



Agricultural and Processed Food Products Export Development Authority (APEDA)

(Ministry of Commerce and Industry, Govt. of India)

*Peanut and Peanut Products Online
Registration/Renewal User Manual*

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6. UNIT REGISTRATION CERTIFICATE

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Introduction to Peanut and Peanut Products Online Registration/Renewal

APEDA has taken a progressive step towards Paperless processing and allows the applicants to submit their application for Registration/Renewal of their Peanut and Peanut Products Online. There is no need to submit any physical documents and it is a hassle free system which allows to track the status of applications anytime.

Applicant need to register on the system to create their login credentials. After successful login, they can submit an application for New Registration/Renewal of existing certificates online. Procedure of application filing is provided in the User Manual.

Some of the salient features of this system are:

- 100% Online filing and processing of applications
- Integrated payment gateway to transfer the fees online
- Alerts at each step of processing allow the applicant to know as soon as any deficiency is reported in the application submitted
- Applicants can submit additional information that has been sought by APEDA online
- Certificates are generated with Digital Signatures so applicants can download the validated soft copy from their login. No need to collect the copy of the certificates physically.

To access online peanut registration/renewal system, applicant has to access APEDA website and click on “Unit Registration” tab under “Member Access” section.

The screenshot displays the APEDA website interface. At the top, there is a header with the APEDA logo and name in Hindi and English: 'कृषि और प्रसंस्कृत खाद्य उत्पाद निर्यात विकास प्राधिकरण (सामिन्ज पुरं उद्योग मंत्रालय, भारत सरकार) Agricultural & Processed Food Products Export Development Authority (Ministry of Commerce & Industry, Government of India)'. A search bar is located on the right. Below the header is a green navigation bar with links: 'Corporate Info', 'General Info', 'APEDA Products', 'Trade Promotion Schemes', 'Trade Information', 'Quality', 'Statistics', 'Exporters', and 'Agri Exchange Portal'. The main content area features a 'FLORICULTURE' section with an image of a greenhouse and text: 'India is bestowed with several agro-climatic zones conducive for production of sensitive and... MORE >>'. To the right is a 'MEMBER ACCESS' section with buttons for 'Register as Member', 'Exporter's Login', 'Unit Registration', 'Trade Leads', and 'Public Grievances'. At the bottom, there is a 'WELCOME TO AGRICULTURAL & PROCESSED FOOD PRODUCTS EXPORT DEVELOPMENT AUTHORITY' section with a small image of various food products and text: 'The Agricultural and Processed Food Products Export Development Authority (APEDA) was established by the Government of India under the Agricultural and Processed Food Products Export Development Authority Act passed by the Parliament in December, 1985. The Act (2 of 1986) came into effect from 13th February, 1986 by a notification issued in the Gazette of India: Extraordinary: Part-II [Sec. 3(ii): 13.2.1986]. The Authority replaced the Processed Food Export Promotion Council (PFEPCC). MORE >>'

Signup/ Login Page:

APEDA
Agricultural & Processed Food Products
Export Development Authority
Ministry of Commerce & Industry, Government of India

i-Track System
18/2/2016 05:23:13 PM

Welcome to the Online Pack house/Peanut Units/Meat Plants Registration System! [New User Signup](#) | [Login](#)

APEDA has taken another progressive step towards Paperless processing and allows the applicants to submit their application for Registration/Renewal of their Pack houses/Peanut Units/Meat Plants Online. There is no need to submit any physical documents and it is a hassle free system which allows to track the status of applications anytime.

Applicant need to register on the system to create their login credentials. After successful login, they can submit an application for New Registration/Renewal of existing certificates online. Procedure of application filing is provided in the User Manual.

Some of the salient features of this system are:

1. 100% Online filing and processing of applications
2. Integrated payment gateway to transfer the fees online
3. Alerts at each step of processing allows the applicant to know as soon as any deficiency is reported in the application submitted
4. Applicants can submit additional information that has been sought by APEDA online
5. Certificates are generated with Digital Signatures so applicants can download the validated soft copy from their login. No need to collect the copy of the certificates physically.

New User Signup

Registration Type*

Name*

Email-Id*

Mobile No.* (+91)-

Password*

Confirm Password*

341189

Enter the letters as they are shown in the image above

[If already Signedup ? Verify OTP](#)

The online peanut and peanut products registration/renewal system can be access with the login details of exporter provided at the time of APEDA registration. In case of new applicant, signup is required. For signup Click on "New User Signup", then following details are required.

1. Registration Type : Peanut and peanut Products
2. Name of an applicant
3. Email Id
4. Mobile Number
5. Password
6. Confirm password

After submission of basic details and user has to verify the Mobile number & E-mail ID.

