



DELHI CHAMBER OF COMMERCE

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DCC/M-3(163-A)/2277/22

23rd February 2022

Dear Members/Exporters,

Sub.: Online issuance of Certificate of Origin (Non-Preferential)

As you may be aware, that as per the DGFT Trade Notices, Non-Preferential Certificate of Origin will also be issued through DGFT's common digital platform (URL: <https://coo.dgft.gov.in>). The objective of the platform is to provide an electronic, contact-less single window for the CoO related processes. Preferential CoOs for FLAs/PTAs are already being issued through this DGFT digital platform.

We, Delhi Chamber of Commerce have already been made live by DGFT on the e-CoO digital platform and we have started accepting the applications online for issuance of Non-Preferential Certificate of Origin. **As per DGFT Trade Notice No.32, dt. 24th January 2022, the Certificate of Origin Non-Preferential will be issued only through the DGFT digital e-CoO platform (<https://coo.dgft.gov.in>) from 01st April 2022.**

Exporters may please take note of the following points:

1. All exporters should get themselves registered at <https://coo.dgft.gov.in>
2. On The Home page, under Online Services: select Exporter Registration and login. A login window will be opened. First time users should click "Registration" first and complete process of registration.
3. Beside exporter's details and IEC Code etc. it requires Digital Signatures of authorized signatory.
4. **Any applicant exporter who is already availing services on this common digital platform for issuance of Preferential Certificate of Origin is not required to register again. Existing credentials may be used for logging in to the portal for Non-Preferential Certificate of Origin as well.**

CoO Certification process:

1. Login to DGFT portal <https://coo.dgft.gov.in>
2. For CoO, click 'Make new application'
3. Choose 'Non-preferential' scheme
4. **Click issuing agency & from dropdown menu select 'DELHI CHAMBER OF COMMERCE'**
5. Fill details and attach digital signatures
6. Make payment digitally. (DGFT has also prescribed the Certification fee @ Rs. 200 plus 18% GST per certificate)
7. DELHI CHAMBER OF COMMERCE officers will process and upload Certified Certificate of Origin (NP) which could be downloaded by exporter.
8. **The e-CoO system shall generate a set of three (3) CoO leaves i.e. electronic, original and duplicate. The electronic copy shall bear the image signature of the officer and stamp of the issuing agency. The other copies shall not bear the image sign and seal of the issuing agency. Whenever required, the exporter may choose to get the prints of these remaining copies signed from our office in wet-ink by the issuing officer along with the stamp of the issuing office and there will be no separate charges for that.**

For further guidance on registration and application submission process, the Help Manual & FAQs may be accessed on the landing page at <https://coo.dgft.gov.in> . If you need any other information, please do contact us at Tel.: 011-43720790 or email us at support@delhichamber.com

All other Attestation work will remain the same as before.

Thanking you,

Yours faithfully,

(Jasbirendra S. Sodhbans)

Secretary General