

EXPORT PROMOTION COUNCIL FOR EOUs & SEZs

Ministry of Commerce & Industry, Government of India

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Anand Giri
Deputy Director

EPCES CIRCULAR NO. 206 DATED 28-5-2015

Sub : Updation of Importer-Export Profile on DGFT website

Directorate General of Foreign Trade has issued Trade Notice No. 2/2015 dated 26.5.2015 (copy enclosed) informing that a facility has been provided to importer/exporter to upload his basic details and documents in the Importer-Exporter Profile. Once uploaded on the Importer-Exporter Profile, the importer/ exporter will not be required to submit these documents each time he/she/it applies for authorisations/scrips under different schemes of the FTP.

Members are requested that Importers/Exporters may update their Importer-Exporter Profile by 15th June, 2015 by logging into the DGFT website (<http://dgft.gov.in/>) and clicking on the icon "IEC Profile Updation" and updating the requisite information with their digital signature, to facilitate paperless online submission of application.

This is for kind information of the members and doing the needful.

Government of India
Ministry of Commerce & Industry
Department of Commerce
Directorate General of Foreign Trade
Udyog Bhawan, New Delhi

Trade Notice No. 02/2015

Dated 26.05.2015

- To 1. All IEC Holders
2. All EPCs
3. All RA's of DGFT

Subject: Updation of Importer-Exporter Profile - regarding

The new Foreign Trade Policy 2015-20 has identified trade facilitation and enhancing the ease of doing business as its major focus areas and it is Government's endeavour and commitment to move towards paperless processing. In this regard, a facility has been provided to importer/ exporter to upload his basic details and documents in the Importer-Exporter Profile. Once uploaded on the Importer-Exporter Profile, the importer/ exporter will not be required to submit these documents each time he/she/it applies for authorisations/scrips under different schemes of the FTP.

2. In the matter attention is drawn to para 2.15 of Handbook of Procedure (2015-20) which lays down the following:

“2.15 Profile of Importer / Exporter

(a) ANF-1 contains the profile of the importer/exporter. IEC Holder shall be responsible for updating the same as and when a change takes place immediately or in any case at least once in a year.

(b) Documents which are uploaded in the Importer-Exporter Profile are not required to be filed each time the importer/exporter applies for authorisations/ scrips under different schemes of this FTP.”

3. It is accordingly requested that Importers/Exporters may update their Importer/Exporter Profile by 15th June, 2015 by logging into the DGFT website (<http://dgft.gov.in/>) and clicking on the icon “IEC Profile Updation” and updating the requisite information with their digital signature.

4. Further, all EPCs are requested to update the details of RCMCs issued to its members on the DGFT website, for linking of the same with the Importer-Exporter Profiles latest by 15th June, 2015 so that their members can avail the benefit of paper-less submission of applications.

5. All EPCs are also requested to exhort their members the necessity to update Importer-Exporter Profile on DGFT website by 15th June, 2015 to facilitate online submission of applications.

(S.P. Roy)

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