

Important Instructions

- Before start the application, following points to be kept in mind:-
 - Exporter must have the Digital Signature Certificate containing IEC available with them and install the DSC software in the system available in the digital key.
 - Must Install Java in the system if not available using any web browser (Chrome, Mozilla Firefox, IE etc).
 - After installing java, Go to the program menu and search “configure java” and open.
 - Redirect to Security → Edit Site List → Click Add → Type “https://coo.dgft.gov.in/” and click Add → Click Ok.
- Open the browser and enter the URL as “https://coo.dgft.gov.in/”.

Step 1: Welcome Screen for all users (Exporter/ Officer/ Agency/ Admin) -- <https://coo.dgft.gov.in/>

Common Digital Platform for Issuance of Certificates of Origin
DIRECTORATE GENERAL OF FOREIGN TRADE, DEPARTMENT OF COMMERCE

Home

Click Here For Registration or Login

For updating Email id and Mobile number during Registration Process, Kindly mail at coo-dgft@gov.in Click Here to View Manual for Application

ONLINE SERVICES

- > Online Exporter Register & Login
- > Administrator Login
- > Officer's Login
- > Authorise Agency Login

OVERVIEW

The common digital platform is facilitating all the exporters and all the authorized issuing agencies in India to issue Preferential Certificate of Origin (CoOs). The online system is well secured, user friendly, interactive and with proper user authentication and authorization checks.

Note : Kindly update the IEC Details at DGFT

Enter Your Certificate Number

NOTIFICATION

- > Exporter Manual
- > Registration Manual
- > Any enquiry : coo-dgft@gov.in
- > Raise the ticket on Contact@dgft
- > Help Desk No.: 1800-111-550
- > FAQ

Click Here to View "How to Register"

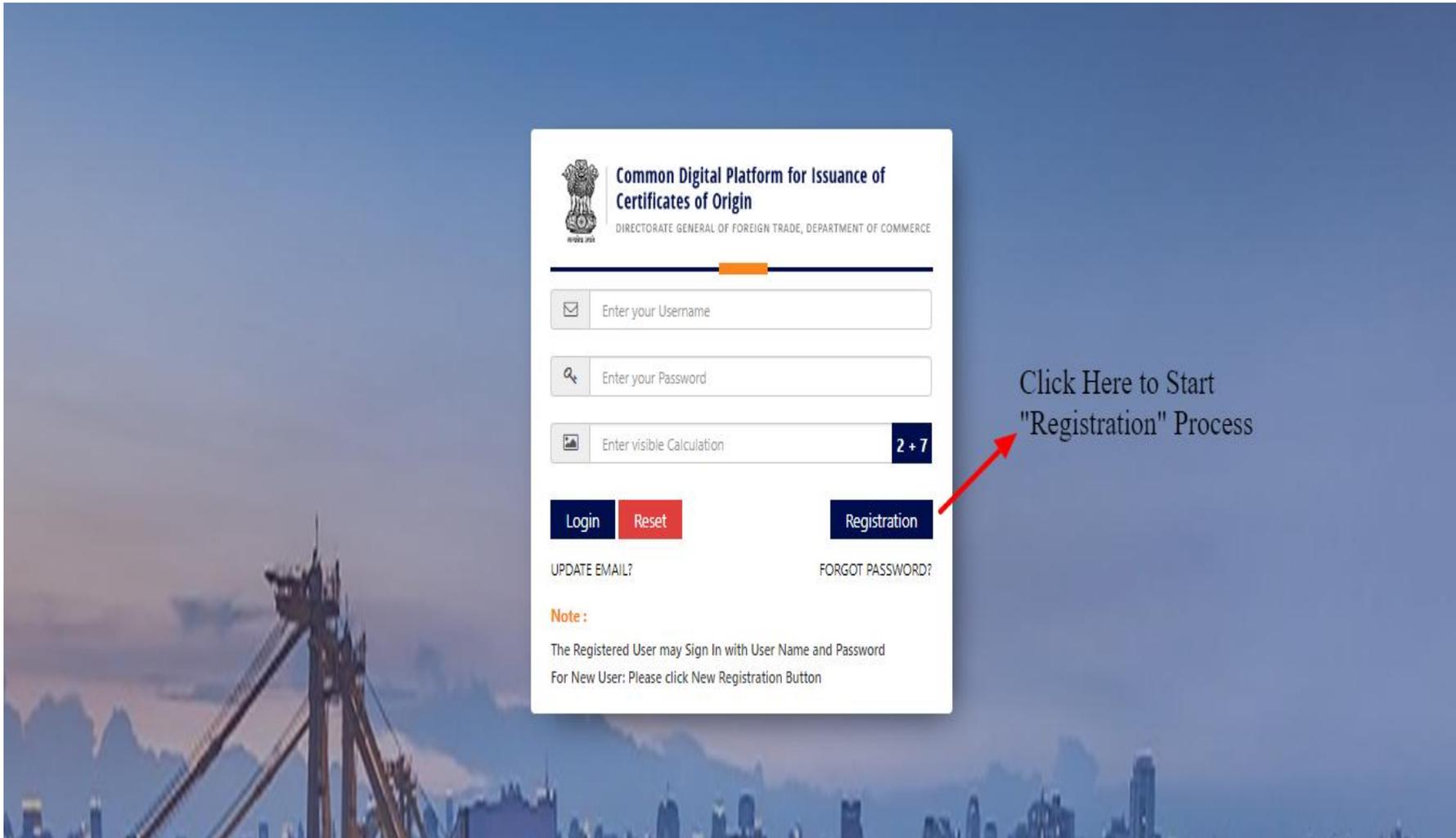
Frequently Asked Questions

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Note:-

1. Kindly Update the IEC details on DGFT portal (specifically mobile number & email id) as each and every basic information regarding exporter required will be fetched from there only.
2. Kindly get ready with the Digital Signature Certificate containing your IEC and name of any listed director in the IEC portal of DGFT.