Verify Email Id and Mobile No.

The screenshot displays the APEDA Online Registration System interface. At the top left is the APEDA logo and text: 'APEDA Agricultural & Processed Food Products Export Development Authority Ministry of Commerce & Industry, Government of India'. At the top right, it says 'Online Registration System' and the date '8/2/2016 04:09:21 PM'. Below the header, there are links for 'New User Signup' and 'Login'. The main content area is divided into two columns. The left column contains 'VISION' and 'PROCESS' sections with descriptive text. The right column features a 'Verify OTP' form with the following fields: 'Login with Email/MobileNo. : 9899586998' with a 'Resend OTP' button, 'Email OTP : 0dIUg1' with a green checkmark, and 'Mobile OTP : 0dIUg1' with a green checkmark. A 'Submit' button is located below the mobile OTP field. At the bottom of the form, a message reads: 'Please Enter Email and Mobile Verification code sent on your signup Email and MobileNo respectively.'

To verify Email ID and Mobile Number, applicant has to enter the OTP (One Time Password) received on email and mobile number.

After entering OTP, Click on submit button for verification. After successful verification, system will automatically login the applicant on application page.

Application form (1) for Registration/Renewal

Registration: By default Registration Type “New Registration” is selected.

Renewal: In Case of renewal user need to check Registration Type as “Renewal” then following information is required to input and rest of information will be same including payment and peanut and products profile.



APEDA
Agricultural & Processed Food Products
Export Development Authority
Ministry of Commerce & Industry, Government of India

i-Track System

8/2/2017 05:15:18 PM

Logged in as **abhay**

Home
New Unit Registration
Renewal
Apply For Amendment
List of Issued Certificate(s)
Change Password
Help Desk
Logout

Online Registration

Do you have APEDA RCMC No.? (In case of exporter) No Yes

Name and address of the contact person with details

Name*

Address*

City*

State*

District*

Pin code*

Telephone -

Fax -

Email-Id*

Mobile No.*

Registration Type New Registration Renewal

Previous APEDA peanut recognition Certificate details

Registration/Certificate No.*

Issued date*

Valid Upto*

UnitType*

Peanut & Peanut Product Unit Name and Address (This address shall be treated as correspondence address)

Name of Unit*

Address*

City*

State*

District*

Pin code*

Telephone -

Fax -

Email-Id*

Mobile No.*

Type of the Unit

Type of the Unit*

Details of Partnership firm

Name*	Address*	City*	State*	Pin Code*	Telephone No.	Fax No.	Email-Id.*	Mobile No.*	
anuJ company ltd	delhi city	delhi	Delhi	238787			as@yahoo.com	9978876867	Edit Delete
<input type="text"/>	<input type="text"/>	<input type="text"/>	--Please Select--	<input type="text"/>	STD-TELEPHONE NO	STD-FAX NO	<input type="text"/>	<input type="text"/>	Submit

Unit Processing Type*

Name and address of the processing facility shelling/grading/shelling-cum-grading unit/ Godown / Peanut Product Processing Unit

Unit Type*	Unit Name*	Address*	City*	State*	Pin Code*	Telephone No.	Fax No.	Email-Id.*	Mobile No.*	
Godown/Storage	grading ltd.	delhi city	delhi	Delhi	110067			yahoo@uahoo.in	7678886767	Edit Delete

Payment Mode* Offline Online

List of documents to be required

Sl. No.	Required Documents
1	Infrastructure Data (Form II)
2	Self attested scanned copy of lease agreement of the unit if applicable
3	Self attested scanned copy of certificate issued by Chartered Engineer
4	Self attested Health records of workers
5	Self attested scanned copy of record of Training provided to workers

DECLARATION

I/We declare that I/We have read and understood the criteria for grant of recognition certificate for peanut shelling, grading, shelling-cum-grading, processing unit and have complied with the same in respect of the above stated units. Further I/We understand that non compliance at any point of time during the entire validity period shall result in cancellation of the recognition certificate.

I/We undertake to always maintain the above mentioned unit as per the standards prescribed in the APEDA regulation for Peanut and Peanut products, to abide by any instructions that may be issued by APEDA from time to time.

I/We undertake to keep all original records available at the time of visit of the Inspection Committee.

I/We undertake to adhere to the following product specifications for peanuts:

Moisture : 7%

Admixture/foreign matter : 0.01% max.

