



## FEDERATION OF INDIAN MICRO AND SMALL & MEDIUM ENTERPRISES

# FISME

B - 4/161, Safdarjung Enclave, New Delhi - 110029

Tel: (+ 91-11-) 46023157, 46018592, 26187948, 26712064

Fax: (+91-11-) 26109470 | E-mail: info@fisme.org.in | Web: www.fisme.org.in

Circular No: XCXI

15<sup>th</sup> Sept 2021

### New guidelines for issuance of Certificate of Origin online (from 1<sup>st</sup> Oct 2021)

Dear Members/ Exporters,

As you may be aware, from 1<sup>st</sup> Oct 2021 non-preferential Certificates of Origin (CoO) will also be issued through DGFT's digital platforms only. The objective of this platform is to provide an electronic, contact-less single window for the CoO related processes. Preferential CoOs for FTAs/ PTAs are already being issued through the DGFT platform.

#### Important points to be noted:

- i. CoO (non-preferential) will only be issued through digital platform: <https://coo.dgft.gov.in> from 1<sup>st</sup> Oct 2021
- ii. DGFT has also prescribed the certification fee @ Rs. 200 plus 18% GST per certificate; mechanism for online payment has been made at the portal

#### Exporter's registration:

- i. All exporters should get themselves registered at <https://coo.dgft.gov.in>
- ii. On the Home page, under Online Services: select Exporter Registration and login
- iii. A log in window will be opened. First time users should click 'Registration' first and complete process of registration
- iv. Besides exporter's details and IEC code etc, it requires Digital signatures of authorized signatory

#### CoO certification process:

- i. Login to DGFT portal <https://coo.dgft.gov.in>
- ii. For CoO, click 'Make new application'
- iii. Choose 'Non-preferential' scheme
- iv. Click issuing agency & from dropdown menu select '**Federation of Indian Micro and Small & Medium Enterprises**'
- v. Fill details and attach digital signatures
- vi. Make payment digitally
- vii. FISME officers will process and upload certified CoO which could be downloaded by exporter

#### Helpdesk:

FISME has created a dedicated helpdesk to handhold members/ exporters. If you need help or have any query, kindly contact Ms. Rubina Tel: 011-48460000 or drop an email:

[rubina@fisme.org.in](mailto:rubina@fisme.org.in) .

#### Bangalore

57/5, Family YMCA Building  
Millers Road, Benson Town  
Bangalore-560046

Tel.: +91-80-41657607, E-mail: bangalore@fisme.org.in



#### Hyderabad

H. No. 6-3-569 / 1 / 2 / 4, 2nd Flr.  
Rockdale Compound, Somajiguda  
Hyderabad-500082

Tel.: +91-40-23322117, E-mail: hyderabad@fisme.org.in