Directorate General of Foreign Trade

User Help File

Duty Free Import Authorization(DFIA) Module
Version 4.0

September- 2025

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1. Introduction and Accessing DGFT Portal

This document is the help file for DFIA functions in the new system. To access the new portal, navigate to https://dgft.gov.in. The new portal is compatible with the following browsers: Chrome 70 + / Firefox 70 + / IE 12+Users are advised to refer to the latest help file available under Learn > Online Help & FAQs in the DGFT Portal.

For accessing the DFIA module follow the navigation:

Services -> Advanced Authorisation -> DFIA

2. Contact@DGFT

To raise any concern to DGFT the user may call the given Toll-Free Helpline number given on the DGFT Portal or raise a request using the "Contact@DGFT" page.
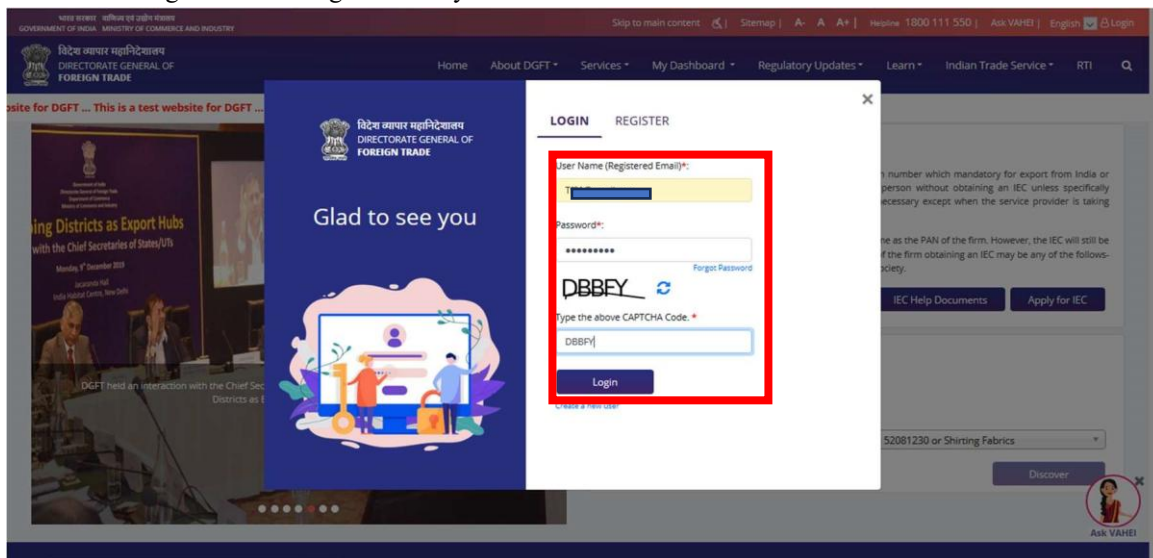
3. Login to the new Portal

To Login on Directorate General Foreign Trade (DGFT)
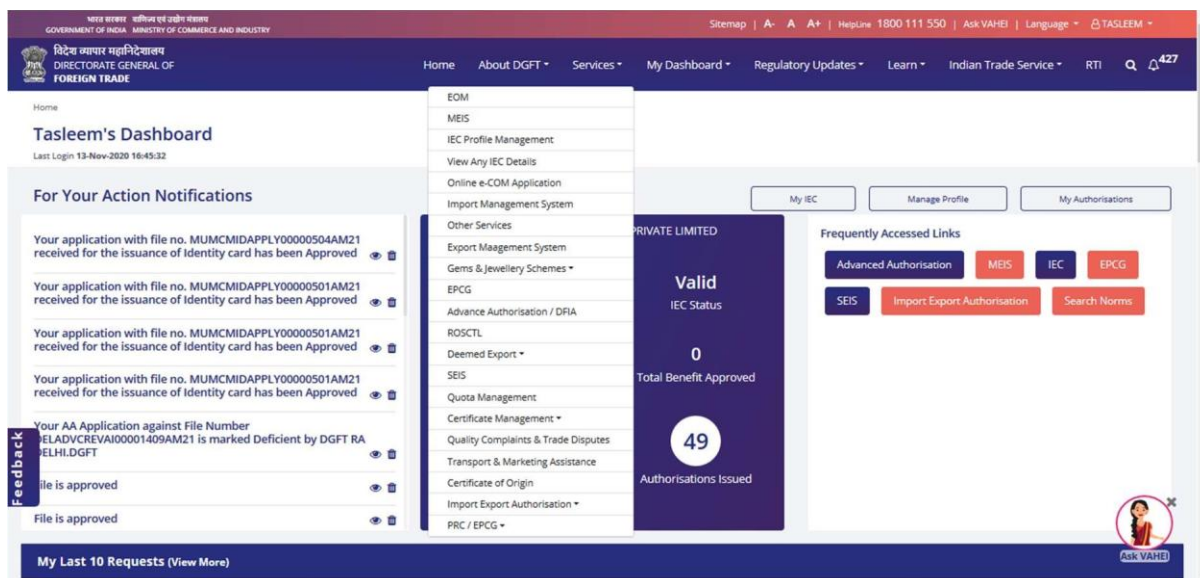
portal you would require: a) Internet Connection

b) Valid User ID and password provided to log in

Then proceed with the following steps.

1. Visit the DGFT website and proceed with Login by entering the User ID, Password and captcha then click on the login button to log in to the system.

2. Once you logged in successfully you will be able to see your Dashboard

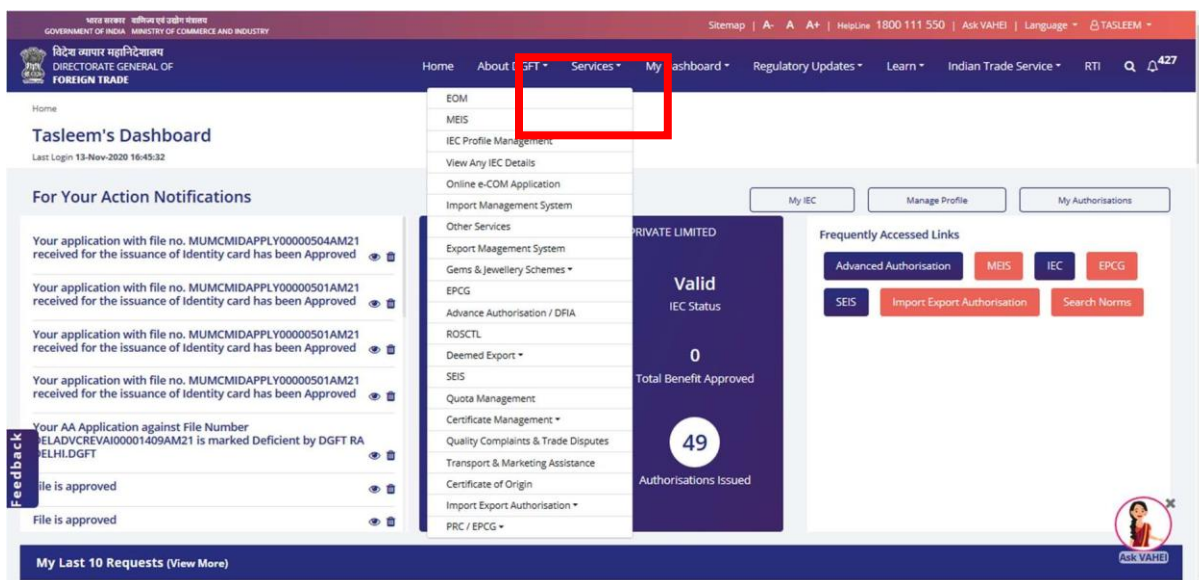# 4. Applying for DFIA File Number

Introduction

This section covers the process of applying for the DFIA file number.