Step 2: Click on Registration for first time User or For Registered User, enter credentials and click login.



Step 3: Kindly Insert DSC and Enter 10 digit IEC Code to start registration process.

Common Digital Platform for Issuance of Certificates of Origin
DIRECTORATE GENERAL OF FOREIGN TRADE, DEPARTMENT OF COMMERCE

Insert Digital signature device before registration process!

REGISTRATION MANUAL < BACK

Kindly Enter 10 digit IEC Code & Click on Fetch Button

Import Export Code (IE Code)* **Fetch**

Mobile Number & E-mail for new registration

Mobile Number*

E-Mail ID*

Declaration

Privacy Commitment → Scroll down and go through the privacy commitment to enable Save button

The Common Digital Platform is facilitating all the exporters and all the Authorized Issuing Agencies in India to issue Preferential Certificate of Origin (COOs) and NON Preferential Certificate of Origin. The online system are secured, user friendly interactive and with proper user authentication and authorization checks.

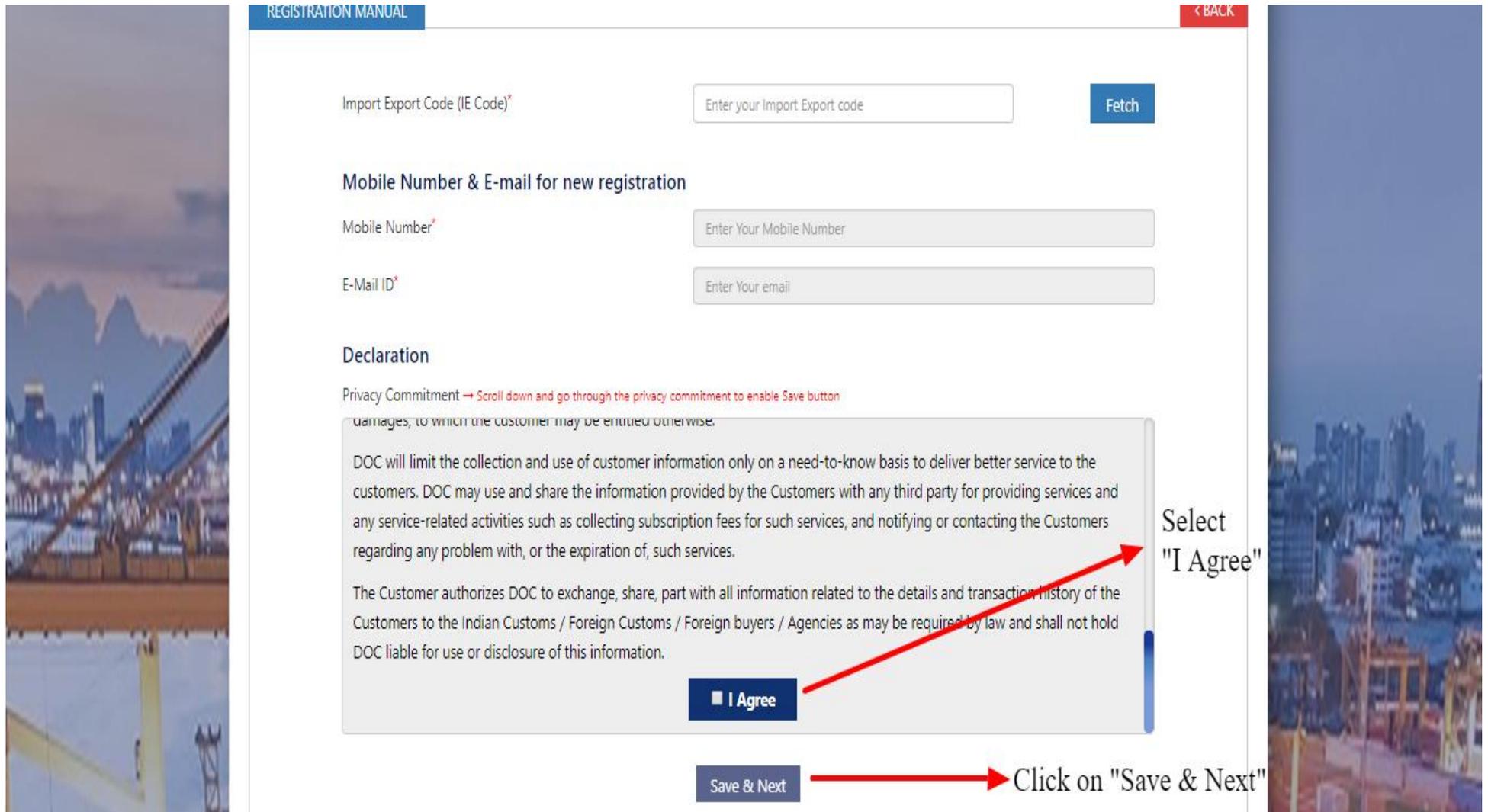
DOC is strongly committed to protecting the privacy of its customers and has taken all necessary and reasonable measures to protect the confidentiality of the customer information and its transmission through the World Wide Web and it shall not be held liable for disclosure of the confidential information when in accordance with this Privacy Commitment.

DOC endeavours to safeguard and ensure the security of the information provided by the Customer. The Customer would be required to cooperate with DOC in order to ensure the security of the information, and it is recommended that the customers necessarily choose their passwords carefully such that no unauthorized access is made by a third party. To make the password

Save & Next

Note: Kindly Insert DGFT Specific DSC (DSC must have IEC Code Embedded in it)

Step 4: Read Declaration select “I Agree” and submit “Save & Next” to proceed with the registration.



