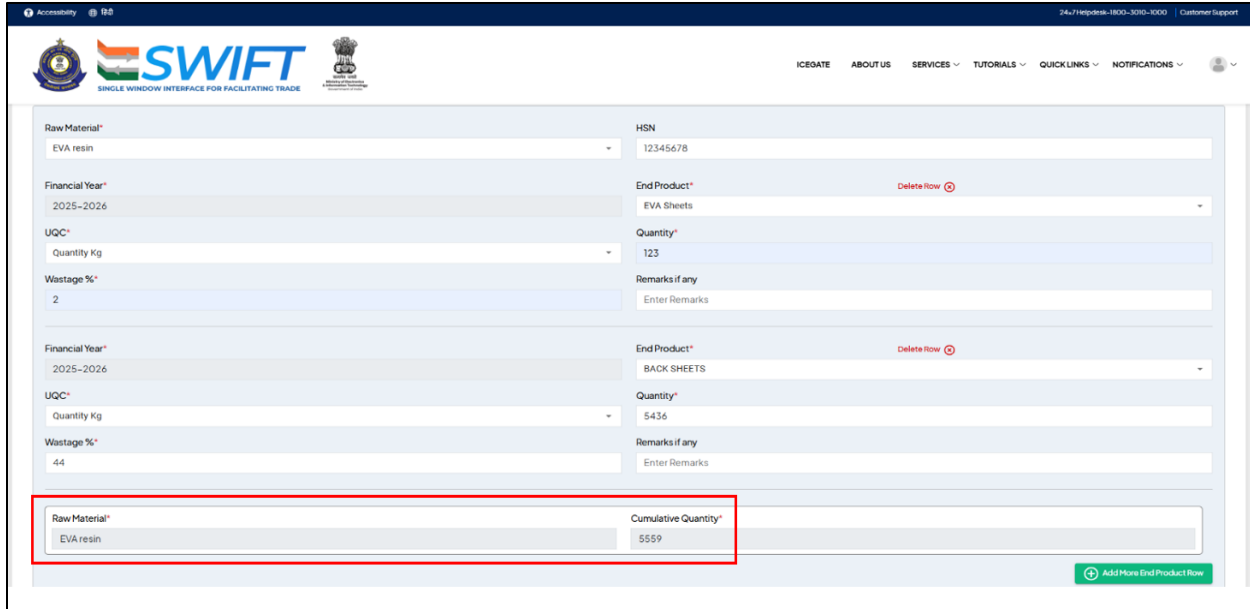
Raw Material*	HSN	End Product*	Quantity*	Wastage %*	Remarks if any
EVA resin	12345678	EVA Sheets	123	23	Enter Remarks
EVA master batch	Enter HSN	BACK SHEETS	3456	42	Enter Remarks

Add More End Product Row

Delete

end products by selecting “Add More End Product Row” from the screen for the current Financial Year. The screenshot is shared.

The user can also Delete any End Product Row depending in the requirement or in case wrongfully entered details. In this screen, incase more End products are added for one raw material, then their “Cumulative Quantity” will be shown to the user.



Raw Material*	HSN
EVA resin	12345678
Financial Year*	End Product*
2025-2026	EVA Sheets
UQC*	Quantity*
Quantity Kg	123
Wastage %*	Remarks if any
2	Enter Remarks
Financial Year*	End Product*
2025-2026	BACK SHEETS
UQC*	Quantity*
Quantity Kg	5436
Wastage %*	Remarks if any
44	Enter Remarks
Raw Material*	Cumulative Quantity*
EVA resin	5559

Additionally, the user can also upload the aforementioned details by uploading an excel file. A sample excel file has been made available for guidance of format. The aforementioned data fields can be filled under their respective headings in the sheet. Uploading the filled up excel will populate the data fields in the form.



CCDC\_Production\_Sample.xls

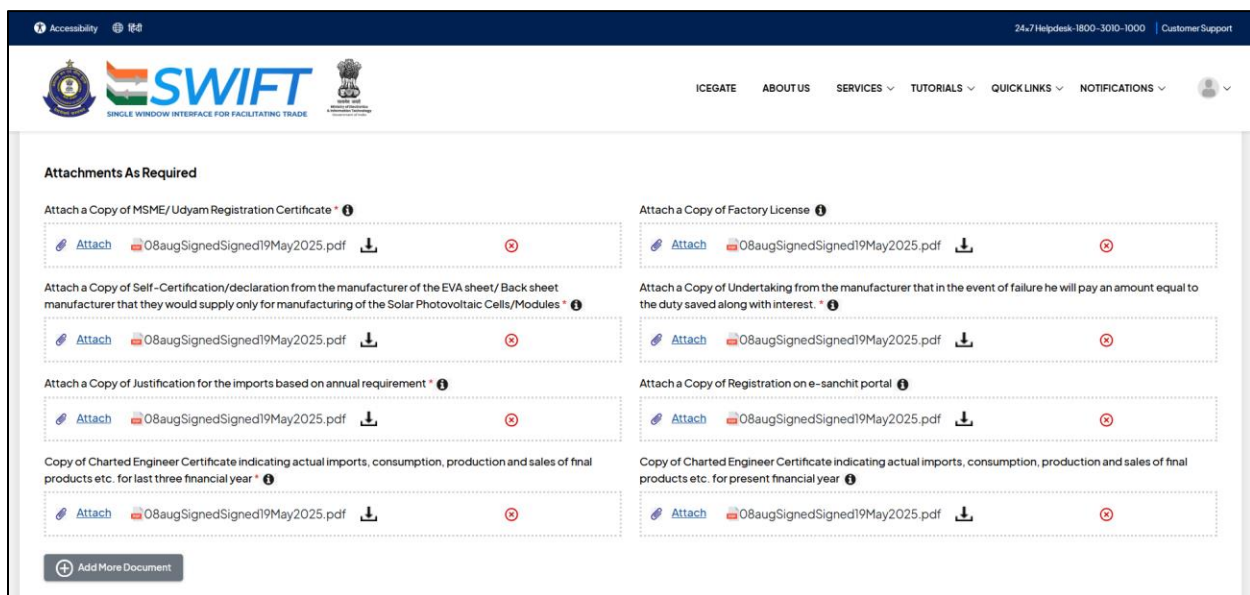
In case the user fills incorrect data, an error message will appear alerting the user for data correction.

The user must fill all the mandatory fields highlighted with the asterisk mark (\*).

## 6.5 Document Upload

Once the user has successfully entered the details mentioned in the previous section, the user now needs to upload the required documents. The screen of the same is shown below:

Using the “Add More Document” functionality, the user can upload up to three supporting documents for application. The user must fill all the mandatory fields highlighted with the asterisk mark (\*).



The screenshot displays the 'Attachments As Required' section of the ICEGATE portal. It lists eight mandatory documents for upload, each with an 'Attach' button, a file name, a download icon, and a delete icon. The documents are:

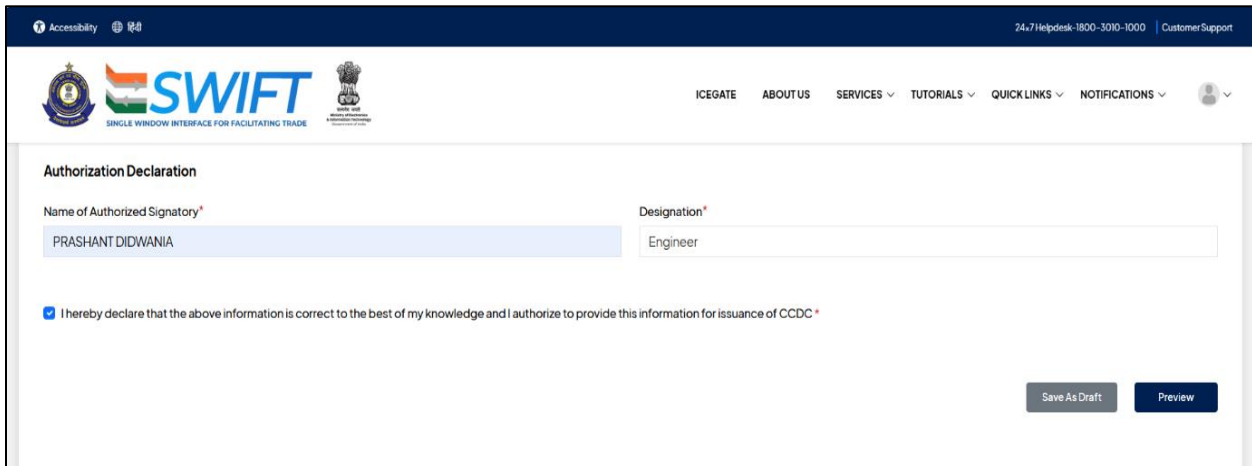
- Attach a Copy of MSME/ Udyam Registration Certificate \*
- Attach a Copy of Factory License \*
- Attach a Copy of Self -Certification/declaration from the manufacturer of the EVA sheet/ Back sheet manufacturer that they would supply only for manufacturing of the Solar Photovoltaic Cells/Modules \*
- Attach a Copy of Undertaking from the manufacturer that in the event of failure he will pay an amount equal to the duty saved along with interest. \*
- Attach a Copy of Justification for the imports based on annual requirement \*
- Attach a Copy of Registration on e-sanchit portal \*
- Copy of Chartered Engineer Certificate indicating actual imports, consumption, production and sales of final products etc. for last three financial year \*
- Copy of Chartered Engineer Certificate indicating actual imports, consumption, production and sales of final products etc. for present financial year \*

At the bottom left, there is a button labeled 'Add More Document'.

## 6.6 Authorization Declaration

In this section, the user has to fill in the details like Name of Authorized Signatory along with the Designation and gives consent about the authenticity of details entered by clicking on the disclaimer.

The user can either save the application as “Save As Draft” to submit it later or “Preview” the application. The last draft saved will be shown on preview.

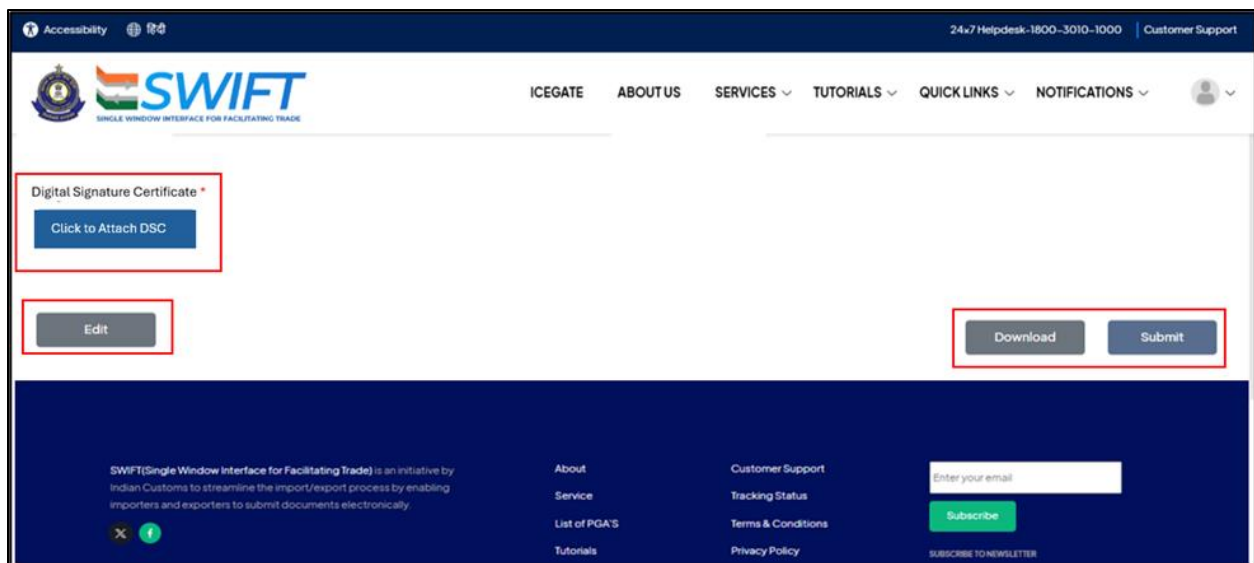



The screenshot shows the 'Authorization Declaration' form within the ICEGATE SWIFT portal. The form includes two input fields: 'Name of Authorized Signatory\*' with the value 'PRASHANT DIDWANIA' and 'Designation\*' with the value 'Engineer'. Below these fields is a checkbox labeled 'I hereby declare that the above information is correct to the best of my knowledge and I authorize to provide this information for issuance of CCDC \*', which is checked. At the bottom right, there are two buttons: 'Save As Draft' and 'Preview'.




## 7. Application Submission

A functionality has been provided to the user to update his DSC before submission of the application. The user is also given the functionality to edit or download the application before submitting the application to the MeitY officers.

The user can submit the application by clicking on the “Submit” button. Once the application is successfully submitted, the user gets the message from the system and the user dashboard is updated.