Pre-conditions for applying for DFIA:

1. IEC Entity has already Imported Items by paying customs duty.

2. The applicant has an 'Active' IEC and is logged into the DGFT Customer Portal.

3. E-Sign and DSC are enabled for submission.

4. The applicant is authorised to draft and submit applications for an IEC.

To apply for DFIA file number is as follows:

1. Login to the portal with valid credentials and click on service option present in the top of the screen

2. Click on advance authorisation/DFIA option from the menu, you will be redirected to the AA/DFIA page

3. Scroll down to find the Apply for DFIA File Number (ANF-4G) node and click on explore button on the DFIA node, you will be redirected to the Apply for DFIA File Number application page.

4. You can either proceed with the draft application or create a new application, for proceeding with the draft application select the radio button of the corresponding application and click on the Proceed with existing application button present in the bottom of the screen and go ahead with an application form where you left

○	9	ADSFS0721MN0000011456	16/10/2020 19:17		Action ▾
○	10	ADSFS0721MN0000011450	15/10/2020 19:44		Action ▾

Showing 1 to 10 of 46 entries

Previous **1** 2 3 4 5 Next

Start Fresh Application   → Proceed With Existing Application

5. For creating a fresh application, click on Start Fresh Application button present in the bottom of the screen, you will be displayed with a fresh application

6. In the outstanding authorisation details pop up, you will be displayed with outstanding authorisation details for your IEC, click on proceed to proceed with the application.

7. Fill the required details in the respective fields of the basic details section of the basic details screen.

8. expand on RCMC details section and select the desired RCMC to proceed with

9. Now expand Excise/GST details section and select one or more from the displayed list and verify the industrial registration details, this will we auto populated from IEC profile

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10. Now expand the supporting manufacturer details and a supporting manufacturer if you are not a manufacturer.

11. For adding a supporting manufacturer, fill the required fields and click on add button, when you click on add button, the supporting manufacturer will be added to the list. If it is a merchant preferred activity, then supporting manufacturing details is mandatory

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12. Now click on Save and next button to reach export details screen, fill all the required details in the export group details section of the export details screen.

Tasleem's Dashboard
Last Login 03-Sep-2020 11:51:36

Outstanding Authorisation Details

Basic Details — Export Details — Input Details — Additional Input Details — Attachments — Declaration — Application Summary

Success Message
Your Application has been saved successfully

Export Group Details

Export Product Group *
Please Select

Currency of Imports *
Please Select

Freely Convertible Currency *
Please Select

Export Product

Cumulative Export Value

Summary

Success Message
Your Application has been saved successfully

Export Group Details

Export Product Group *
A-Chemical and Allied Products

Currency of Imports *
Singapore Dollar

Freely Convertible Currency *
UAE Dirham

Export Product

Cumulative Export Value

Deemed Export Details (Optional)

Clear All   Save & Next

13. Now, expand the export product section to add export products. To add the export products, fill the required fields in that section and click on add button present in that section, once you click on add button, the product will be added to the export product list.

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14. Now, expand the cumulative export value and verify the auto-populated values based on the export product added and the expand the deemed export details section

15. In deemed export section, which is optional you can add deemed export details by filling the mandatory fields and click on save and next button to reach input details screen.

16. In the Input details screen, add the input details by filling all the mandatory fields and click on add button, once you click on add button, the input item details will be added in the input items table.

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Inputs from Exports

Export Serial Number* : 1

Inputs as per* : SION

Serial No.* : A11

Click here to edit serial number

Input Description : Isopropyl Alcohol

Technical Features / Description* : Technical Features / Description

ITC (HS) Code ●* : 71101120, In powder form

UOM* : Number

Quantity allowed ● :

Quantity Required* : 100

Total CIF Value (In INR.)* : 158796500

Total CIF Value (In freely convertible currency)* : 79,39,825.00

Add

Show 10 entries

Activate Windows
Go to Settings to activate Windows.

SNo ☐	Inputs Required	Export Serial Number	Inputs as per	Serial No.	Input Item Description	Technical Features / Description	ITC (HS) Code	UOM	Quantity allowed	Quantity Required	CIF Value (In INR)	Total CIF Value (In freely convertible currency)	Edit/Delete
1	☐	1	SION	A11	Isopropyl Alcohol			K.G	4				✏/🗑
2	☐	1	SION	A11	Methyl Isothio Cyanate			K.G	2				✏/🗑
3	☐	1	SION	A11	Dimethyl Sulphoxide			K.G	9				✏/🗑
4	☐	1	SION	A11	Potassium Hydroxide			K.G	2				✏/🗑
5	☐	1	SION	A11	Nitro Methane			K.G	2				✏/🗑
6	☐	1	SION	A11	Chloroform			K.G	8				✏/🗑
7	☑	1	SION	A11	Isopropyl Alcohol	Technical Features / Description	71101120, In powder form	Number		100	15,87,96,500.00	79,39,825.00	✏/🗑

Showing 1 to 7 of 7 entries

Previous 1 Next

Grand Total CIF Value of Imports (In INR)* : 15,87,96,500.00

Grand Total CIF Value of Imports (In currency of Imports)* : 31,75,930.00

Grand Total CIF Value of Imports (In US $)* : 15,87,965.00

Activate Windows
Go to Settings to activate Windows.

Grand Total CIF Value of Imports (In Freely Convertible Currency)*

17. User can either edit or delete the input item from the input item list, for deleting the item click on the delete button corresponding to the selected item or for editing the item, click on edit button then the item details fields will be auto filled with the current item details.