The screenshot shows a registration form titled "REGISTRATION MANUAL" with a "< BACK" button in the top right corner. The form contains several input fields and buttons:

- Import Export Code (IE Code)***: A text input field with the placeholder "Enter your Import Export code" and a blue "Fetch" button to its right.
- Mobile Number & E-mail for new registration**: A section header.
- Mobile Number***: A text input field with the placeholder "Enter Your Mobile Number".
- E-Mail ID***: A text input field with the placeholder "Enter Your email".
- Declaration**: A section header.
- Privacy Commitment**: A red text instruction: "→ Scroll down and go through the privacy commitment to enable Save button".
- Declaration Text**: A scrollable text area containing the following text:

damages, to which the customer may be entitled otherwise.

DOC will limit the collection and use of customer information only on a need-to-know basis to deliver better service to the customers. DOC may use and share the information provided by the Customers with any third party for providing services and any service-related activities such as collecting subscription fees for such services, and notifying or contacting the Customers regarding any problem with, or the expiration of, such services.

The Customer authorizes DOC to exchange, share, part with all information related to the details and transaction history of the Customers to the Indian Customs / Foreign Customs / Foreign buyers / Agencies as may be required by law and shall not hold DOC liable for use or disclosure of this information.
- I Agree**: A blue button with a white checkbox and the text "I Agree". A red arrow points from this button to the text "Select 'I Agree'".
- Save & Next**: A blue button. A red arrow points from this button to the text "Click on 'Save & Next'".

Step 5: Check the details and enter the required details as required.

The screenshot shows the 'EXPORTER ONLINE REGISTRATION FORM' on the 'Common Digital Platform for Issuance of Certificates of Origin'. The form includes fields for 'IE Code', 'Registered Office Details' (Name of Company: DGFT TEST IEC), and 'Name of Partners/Directors/Managing Director/Proprietors' (a table with 2 rows). Below are fields for 'E- Mail ID', 'Mobile Number', and 'Registered Office Address'. The 'Branch /Unit Details' section contains a table with 4 rows, each with columns for 'S.No.', 'Address', 'GST Number', 'Is in SEZ', and 'State'. A red arrow points to the 'GST Number' field of the first row with the text 'Enter GSTIN of each branch'. At the bottom, there is a 'Username' field (1234567890) and a field for 'Authorized economic operator (AEO) registration Number' with a red arrow pointing to it and the text 'Enter AEO Code'. A 'Submit' button is located at the bottom center.