Count variation : Well graded, not to exceed 2 counts either side Imperfect kernels: 0.5%
(Damaged, Broken, split, shriveled, sprouted and discoloured)

I/We hereby declare that the information and documents submitted by me/us are correct and true to the best of my/our knowledge and belief. In case, it is found to be false I/We would be held responsible and I/We hereby indemnify APEDA from the implications, if any, arising from submission of wrong information in the application.

I/We also declare that there is no child labour is working in the Unit.

After filling all the details, Click on save and continue, the second page of registration will be displayed as given below.



APEDA
Agricultural & Processed Food Products
Export Development Authority
Ministry of Commerce & Industry, Government of India

i-Track System

8/2/2017 05:29:10 PM

Logged in as **abhay**

Home
New Unit Registration
Renewal
Apply For Amendment
List of Issued Certificate(s)
Change Password
Help Desk
Logout

Online Registration (Form-I)

Is the unit owned / leased or rented * Owned Leased / Rented

Please provide date of incorporation
Date of incorporation *

Please provide self attested copy of lease deed at the time of inspection (lease should be for at least 10 years)

Lease Deed No *
Date of signing *
Lease period *
Lessor Name *

Please mention details of License/Certificate No., date of issue and validity (Please upload latest version)

Note : FSSAI and HACCP/ISO certificate are mandatory to upload for EU, In case of Non-EU Minimum one document either FSSAI or HACCP or ISO is required. Only .pdf or .jpg files upto 1 MB are allowed to upload

Certificate Type*	Issuing Body*	Certificate No.*	Valid from*	Valid Upto*	Upload Certificate*
License	FSSAI	13123214	07/09/2016	24/11/2016	View Edit Delete
--Please Select--			dd/MM/yyyy	dd/MM/yyyy	Choose File No file chosen Submit

Storage Capacities (MT) Certified by a Chartered Engineer If any of the storage not applicable, please fill zero(0).

Raw Material Storage Capacity(MT) *
Finished Goods Storage Capacity(MT) *
Shelling Capacity (MT/Day) *
Grading Capacity (MT/Day) *
Processing facility (MT/Day) *
Preventive measure (for averting ingress of dust , rodents, insects into the premises e.g. mesh covering on windows, doors etc) *

Detail of workers engaged in the Unit

Total number of workers *

Skilled
Unskilled
Semi-skilled

Amenities for workers *

Gents Toilet Yes No
Ladies Toilet Yes No

Are personal hygiene records of workers maintained? Yes No
Are attendance records maintained? Yes No

Equipment Details

Are equipment calibration records maintained? * Yes No
When was last calibration done for various equipment *
Agency Name *

Unit Reorganization is sought for
Region * --Please Select--

List of the Equipment and machineries

Sl. No.	Equipment/Machineries	Quantity	Action
1	Dryer	12.00	Edit Delete
	--Please Select--		Submit

List of documents to be uploaded Only .pdf or .jpg files upto 1 MB are allowed to upload

Required Documents	Upload Documents	Action
--Please Select--	Choose File No file chosen	Upload

[Previous](#) [Final Submission](#) [Preview](#)

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After filling all the required details and uploading all the required documents, click on save.

Note: In case of any change in previous screen, click on previous button.

After saving the document, click on final submission.

Application Preview Page:

Before final submission an applicant can view and modify the application by clicking on “Preview Button” if required.