SNo ☐	Inputs Required	Export Serial Number	Inputs as per	Serial No.	Input Item Description	Technical Features / Description	ITC (HS) Code	UOM	Quantity allowed	Quantity Required	CIF Value (In INR)	Total CIF Value (In freely convertible currency)	Edit/Delete
1	☐	1	SION	A11	Isopropyl Alcohol			K.G	4				🖊/🗑
2	☐	1	SION	A11	Methyl Isothio Cyanate			K.G	2				🖊/🗑
3	☑	1	SION	A11	Dimethyl Sulphoxide			K.G	9				🖊/🗑
4	☐	1	SION	A11	Potassium Hydroxide			K.G	2				🖊/🗑
5	☐	1	SION	A11	Nitro Methane			K.G	2				🖊/🗑
6	☐	1	SION	A11	Chloroform			K.G	8				🖊/🗑

Showing 1 to 6 of 6 entries   Previous 1 Next

Grand Total CIF Value of Imports (In INR)*

0.00

Grand Total CIF Value of Imports (In currency of imports)*

0.00

Grand Total CIF Value of Imports (In US $) *

0.00

Grand Total CIF Value of Imports (In Freely Convertible Currency)*

0.00

Inputs from Exports ⌄

Export Serial Number*

1

Inputs as per *

SION

Serial No.*

A11

Click here to edit serial number

Input Description

Dimethyl Sulphoxide

Technical Features / Description*

ITC (HS) Code ❶ *

Search ITC Code e.g 741

UOM*

K.G

Quantity allowed ❶

9.0

Quantity Required*

Total CIF Value (In INR.)*

Total CIF Value (In freely convertible currency)*

[Update] [Cancel]

Show 10 ⇕ entries

Inputs from Exports ⌄

Export Serial Number*

1

Inputs as per *

SION

Serial No.*

A11

Click here to edit serial number

Input Description

Dimethyl Sulphoxide

Technical Features / Description*

Technical Features / Description

ITC (HS) Code ❶ *

Search ITC Code e.g 741

UOM*

Number

Quantity allowed ❶

9.0

Quantity Required*

8

Total CIF Value (In INR.)*

124587956

Total CIF Value (In freely convertible currency)*

62,29,397.80

[Update] [Cancel]

Show 10 ⇕ entries

---

18. After clicking the update button, the item details will be updated in the list, before proceeding further tick mark all the input items you require and verify the total values

19. Click on the appendix 4J hyperlink to read and declare the same before proceeding. And if required to add invalidation details, please select yes radio button for the 'do you want to add invalidation/ARO requests?'

20. Now click on the Next button to reach the next page, i.e., Additional Input details screen.

21. To add the drawback claimed details, expand the drawback claimed section, fill the mandatory details, and click on add button.

22. To add the invalidation details, expand the invalidation details section, click on 'select from input list' button, now select the item and click on the add button in the pop-up, once you click on add button the item will be added to the invalidation details list.

The added items can be deleted or modified by clicking on the respective icons corresponding to the selected items.

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Drawback Claimed (Optional) ⓘ ⌄

Invalidation Details ⌄

Select from Inputs List

Input Name *

Total Quantity Invalidated *

Cancel   Update

Show 10 ⇕ entries

Import Item Serial Number ↕	Serial Number ↕	Input As Per ↕	Export Serial No ↕	Input Item Description ↕	Technical Features / Description ↕	ITC (HS) Code ↕	Quantity Allowed ↕	Total Quantity Required ↕	Total Quantity Invalidated ↕	Total Quantity to be imported ↕	UOM ↕	Source of Import ↕	Edit/Delete ↕
⊕ 3	A11	SION	1	Dimethyl Sulphoxide	Technical Features / Description	71101110, Unwrought form	9	8	-	-	Number	-	✏/🗑

Showing 1 to 1 of 1 entries   Previous 1 Next

Indigenous Supplier Details   Select from Supplier List ⌄

Wastage claimed

23. For adding indigenous supplier details, expand indigenous supplier details section and click on add supplier details button present in that section, and select from the list.

Verify the supplier details and click on save supplier details button, once the save supplier button is clicked the supplier details will be added to the list

Basic Details — Export Details — Input Details — Additional Input Details — Attachments — Declaration — Application Summary

Drawback Claimed (Optional) ⓘ ⌄

Invalidation Details ⌄

Indigenous Supplier Details   Select from Supplier List ⌄

Add Supplier Details

Show 10 ⇕ entries

Serial Number	IEC of Indigenous Producer/Supplier from where items are to be procured	Name of Indigenous Producer/supplier	Address of Indigenous Producer/Supplier	Regional Authority of Indigenous Producer/Supplier	Issue Invalidation Letter/ARO	Branch Code	Input Item Serial No.	Edit/Delete
			No data available in table					

Previous Next

Wastage claimed ⌄

Indigenous Supplier Details

Select from Supplier List ⌄

IEC of Indigenous Producer/Supplier from where items are to be procured*

Branch Code of the Applicant *

Name*

Prashant Sehgal

Address*

Regional Authority of Indigenous Producer/Supplier*

New Delhi_Office of Zonal Director General of Foreign Trade

Issue Invalidation Letter/ARO

Invalidation Letter

Input Serial Number*

3

Quantity Invalidated*

7

UOM*

Number

CIF Value(IN INR.)*

10,90,14,461.50

CIF Value In Currency Import

20,71,274.769

Add Invalidated Items

Show 10 ⌄ entries

Input Serial Number ↑↓	Item Name ↑↓	Quantity Invalidated ↑↓	UOM ↑↓	CIF Value (IN INR.) ↑↓	CIF Value In Currency Of Import ↑↓	Delete ↑↓

Activate Windows
Go to Settings to activate Windows

IEC of Indigenous Producer/Supplier from where items are to be procured*

Branch Code of the Applicant *

Name*

Prashant Sehgal

Address*

Regional Authority of Indigenous Producer/Supplier*

New Delhi_Office of Zonal_Director General of Foreign Trade

Issue Invalidation Letter/ARO

Invalidation Letter

Input Serial Number*

Please Select

Quantity Invalidated*

UOM*

CIF Value(IN INR.)*

CIF Value In Currency Import

Add Invalidated Items

Show 10 ⌄ entries

Input Serial Number ↑↓	Item Name ↑↓	Quantity Invalidated ↑↓	UOM ↑↓	CIF Value (IN INR.) ↑↓	CIF Value In Currency Of Import ↑↓	Delete ↑↓
3	Dimethyl Sulphoxide	7	Number	10,90,14,461.50	20,71,274.769	🗑

Showing 1 to 1 of 1 entries

Activate Windows
Go to Settings to activate Windows

Previous 1 Next

Add Invalidated Items

Show 10 ⬍ entries

Input Serial Number ⬍	Item Name ⬍	Quantity Invalidated ⬍	UOM ⬍	CIF Value (IN INR.) ⬍	CIF Value In Currency Of Import ⬍	Delete ⬍
3	Dimethyl Sulphoxide	7	Number	10,90,14,461.50	20,71,274.769	🗑

Showing 1 to 1 of 1 entries

Previous **1** Next

Save Supplier Details

Show 10 ⬍ entries

Serial Number	IEC of Indigenous Producer/Supplier from where items are to be procured	Name of Indigenous Producer/supplier	Address of Indigenous Producer/Supplier	Regional Authority of Indigenous Producer/Supplier	Issue Invalidation Letter/ARO	Branch Code	Input Item Serial No.	Edit/Delete
			No data available in table					