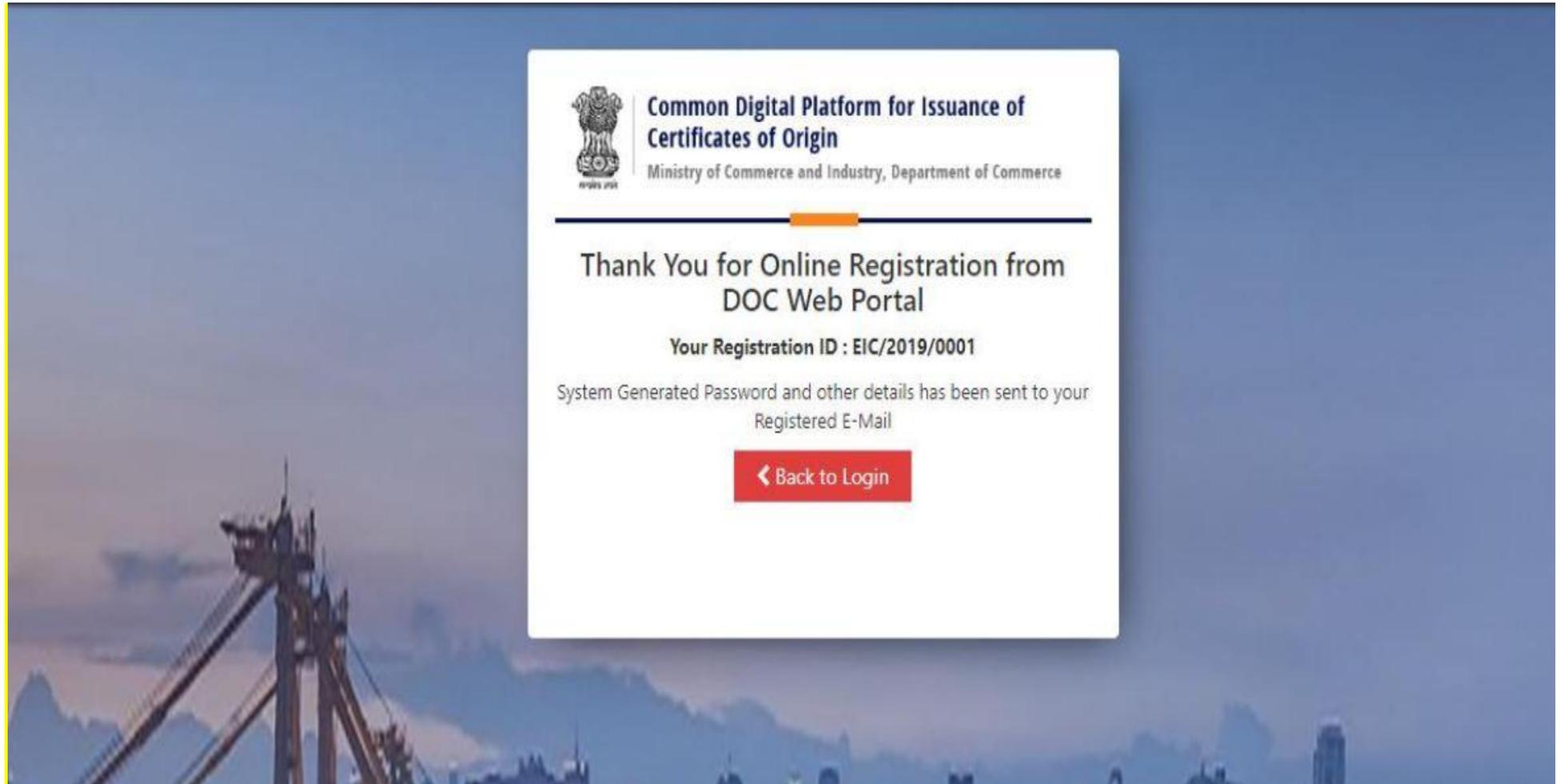
S.No.	Name	Mobile No.	Address
1			
2			

S.No.	Address	GST Number	Is in SEZ	State
1		Enter Branch GST number	<input type="checkbox"/>	-- Select Any --
2	112, DGFT-NIC UDOP SHAWAN NEW DELHI	Enter Branch GST number	<input type="checkbox"/>	-- Select Any --
3		Enter Branch GST number	<input type="checkbox"/>	-- Select Any --
4		Enter Branch GST number	<input type="checkbox"/>	-- Select Any --

Note:-

1. User may enter GST Number or opt "Is in SEZ" and choose state (mandatory) and AEO Registration Number (Optional).
2. Other than the above mentioned details, no other detail can be updated from this portal; the user may update the IEC details on DGFT first to update the same here.

Step 6: On successful registration, user getting following screen.



Note:-

1. After successful registration, user may go to the login screen and login with the credentials received on email.
User Name – Registered IEC (10 digit alphanumeric/numeric code)
Password -- As received on e-mail.

Important Instructions

- Before start the application, following points to be kept in mind:-
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 - Must Install Java in the system if not available using any web browser (Chrome, Mozilla Firefox, IE etc).
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Step 1: Welcome Screen for all users (Exporter/ Officer/ Agency/ Admin) -- <https://coo.dgft.gov.in/>

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DIRECTORATE GENERAL OF FOREIGN TRADE, DEPARTMENT OF COMMERCE

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Frequently Asked Questions

ONLINE SERVICES

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OVERVIEW

The common digital platform is facilitating all the exporters and all the authorized issuing agencies in India to issue Preferential Certificate of Origin (CoOs). The online system is well secured, user friendly, interactive and with proper user authentication and authorization checks.

Note : Kindly update the IEC Details at DGFT

Enter Your Certificate Number

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- > FAQ

Ministry of Textiles

Digital India
Power To Empower

myGov
मेरी सरकार

Government of India
Ministry of Commerce and Industry
DEPARTMENT OF COMMERCE

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Note:-

1. Kindly Update the IEC details on DGFT portal (specifically mobile number & email id) as each and every basic information regarding exporter required will be fetched from there only.
2. Kindly get ready with the Digital Signature Certificate containing your IEC and name of any listed director in the IEC portal of DGFT.

Step 2: For Registered User, enter credentials along with the captcha and click on login button.

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DIRECTORATE GENERAL OF FOREIGN TRADE, DEPARTMENT OF COMMERCE

Enter your Username

Enter your Password

Enter visible Calculation **9 + 9**

[Login](#) [Reset](#)

[UPDATE EMAIL?](#) [FORGOT PASSWORD?](#)

Note :
The Registered User may Sign In with User Name and Password
For New User: Please click New Registration Button

Enter 10 digit Registered IEC Code

Enter password received on email after successful registration

Enter Cpatcha

Click Login Button after Filling requisite Information

Step 3: Registered User after login using IEC as Username and Password received on email, gets the welcome screen/ dashboard as follow

Common Digital Platform for Issuance of Certificates of Origin
DIRECTORATE GENERAL OF FOREIGN TRADE, DEPARTMENT OF COMMERCE

DASHBOARD - EXPORTER ADMIN Common Digital Platform for Issuance of Certificate of Origin **DGFT TEST IEC**

Application for Certificate of Origin

- Apply for Certificate of Origin
- List of Draft Applications
- List of Submitted Applications
- Application Pending Payment

Self Certifications Process

- Certification Process By Exporter
- Duplicate/In-lieu Certificate for CoO
- List of Issued Certificate of Origin

Dashboard

DASHBOARD - EXPORTER

Online Application for Certificate of Origin (CoO) / Scheme

Click here to apply for CoO

Click here to view list of draft applications

Click here to view list of submitted applications

Click here to view list of applications to make payment whose payment was not done during application submission.

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Step 4: After click on apply for certificate of origin, fill following form.

ONLINE APPLICATION FOR ACCEPTANCE OF CERTIFICATE OF ORIGIN (COO)

Apply for Certificate of Origin* Preferential Scheme

Free Trade Agreement* **Select Trade Agreement** → -- Select Free Trade Agreement --

Whether CoO request before/after shipment* Before Shipment After Shipment

Issuing Agencies* **Select Issuing Agency** → -- Select Any Agencies --

Regional Offices* & **Subsequently the Issuing Office** → -- Select Any Regional Offices --

Issuing Office* → -- Select Any Local Offices --

Whether the exporter wants to get postal delivery of Certificate of Origin at his office address?* Yes No

Exporter details		Importer details	
Exporter's Name*	DGFT TEST IEC	Importer's Name*	Enter Importer name
Country*	India	Country*	Enter Importer country
Address*	-- Select Any Offices --	Address*	Enter Importer Address

Transport Details (means and route) (as for as known) 

Export Invoice Number* Export Invoice Date* 

Whether imported or undetermined origin raw material is used in manufacture of Export product? Yes No

Product Details

HS Code*	Description of Product*	Quantity*	Unit*	Currency of FOB Value*	FOB Value of the Product*	INR Equivalent (Rs.)*	Actions
<input type="text" value="Enter HS code"/>	<input type="text" value="Enter Description of Product"/>	<input type="text" value="Enter Goods Quant"/>	<input type="text" value="-- Select units--"/>	<input type="text" value="-- Select count"/>	<input type="text" value="Enter export produ"/>	<input type="text" value="Enter INR Equivaler"/>	<input type="button" value="Save"/>