Accessibility
 

ICEGATE ABOUT US SERVICES TUTORIALS QUICK LINKS

Form Submitted Successfully  
 Your reference ID is MEITY2312202506062

Home >> Select PGA >> MeitY Dashboard


CCDC Dashboard CRO Dashboard




CCDC Dashboard Apply New CCDC

Search

Sr. No.	ARN / Draft Id	Application Type	Date Of Application	Status	Action	Amend Certificate	View Form	View Query
1	MEITY2312202506062	CCDC	23-06-2025	Pending			<a href="#">View Form</a>	<a href="#">View Query</a>
2	MEITY2300202501592	CCDC	23-06-2025	Pending			<a href="#">View Form</a>	<a href="#">View Query</a>
3	MEITY2040202512522	CCDC	20-06-2025	Completed	<a href="#">Download Certificate</a>	<a href="#">Amendment</a>	<a href="#">View Form</a>	<a href="#">View Query</a>

Post submission, the application status then moves to the “Pending” status in the user dashboard.

Accessibility
 
 24x7 Helpdesk-1800-3010-1000 Customer Support

ICEGATE ABOUT US SERVICES TUTORIALS QUICK LINKS NOTIFICATIONS

MeitY Dashboard

Home >> Select PGA >> MeitY Dashboard

CCDC Dashboard CRO Dashboard

CCDC Dashboard Apply New CCDC

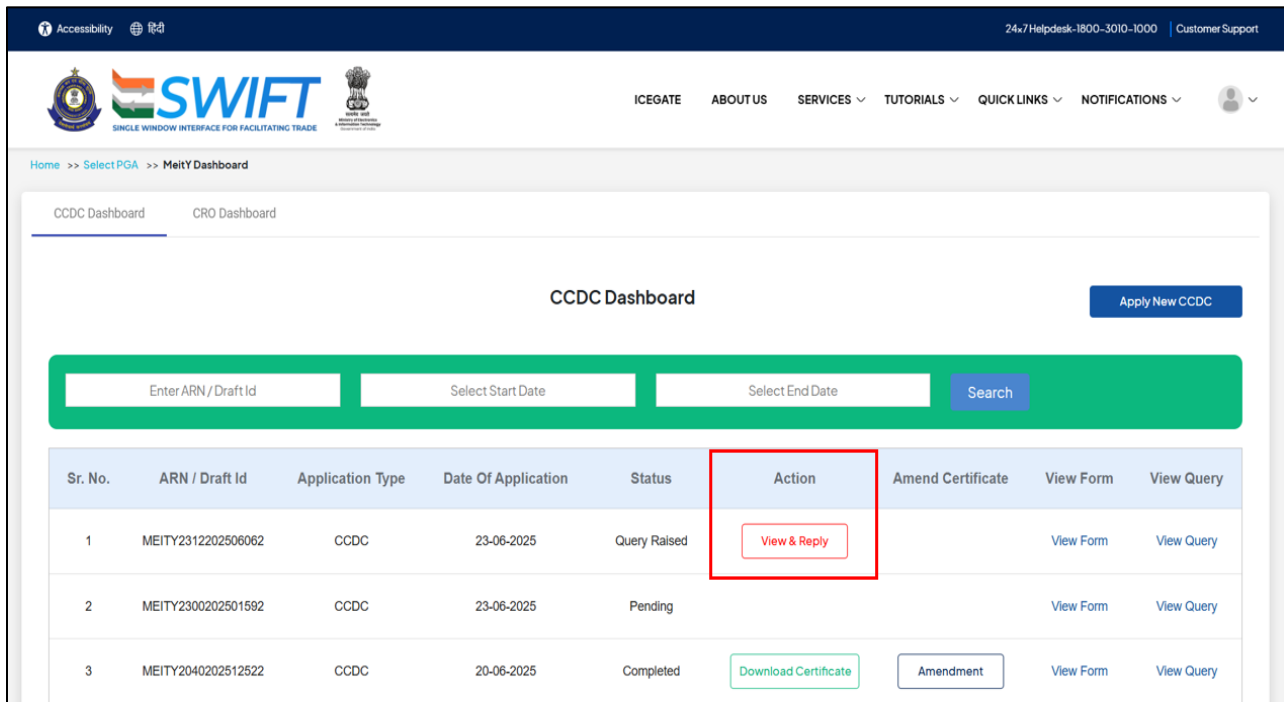
Search

Sr. No.	ARN / Draft Id	Application Type	Date Of Application	Status	Action	Amend Certificate	View Form	View Query
1	MEITY2312202506062	CCDC	23-06-2025	Pending			<a href="#">View Form</a>	<a href="#">View Query</a>
2	MEITY2300202501592	CCDC	23-06-2025	Pending			<a href="#">View Form</a>	<a href="#">View Query</a>
3	MEITY2040202512522	CCDC	20-06-2025	Completed	<a href="#">Download Certificate</a>	<a href="#">Amendment</a>	<a href="#">View Form</a>	<a href="#">View Query</a>

All the documents uploaded by the user must be “Digitally Signed” and one document can have only one DSC. Any document with multiple DSCs will not be accepted by the system.

## 8. Query Function

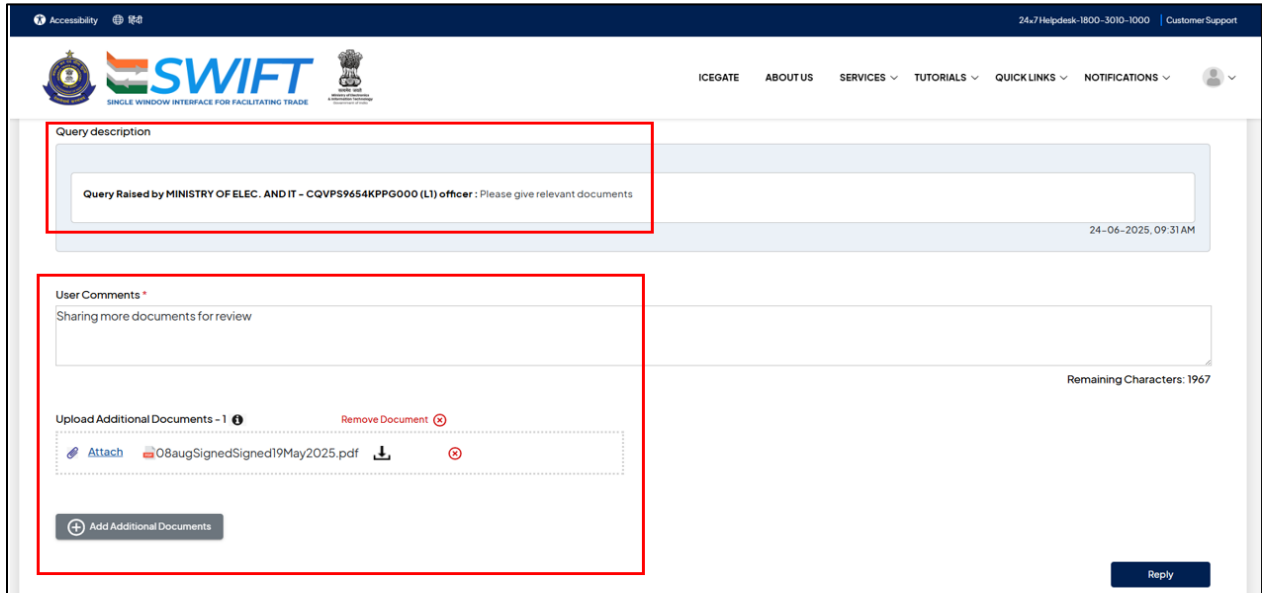
Once the CCDC application is submitted, it moves to the MeitY back office for verification. During this process, the MeitY officers can send queries to the user for clarifications. Once the query is raised by the officers, the user's dashboard gets updated as shown below. The status will change from 'pending' to 'query raised'. The user can click on the "View & Reply" button under the "Action" column.



The screenshot displays the CCDC Dashboard interface. At the top, there are navigation links for Accessibility, 24x7 Helpdesk, and Customer Support. The main header includes the ICEGATE and SWIFT logos, along with navigation tabs like ABOUT US, SERVICES, TUTORIALS, QUICK LINKS, and NOTIFICATIONS. The breadcrumb trail shows 'Home >> Select PGA >> MeitY Dashboard'. Below this, there are tabs for 'CCDC Dashboard' and 'CRO Dashboard'. The CCDC Dashboard section features a search bar with fields for 'Enter ARN / Draft Id', 'Select Start Date', and 'Select End Date', followed by a 'Search' button. A table lists the application details, with the 'Action' column for the first row containing a 'View & Reply' button, which is highlighted with a red box. The table also includes columns for 'Amend Certificate', 'View Form', and 'View Query'.

Sr. No.	ARN / Draft Id	Application Type	Date Of Application	Status	Action	Amend Certificate	View Form	View Query
1	MEITY2312202506062	CCDC	23-06-2025	Query Raised	<a href="#">View &amp; Reply</a>		<a href="#">View Form</a>	<a href="#">View Query</a>
2	MEITY2300202501592	CCDC	23-06-2025	Pending			<a href="#">View Form</a>	<a href="#">View Query</a>
3	MEITY2040202512522	CCDC	20-06-2025	Completed	<a href="#">Download Certificate</a>	<a href="#">Amendment</a>	<a href="#">View Form</a>	<a href="#">View Query</a>

A new screen appears where the user can see the query raised and reply to it and can also attach supporting documents.



Query description

Query Raised by MINISTRY OF ELEC. AND IT - CQVPS9654KPPG000 (L1) officer : Please give relevant documents

24-06-2025, 09:31 AM

User Comments \*

Sharing more documents for review

Remaining Characters: 1967

Upload Additional Documents - 1

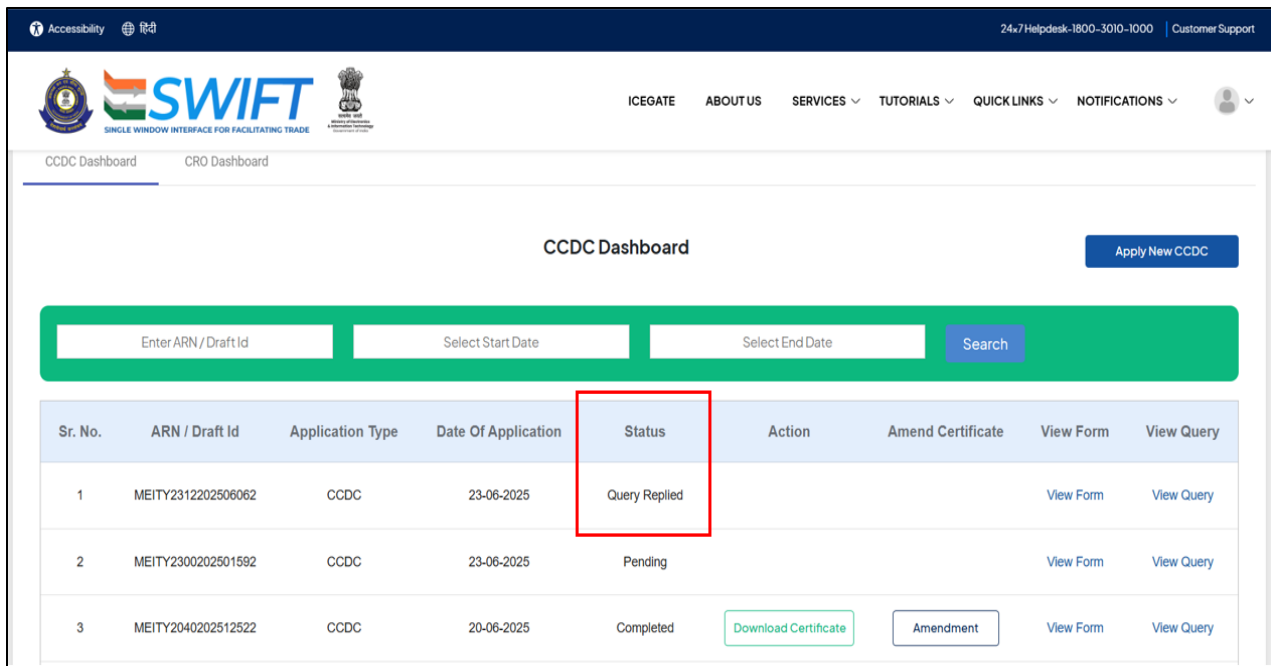
Remove Document

Attach 08augSignedSigned19May2025.pdf

Add Additional Documents

Reply

Once the user responds to the query, the dashboard gets updated as shown below.