User Manual – Online Peanut Unit Registration / Renewal System – Version 1.0

Online Registration									
Do you have APEDA RCMC No.? (In case of exporter)		No							
Name and address of the contact person with details									
Name	abhay								
Address	lucknow city								
City	lucknow								
District	LUCKNOW								
State	Uttar Pradesh								
Pin code	365400								
Telephone	-								
Fax	-								
EmailId	ranjan.anu5@gmail.com								
Mobile No.	7867876897								
Registration Type	New Registration								
Application No. : PNUAP201600078									
Peanut & Peanut Product Name and Address (This address shall be treated as correspondence address)									
Name of Unit	unit house								
Address	lucknow city peanut unit house								
City	lucknow								
District	LUCKNOW								
State	Uttar Pradesh								
Pin code	110092								
Telephone	4654 - 9899586998								
Fax	-								
EmailId	ranjan.anu5@gmail.com								
Mobile No.	9899586998								
Type of the Unit									
Type of the Unit	Proprietary								
Details of Proprietary firm									
Name	Address	City	State	Pin Code	Telephone No.	Fax No.	EmailId.	MobileNo.	
anurag trivedi	taxmi nagar,new delhi,india	new delhi	Uttar Pradesh	110092	9899586998		ranjan.anu5@gmail.com	9899586998	
Unit Processing Type Peanut shelling/grading/shelling-cum-grading/Godown / Peanut Product Processing Unit									
Name and address of the processing facility shelling/grading/shelling-cum-grading unit/ Godown / Peanut Product Processing Unit									
Unit Type	Unit Name	Address	City	State	Pin Code	Telephone No.	Fax No.	EmailId.	MobileNo.
Grading Unit	grading industry	delhi grading unit	delhi	Delhi	110016			delhi@gmail.com	9866567634
Payment Mode Offline									
Registration/Renewal Fee Details(s) (Offline payment)									
DD No.	323244								
Date of Issue	25/01/2017								
Drawn on (Bank)	Allahabad Bank								
Branch Name	delhi								
Amount(₹s.)	40250.00								
List of documents to be required									
Sl. No.	Required Documents								
1	Infrastructure Data (Form II)								
2	Self attested scanned copy of lease agreement of the unit if applicable								
3	Self attested scanned copy of certificate issued by Chartered Engineer								
4	Self attested Health records of workers								
5	Self attested scanned copy of record of Training provided to workers								
DECLARATION									
I/We declare that I/We have read and understood the criteria for grant of recognition certificate for peanut shelling, grading, shelling-cum-grading, processing unit and have complied with the same in respect of the above stated units. Further I/We understand that non compliance at any point of time during the entire validity period shall result in cancellation of the recognition certificate.									
I/We undertake to always maintain the above mentioned unit as per the standards prescribed in the APEDA regulation for Peanut and Peanut products, to abide by any instructions that may be issued by APEDA from time to time.									
I/We undertake to keep all original records available at the time of visit of the Inspection Committee.									
I/We undertake to adhere to the following product specifications for peanuts:									
Moisture : 7%									
Admixture/foreign matter : 0.01% max.									
Count variation : Well graded, not to exceed 2 counts either side imperfect kernels: 0.5%									
(Damaged, Broken, split, shriveled, sprouted and discoloured)									
<input checked="" type="checkbox"/> I/We hereby declare that the information and documents submitted by me/us are correct and true to the best of my/our knowledge and belief. In case, it is found to be false I/We would be held responsible and I/We hereby indemnify APEDA from the implications, if any, arising from submission of wrong information in the application.									
Online Registration (Form-1)									
Is the unit owned / leased or rented		Leased / Rented							
Date of incorporation									
Date of incorporation	25/01/2017								
Please provide self attested copy of lease deed at the time of inspection (lease should be for at least 10 years)									
Lease Deed No	65765								
Date of signing	02/01/2017								
Lease period	25/02/2017								
Leaser Name	anurag								
Please mention license details (Lease/License/Certificate No., date of issue and validity)									
<small>Note : FSSAI and HACCP/ISO certificate are mandatory to upload for EU. Choice of Non-EU Minimum one document either FSSAI or HACCP or ISO is required.</small>									
Certificate Type	FSSAI	Issuing Body	Certificate No.	Issue Date	Valid Upto	Uploaded Certificate			
License	FSSAI		33243IT	04/01/2017	01/03/2017	View			
Certification	HACCP		4545	03/01/2017	30/03/2017	View			
Storage Capacities (MTs) Certified by a Chartered Engineer									
Raw Material Storage Capacity(MT)	34								
Finished Goods Storage Capacity(MT)	15								
Shelling Capacity (MT/Day)	32								
Grading Capacity (MT/Day)	22								
Preventive measure (for averting ingress of dust, rodents, insects into the premises e.g. mesh covering on windows, doors etc)									
	Inspects								
Detail of workers engaged in the Unit									
Total number of workers									
Skilled	23								
Unskilled	33								
Semi-skilled	23								
Amenities for workers									
Gents Toilet	No								
Ladies Toilet	No								
Are personal hygiene records of workers maintained?									
	No								
Are attendance records maintained?									
	No								
Equipment Details									
Are equipment calibration records maintained?									
	No								
When was last calibration done for various equipment									
	02/01/2017								
Agency Name									
	apeda								
Unit Reorganization is sought for									
Region European Union									
List of the Equipment and machineries									
Sl. No.	Equipment/Machineries	Quantity							
1	Centrifugal Fan	12.00							
List of uploaded documents									
Sl. No.	Required Documents	Uploaded Document							
1	Infrastructure Data (Form II)	View							
2	Self attested scanned copy of lease agreement of the unit if applicable	View							
3	Self attested scanned copy of certificate issued by Chartered Engineer	View							
4	Self attested Health records of workers	View							
5	Self attested scanned copy of record of Training provided to workers	View							

After saving the documents click on final submission to submit application in APEDA. Once the application is submitted in APEDA, Modification/Amendment is not allowed. After final submission, the applicant will get an acknowledgment as shown in below image