Raw Material

Product list

HS Code*	Description of Component, materials, inputs, parts or produce*	Quantity (C)*	Unit*	Unit CIF Value (D)*	Total CIF Value (C*D)*	Country of Origin*	Bill of Entry/ Invoice No.*	Invoice Date*	Supplier's Name And Address*	Action
<input type="text" value="Enter HS co"/>	<input type="text" value="Description"/>	<input type="text" value="Quantity an"/>	<input type="text" value="-- Se"/>	<input type="text" value="Unit CIF val"/>	<input type="text" value="Total CIF val"/>	<input type="text" value="-- Selec"/>	<input type="text" value="Bill of Entry/"/>	<input type="text" value="Invoice Date"/>	<input type="text" value="Supplier details"/>	<input data-bbox="1953 1219 1984 1257" type="button" value="+"/>

Description of Goods

Marks and Numbers	HS Tariff Classification No.	Number and Kind of Packages; Description of Goods	Preference Criterion	Preference Criterion Value	Quantity	Unit	Invoice Number	Invoice Date	FOB Value (US \$ Only)
No Product data has been found...									

Please check & confirm that you have added export products details for this certificate.

Upload Document Details

Commercial Documents*	Invoice (is required) ▼	<input type="button" value="Choose File"/> No file chosen	<input type="button" value="Upload"/>	<input type="button" value="+"/> +
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Note : Document size should be less then 2MB.

Exporter Comments

Exporter comments for officer...

Click here to upload & digitally signed the selected document

Click to upload multiple documents

Declaration by the Exporter

The undersigned, being the exporter of the goods description above,
DECLARES that these goods were produced in INDIA and are presently available at,*



Declaration by the Exporter

The undersigned, being the exporter of the goods description above,
DECLARES that these goods were produced in **INDIA** and are presently available at,*

SPECIFIES as follows the grounds on which the goods are claimed to comply with origin requirements,*

I, the Undersigned declare that the above detail and statement are true accurate. The good(s) described above meet the conditions(s) required for the issuance of this certificate; the Country of Origin of the good(s). I also undertakes to submit, any additional supporting evidence which the Certifying Authority may require for the purpose of issuing a certificate of origin and undertakes, if required, to agree to any inspection of his accounts and any check on the processes of manufacture of the above goods, carried out by the said authority. and request for the issuance of a certificate of origin for these goods.

Place*	<input type="text" value="Enter Declaration Place"/>
Digital Signature*	<input type="radio"/> Yes
Name*	<input type="text" value="Enter Declaration name"/>
Designation*	<input type="text" value="Enter Designation name"/>

Click here to submit the application using DSC → ← Click to save the application in draft mode.

Note:-

1. Must attach DSC for uploading the documents and submitting the application.
2. All the above mentioned fields are mandatory and must be filled in order/step by step.

Step 5: Click Preview Certificate to View draft CoO / Click make Payment to initiate payment process.



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DASHBOARD - EXPORTER ADMIN Common Digital Platform for Issuance of Certificate of Origin **Exporter**

- Application for Certificate of Origin
- Self Certifications Process
- Certification Process By Exporter
- User Management
- List of Issue Certificate of Origin

Certificates Details

ORDER SUMMARY

Certificate Name	ASEAN-India Free Trade Agreement (ASEAN-India FTA)
Agency Name	Marine Products Export Development Authority (MPEDA)
Amount	350
IGST	0
CGST	21
SGST	21
Total	392

[BACK TO APPLIED COO](#) [PROCEED TO PAYMENT](#)

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Step 6: Landing page after making payment.

The screenshot displays a web application interface. On the left is a dark blue sidebar with navigation options: 'Apply for Certificate of Origin', 'List of Draft Applications', 'List of Submitted Applications', 'List of Pending Payment Applications', 'Self Certifications Process', 'Certification Process By Exporter', and 'List of Issued Certificate of Origin'. The main content area features a green notification banner at the top stating: 'Your application reference no. MPEDA/2019/013/0000081A has been successfully submitted to MPEDA - Kochi (Regional Office)'. Below this is a search section titled 'SEARCH - LIST OF APPLIED PREFERENTIAL SCHEME' with filters for 'Date Range', 'Name of Schemes', 'Name of Issuing Authority', and 'Application Number'. A table below the search section, titled 'Details of the application filled', shows one application entry. A red arrow points from the notification message to the 'Scheme Name' column in the table.

Message received for successful submission of application

Details of the application filled

S.No.	Scheme Name	RO/Local Office Address	Application Request No.	Application Request Date	Payment Transation ID	Application Form	View Certificate	View Documents	View Invoice	View Status
1	ASEAN-India Free Trade	MPEDA - Kochi	MPEDA/2019/013/0000081A	12-04-2019		View				

Note:

1. After successful application submission, user will receive alert in the form of email and SMS. The same also is informed to the officer where the application is filled.

Step 7: Click on “List of Draft Application” as mentioned at Step 7, which takes to following screen.



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Ministry of Commerce and Industry, Department of Commerce



🏠 DASHBOARD - EXPORTER ADMIN
☰ Common Digital Platform for Issuance of Certificate of Origin
🌐 ALB International Import Export Company Pvt Ltd

- Application for Certificate of Origin
- > Apply for Certificate of Origin
- > List of Draft Applications
- > List of Submitted Applications
- > List of Pending Payment Applications
- Self Certifications Process
- ☰ Certification Process By Exporter
- ☰ List of Issued Certificate of Origin

Dashboard » List of Draft CoO.

SEARCH - LIST OF DRAFT COO.