CCDC Dashboard

Apply New CCDC

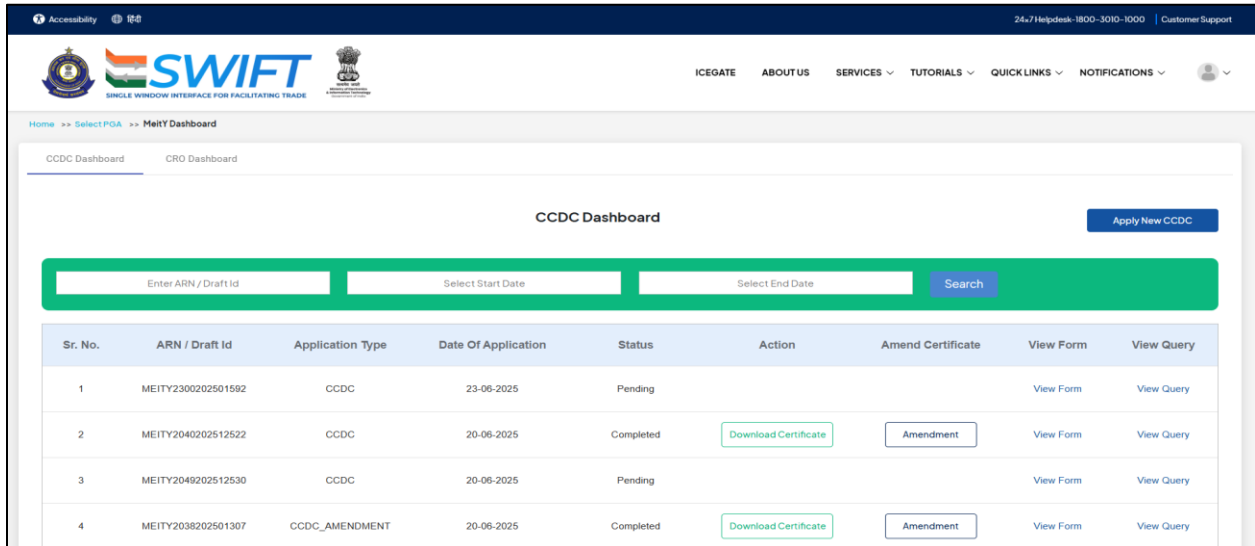
Enter ARN / Draft Id Select Start Date Select End Date Search

Sr. No.	ARN / Draft Id	Application Type	Date Of Application	Status	Action	Amend Certificate	View Form	View Query
1	MEITY2312202506062	CCDC	23-06-2025	Query Replied			<a href="#">View Form</a>	<a href="#">View Query</a>
2	MEITY2300202501592	CCDC	23-06-2025	Pending			<a href="#">View Form</a>	<a href="#">View Query</a>
3	MEITY2040202512522	CCDC	20-06-2025	Completed	<a href="#">Download Certificate</a>	<a href="#">Amendment</a>	<a href="#">View Form</a>	<a href="#">View Query</a>



## 9. Certificate download

Once approved by MeitY officers, the user can download his certificate. He can use the 'Download Certificate' option under Action menu on his CCDC dashboard.



Home >> Select PGA >> MeitY Dashboard

CCDC Dashboard CRO Dashboard

CCDC Dashboard [Apply New CCDC](#)

Enter ARN / Draft Id Select Start Date Select End Date [Search](#)

Sr. No.	ARN / Draft Id	Application Type	Date Of Application	Status	Action	Amend Certificate	View Form	View Query
1	MEITY2300202501582	CCDC	23-06-2025	Pending			<a href="#">View Form</a>	<a href="#">View Query</a>
2	MEITY2040202512522	CCDC	20-06-2025	Completed	<a href="#">Download Certificate</a>	<a href="#">Amendment</a>	<a href="#">View Form</a>	<a href="#">View Query</a>
3	MEITY2040202512530	CCDC	20-06-2025	Pending			<a href="#">View Form</a>	<a href="#">View Query</a>
4	MEITY2038202501307	CCDC_AMENDMENT	20-06-2025	Completed	<a href="#">Download Certificate</a>	<a href="#">Amendment</a>	<a href="#">View Form</a>	<a href="#">View Query</a>

A sample CCDC certificate is shown below.

## Certificate Details ✕



**Application No: MEITY1939202504353**  
**e-File No: ASDF-1234**  
**Government of India**  
**Ministry of Electronics and Information Technology**  
**IPHW Division**

\*\*\*\*\*

Electronics Niketan  
 6 CGO Complex, Lodhi Road  
 New Delhi-110003  
 Date: 20.06.2025

### CONCESSIONAL CUSTOMS DUTY CERTIFICATE

This is to certify that PRASHANT DIDWANIA holds IEC No. 0596063211 and IEM No. zxc123 for the manufacture of Manufacturing. The Party's request for actual user certificate for purchase of raw materials as per the provisions of Notification No. 50/2017 - Customs (Serial No. 237) as amended by Notification No. QWER-123 for manufacturing of BACKSHEETS/EVA SHEETS used in Solar Photovoltaic (PV) Cells and Modules has been considered and this Ministry recommends grant of duty concession under this Notification based on Self Certification from the manufacturer for their estimated requirement till 30.06.2025. The list of items given are as under:

Item Sno.	HSN Code	Raw Material	End Product	UQC	Recommended Quantity
1		EVA resin	EVA Sheets, BACK SHEETS	Quantity Kg	468
2		Poly ethylene terephthalate (PET) film	Others, PoE Sheet	Quantity Kg	6110

2. This certificate is valid till 30.06.2025 or further orders on the subject, whichever is earlier.

3. The import is subject to the condition that the manufacturer will submit a copy of Chartered Engineer Certificate indicating actual imports and consumption of raw material at the end of financial year.

To,  
 The Deputy Commissioner of Customs  
 Copy To,  
 PRASHANT DIDWANIA, Delhi

**KANCHAN SINGH**  
**Engineer**  
 Tel: +917849304675  
 Email: DSEFR@GMAIL.COM

Signature valid  
Digitally signed by SAURABH GUPTA  
 Date: 2025.06.12 12:43:21 IST  
 Reason: Secure Document  
 Location: India



Close

## 10. Amendment to CCDC Certificate

### Business Process for the CCDC Amendment

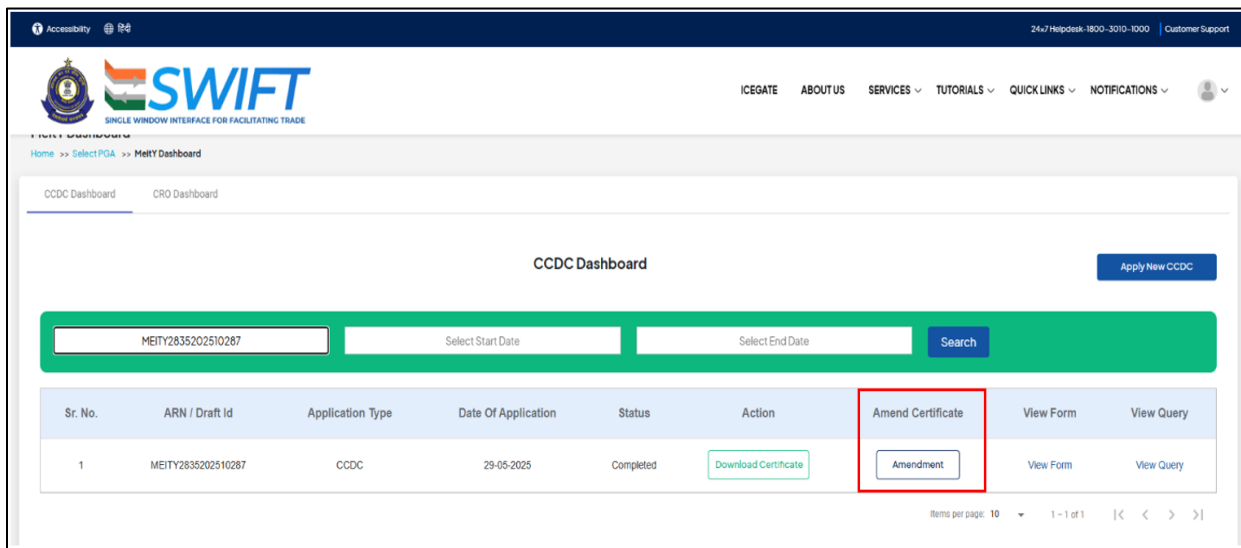
The process of allowing an amendment in the MeitY Back Office would be initiated after a CCDC certificate has been issued to the user and the user needs to amend it owing to some changes required.

The amended certificate will be issued as a new certificate which could be read with the previous certificate. The new certificate will be similarly stored in the compliance repository.

The amendment to CCDC certificate is allowed for extension of certificate validity only.

### 10.1 Accessing CCDC Amendment functionality

The user can amend an existing CCDC certificate by clicking on the amendment button on his CCDC dashboard.

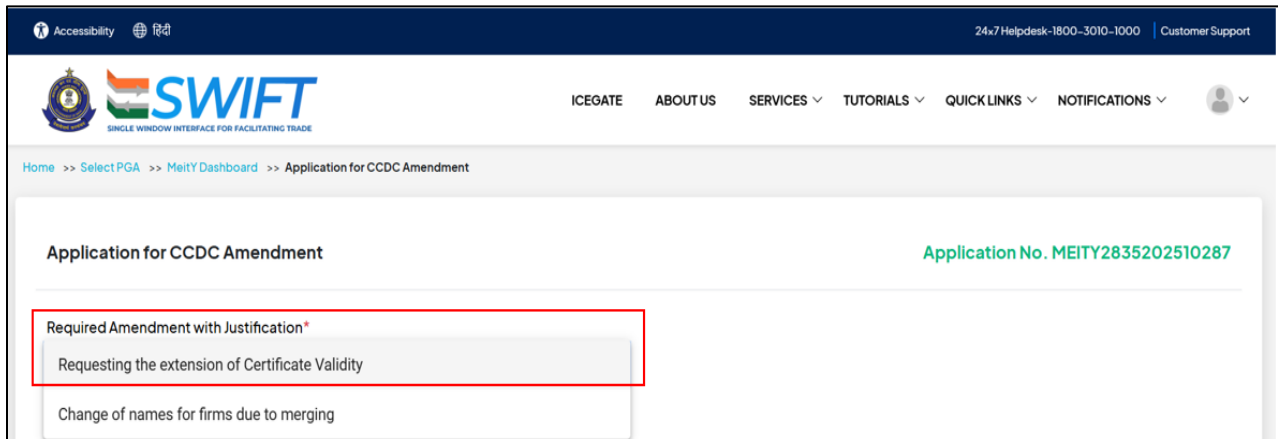


The screenshot shows the SWIFT CCDC Dashboard. At the top, there is a navigation bar with links for Accessibility, Helpdesk (24x7), and Customer Support. Below this is the SWIFT logo and a header with links for ICEGATE, ABOUT US, SERVICES, TUTORIALS, QUICK LINKS, and NOTIFICATIONS. The main content area is titled "CCDC Dashboard" and includes a search bar with a text input field containing "MEITY2835202510287", a "Select Start Date" field, a "Select End Date" field, and a "Search" button. Below the search bar is a table with the following columns: Sr. No., ARN / Draft Id, Application Type, Date Of Application, Status, Action, Amend Certificate, View Form, and View Query. The table contains one row with the following data: 1, MEITY2835202510287, CCDC, 29-05-2025, Completed, Download Certificate, Amend Certificate, View Form, and View Query. The "Amend Certificate" button is highlighted with a red box. At the bottom right, there is a pagination bar showing "Items per page: 10" and "1 - 1 of 1".

Sr. No.	ARN / Draft Id	Application Type	Date Of Application	Status	Action	Amend Certificate	View Form	View Query
1	MEITY2835202510287	CCDC	29-05-2025	Completed	Download Certificate	Amendment	View Form	View Query

Upon clicking the “Amend” option, the user is navigated to the CCDC - Amendment screen.

Currently the user has one option for applying for amendment of CCDC certificate - Requesting the extension of certificate validity; To increase the validity of any certificate issued in the past.



Accessibility 24x7 Helpdesk-1800-3010-1000 Customer Support

ICEGATE ABOUT US SERVICES TUTORIALS QUICK LINKS NOTIFICATIONS

Home >> Select PGA >> MEITY Dashboard >> Application for CCDC Amendment

Application for CCDC Amendment Application No. MEITY2835202510287

Required Amendment with Justification\*

Requesting the extension of Certificate Validity



Change of names for firms due to merging

## 10.2 Applying for CCDC Amendment

The amendment window has the following details:

1. Current Validation Till: This is the current validation date for which a CCDC certificate has already been issued to the user.
2. Select Extension Till: this is the Extension Amendment date till which the certificate validity is sought for by the user.
3. Reason or Justification of Extension: The user needs to share the actual reason of certificate validity and upload supporting documents.

Accessibility
 24x7 Helpdesk-1800-3010-1000 Customer Support



 ICEGATE ABOUT US SERVICES TUTORIALS QUICK LINKS NOTIFICATIONS

### Application for CCDC Amendment

Application No. MEITY2835202510287

Required Amendment with Justification\*

Requesting the extension of Certificate Validity

Current Validation Till\*

08/30/2025

Select Extension Till\*

31-Mar-2026

Reason or Justification of Extension\*

For the Extension of production



Copy of the supported documents 1\* Remove Document

[Attach](#)
O8augSignedSigned19May2025.pdf

+ Add More Document

The user needs to fill in the 'authorization declaration' section and submit the application by clicking on the "Submit" button.