APEDA
Agricultural & Processed Food Products
Export Development Authority
Ministry of Commerce & Industry, Government of India

i-Track System

9/2/2017 10:25:15 AM

Logged in as **TRL RICELAND PVT LTD**

[Home](#) | [New Unit Registration](#) | [Renewal](#) | [Apply For Amendment](#) | [List of Issued Certificate\(s\)](#) | [Help Desk](#) | [Logout](#)

List of In-Process Application(s) for Registration/Renewal

Sl.No.	Reference No.	Applicant Name	Unit Name	Unit Address	Region/Country	Registration Type	Application Status	Submitted On	Action
1	PNUAP2017000101	TRL RICELAND PVT LTD	TRL RICELAND PVT LTD	EROS CORPORATE TOWERS, LEVEL 15, NEHRU PLACE,,NEW DELHI,Delhi-110019	European Union	New Registration	New Application	09/02/2017	View Application
2	PNUAP2017000100	TRL RICELAND PVT LTD	TRL RICELAND PVT LTD	EROS CORPORATE TOWERS, LEVEL 15, NEHRU PLACE,,NEW DELHI,Delhi-110019	European Union	New Registration	Under Process	07/02/2017	View Application

List of In-Process Application(s) for Amendment

No any pending application!!

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RESUBMIT OF APPLICATION WITH CLARIFICATION

Clarification from Applicant

In case of any clarification required, the applicant will get an email alert and also the link in online Peanut and Peanut Products Registration/Renewal system to submit clarification as shown in below image.

APEDA Agricultural & Processed Food Products Export Development Authority
Ministry of Commerce & Industry, Government of India

Logged in as **TRL RICELAND PVT LTD** 9/2/2017 10:47:44 AM

[Home](#) | [New Unit Registration](#) | [Renewal](#) | [Apply For Amendment](#) | [List of Issued Certificate\(s\)](#) | [Help Desk](#) | [Logout](#)

List of In-Process Application(s) for Registration/Renewal

Sl.No.	Reference No.	Applicant Name	Unit Name	Unit Address	Region/Country	Registration Type	Application Status	Submitted On	Action
1	PNUAP2017000101	TRL RICELAND PVT LTD	TRL RICELAND PVT LTD	EROS CORPORATE TOWERS, LEVEL 15, NEHRU PLACE,,NEW DELHI,Delhi-110019	European Union	New Registration	Clarification Required from Applicant	09/02/2017	View Application Submit Clarification
2	PNUAP2017000100	TRL RICELAND PVT LTD	TRL RICELAND PVT LTD	EROS CORPORATE TOWERS, LEVEL 15, NEHRU PLACE,,NEW DELHI,Delhi-110019	European Union	New Registration	Under Process	07/02/2017	View Application

List of In-Process Application(s) for Amendment
No any pending application!!

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Click on “Submit Clarification” link, the given below screen will be displayed.

APEDA Agricultural & Processed Food Products Export Development Authority
Ministry of Commerce & Industry, Government of India

Logged in as **TRL RICELAND PVT LTD** 9/2/2017 10:50:14 AM

[Home](#) | [New Unit Registration](#) | [Renewal](#) | [Apply For Amendment](#) | [List of Issued Certificate\(s\)](#) | [Help Desk](#) | [Logout](#)

Applicant Detail(s)

Reference No.	PNUAP2017000101	Date of Receipt	09/02/2017
Registration Type	New Registration	Inspection Date	NA
Applicant Name	TRL RICELAND PVT LTD	Any Deficiency	NA
Contact No.	9810181056	Deficiency Type	NA
Address	EROS CORPORATE TOWERS, LEVEL 15, NEHRU PLACE, TRL RICELAND PVT LTD	Application Status	Clarification Required from Applicant
Name & Location of Peanut Unit	EROS CORPORATE TOWERS, LEVEL 15, NEHRU PLACE, NEW DELHI Delhi-110019	Application Details	View

Action History
Comments: [View](#)

Action Panel

To update your Application please [click here](#)

Comment(s)*

[Forward to Apeda](#)

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To submit the required information, click on “Click Here” link given under Action Panel. The given below screen will be displayed.