Activate Windows
Go to Settings to activate Windows

Indigenous Supplier Details   Select from Supplier List ⌄

Add Supplier Details

Show 10 ⬍ entries

Serial Number	IEC of Indigenous Producer/Supplier from where items are to be procured	Name of Indigenous Producer/supplier	Address of Indigenous Producer/Supplier	Regional Authority of Indigenous Producer/Supplier	Issue Invalidation Letter/ARO	Branch Code	Input Item Serial No.	Edit/Delete
1	AGRP SE007E		S N N	N Z o		001-Sector 28 Noida second one yaha fatega	View Input	✏/🗑

Previous **1** Next

Wastage claimed

Activate Windows
Go to Settings to activate Windows

24. Click on 'view input' button corresponding to the supplier added to the list to see the details of the input.
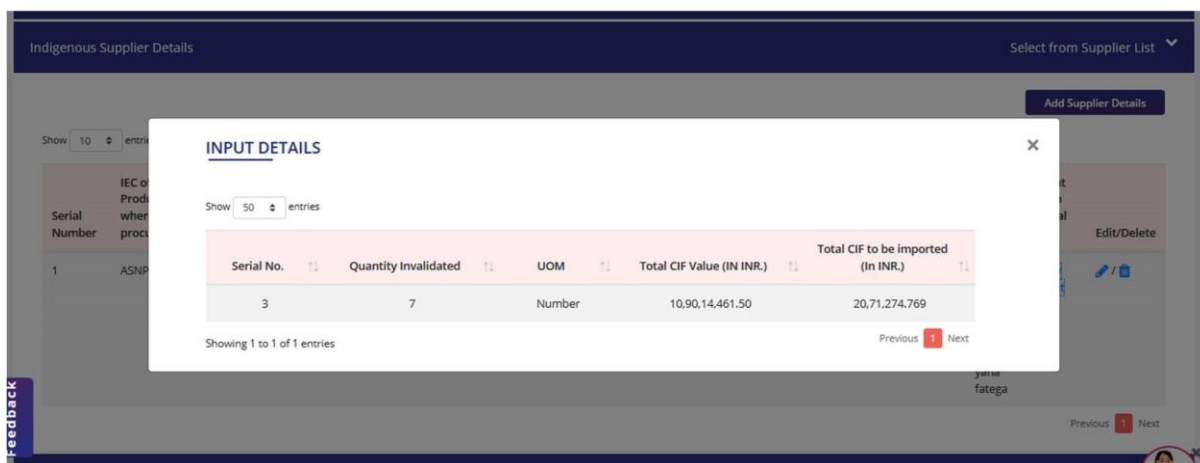
25. for adding items for wastage claim, click on add input item for wastage claim and select the item from the pop-up and click on add button, the item will be added to list. To modify the wastage, click on edit button and modify the wastage values or if required, click on the delete button to delete the entire.

Import Details (modal)

Invalidation Details

Indigenous Supplier Details — Select from Supplier List

Wastage claimed

Import Details ✕

Show 10 entries

Input Serial Number	Inputs Required	Export Serial Number	Inputs as per	Serial No.	Input Description	Technical Features / Description	ITC (HS) Code	ITC(HS) Code Description	UOM	Quantity allowed
⊕ 3	☑	1	SION	A11	Dimethyl Sulphoxide	Technical Features / Description	71101110, Unwrought form	Unwrought form	Number	9

Previous 1 Next

Add

Cumulative Values

Activate Windows
Go to Settings to activate Windows

Clear All   Save & Next

Wastage claimed

Add Input Items For Wastage Claim

Name Of Input*

Wastage Claimed*

Justification*

Update   Cancel

Show 10 entries

Import Item Serial No	Export Serial No	Input As Per	Serial No	Input Item Description	Technical Features / Description	ITC (HS) Code	Quantity Allowed	Total Quantity Required	Total Quantity Invalidated	Total Quantity to be imported	UOM	Source of Import	Edit/Delete
⊕ 3	1	SION	A11	Dimethyl Sulphoxide	Technical Features / Description	71101110, Unwrought form	9	8	7	1	Number	Imported directly+ indigenously procured	✏ / 🗑

Activate Windows
Go to Settings to activate Windows

Previous

26. Verify the cumulative values, add grand total exemption values and click on save and next button, to reach attachment page

27. Add attachments if required by uploading the documents and clicking on add attachment button, then click on save and next button to reach declaration page.

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Outstanding Authorisation Details

Basic Details — Export Details — Input Details — Additional Input Details — Attachments — Declaration — Application Summary

Success Message
Your Application ADSFS0721MN0000010738 has been saved successfully

Declaration

I / We hereby declare that :

1. the particulars and the statements made in this application are true and correct to the best of my/our knowledge and belief and nothing has been concealed or held there from and if found incorrect or false will render me/us liable for any penal action or other consequences as may be prescribed in law or otherwise warranted.

2. we would abide by the provisions of the Foreign Trade (Development and Regulation) Act, 1992, the Rules and Orders framed there under, the Foreign trade Policy, the Handbook Procedure and the ITC(HS) Classification of Export & Import Items, as amended from time to time.

3. none of the Proprietor/ Partner(s) / Director(s) / Karta / Trustee of the firm / company, as the case may be, is / are a Proprietor / Partner(s) / Director(s) / Karta / Trustee in any other firm / Company which has come to the adverse notice of DGFT or is in the caution list of RBI.

4. I/we have perused the list of SCOMET items as contained in the Appendix 3 to the Schedule 2 of the ITC (HS) Classifications of Export-Import Items, and that the item(s) exported / proposed to be exported does not fall within this list and that I/ We agree to abide by the provisions of the Policy for export of SCOMET items contained in the Foreign Trade Policy, Schedule 2 of ITC (HS) and the HBP, irrespective of the scheme under which the item is exported / proposed to be exported (the underlined portion will be deleted in case an application for export license for SCOMET item is being filed).

29. Sign the declaration page and click on save and next button to view the application summary.

come to the adverse notice of DGFT or is in the caution list of RBI.

4. I/we have perused the list of SCOMET items as contained in the Appendix 3 to the Schedule 2 of the ITC (HS) Classifications of Export-Import Items, and that the item(s) exported / proposed to be exported does not fall within this list and that I/ We agree to abide by the provisions of the Policy for export of SCOMET items contained in the Foreign Trade Policy, Schedule 2 of ITC (HS) and the HBP, irrespective of the scheme under which the item is exported / proposed to be exported (the underlined portion will be deleted in case an application for export license for SCOMET item is being filed).

5. no export proceeds are outstanding beyond the prescribed period as laid down by RBI or such extended period for which RBI permission has been obtained.

6. that I/We have updated the IEC profiles in ANF 1.

7. We have not been penalized under any of the following Acts (as amended from time to time): (i) The Customs Act, 1962, (ii) The Central Excise Act 1944, (iii) Foreign Trade (Development & Regulation) Act 1992, and (iv) The Foreign Exchange Management Act,1999; (v) The Conservation of Foreign Exchange, Prevention of Smuggling Activities Act, 1974 B.