Accessibility
 24x7 Helpdesk-1800-3010-1000 Customer Support



 ICEGATE ABOUT US SERVICES TUTORIALS QUICK LINKS NOTIFICATIONS

### Authorization Declaration

Name of Authorized Signatory

naresh

Designation

qwerty

☒ I hereby declare that the above information is correct to the best of my knowledge and I authorize to provide this information for issuance of CCDC \*

Digital Signature Certificate \*

Click to Attach DSC

Edit

Download Submit

After submission, the application will go to MeitY officers for approval. Once approved, the certificate will be generated and can be downloaded by clicking on the download certificate button on the CCDC dashboard.

Sample CCDC Amendment certificate is shown below for reference.



**e-File No:EW12345**  
**Application No:MEITY1922202512215**  
**Government of India**  
**Ministry of Electronics and Information Technology**  
**IPHW Division**  
\*\*\*\*\*

Electronics Niketan  
6 CGO Complex, Lodhi Road  
New Delhi-110003  
Date: 25.06.2025

**AMENDMENT TO CONCESSIONAL CUSTOMS DUTY CERTIFICATE**

This has reference to the Concessional Customs Duty Certificate of even no. 1243-W12575 dated 24.06.2025, issued to naresh, holding IEM No. null for the manufacture of manufacture and IEC No. 0596063211.

2. In light of the Notification No. SL1234 dated 25.06.2025, the validity of the aforesaid Concessional Customs Duty certificate is extended till 30.06.2025 or further orders on the subject, whichever is earlier. The rest of the contents of the said certificate will remain unchanged.

3. This is issued with the approval of the Competent Authority.

To,

The Deputy Commissioner of Customs

Copy to,

naresh, DELHI

Signature valid  
Digitally signed by SAURABH GUPTA  
Date: 2025.06.12 12:43:21 IST  
Reason: Secure Document  
Location: India

KANCHAN SINGH  
NA  
Tel: +917849304675  
Email: DSEFR@GMAIL.COM



## 11. Navigation for trade users – CRO exemption Application

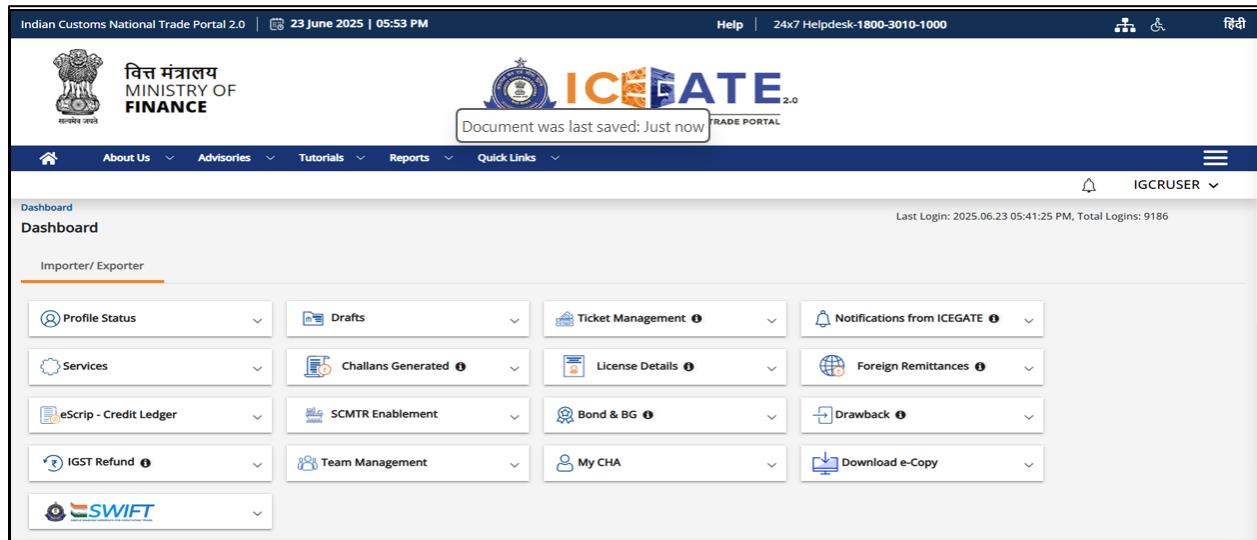
On similar lines to accessing the CCDC application form explained above, the trade users can access the CRO exemption application form also. Details are shown below.

- **Step-1:** The trade users can access the ICEGATE dashboard by providing their ICEGATE ID and Password and clicking on the Login button. In such a case, the 'User Type' that needs to be selected shall be 'ICEGATE User'

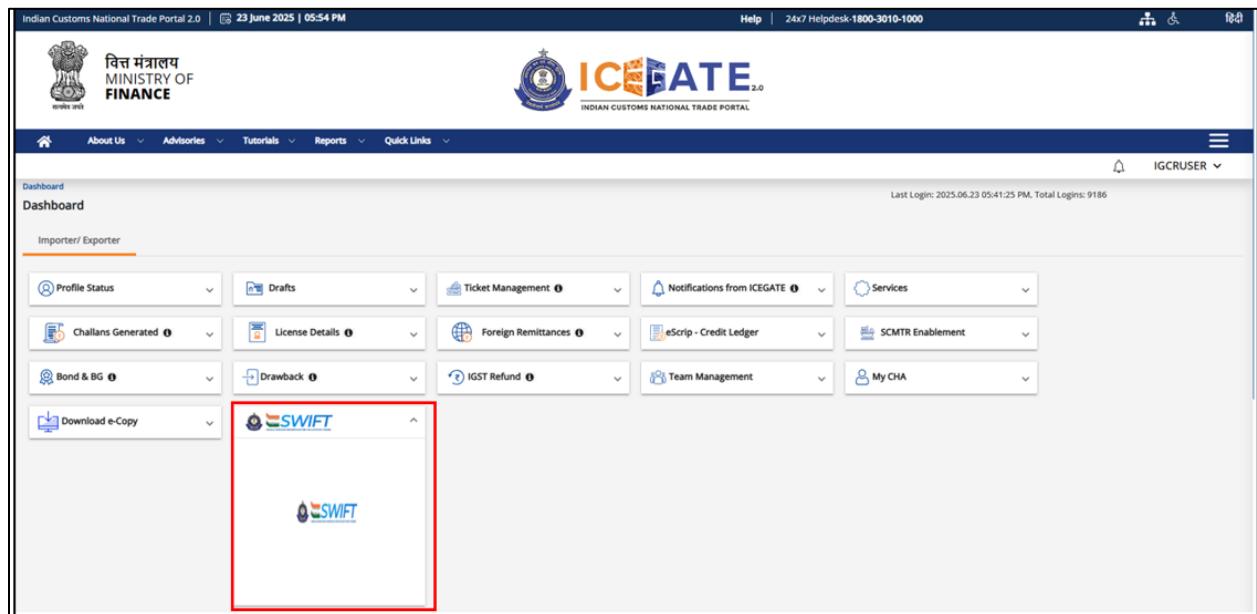


The screenshot shows the ICEGATE login interface. At the top, there is a header with the Indian Customs National Trade Portal 2.0 logo, the date and time (31 January 2025 | 02:58 PM), and a helpdesk number (1800-3010-1000). Below the header, there is a navigation bar with links for About Us, Advisories, Tutorials, Reports, and Quick Links. The main content area features a large image of a port with cranes and shipping containers. On the right side, there is a login form titled 'Welcome to ICEGATE'. The form includes a 'User Type' selection with radio buttons for 'Officers Only' and 'ICEGATE User' (which is selected). Below this, there are input fields for 'ICEGATE ID' and 'Password', with a 'Show' checkbox next to the password field. At the bottom of the form, there are links for 'Forgot ICEGATE ID/ Password?' and 'Forgot Email/Mobile?'. A 'LOGIN' button is located at the bottom right of the form.

- **Step-2:** On successful login, the system will display the dashboard screen as follows:



- **Step-3:** The user then clicks the SWIFT widget:



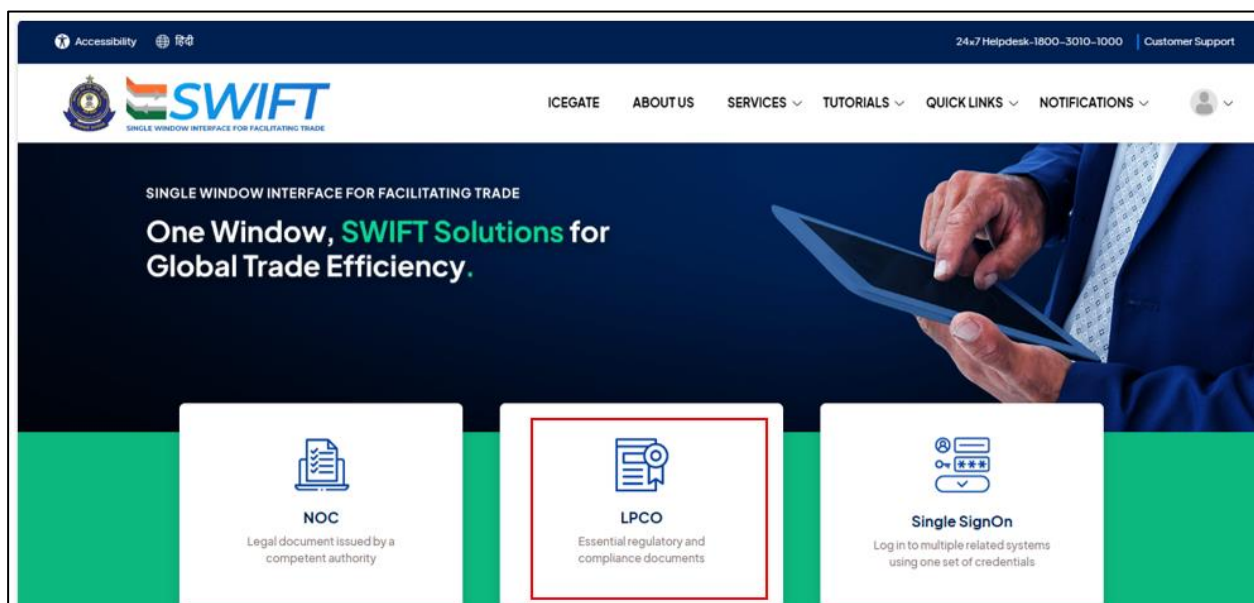


## 11.1 Trade user widgets

Upon clicking the '**SWIFT**' widget, the system displays the screen below for the user to select. The screen has three widgets:

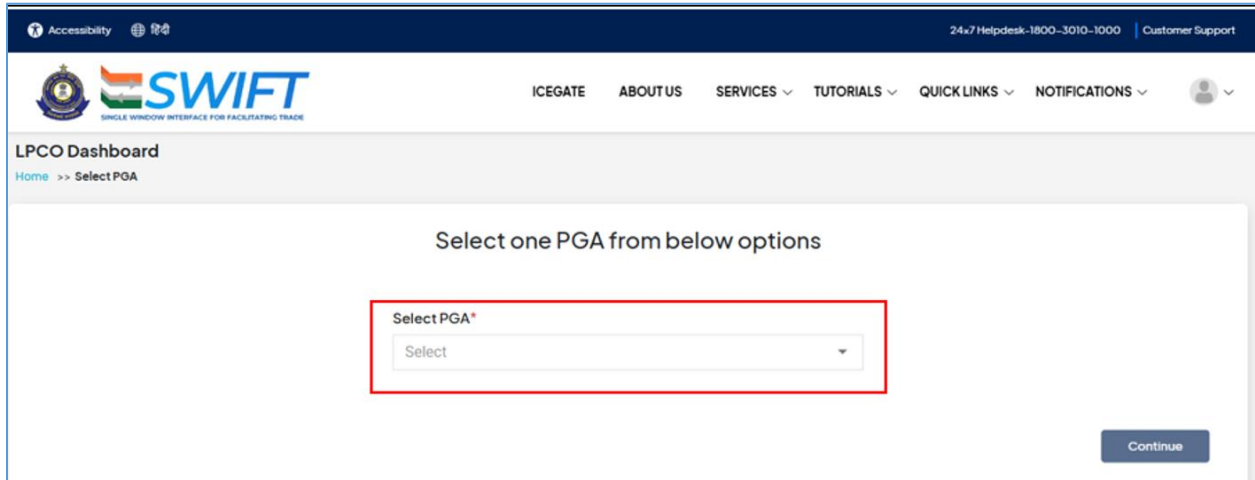
4. NOC - No Objection Certificate
5. LPCO - Licenses, Permits, Certificates, and Others
6. Single Sign On

Currently, only LPCO is relevant to trade users for MeitY. Hence, in this document, we will only explore the functionality of the LPCO application.