Name of Schemes: -- Select Any Schemes --

Name of Issuing Authority: -- Select Any Authority --

Application Number: Enter Application Number

Search
Reset

Click on Edit to start editing the draft/saved application

Display Range: 10
Export to Excel

S.No.	Scheme Name	Name of Issuing Agency	RO/Local Office Address	Application Request No.	View Application
1	ASEAN-India Free Trade Agreement (ASEAN-India FTA)	Marine Products Export Development Authority (MPEDA)	MPEDA - Kochi (Regional Office)	MPEDA/2019/013/0000056A	Edit
2	ASEAN-India Free Trade Agreement (ASEAN-India FTA)	Marine Products Export Development Authority (MPEDA)	MPEDA - Kochi (Regional Office)	MPEDA/2019/013/0000039A	Edit
3	ASEAN-India Free Trade Agreement (ASEAN-India FTA)	Marine Products Export Development Authority (MPEDA)	MPEDA - Kochi (Regional Office)	MPEDA/2019/013/0000038A	Edit
4	Generalized System of Preferences (GSP) Scheme	Marine Products Export Development Authority (MPEDA)	MPEDA - Kochi (Regional Office)	MPEDA/2019/006/0000030A	Edit
5	ASEAN-India Free Trade Agreement (ASEAN-India FTA)	Marine Products Export Development Authority (MPEDA)	MPEDA - Kochi (Regional Office)	MPEDA/2019/013/0000028A	Edit
6	ASEAN-India Free Trade Agreement (ASEAN-India FTA)	Marine Products Export Development Authority (MPEDA)	MPEDA - Kochi (Regional Office)	MPEDA/2019/013/0000026A	Edit
7	India-Korea Comprehensive Economic Partnership Agreement (IKCEPA)	Marine Products Export Development Authority (MPEDA)	MPEDA - Kochi (Regional Office)	MPEDA/2019/002/0000008A	Edit

Showing 1 of 1 Pages of 7 Records

previous
next

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Step 8: Click on “List of Pending Payment Application” as mentioned at Step 5, which takes to following screen for making the payment of submitted application.



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Ministry of Commerce and Industry, Department of Commerce



DASHBOARD - EXPORTER ADMIN
Common Digital Platform for Issuance of Certificate of Origin
ALB International Import Export Company Pvt Ltd

- Application for Certificate of Origin
- > Apply for Certificate of Origin
- > List of Draft Applications
- > List of Submitted Applications
- > List of Pending Payment Applications
- Self Certifications Process
- ☰ Certification Process By Exporter
- ☰ List of Issued Certificate of Origin

Dashboard » List of Pending Payment Applications

SEARCH - PENDING PAYMENT APPLICATIONS

Name of Schemes: -- Select Any Schemes --

Name of Issuing Authority: -- Select Any Authority --

Application Number:

[Search](#) [Reset](#)

[Click here to view the submitted application](#)
 [Click here to uploaded documents](#)

[Export to Excel](#)

S.No.	Scheme Name	RO/Local Office Address	Application Request No.	Application Form	View Documents	Action
1	ASEAN-India Free Trade Agreement (ASEAN-India FTA)	MPEDA - Kochi (Regional Office)	MPEDA/2019/013/0000066A	View	View	Make Payment
2	ASEAN-India Free Trade Agreement (ASEAN-India FTA)	MPEDA - Kochi (Regional Office)	MPEDA/2019/013/0000065A	View	View	Make Payment
3	ASEAN-India Free Trade Agreement (ASEAN-India FTA)	MPEDA - Kochi (Regional Office)	MPEDA/2019/013/0000063A	View	View	Make Payment
4	ASEAN-India Free Trade Agreement (ASEAN-India FTA)	MPEDA - Kochi (Regional Office)	MPEDA/2019/013/0000061A	View	View	Make Payment
5	ASEAN-India Free Trade Agreement (ASEAN-India FTA)	MPEDA - Kochi (Regional Office)	MPEDA/2019/013/0000078A	View	View	Make Payment
6	India-Korea Comprehensive Economic Partnership Agreement (IKCEPA)	MPEDA - Kochi (Regional Office)	MPEDA/2019/002/0000068A	View	View	Make Payment
7	India-Korea Comprehensive Economic Partnership Agreement (IKCEPA)	MPEDA - Kochi (Regional Office)	MPEDA/2019/002/0000075A	View	View	Make Payment
8	ASEAN-India Free Trade Agreement (ASEAN-India FTA)	MPEDA - Kochi (Regional Office)	MPEDA/2019/013/0000055A	View	View	Make Payment
9	ASEAN-India Free Trade Agreement (ASEAN-India FTA)	MPEDA - Kochi (Regional Office)	MPEDA/2019/013/0000053A	View	View	Make Payment
10	ASEAN-India Free Trade Agreement (ASEAN-India FTA)	MPEDA - Kochi (Regional Office)	MPEDA/2019/013/0000052A	View	View	Make Payment

Showing 1 of 4 Pages of 35 Records

[previous](#)
 [1](#)
 [2](#)
 [3](#)
 [4](#)
 [next](#)

Click here to make payment

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Step 9: Click on “List of Submitted Application” as mentioned at Step 7, which takes to following screen.

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 Ministry of Commerce and Industry, Department of Commerce

ALB International Import Export Company Pvt Ltd

DASHBOARD - EXPORTER ADMIN

- Application for Certificate of Origin
 - Apply for Certificate of Origin
 - List of Draft Applications
 - List of Submitted Applications
 - List of Pending Payment Applications
- Self Certifications Process
- Certification Process By Exporter
- List of Issued Certificate of Origin

Dashboard > List of Applied Preferential Scheme

SEARCH - LIST OF APPLIED PREFERENTIAL SCHEME

Date Range: Enter from date [Select date] Enter date upto [Select date]