8. I am authorised to verify and sign this declaration as per Paragraph 9.06 of the FTP.

☑ Tick the box as acceptance of declaration/ undertaking and fill in the details below.

Place*
NOIDA

Date*
03/09/2020

[Clear All] [Save & Next]

30. On application summary page, click on the print button to view and print the application summary for future references, then scroll down to check the fee of the application. Now click on the sign button after reviewing application summary

31. Now click on payment, to proceed with the payment, post successful payment you will be displayed with the e-receipt, you can click on download and print button to download and print the e-receipt for reference.

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in the caution list of RBI.

4.I/we have perused the list of SCOMET items as contained in the Appendix 3 to the Schedule 2 of the ITC (HS) Classifications of Export-Import Items, and that the item(s) exported / proposed to be exported does not fall within this list and that I/ We agree to abide by the provisions of the Policy for export of SCOMET items contained in the Foreign Trade Policy, Schedule 2 of ITC (HS) and the HBP, irrespective of the scheme under which the item is exported / proposed to be exported (the underlined portion will be deleted in case an application for export license for SCOMET item is being filed).

5.no export proceeds are outstanding beyond the prescribed period as laid down by RBI or such extended period for which RBI permission has been obtained.

6.that I/We have updated the IEC profiles in ANF 1.

7. We have not been penalized under any of the following Acts (as amended from time to time): (i) The Customs Act, 1962, (ii) The Central Excise Act 1944, (iii) Foreign Trade (Development & Regulation) Act 1992, and (iv) The Foreign Exchange Management Act,1999; (v) The Conservation of Foreign Exchange, Prevention of Smuggling Activities Act, 1974 B.

8.I am authorised to verify and sign this declaration as per Paragraph 9.06 of the FTP.

☑Tick the box as acceptance of declaration/ undertaking and fill in the details below.

| Place : | Date : |
| NOIDA | 03/09/2020 |

Amount to be Paid : Rs. 100000.0

Feedback Payment

32. Now click on the OK button of the e-receipt. Now your application is submitted and auto approved, you will receive notifications.

33. after clicking on OK button, the user will be redirected to track the status of the application, where user can track the status of the application.

5.   Performing actions on the submitted DFIA File

Various actions can be performed on the submitted DFIA file, for this we need a submitted DFIA File number application.

Proceed with the following steps.

1. Visit the DGFT portal website and proceed with Login by entering the User ID, Password and captcha, then click on the login button to log in to the system.
2. Once you land on Dashboard then click on 'my dashboard' option, click on submitted application option from the dropdown, you will be redirected to track status screen.
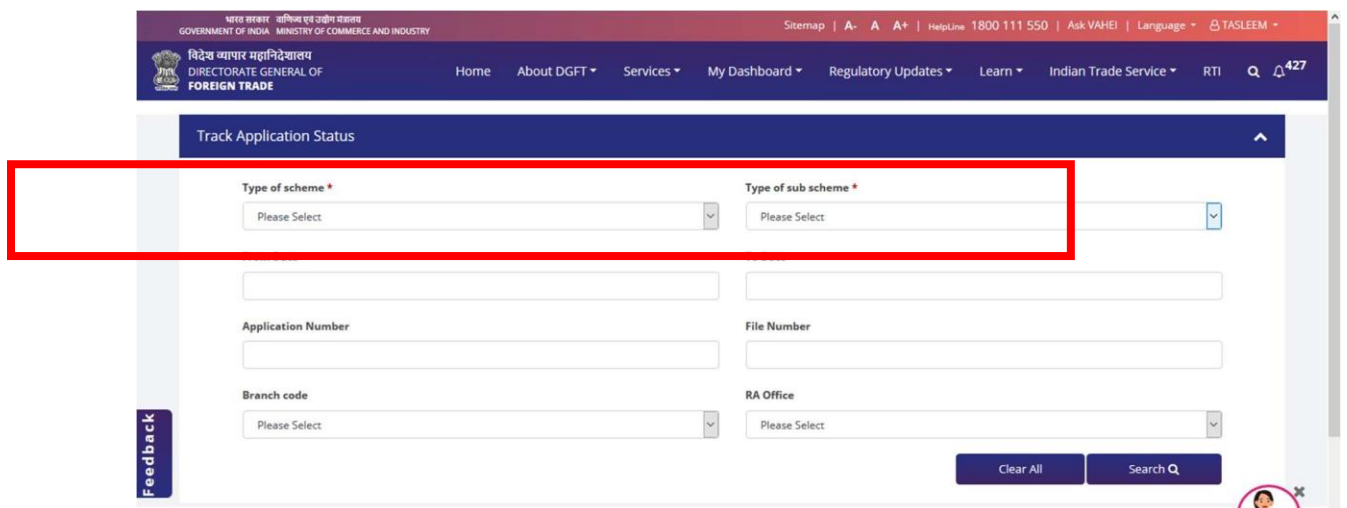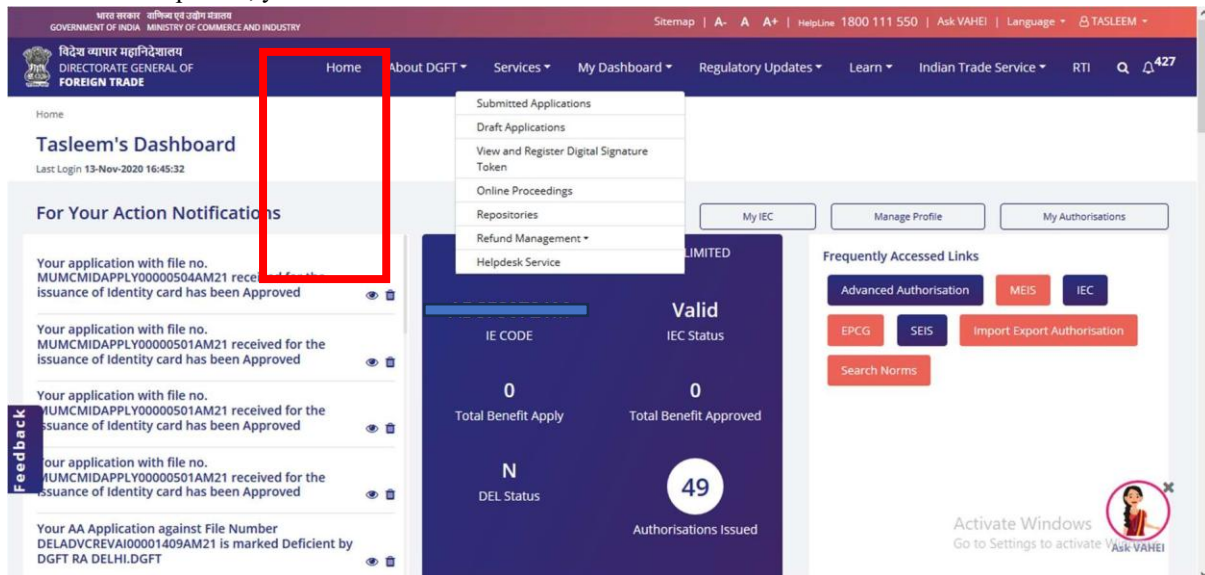
3. In the track status search parameter, select the type of scheme as DFIA and type of sub-scheme as Apply for DFIA File

Number to view all the submitted applications of Apply for DFIA File Number

4. Now click on the action button and view the list of options available under action that can be performed.

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5. Click on the print option, to view the submitted application and print the same. To view, the payment details click on payment details option in the dropdown. For viewing the lifecycle of the application click on view life cycle button, similarly, for DSC signature details, transmission details, view approved license/ rejection letter, view submitted attachments, select the respective options from the list.