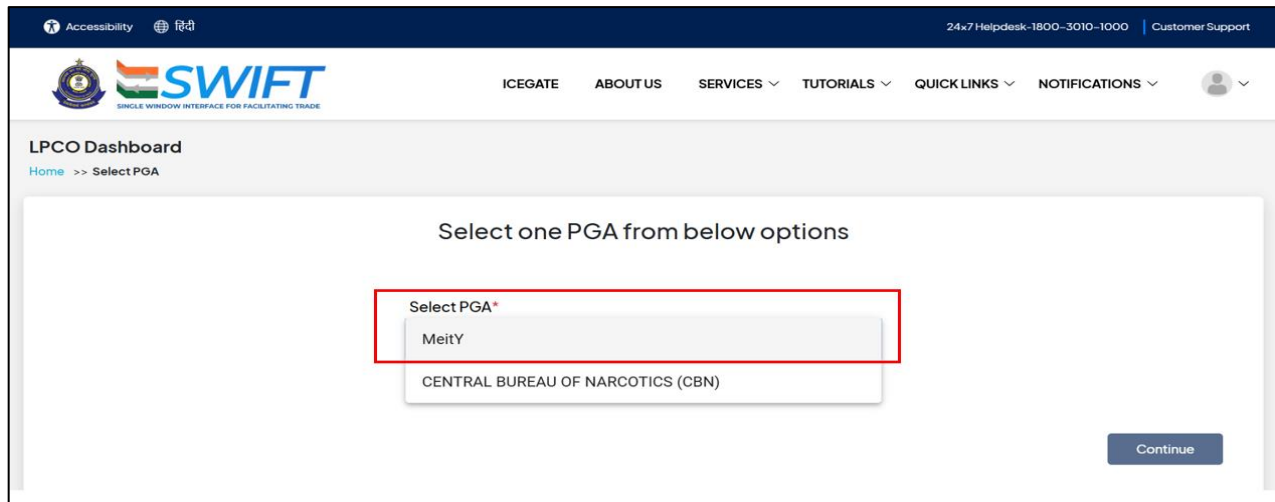


## 11.2 PGA Selection

Once the user clicks on LPCO, he is redirected to the next screen where the PGA (Participating Government Agency) needs to be selected:

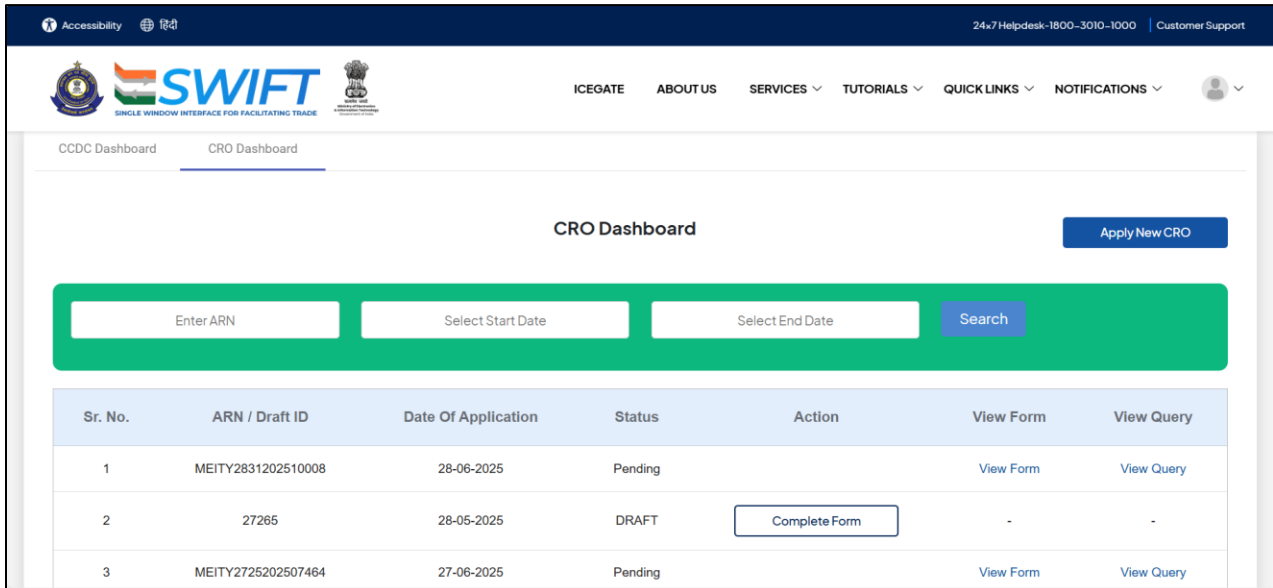


Once the user clicks on the “Select PGA” tab, all the PGAs list is available in the drop-down option. The user will select the appropriate PGA. Here, the user will select MeitY as the PGA.



## 11.3 MeitY CRO Dashboard

Once the user selects “MeitY” as the PGA, he is redirected to MeitY dashboard. The CRO screen of the dashboard is shared below:



The screenshot shows the MeitY CRO Dashboard. At the top, there is a navigation bar with links for Accessibility, 24x7 Helpdesk (1800-3010-1000), and Customer Support. Below this is a header with the ICEGATE and SWIFT logos, and a menu with links for ICEGATE, ABOUT US, SERVICES, TUTORIALS, QUICK LINKS, and NOTIFICATIONS. The main content area is titled "CRO Dashboard" and includes a button for "Apply New CRO". Below this is a search bar with fields for "Enter ARN", "Select Start Date", "Select End Date", and a "Search" button. A table displays the following data:

Sr. No.	ARN / Draft ID	Date Of Application	Status	Action	View Form	View Query
1	MEITY2831202510008	28-06-2025	Pending		<a href="#">View Form</a>	<a href="#">View Query</a>
2	27265	28-05-2025	DRAFT	<a href="#">Complete Form</a>	-	-
3	MEITY2725202507464	27-06-2025	Pending		<a href="#">View Form</a>	<a href="#">View Query</a>

In the main dashboard, the user can search the already applied applications using multiple combinations of criteria, like:

### 1. Application Reference Number or the Draft ID

- c) An Application Reference Number (ARN) is a unique identifier for any application or request submitted by a user to track the status of any application.
- d) A Draft ID is a unique identifier for an application which has been raised but not submitted. The users can later complete the saved application by identifying it through the Draft ID and submitting it.

## 2. Start and End of Application Dates

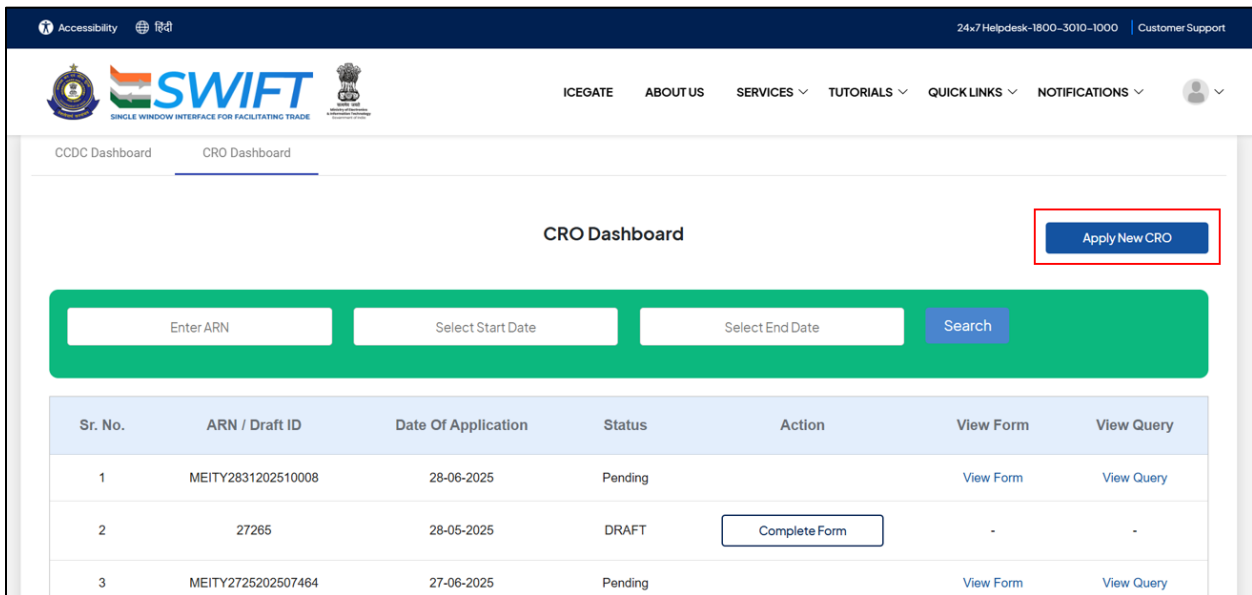
The dashboard also contains other details such as:

1. Status of the application: whether completed or in progress
2. Action: for applications that have been completed successfully, the user is able to download the certificate
3. View Form: the user can view the application by clicking on the View Form button
4. View Query: the user can see all the queries if they have been raised by the officer and can respond to them for clarification

The window also has the facility for a user to apply for a new CRO application (button on the top right corner).

## 12. Filing the CRO exemption application

In order to apply for the fresh CRO certificate, the user clicks on the “Apply New CRO” option to proceed further.



The screenshot shows the ICEGATE CRO Dashboard. At the top, there is a navigation bar with links for Accessibility, 24x7 Helpdesk-1800-3010-1000, and Customer Support. Below this, the SWIFT logo is displayed. The main header includes links for ICEGATE, ABOUT US, SERVICES, TUTORIALS, QUICK LINKS, and NOTIFICATIONS. The dashboard is divided into two tabs: CCDC Dashboard and CRO Dashboard. The CRO Dashboard is active, showing a green bar with input fields for 'Enter ARN', 'Select Start Date', 'Select End Date', and a 'Search' button. Below this is a table with columns: Sr. No., ARN / Draft ID, Date Of Application, Status, Action, View Form, and View Query. The table contains three rows of data. The first row shows a pending application with ARN MEITY2831202510008. The second row shows a draft application with ARN 27265, with a 'Complete Form' button in the Action column. The third row shows a pending application with ARN MEITY2725202507464.

Sr. No.	ARN / Draft ID	Date Of Application	Status	Action	View Form	View Query
1	MEITY2831202510008	28-06-2025	Pending		<a href="#">View Form</a>	<a href="#">View Query</a>
2	27265	28-05-2025	DRAFT	<a href="#">Complete Form</a>	-	-
3	MEITY2725202507464	27-06-2025	Pending		<a href="#">View Form</a>	<a href="#">View Query</a>

## Steps for filing the CRO exemption application form

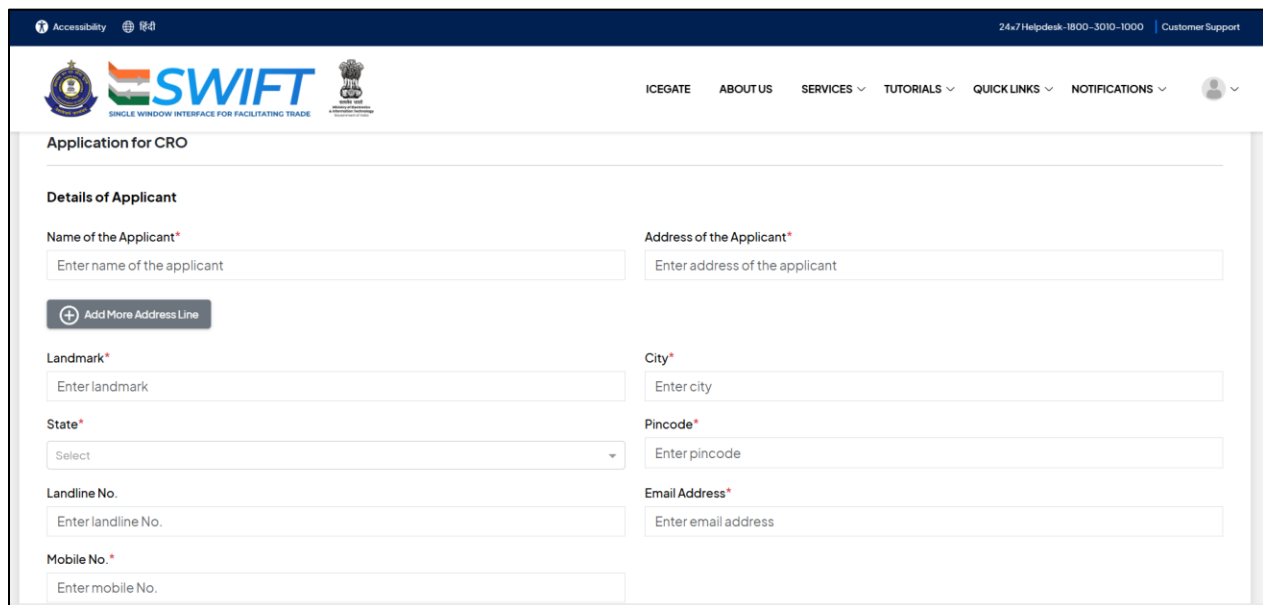
Upon clicking the “New CRO Form”, the application form will appear which the user needs to fill. The application form has various sections for the user to fill in:

1. Details of the Applicant
2. Production Details
3. Product Origin details
4. Generic Queries details

All sections of the CRO application are explained below.

### 12.1 Details of the Applicant

In the screen below, the user needs to enter details like Name and Address of the applicant (here the applicant means the details of the manufacturers which the user will fill in), landmark, city, state, PIN code, landline number, mobile number and email address. The user can add additional lines to enter the detailed address.