APEDA
Agricultural & Processed Food Products
Export Development Authority
Ministry of Commerce & Industry, Government of India

i-Track System

9/2/2017 10:53:17 AM

Logged in as **TRL RICELAND PVT LTD**

Home
New Unit Registration
Renewal
Apply For Amendment
List of Issued Certificate(s)
Help Desk
Logout

Online Registration (Form-I)

Is the unit owned / leased or rented * Owned Leased / Rented

Please provide date of incorporation

Date of incorporation*

Please provide self attested copy of lease deed at the time of inspection (lease should be for at least 10 years)

Lease Deed No*

Date of signing*

Lease period*

Lessor Name*

Please mention details of License/Certificate No., date of issue and validity (Please upload latest version)

Note : FSSAI and HACCP/ISO certificate are mandatory to upload for EU, Incase of Non-EU Minimum one document either FSSAI or HACCP or ISO is required. Only .pdf or .jpg files upto 1 MB are allowed to upload

Certificate Type*	Issuing Body*	Certificate No.*	Valid from*	Valid Upto*	Upload Certificate*	
License	FSSAI	tt5465	12/01/2016	30/04/2017	View	Edit Delete
Certification	HACCP	4545	10/02/2016	31/05/2017	View	Edit Delete
--Please Select--			dd/MM/yyyy	dd/MM/yyyy	Choose File	No file chosen

Storage Capacities (MT) Certified by a Chartered Engineer

If any of the storage not applicable, please fill zero(0).

Raw Material Storage Capacity(MT) *

Finished Goods Storage Capacity(MT) *

Shelling Capacity (MT/Day) *

Grading Capacity (MT/Day) *

Processing facility (MT/Day) *

Preventive measure (for averting ingress of dust , rodents, insects into the premises e.g. mesh covering on windows, doors etc) *

Detail of workers engaged in the Unit

Total number of workers *

Skilled

Unskilled

Semi-skilled

Amenities for workers *

Gents Toilet Yes No

Ladies Toilet Yes No

Are personal hygiene records of workers maintained? Yes No

Are attendance records maintained? * Yes No

Equipment Details

Are equipment calibration records maintained? * Yes No

When was last calibration done for various equipment *

Agency Name *

Unit Reorganization is sought for

Region*

Country*

List of the Equipment and machineries

Sl. No.	Equipment/Machineries	Quantity	Action
1	Centrifugal Fan	34.00	Edit Delete
	--Please Select--		<input type="button" value="Submit"/>

List of documents to be uploaded

Only .pdf or .jpg files upto 1 MB are allowed to upload

Change Req.	Sl. No.	Required Documents	Upload Documents	Action
<input type="checkbox"/>	1	Infrastructure Data (Form II)	View	
<input type="checkbox"/>	2	Self attested scanned copy of lease agreement of the unit if applicable	View	
<input type="checkbox"/>	3	Self attested scanned copy of certificate issued by Chartered Engineer	View	
<input type="checkbox"/>	4	Self attested Health records of workers	View	
<input type="checkbox"/>	5	Self attested scanned copy of record of Training provided to workers	View	

[For assistance, email to us] Best viewed in IE 6.0 or above

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After updating the data an applicant need to click on final submission to view and update all the points which is shouted by APEDA.

After entering all the details, click on final submit button. After successful submission, the status of application changed to “Under Process” as shown in below image.



APEDA
Agricultural & Processed Food Products
Export Development Authority
Ministry of Commerce & Industry, Government of India

i-Track System

9/2/2017 10:25:15 AM

Logged in as **TRL RICELAND PVT LTD**

[Home](#) |
 [New Unit Registration](#) |
 [Renewal](#) |
 [Apply For Amendment](#) |
 [List of Issued Certificate\(s\)](#) |
 [Help Desk](#) |
 [Logout](#)

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2	PNUAP2017000100	TRL RICELAND PVT LTD	TRL RICELAND PVT LTD	EROS CORPORATE TOWERS, LEVEL 15, NEHRU PLACE,,NEW DELHI,Delhi-110019	European Union	New Registration	Under Process	07/02/2017	View Application

List of In-Process Application(s) for Amendment

No any pending application!!

[For assistance, [email to us](#)] Best viewed in IE 6.0 or above

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RESUBMIT OF APPLICATION WITH DEFICIENCY OBSERVED DURING INSPECTION

Upload Deficient Document by Applicant

In case of any deficiency observed during physical inspection, the applicant will get an email alert and also the link in online Peanut Name and Peanut Products Registration/Renewal system to submit deficiencies as shown in below image.