VIEW LIFE CYCLE

Showing result for : Application process -> Duty Free Import Authorisation (DFIA) Application Sub process -> Application for DFIA File Number Application Number - ADSFS0721MN0000010738 File Number - 05AR07607355AM21

Sl.No.	Action	Action Date	Action By
1	Submitted	26/11/2020 03:02:44 PM	Importer/Exporter

Previous 1 Next

Showing result for : Application process -> Duty Free Import Authorisation (DFIA) Application Sub process -> Application for DFIA File Number File Number - 05AR07607355AM21

DSC/ESIGN DETAILS

Showing result for : Application process -> Duty Free Import Authorisation (DFIA) Application Sub process -> Application for DFIA File Number Application Number - ADSFS0721MN0000010738 File Number - 05AR07607355AM21

Sl.No. ↑↓	E-sign Type ↑↓	Serial Number ↑↓	Signed Date ↑↓	Certificate Type ↑↓	Certifying Authority ↑↓	Common Name ↑↓	Organisation ↑↓	Certificate Issued Date ↑↓
			No data available in table					

Showing 0 to 0 of 0 entries

Previous Next

Showing result for : Application process -> Duty Free Import Authorisation (DFIA) Application Sub process -> Application for DFIA File Number File Number - 05AR07607355AM21

6. Now to make a copy of the already submitted file, user can click on make a copy button under the action dropdown

7. Click on the ok button to create a copy of the file successfully and application number will be displayed to the user, users can go to the Apply DFIA File number node to continue with the copied application.

6. ## Adding Non-EDI shipping bill to bill repository

The non-EDI shipping bills can be added to the bill repository, which will be useful for proceeding with the application for transferable DFIA.

User may proceed with the following steps:

1. Visit the DGFT portal website and proceed with Login by entering the User ID, Password and captcha, then click on the login button to log in to the system.
2. Once you land on Dashboard then in search box type repository, and select the repository option of the search result, you will be redirected to the repositories screen
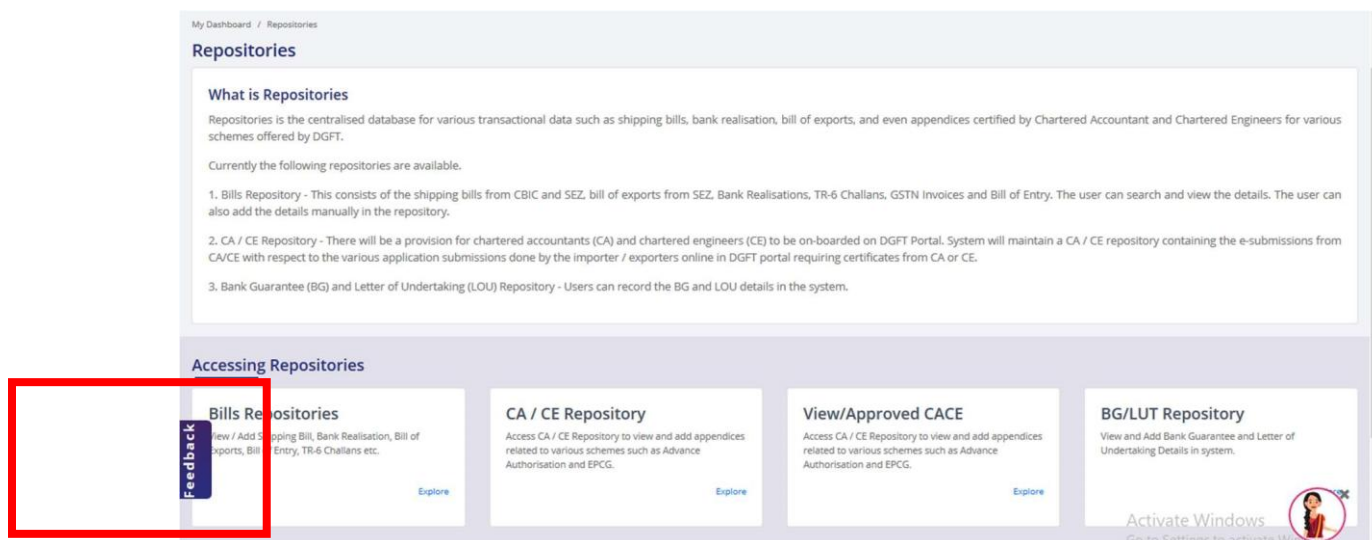
3. Now click on explore hyperlink in the Bill Repository node, you will be redirected to the bill repository page.
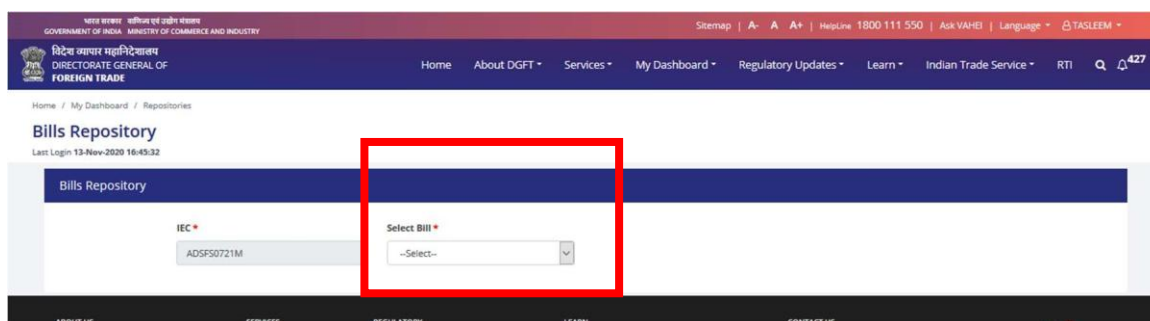
4. In select bill drop-down, select the Shipping Bill option and then click on add Non-EDI shipping bill button, you will be redirected to draft shipping bill application page

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5.   Click on start fresh application button to create a shipping bill