Accessibility 退出

24x7 Helpdesk-1800-3010-1000 | Customer Support

ICEGATE ABOUT US SERVICES TUTORIALS QUICK LINKS NOTIFICATIONS

### Application for CRO

#### Details of Applicant

Name of the Applicant\*  
Enter name of the applicant

Address of the Applicant\*  
Enter address of the applicant

+ Add More Address Line

Landmark\*  
Enter landmark

City\*  
Enter city

State\*  
Select

Pincode\*  
Enter pincode

Landline No.  
Enter landline No.


Email Address\*  
Enter email address

Mobile No.\*  
Enter mobile No.

## 12.2 Production Details

In this section, the user will fill the details of the products as shown below. The user needs to fill details like Name of the product imported, Manufacturer, Model no., Quantity, International safety standards applicability, and the product status like if new or used or refurbished/repaired. A sample excel file is available for the user to download and update the list. Details entered in the file will be available on the screen for the user to view. Sample view of the excel file is also shared below.

Accessibility
 24x7 Helpdesk-1800-3010-1000
 Customer Support


**SWIFT**  
 SINGLE WINDOW INTERFACE FOR FACILITATING TRADE
 ICEGATE
 ABOUT US
 SERVICES
 TUTORIALS
 QUICK LINKS
 NOTIFICATIONS

Duration of Exemption (In Months)\*  
 6

Details of products sought exemption
 [Download sample XLS](#)

Upload products sought exemption XLS after details fill up \*
 

Attach
 2025 09\_42\_24 GMT+0530  
 (India Standard Time).xls

 Continue

Sr. No.	Name of the product to be imported	Make / Manufacturer	Model Number	Quantity	International Safety Standard Applicable - Y/N	Whether New or Used or Refurbished/Repaired
1	Battery	SEIKO	QWER123	3000	Y	New
2	Glass	Saint Gobain	ASDF4567	2000	Y	New

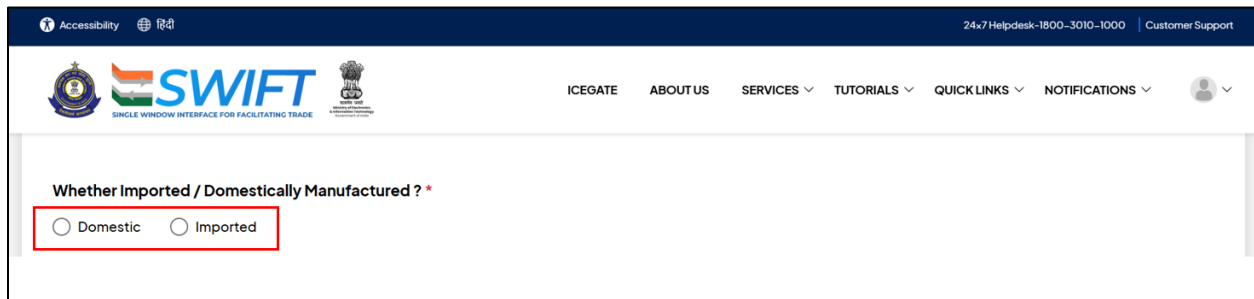
File sample view:

File Home Insert Page Layout Formulas Data Review View Automate Help						
Paste           Font           Alignment           Number           Styles           Conditional Formatting           Insert           Delete           Format           Cells           Editing           Sensitivity           Add-ins           Analyze Data           Infosys   CPP						
F2						
1	A	B	C	D	E	F
2	Name of the product to be imported	Make / Manufacturer	Model Number	Quantity	International Safety Standard Applicable - Y/N	Whether New or Used or Refurbished/Repaired
3	Battery	SEIKO	QWER123	3000	Y	New
4						Used
5						Refurbished/Repaired

The user also needs to fill in the duration of exemption, in months, for which the exemption is being sought for.

## 12.3 Product Origin details

While CRO exemption certificate can be applied for both domestically manufactured and imported items, the SWIFT functionality will cover only the CRO exemption certificates for imported items. The domestic option will be disabled.



Accessibility 24x7 Helpdesk-1800-3010-1000 Customer Support

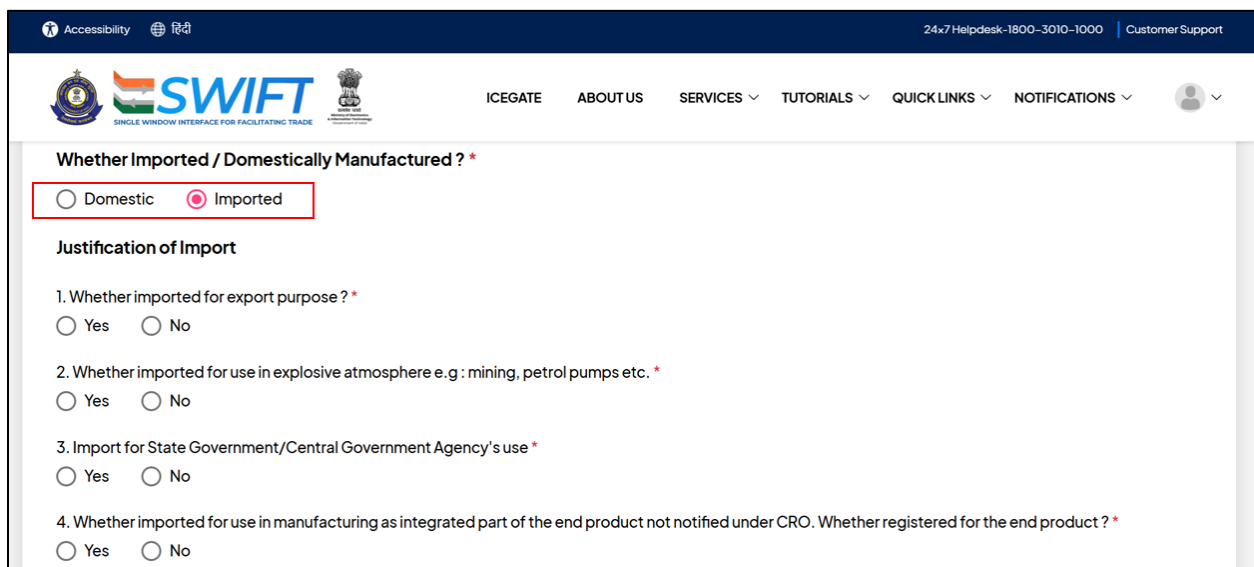
ICEGATE ABOUT US SERVICES TUTORIALS QUICK LINKS NOTIFICATIONS

**Whether Imported / Domestically Manufactured ? \***

☐ Domestic ☐ Imported

### 12.3.1 CRO - Imported item

This is the scenario where the option of Product origin - Imported is selected.



Accessibility 24x7 Helpdesk-1800-3010-1000 Customer Support

ICEGATE ABOUT US SERVICES TUTORIALS QUICK LINKS NOTIFICATIONS

**Whether Imported / Domestically Manufactured ? \***

☐ Domestic ☒ Imported

**Justification of Import**

1. Whether imported for export purpose ? \*

☐ Yes ☐ No

2. Whether imported for use in explosive atmosphere e.g : mining, petrol pumps etc. \*

☐ Yes ☐ No

3. Import for State Government/Central Government Agency's use \*

☐ Yes ☐ No

4. Whether imported for use in manufacturing as integrated part of the end product not notified under CRO. Whether registered for the end product ? \*

☐ Yes ☐ No

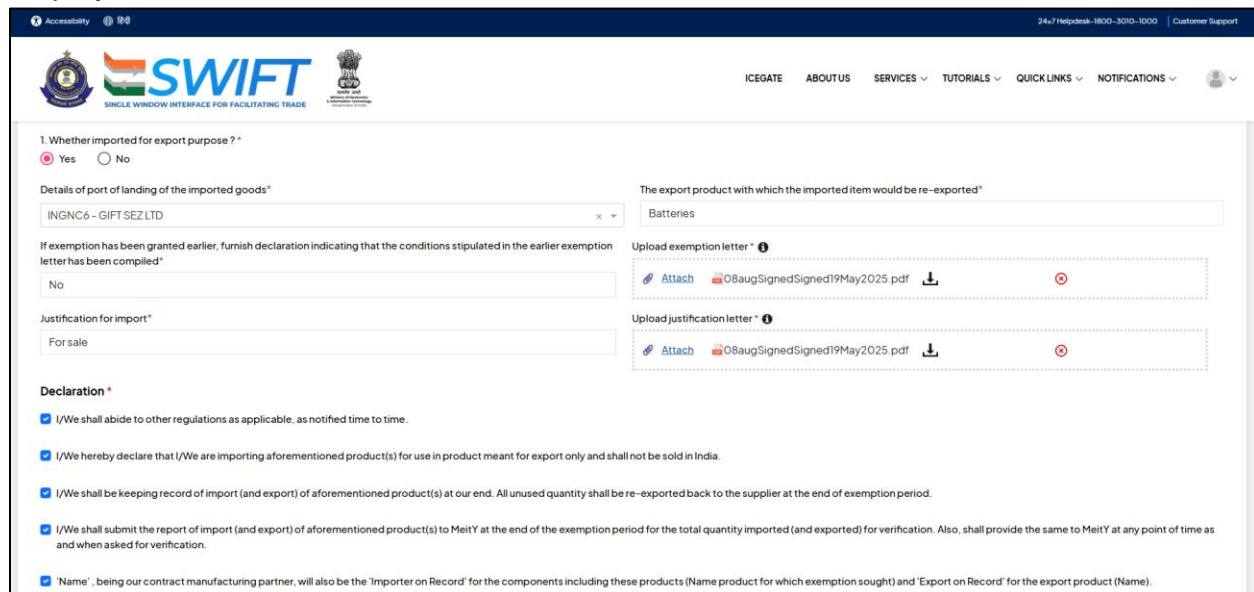
The Imported option has four questions for the user where he can reply with either 'Yes' or 'No'. If he selects 'Yes', he has to furnish further details as shown below.

1. Whether imported for export purpose
2. Whether imported for use in explosive atmosphere e.g., mining, petrol pumps etc.
3. Import for State Government/Central Government Agency's Use
4. Whether imported for use in manufacturing as integrated part of the end product not notified under CRO. Whether registered for the end-product?

Only if the response to above questions on justification for import are "Yes", the subsequent sections for the user to provide responses on re-import, explosive atmosphere, agency and end product registration will be displayed.

### 12.3.1.1 Re-export

In this segment user has to confirm if the product is imported for export purpose. If the user selects the option "Yes" for this query, the additional details to be furnished are displayed on the screen for the user to fill in.



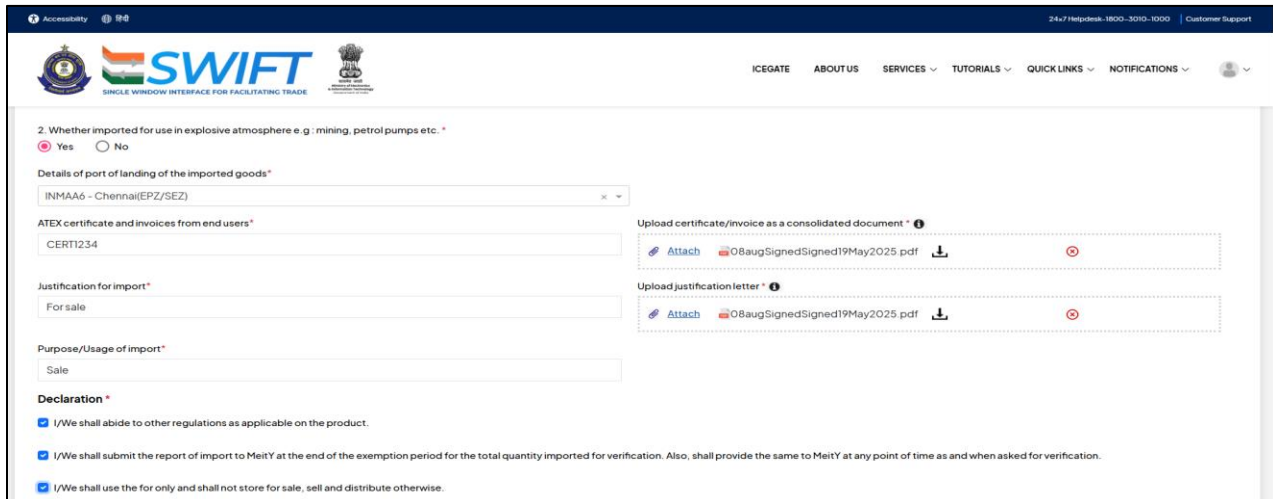
The screenshot shows the 'Re-export' section of the ICEGATE SWIFT portal. The form is titled '1. Whether imported for export purpose?' and has two radio buttons: 'Yes' (selected) and 'No'. Below this, there are two main sections: 'Details of port of landing of the imported goods' and 'The export product with which the imported item would be re-exported'. The first section has a dropdown menu showing 'INGNC6 - GIFT SEZ LTD'. The second section has a text box containing 'Batteries'. There are two upload sections: 'Upload exemption letter' and 'Upload justification letter', both with an 'Attach' button and a file name 'O8augSignedSigned19May2025.pdf'. At the bottom, there is a 'Declaration' section with several checkboxes and text boxes for providing details about the import and export process.