Name of Schemes: -- Select Any Schemes --

Name of Issuing Authority: -- Select Any Authority --

Application Number: Enter Application Number

Search Reset

Click here to view submitted application

Click here to view draft CoO

Click Here to View Uploaded documents

Click here to view Invoice status of application

Display Range: 10

S.No.	Scheme Name	RO/Local Office Address	Application Request No.	Application Request Date	Payment Transaction ID	Application Form	View Certificate	View Documents	View Invoice	View Status
1	ASEAN-India Free Trade Agreement (ASEAN-India FTA)	MPEDA - Kochi (Regional Office)	MPEDA/2019/013/0000075A	05-04-2019		NA	View	View	View	View
2	ASEAN-India Free Trade Agreement (ASEAN-India FTA)	MPEDA - Kochi (Regional Office)	MPEDA/2019/013/0000069A	30-03-2019		View	View	View	View	View
3	ASEAN-India Free Trade Agreement (ASEAN-India FTA)	MPEDA - Kochi (Regional Office)	MPEDA/2019/013/0000068A	30-03-2019		View	View	View	View	View
4	ASEAN-India Free Trade Agreement (ASEAN-India FTA)	MPEDA - Kochi (Regional Office)	MPEDA/2019/013/0000067A	30-03-2019		View	View	View	View	View
5	ASEAN-India Free Trade Agreement (ASEAN-India FTA)	MPEDA - Kochi (Regional Office)	MPEDA/2019/013/0000066A	N/A		View	View	View	N/A	View
6	ASEAN-India Free Trade Agreement (ASEAN-India FTA)	MPEDA - Kochi (Regional Office)	MPEDA/2019/013/0000065A	N/A		View	View	View	N/A	View
7	ASEAN-India Free Trade Agreement (ASEAN-India FTA)	MPEDA - Kochi (Regional Office)	MPEDA/2019/013/0000063A	N/A		View	View	View	N/A	View
8	ASEAN-India Free Trade Agreement (ASEAN-India FTA)	MPEDA - Kochi (Regional Office)	MPEDA/2019/013/0000061A	N/A		View	View	View	N/A	View
9	ASEAN-India Free Trade Agreement (ASEAN-India FTA)	MPEDA - Kochi (Regional Office)	MPEDA/2019/013/0000078A	N/A		View	View	View	N/A	View
10	India-Korea Comprehensive Economic Partnership Agreement (KCEPA)	MPEDA - Kochi (Regional Office)	MPEDA/2019/002/0000068A	N/A		View	View	View	N/A	View

Showing 1 of 6 Pages of 52 Records

previous 1 2 3 4 5 6 next

Export to Excel

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DUPLICATE CERTIFICATE OF ORIGIN

Step 1: To apply for Duplicate Certificate.

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DASHBOARD - EXPORTER ADMIN Common Digital Platform for Issuance of Certificate of Origin **DGFT TEST IEC**

Navigation Menu:

- Application for Certificate of Origin
- Self Certifications Process
- Certification Process By Exporter
- Duplicate/In-lieu Certificate for CoO
- > Apply for Duplicate/In-lieu Certificate
- > Submitted Duplicate Certificates
- > Duplicate Application Pending Payment
- > Discrepancy Duplicate Certificate
- List of Issued Certificate of Origin

Dashboard Content:

DASHBOARD - EXPORTER

Online Application for Certificate of Origin (CoO) / Scheme

Instructions:

- Click here to apply for Duplicate/In-Lieu CoO
- Click Here to view list of applications submitted for Duplicate CoO
- Click here to view list of application for duplicate CoO to make payment whose payment is still pending.
- Click here to view and update the action for discrepancy raised, if any.

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Step 2: A view of already submitted application is available wherein the exporter can apply for the duplicate certificate.



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DASHBOARD - EXPORTER ADMIN
Common Digital Platform for Issuance of Certificate of Origin
DGFT TEST IEC

- Application for Certificate of Origin
- Self Certifications Process
- ☰ Certification Process By Exporter
- Duplicate/In-lieu Certificate for CoO
- > Apply for Duplicate/In-lieu Certificate
- > Submitted Duplicate Certificates
- > Duplicate Application Pending Payment
- > Discrepancy Duplicate Certificate
- ☰ List of Issued Certificate of Origin

Dashboard » List of Received Request for Certification Process

SEARCH - LIST OF RECEIVED REQUEST FOR CERTIFICATION PROCESS

Application Date

Scheme Name

Application Date

Application Number

Search
Reset

Click on Apply button to process the Application

Display
Export to Excel

S.No.	Scheme Name	Application Number	Application Form	Application Request For	Action Taken
1	SAARC Preferential Trading Arrangement (SAPTA)	DGFT/2019/008/0000064A	View	Request for Duplicate Certificate	Apply
2	SAARC Preferential Trading Arrangement (SAPTA)	DGFT/2019/008/0000059A/00000003	View	Request for Duplicate Certificate	Apply
3	Asia-Pacific Trade Agreement (APTA)	FIEO/2019/015/0000051A	View	Request for Duplicate Certificate	Apply
4	Global System of Trade Preferences (GSTP)	EIC/2019/004/0000036A	View	Request for Duplicate Certificate	Apply
5	India-Korea Comprehensive Economic Partnership Agreement (IKCEPA)	EIC/2019/002/0000035A	View	Request for Duplicate Certificate	Apply
6	ASEAN-India Free Trade Agreement (ASEAN-India FTA)	EIC/2019/013/0000034A	View	Request for Duplicate Certificate	Apply
7	Generalized System of Preferences (GSP) Scheme	EIC/2019/006/0000033A	View	Request for Duplicate Certificate	Apply
8	ASEAN-India Free Trade Agreement (ASEAN-India FTA)	EIC/2019/013/0000003A	View	Request for Duplicate Certificate	Apply

Showing 1 of 1 Pages of 8 Records
< previous
next >

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Step 3: Request to upload an requisite document with proper reason of applying for the same.