6.   Now fill all the required details and make sure, these points are satisfied:
- Make sure all the values are correctly entered.
- Invoice serial no is the same as the export serial number entered in DFIA file number application in the part E section ☐ DFIA file number should be entered in file number field of part E section

7. Now click on the save button, the Shipping bill be successfully created and acknowledgement will be displayed to the user.
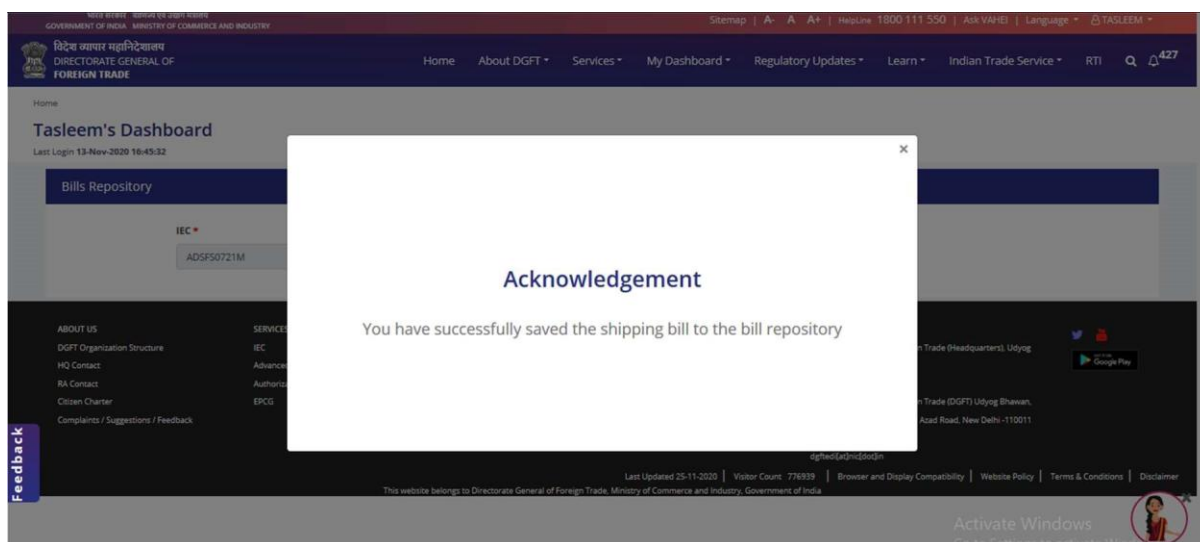
7. Apply for Transferable DFIA

Introduction

This section covers the process of applying for the DFIA file number.

Pre-conditions for applying for DFIA:

1. IEC Entity has already Imported Items by paying customs duty.

2. The applicant has an 'Active' IEC and is logged into the DGFT Customer Portal.

3. e-Sign and DSC are enabled for submission.

4. The applicant is authorised to draft and submit applications for an IEC.

5. Successfully approved DFIA file number application and Valid shipping bills EDI or Non-EDI

The apply for Transferable DFIA is as follows:

1. log in to the portal with valid credentials and click on service option present in the top of the screen.

2.   Click on advance authorisation/DFIA option from the menu, you will be redirected to the AA/DFIA page

3. Scroll down to find the Apply for Transferable DFIA (ANF-4G) node and click on explore button on the DFIA node, you will be redirected to the Apply for Transferable DFIA (ANF-4G) application page.

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4.   You can either proceed with the draft application or create a new application, for proceeding with the draft application select the radio button of the corresponding application and click on the Proceed with existing application button present in the bottom of the screen and go ahead with an application form where you left

5.   For creating a fresh application, click on Start Fresh Application button present in the bottom of the screen, you will be displayed with a fresh application

6.   In application details page select the DFIA file number to proceed with the application, all the details in this application will be auto-populated as per the DFIA file number application that is selected.

7. Now click save and next button in application details page to reach past year Exports/Deemed Supplies Details page. All details on this screen will be auto populated.

Past Year Exports/Deemed Supplies Details ⓘ

Financial Year	Direct Exports		Third Party Exports		Total Exports		Supplies to SEZ		Supplies to EOU		Other Deemed Exports		Total Deemed Exports	
	In INR (Crores)	In USD (Millions)	In INR (Crores)	In USD (Millions)	In INR (Crores)	In USD (Millions)	In INR (Crores)	In USD (Millions)	In INR (Crores)	In USD (Millions)	In INR (Crores)	In USD (Millions)	In INR (Crores)	In USD (Millions)
2017-18	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	32.547	0.00
2018-19	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	37.925	0.00
2019-20	0.001	0.00	0.006	0.00	0.00	0.00	0.568	0.00	56.757	0.00	56.757	0.001	44.578	0.00

Showing 1 to 3 of 3 entries   Previous 1 Next

Total FOB Value of Exports in Preceeding Financial Years in INR (Crores) *   [0.00]

CIF Value of Authorisations Already Obtained Under Self-Declaration / Self-Ratification in INR (Crores) *   [0.00]

Total Entitlement in INR (Crores) *   [0.00]

Balance Entitlement in INR(Crores) *   [0.00]

                                                                Clear All   Save & Next

8. Click on save and next button to reach, Export/Import details screen. All details on this screen will be auto populated. If a required user can modify the data that is auto populated in this screen

Export Group Details

Export Product Group *	Currency of Imports	Freely Convertible Currency ⓘ
A-Chemical and Allied Products	Singapore Dollar	UAE Dirham

Export Item Details

Shipping Bill / Deemed Export Details

Shipping Bill / Invoice Wise Export items details

Cumulative Values

Deemed Export Details (Optional) ⓘ

                                                                Clear All   Save & Next

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9. In the Shipping bill/deemed export details section and shipping bills/ invoice wise export items details section of this screen, the details will be auto populated from the shipping bill that was attached to the DFIA file number selected in the first screen.

Shipping Bill / Invoice Wise Export items details

Export Serial Number *
Please Select

ITC (HS) Code*

[Update] [Cancel]

Show 10 entries

Sr no.	Type of Export	ITC(HS) code	Shipping Bill No.	GST Invoice No.	Invoice Sr. No.	Export Product Group	SION No.	Export Product Sr. No.	Quantity Exported / Supplied-Direct Export	Quantity Exported / Supplied-Third Party Exports	Quantity Exported / Supplied-Deemed Exports or Intermediate Supplies	Quantity Exported / Supplied-Total	Quantity Exported / Supplied-UOM	Edit
1	NON-EDI	71101110,Unwrought form	12300	12	1	Chemical and Allied Products	A11	11					Number	✏

Showing 1 to 1 of 1 entries   Previous 1 Next

Sr no.	Type of Export	ITC(HS) code	Shipping Bill No.	GST Invoice No.	Invoice Sr. No.	Export Product Group	SION No.	Export Product Sr. No.	Quantity Exported / Supplied-Direct Export	Quantity Exported / Supplied-Third Party Exports	Quantity Exported / Supplied-Deemed Exports or Intermediate Supplies	Quantity Exported / Supplied-Total	Quantity Exported / Supplied-UOM	Edit
1	NON-EDI	71101110,Unwrought form	12300	12	1	Chemical and Allied Products	A11	11					Number	✏