The user also gives declarations, shown in the screen, as part of this segment.



### 12.3.1.2 Explosive atmosphere

In this segment user has to confirm whether product is being imported for use in explosive atmosphere e.g., mining, petrol pumps etc. If the user selects the option “Yes” for this



2. Whether imported for use in explosive atmosphere e.g. mining, petrol pumps etc. \*

☒ Yes ☐ No

Details of port of landing of the imported goods \*

INMAA6 - Chennai(EPZ/SEZ)

ATEX certificate and invoices from end users \*

CERT1234

Justification for import \*

For sale

Purpose/Usage of import \*

Sale

Declaration \*

☒ I/We shall abide to other regulations as applicable on the product.

☒ I/We shall submit the report of import to MeitY at the end of the exemption period for the total quantity imported for verification. Also, shall provide the same to MeitY at any point of time as and when asked for verification.

☒ I/We shall use the for only and shall not store for sale, sell and distribute otherwise.

Upload certificate/invoice as a consolidated document \*

Attach O8augSignedSigned19May2025.pdf

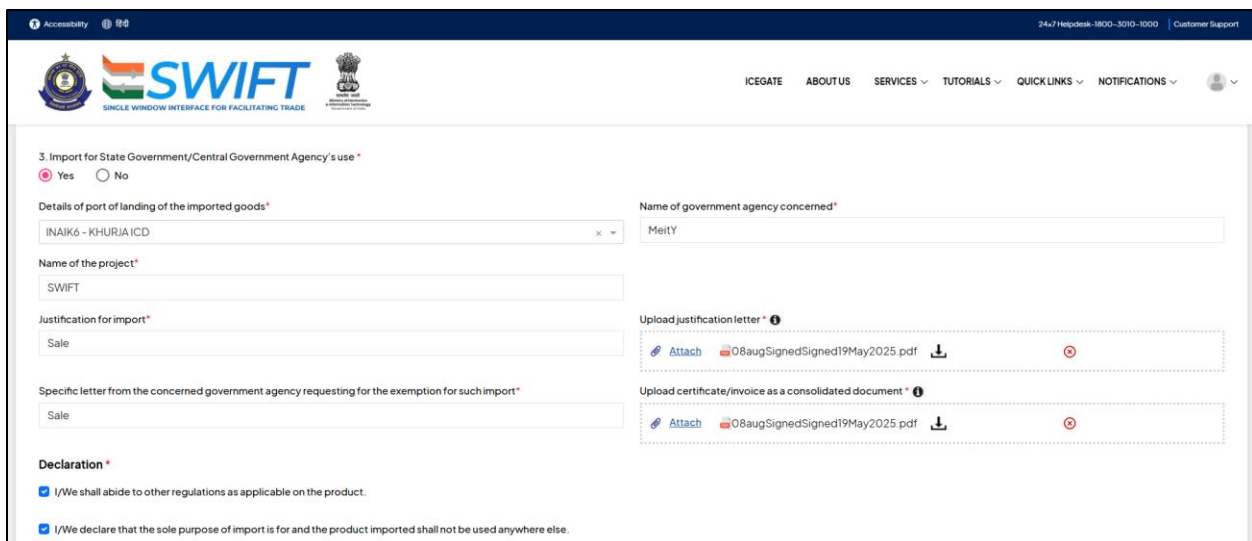
Upload justification letter \*

Attach O8augSignedSigned19May2025.pdf

query, the additional details to be furnished are displayed on the screen for the user to fill in. The user also approves the declarations as part of the annexure.

### 12.3.1.3 Government Agency confirmation

In this segment the user has to confirm if the import is for State Government/Central Government Agency's use. If the user selects the option “Yes” for this query, the



3. Import for State Government/Central Government Agency's use \*

☒ Yes ☐ No

Details of port of landing of the imported goods \*

INAIK6 - KHURJA ICD

Name of the project \*

SWIFT

Justification for import \*

Sale

Specific letter from the concerned government agency requesting for the exemption for such import \*

Sale

Name of government agency concerned \*

MeitY

Upload justification letter \*

Attach O8augSignedSigned19May2025.pdf

Upload certificate/invoice as a consolidated document \*

Attach O8augSignedSigned19May2025.pdf

Declaration \*

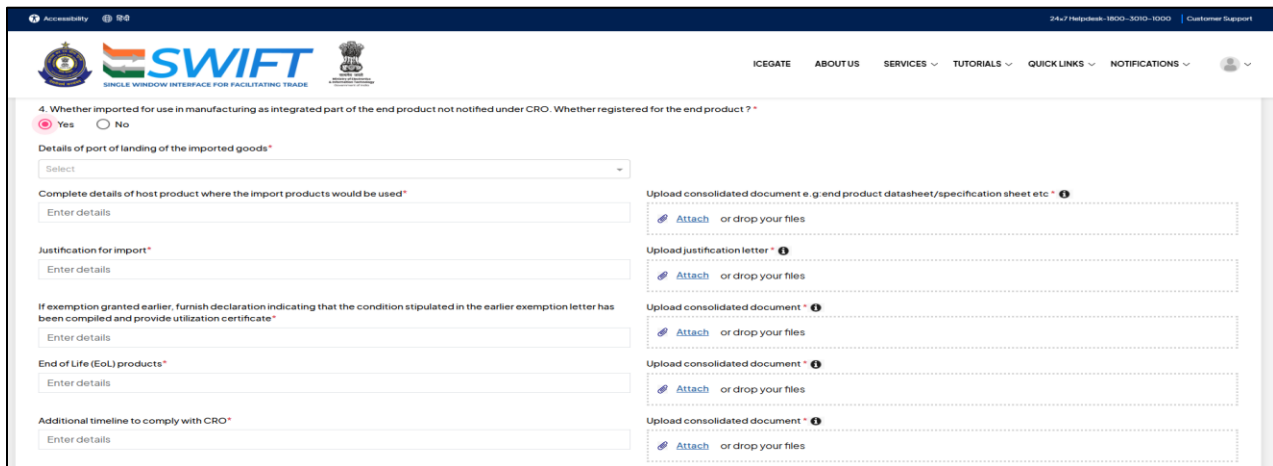
☒ I/We shall abide to other regulations as applicable on the product.

☒ I/We declare that the sole purpose of import is for and the product imported shall not be used anywhere else.

additional details to be furnished are displayed on the screen for the user to fill in. The user also gives declarations as part of this segment.

#### 12.3.1.4 End product registration

In this segment, user has to confirm whether imported item is for use in manufacturing as integrated part of the end product not notified under CRO; also whether registered for



4. Whether imported for use in manufacturing as integrated part of the end product not notified under CRO. Whether registered for the end product ? \*

☒ Yes ☐ No

Details of port of landing of the imported goods\*

Select

Complete details of host product where the import products would be used\*

Enter details

Justification for import\*

Enter details

If exemption granted earlier, furnish declaration indicating that the condition stipulated in the earlier exemption letter has been complied and provide utilization certificate \*

Enter details

End of Life (EoL) products\*

Enter details

Additional timeline to comply with CRO\*

Enter details

Upload consolidated document e.g. end product datasheet/specification sheet etc \* ⓘ

Attach or drop your files

Upload justification letter \* ⓘ

Attach or drop your files

Upload consolidated document \* ⓘ

Attach or drop your files

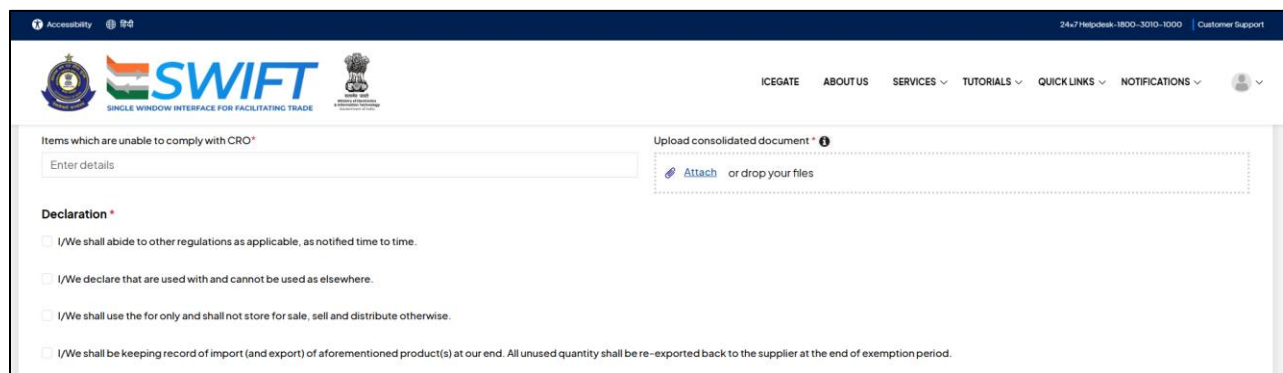
Upload consolidated document \* ⓘ

Attach or drop your files

Upload consolidated document \* ⓘ

Attach or drop your files

the end product. If the user selects the option “Yes” for this query, the additional details to be furnished are displayed on the screen for the user to fill in.



Items which are unable to comply with CRO\*

Enter details

Upload consolidated document \* ⓘ

Attach or drop your files

**Declaration \***

☐ I/We shall abide to other regulations as applicable, as notified time to time.

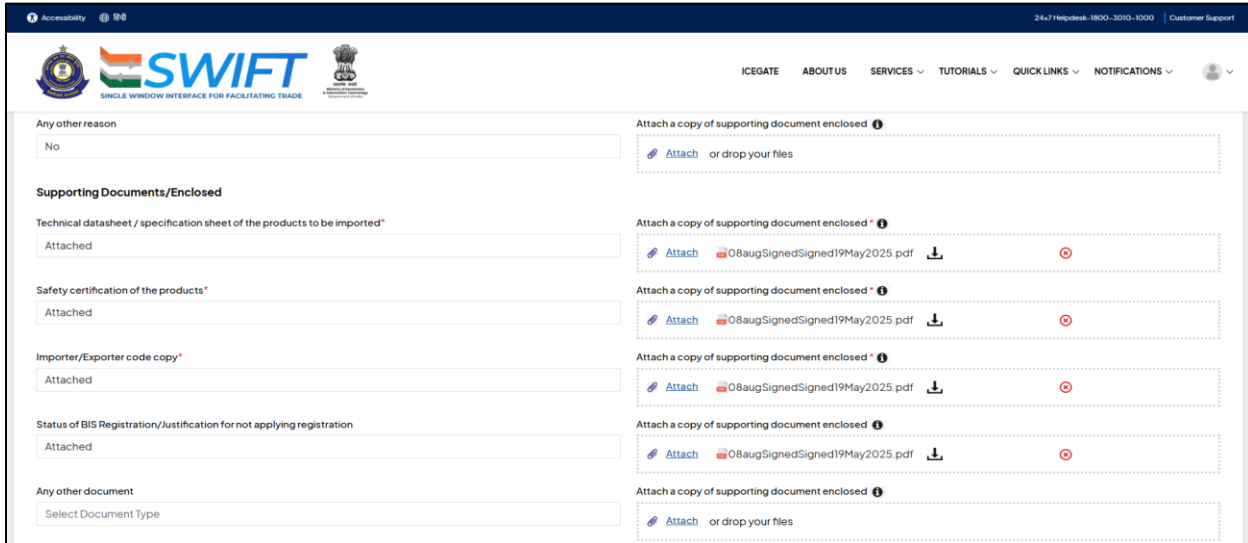
☐ I/We declare that are used with and cannot be used as elsewhere.

☐ I/We shall use the for only and shall not store for sale, sell and distribute otherwise.

☐ I/We shall be keeping record of import (and export) of aforementioned product(s) at our end. All unused quantity shall be re-exported back to the supplier at the end of exemption period.