The screenshot displays the user interface for requesting a duplicate Certificate of Origin. The header includes the Government of India logo and the text "Common Digital Platform for Issuance of Certificates of Origin" and "DIRECTORATE GENERAL OF FOREIGN TRADE, DEPARTMENT OF COMMERCE". The top navigation bar shows "DASHBOARD - EXPORTER ADMIN" and "Common Digital Platform for Issuance of Certificate of Origin". The left sidebar lists menu items: "Application for Certificate of Origin", "Self Certifications Process", "Certification Process By Exporter", "Duplicate/In-lieu Certificate for CoO", and "List of Issued Certificate of Origin". The main content area is titled "REQUEST FOR DUPLICATE CERTIFICATE OF ORIGIN" and contains the following form elements:

- Upload Document:** A file upload field with a "Choose File" button and the text "No file chosen". A red arrow points to this field with the label "Upload requisite document".
- Reason/Comments*:** A text area with the placeholder "Enter Reason/Comments". A red arrow points to this area with the label "Enter Reason/Comment".
- Buttons:** "Save" and "Cancel" buttons. A red arrow points to the "Save" button with the label "Click on 'Save' Button to proceed further".
- Back Button:** A "Back" button in the top right corner of the form area.

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Step 4: Request to make requisite payment online.

Common Digital Platform for Issuance of Certificates of Origin
DIRECTORATE GENERAL OF FOREIGN TRADE, DEPARTMENT OF COMMERCE

DASHBOARD - EXPORTER ADMIN Common Digital Platform for Issuance of Certificate of Origin **DGFT TEST IEC**

Duplicate Certificates Details

ORDER SUMMARY

Certificate Name	India-Korea Comprehensive Economic Partnership Agreement (IKCEPA)
Agency Name	Export Inspection Council of India
Certificate Amount	600
Certificate GST Amount	108
Total	708

[PREVIEW CERTIFICATE](#) [PROCEED TO PAYMENT](#)

Click to View the draft certificate

Click to make payment

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Step 5: After successful payment, the page redirected to the list of “Submitted Duplicate Certificates”.



Common Digital Platform for Issuance of Certificates of Origin

DIRECTORATE GENERAL OF FOREIGN TRADE, DEPARTMENT OF COMMERCE



DASHBOARD - EXPORTER ADMIN Common Digital Platform for Issuance of Certificate of Origin DGFT TEST IEC

Application for Certificate of Origin

Self Certifications Process

Certification Process By Exporter

Duplicate/In-lieu Certificate for CoO

Apply for Duplicate/In-lieu Certificate

Submitted Duplicate Certificates

Duplicate Application Pending Payment

Discrepancy Duplicate Certificate

List of Issued Certificate of Origin

Dashboard » List of Applied Preferential Scheme

SEARCH - LIST OF APPLIED PREFERENTIAL SCHEME

Date Range: Enter from date [calendar icon] Enter date upto [calendar icon]

Name of Schemes: -- Select Any Schemes --

Name of Issuing Authority: -- Select Any Authority --

Application Number: Enter Application Number

Search **Reset**

Display Range: 10 **Export to Excel**

S.No.	Scheme Name	RO/Local Office Address	Application Request No.	Application Request Date	Payment Transation ID	Application Form	View Certificate	View Documents	View Invoice
No Record Found									

Showing 1 of 1 Pages of 0 Records previous next

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FREQUENTLY ASKED QUESTIONS

1. Error “Expired Certificate”

Regarding the error "Expired Certificate", it is due to following two (2) reasons: -

a. The DSC token using for the registration is expired.

Soln: Insert the DSC token and kindly check the expiry date of the same. If expired apply for the fresh DSC.

b. Another certificate is already available in the system which is expired.

Soln: Before inserting the DSC token, kindly open Internet Explorer --> Press Alt + T (For Tools) -> Go to Internet Options --> Go to Content --> Go to Certificates --> A list of Certificates gets visible to you if already installed on the system. Kindly select each one by one and remove. Now Insert the DSC to be used.

2. Error “I am in Error”

Reason: While uploading the document.

Soln: Kindly refresh the web browser, as the session gets completed.

3. Issue – In Application Form, Drop Down doesn’t showing office to be selected.

Soln: Exporter has to do the registration process again.

4. Error “Unable to launch application”

Soln: Kindly check Java Settings as per the manual.

5. Error “In Mobile Number and Email Id” – In correct Format

Soln: Kindly update the mobile number and email id by visiting DGFT website and apply for modification of IEC.

6. Error -- Branch Details or Director Details Not Getting Fetched and Shown on the Registration Page.

Soln: Due to Non-Working of IEC API.

7. Error “IEC Not Matched, Kindly Insert Correct Token”

Soln: There is a possibility that DSC used by the exporter does not contain any IEC in it. That can be checked by visiting Internet Explorer --> Press Alt + T (For Tools) -> Go to Internet Options --> Go to Content --> Go to Certificates --> A Certificate will appear → Double Click on the certificate → Go to Details tab → then to subject → Check if there is IEC Code or Not.

8. Error “Please Insert Dongel for Signing”

Soln:

1. There is a possibility that Dongel is not attached with the system.
2. If it is attached, possibility that the token driver is not installed.
3. Possibility, the token is not recognisable by the system.

9. Username and Password

Soln:

Username – IEC

Password – Sent on the registered Email Address

10. AEO – Authorised Economic Operator

Soln: AEO is a programme under the aegis of the World Customs Organization (WCO) SAFE Framework of Standards to secure and facilitate Global Trade. The programme aims to enhance international supply chain security and facilitate movement of legitimate goods.

11. Type of Digital Signature Certificate

Soln: Digital Signature Certificate should be of DGFT type which must contain your IEC Code.

JAVA SETTINGS

Step 1: Kindly open “Control Panel” and Click on “Java”

Step 2: Go to “Security” Tab and add https://coo.dgft.gov.in/ in “Exception List.

Step 3: To add in Exception List, Click on “Edit Site List” button, then click on add. Copy the above URL and click “OK”