APEDA Agricultural & Processed Food Products Export Development Authority
Ministry of Commerce & Industry, Government of India

i-Track System

Logged in as **TRL RICELAND PVT LTD** 9/2/2017 10:58:59 AM

Home | **New Unit Registration** | Renewal | Apply For Amendment | List of Issued Certificate(s) | Help Desk | Logout

List of In-Process Application(s) for Registration/Renewal

Sl.No.	Reference No.	Applicant Name	Unit Name	Unit Address	Region/Country	Registration Type	Application Status	Submitted On	Action
1	PNUAP2017000101	TRL RICELAND PVT LTD	TRL RICELAND PVT LTD	EROS CORPORATE TOWERS, LEVEL 15, NEHRU PLACE,,NEW DELHI,Delhi-110019	European Union	New Registration	Required Deficient Document	09/02/2017	View Application Upload deficient document
2	PNUAP2017000100	TRL RICELAND PVT LTD	TRL RICELAND PVT LTD	EROS CORPORATE TOWERS, LEVEL 15, NEHRU PLACE,,NEW DELHI,Delhi-110019	European Union	New Registration	Under Process	07/02/2017	View Application

List of In-Process Application(s) for Amendment

No any pending application!!

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Click on “Upload deficient document” link, the given below screen will be displayed.

APEDA Agricultural & Processed Food Products Export Development Authority
Ministry of Commerce & Industry, Government of India

i-Track System

Logged in as **TRL RICELAND PVT LTD** 9/2/2017 11:00:14 AM

Home | **New Unit Registration** | Renewal | Apply For Amendment | List of Issued Certificate(s) | Help Desk | Logout

Applicant Detail(s)

Reference No.	PNUAP2017000101	Date of Receipt	09/02/2017
Registration Type	New Registration	Inspection Date	24/02/2017
Applicant Name	TRL RICELAND PVT LTD	Any Deficiency	Yes
Contact No.	9810181056	Deficiency Type	Minor
Address	EROS CORPORATE TOWERS, LEVEL 15, NEHRU PLACE,	Application Status	Deficiency Observed
Name & Location of Peanut Unit	TRL RICELAND PVT LTD EROS CORPORATE TOWERS, LEVEL 15, NEHRU PLACE, NEW DELHI Delhi-110019	Application Details	View

Action History

Comments: [View](#)

Action Panel

Only pdf or jpg file(s) upto 1 MB are allowed to upload

Upload Documents	Document Name	Action
<input type="button" value="Choose File"/> No file chosen		<input type="button" value="Upload"/>

Comment(s)*

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After uploading the necessary documents, click on “Forward to APEDA”.

After successful submission, the status of application changed to “Under Process” as shown in below image.



[Home](#) | [New Unit Registration](#) | [Renewal](#) | [Apply For Amendment](#) | [List of Issued Certificate\(s\)](#) | [Help Desk](#) | [Logout](#)

List of In-Process Application(s) for Registration/Renewal

Sl.No.	Reference No.	Applicant Name	Unit Name	Unit Address	Region/Country	Registration Type	Application Status	Submitted On	Action
1	PNUAP2017000101	TRL RICELAND PVT LTD	TRL RICELAND PVT LTD	EROS CORPORATE TOWERS, LEVEL 15, NEHRU PLACE,,NEW DELHI,Delhi-110019	European Union	New Registration	Required Deficient Document	09/02/2017	View Application Upload deficient document
2	PNUAP2017000100	TRL RICELAND PVT LTD	TRL RICELAND PVT LTD	EROS CORPORATE TOWERS, LEVEL 15, NEHRU PLACE,,NEW DELHI,Delhi-110019	European Union	New Registration	Under Process	07/02/2017	View Application

List of In-Process Application(s) for Amendment

No any pending application!!

UNIT REGISTRATION CERTIFICATE

Once the Registration certificate is approved and digitally signed, the applicant can View the certificate by clicking on “View Certificate” in their login as shown in below image.



APEDA
Agricultural & Processed Food Products
Export Development Authority
Ministry of Commerce & Industry, Government of India

i-Track System

9/2/2017 11:09:14 AM

Logged in as **TRL RICELAND PVT LTD**

[Home](#) | [New Unit Registration](#) | [Renewal](#) | [Apply For Amendment](#) | [List of Issued Certificate\(s\)](#) | [Help Desk](#) | [Logout](#)

List of Issued Registration/Renewal Certificate(s)

Sl.No.	Reference No.	Certificate No.	Applicant Name	Unit Name	Unit Address	Region/Country	Registration Type	Application Status	Action
1	PNJAP2017000101	PN2017020416	TRL RICELAND PVT LTD	TRL RICELAND PVT LTD	EROS CORPORATE TOWERS, LEVEL 15, NEHRU PLACE, NEW DELHI, Delhi-110019	European Union	New Registration	Certificate Issued	View Certificate

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APPLY FOR AMENDMENT

In case any modification after generation of Unit Registration Certificate, Unit can apply for Amendment in certificate by clicking on “Apply For Amendment” Menu as displaying in menu bar as 4th Menu. After clicking on “Apply For Amendment” menu, given below screen will be get appear.