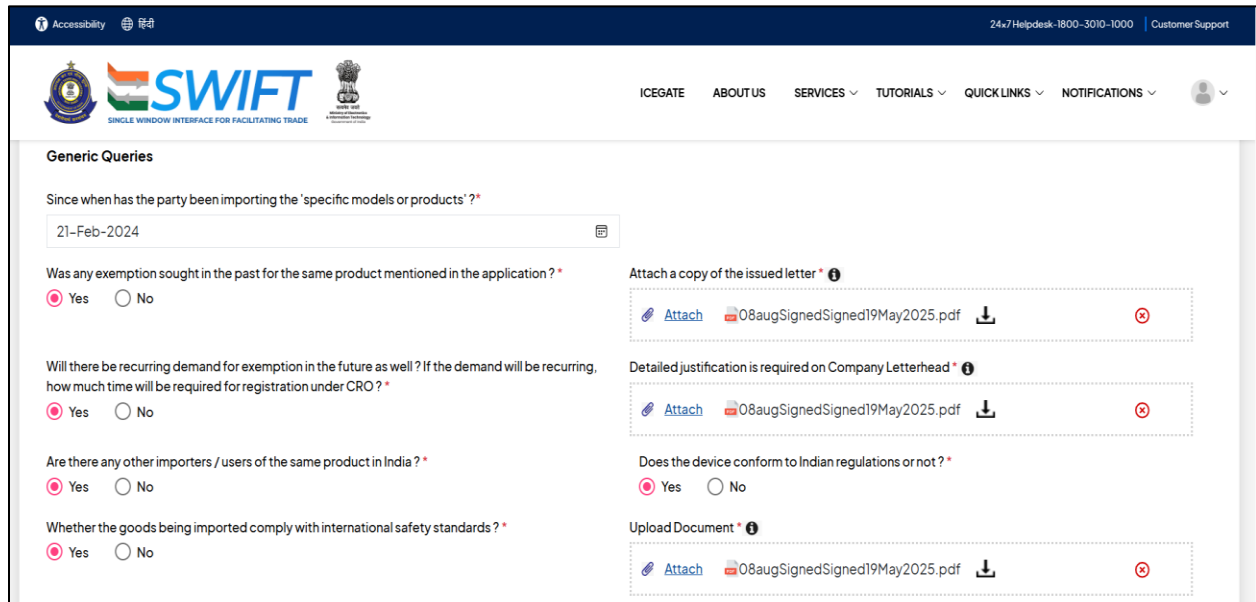
## 12.4 Supporting Documents

The user then needs to upload additional Supporting Documents as shown below:



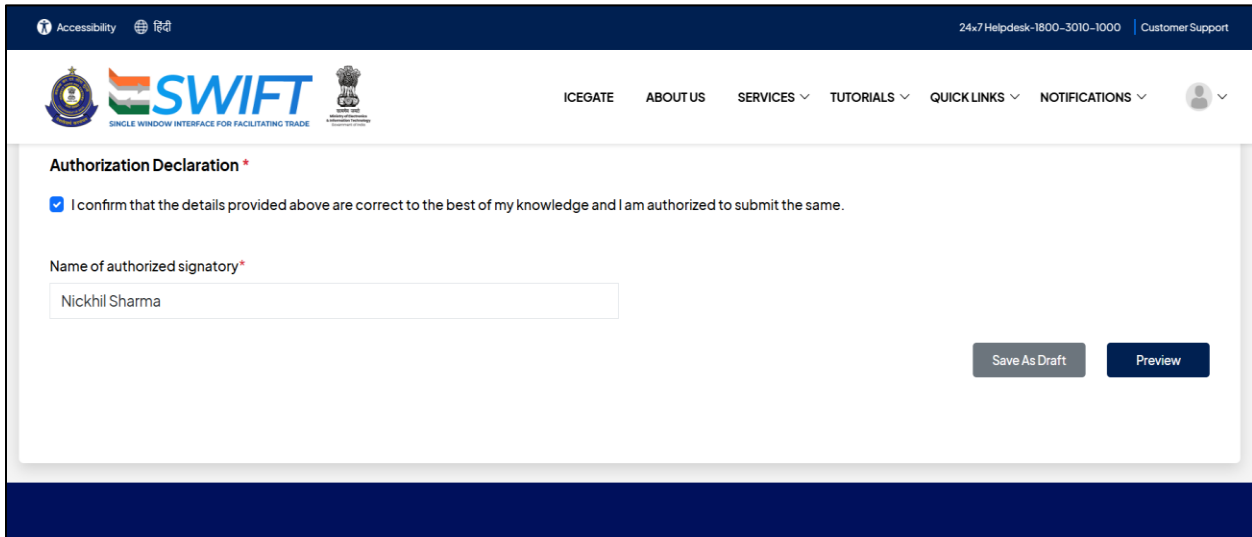
## 12.5 Generic Queries

After uploading the supporting documents, the user has to provide responses to the Generic Queries as shown below:



## 12.6 Authorization Details

The user then clicks on the Authorization Declaration as shown below:

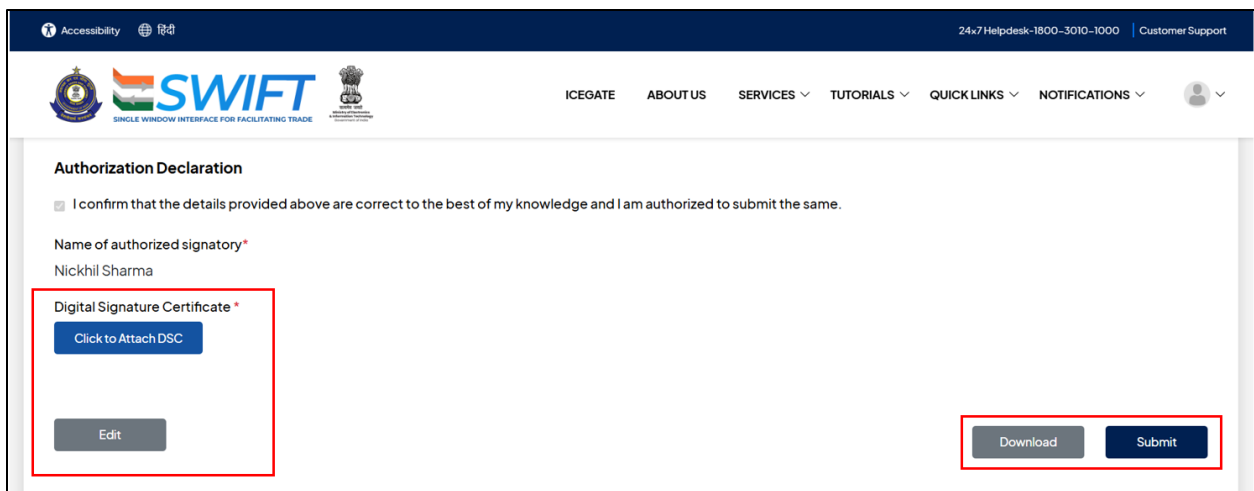


The screenshot shows the 'Authorization Declaration' form. At the top, there is a header with 'Accessibility' and '24x7 Helpdesk-1800-3010-1000 | Customer Support'. Below the header, the ICEGATE and SWIFT logos are displayed, along with navigation links: ICEGATE, ABOUT US, SERVICES, TUTORIALS, QUICK LINKS, and NOTIFICATIONS. The form itself has a title 'Authorization Declaration \*' and a checkbox with the text 'I confirm that the details provided above are correct to the best of my knowledge and I am authorized to submit the same.' The checkbox is checked. Below this, there is a field for 'Name of authorized signatory\*' with the value 'Nickhil Sharma'. At the bottom right of the form, there are two buttons: 'Save As Draft' and 'Preview'.

After the declaration he can save the draft form. The preview of the form will be available to the user basis the last saved draft.

## 13. Application Submission

A functionality has been provided to the user to attach his DSC before submission of the application. The user is also given the functionality to edit or download the application before submitting the application to the MeitY officers.

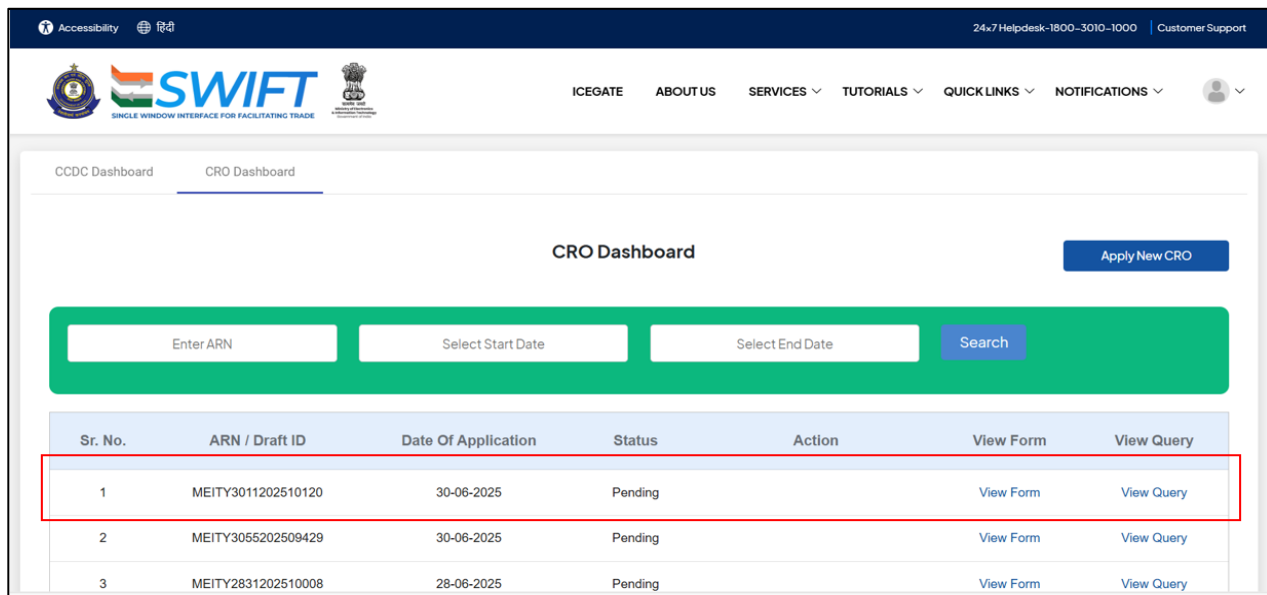


This screenshot shows the same 'Authorization Declaration' form, but with additional options. The checkbox is now unchecked. Below the 'Name of authorized signatory\*' field, there is a section titled 'Digital Signature Certificate \*' with a button 'Click to Attach DSC'. At the bottom left, there is an 'Edit' button. At the bottom right, there are two buttons: 'Download' and 'Submit'. Red boxes highlight the 'Click to Attach DSC' button, the 'Edit' button, and the 'Download' and 'Submit' buttons.

The user can submit the application by clicking on the “Submit” button. Once the

application is successfully submitted, the user gets the message from the system and the user dashboard is updated.

Post submission, the application status then moves to the “Pending” status in the user dashboard.



The screenshot shows the CRO Dashboard with a search bar and a table of pending applications. The table has columns for Sr. No., ARN / Draft ID, Date Of Application, Status, Action, View Form, and View Query. The first row is highlighted with a red border.


Sr. No.	ARN / Draft ID	Date Of Application	Status	Action	View Form	View Query
1	MEITY3011202510120	30-06-2025	Pending		<a href="#">View Form</a>	<a href="#">View Query</a>
2	MEITY3055202509429	30-06-2025	Pending		<a href="#">View Form</a>	<a href="#">View Query</a>
3	MEITY2831202510008	28-06-2025	Pending		<a href="#">View Form</a>	<a href="#">View Query</a>

All the documents uploaded by the user must be “Digitally Signed” and one document can have only one DSC. Any document with multiple DSCs will not be accepted by the system.

After application submission, in some cases, query may be raised by the officers. The query functionality is same as described earlier in Section 8.

## 14. Certificate Download

The user can download certificate from the CRO dashboard. A sample certificate is shown below.

  
**e-File No: CRO@123**  
**Application No: MEITY1837202504182**  
**Government of India**  
**Ministry of Electronics and Information Technology**  
**IPHW Division**  
 \*\*\*\*\*

Electronics Niketan  
 6 CGO Complex, Lodhi Road  
 New Delhi-110003  
 Date: 01.07.2025

**EXEMPTION LETTER**

Subject: Exemption from the provisions of "Electronics and Information Technology Goods (Requirement for Compulsory Registration) Order, 2021" - Reg. This is to convey that based on the request submitted by RAHUL ANAND vide MEITY1837202504182 dated 18-06-2025, the Competent Authority has agreed to exempt their application from the provisions of the "Electronics and IT Goods (Requirement for Compulsory Registration) Order, 2021" as prescribed in Gazette Notification S.O. No. 1248(E) dated 18.03.2021 for the import of:

Product Serial. No.	Product Type	Part Number / Model Number	Manufacturer	Quantity
1	New	AZ	Puma	100
2	Used	QW	MRF	200

2. The exemption is subject to the following conditions:

- text@123.
- RAHUL ANAND shall be keeping a record of the import of the aforementioned product(s) at their end. All unused quantities (if any) shall be re-exported back to the supplier at the end of the exemption period.
- RAHUL ANAND shall submit the report of import (and utilization) to MeitY at the end of the exemption period for the total quantity imported (and utilized) whenever asked for verification.
- The exemption is valid up to 01.07.2025 from the date of the letter.


3. This is issued with the approval of the Competent Authority.

**MINISTRY OF ELEC. AND IT**  
**NA**  
**Tel: +001124363071**  
**Email: gupta.kriti@meity.gov.in**

To,

The Deputy Commissioner/ Assistant Commissioner

Signature valid  
Digitally signed by The Deputy Commissioner/ Assistant Commissioner  
Date: 01.07.2025 12:45:00  
Location: India



## 15. Contact Us

The contact details are as follows:

### **ICEGATE, Directorate General of Systems**

1<sup>st</sup> Floor, CR Building, IP Estate

New Delhi – 110002

Toll Free No: 1800-3010-1000

The user can also drop their queries at:

Email: [icegatehelpdesk@icegate.gov.in](mailto:icegatehelpdesk@icegate.gov.in)