The screenshot shows the APEDA i-Track System interface. At the top left is the APEDA logo and text: "APEDA Agricultural & Processed Food Products Export Development Authority Ministry of Commerce & Industry, Government of India". At the top right is the "i-Track System" logo and the date "1/2/2017 03:07:26". Below the header is a navigation menu with items: Home, New Unit Registration, Renewal, Apply For Amendment, List of Issued Certificate(s), Change Password, Help Desk, Logout. Below the menu is a table titled "Select Certificate to Apply for Amendment".

SL. No.	Certificate No.	Applicant Name	Unit Name	Unit Address	Region/Country	Action
1	PN2017010415	abhay	peanut new unit	meerut house,meerut,Uttar Pradesh-110016	European Union	Apply for Amendment

Applicant need to click on “Apply for Amendment” link from action column. After clicking on “Apply for Amendment” given below screen will be get appear.

[Home](#) | [New Unit Registration](#) | [Renewal](#) | [Apply For Amendment](#) | [List of Issued Certificate\(s\)](#) | [Change Password](#) | [Help Desk](#) | [Logout](#)

AMENDMENT IN PEANUT UNIT REGISTRATION CERTIFICATE

REGISTRATION No.: **PN2017010415**

UNIT TYPE: **GRADING UNIT**

AMENDMENT TYPE: Amendment in Certificate Extension of Validity Amendment & Extension

Name of Exporter :
 Address :
 City :
 State :
 District :
 Pin Code :

Unit Name :
 Address of the Unit :
 City :
 State :
 District :
 Pin Code :

Export region :

Country :

Shelling/Grading/Shelling-Cum-Grading Capacity of the Unit

(a) Shelling capacity (in MT) :
 (b) Grading capacity (in MT) :

Storage Capacity of the unit

(a) Raw material (in MT) :
 (b) Finished goods (in MT) :

Processing Capacity of the Unit

(a) Processing Capacity (in MT) :

SUPPORTING DOCUMENT FOR AMENDMENT

Only pdf or jpeg file(s) upto 1 MB are allowed to upload

Upload Documents	Type of Document	Action
<input type="button" value="Choose File"/> No file chosen		<input type="button" value="Upload"/>

Previous uploaded certificate(s)

Certificate Type*	Issuing Body*	Certificate No.*	Valid from*	Valid Upto*	Upload Certificate*
Licence	FSSAI	546567J	02/01/2017	08/03/2017	View
Certification	HACCP	56756765	03/01/2017	27/02/2017	View

UPLOAD SUPPORTING DOCUMENTS FOR UNIT REGISTRATION

Only pdf or jpeg file(s) upto 1 MB are allowed to upload

Attached certificate for extension

Certificate Type*	Issuing Body*	Certificate No.*	Valid from*	Valid Upto*	Upload Certificate*
--Please Select--			dd/MM/yyyy	dd/MM/yyyy	<input type="button" value="Choose File"/> No file chosen <input type="button" value="Upload"/>

APEDA RCMC No. (if any): Yes No
 Lease Agreement of premises (if any): Yes No

Please provide self attested copy of lease deed at the time of inspection (lease should be for at least 10 years)

Lease Deed No
 Date of signing*
 Lease period*
 Lessor Name*
 Self attested scanned copy of lease agreement of the unit if applicable * No file chosen [View](#)

View Comment(s)/Remark(s)

Declaration/Remarks*
Max size limit 1000 characters

After changes in Amendment application, Applicant need to click on “Submit” button to forward Amendment application to APEDA.

APEDA will process this application and issue Unit registration certificate with requested changes, which will also reflect in “List of Issued Certificate(s)” Menu as given in below screen.



APEDA
Agricultural & Processed Food Products
Export Development Authority
Ministry of Commerce & Industry, Government of India

i-Track System

9/2/2017 11:09:14 AM

Logged in as **TRL RICELAND PVT LTD**

[Home](#) | [New Unit Registration](#) | [Renewal](#) | [Apply For Amendment](#) | [List of Issued Certificate\(s\)](#) | [Help Desk](#) | [Logout](#)

List of Issued Registration/ Renewal Certificate(s)

Sl.No.	Reference No.	Certificate No.	Applicant Name	Unit Name	Unit Address	Region/Country	Registration Type	Application Status	Action
1	PNUAP2017000101	PN2017020416	TRL RICELAND PVT LTD	TRL RICELAND PVT LTD	EROS CORPORATE TOWERS, LEVEL 15, NEHRU PLACE, NEW DELHI, Delhi-110019	European Union	New Registration	Certificate Issued	View Certificate

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Thank You