Foreign Currency Name UAE Dirham

Foreign Currency Conversion rate

Foreign Currency Eqv. US$/INR Rate 19.45

FOB In FFE 61,72,02,384.00

FOB In INR 12,00,45,86,378.00

FOB Eqv US$

BRC Details - FC Conversion Rate

BRC Details Eqv to US$ Rate

BRC Details FOB In FC 7,90,01,905.152

BRC Details FOB In INR 1,53,65,87,056.384

BRC Details FOB Eqv US$ 0.00

Export Serial Number

ITC (HS) Code

Showing 1 to 1 of 1 entries   Previous 1 Next

10.   Verify the cumulative values section and deemed export details section, update if required and proceed further by clicking on save and next button. You will be redirected to the input details page

Export Group Details

Export Item Details

Shipping Bill / Deemed Export Details

Shipping Bill / Invoice Wise Export items details

Cumulative Values

Grand Total FOB / FOR Value of Exports to be made, excluding commission(In INR.)*
12,00,45,86,378.00

Grand Total FOB / FOR Value of Exports to be made, excluding commission (In currency of imports)*
22,60,75,073.03

Grand Total FOB / FOR Value of Exports to be made, excluding commission (In US $)*
16,48,98,164.53

Total Freely convertible currency *
61,72,02,384.47

Deemed Export Details (Optional) ⓘ

[Clear All] [Save & Next]

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11. All the details in the input details screen are auto populated and if the required user can modify the details in this screen.

SNo ☐ ↑	Inputs Required	Export Serial Number ↑	Inputs as per ↑	Serial No. ↑	Input Item Description ↑	Technical Features / Description ↑	ITC (HS) Code ↑	UOM ↑	Quantity allowed ↑	Quantity Required ↑	CIF Value (In INR) ↑	Total CIF Value (In freely convertible currency) ↑	Edit/Delete ↑
1	☐	1	SION	A11	Isopropyl Alcohol			K.G	4				✏/🗑
2	☐	1	SION	A11	Methyl Isothio Cyanate			K.G	2				✏/🗑
3	☑	1	SION	A11	Dimethyl Sulphoxide	Technical Features / Description	71101110,Unwrought form	Number	9	8	12,45,87,956.00	60,18,741.83	✏/🗑
4	☐	1	SION	A11	Potassium Hydroxide			K.G	2				✏/🗑
5	☐	1	SION	A11	Nitro Methane			K.G	2				✏/🗑
6	☐	1	SION	A11	Chloroform			K.G	8				✏/🗑

Showing 1 to 6 of 6 entries

Previous 1 Next

Grand Total CIF Value of Imports (In INR)*

12,45,87,956.00

Grand Total CIF Value of Imports (In currency of imports)*

22,67,296.74

Grand Total CIF Value of Imports (In US $)*

16,72,321.55

Grand Total CIF Value of Imports (In Freely convertible currency)*

60,18,741.83

12. After clicking the update button, the item details will be updated in the list, before proceeding further tick mark all the input items you require and verify the total values

13. Click on the appendix 4J hyperlink to read and declare the same before proceeding. And if required to add invalidation details, please select yes radio button for the 'do you want to add invalidation/ARO requests?'

Outstanding Authorisation Details

Application Details — Past Year Exports/Deem... — Export/Import Details — Input Details — Additional Input — Consumption Details — Split DFIA — Attachments — Declaration — Application Summary

Inputs Details ⌄

Inputs Details (As per Shipping Bill) ⌄

Is Import from registered Source for Pharmaceutical products ?* ○ Yes ● No

Do you want to Add Invalidation/ARO Request* ● Yes ○ No

☑ Item(s) declared do not fall under Appendix 4J*

Clear All   Save & Next

APPENDIX –4J
(Please see paragraph 4.42 of HBP)
Export Obligation Period for Specified Inputs with Pre-import Condition.

Sl. No.	Import Item(s)	Export Obligation Period from the date of clearance of each import consignment by Customs Authority
1)	Spice (a) Pepper; cardamom and chilies for Value Addition purpose like crushing / grinding /sterlisation or for manufacture of oils and oleoresins and not for simple cleaning, grading, repacking etc.	120 days However, for imports completed up to 31.12.2008, Export Obligation Period (EOP) shall be 150 days.
	(b) Spices other than pepper, cardamom and chilies for manufacture of Spice oils. Oleoresins.	12 months.
	(c) Other than (a) & (b) above.	90 days
2)	Drugs (with a specific export order and pre-import	12 months

14.   Now click on save and next, you will reach additional input details screen, in this screen all details are auto-populated as per DFIA file number selected. User can edit the values if required.

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Wastage claimed

Name Of Input*

Wastage Claimed*

Justification*

Add Input Items For Wastage Claim

Update Cancel

Show 10 entries

Import Item Serial No	Export Serial No	Input As Per	Serial No	Input Item Description	Technical Features / Description	ITC (HS) Code	Quantity Allowed	Total Quantity Required	Total Quantity Invalidated	Total Quantity to be imported	UOM	Source of Import	Total CIF Value (In INR)	Edit/Delete
🚫 3	1	SION	A11	Dimethyl Sulphoxide	Technical Features / Description	71101110,Unwrought form	8	8	7	1	Number	Import + Indigenous	12,45,87,956.00	✏️ / 🗑️

Total CIF Value Invalidated (In INR) 10,90,14,461.50

Total CIF Value imported (In INR) 1,55,73,494.50

Wastage Claimed in % of Input Value 0.8

Justification Justification

Previous 1 Next

Clear All Save & Next

15.   Now click on save and next button to reach consumption details screen. On consumption details screen, all the details are auto populated and cannot be modified export details and input details ap per importer/exporter, however, quantity consumed can be editable.

Export Details as per Importer/Exporter

Show 10 entries

Export Serial Number	Serial No.	Item(s) to be exported / supplied under the Authorisation	Item Characteristics	ITC (HS) Code	Quantity	UOM	Total FOB / FOR Value (In INR.)	Total FOB / FOR Value (In freely convertible currency)
1	A11	1-Methylamine 1-Methi-thio-2NitroethaneNitro compound	Description	71101110,Unwrought form	100	Number	12,00,45,86,378.00	61,72,02,384.47

Showing 1 to 1 of 1 entries

Previous 1 Next

Grand Total FOB / FOR Value of Exports to be made, excluding commission(In INR.)*

12,00,45,86,378.00

Grand Total FOB / FOR Value of Exports to be made, excluding commission (In currency of imports)*

22,60,75,073.03

Grand Total FOB / FOR Value of Exports to be made, excluding commission (In US $)*

16,48,98,164.53

Grand Total FOB / FOR Value of Exports to be made, excluding commission (In Freely Convertible Currency)*

61,72,02,384.47

Input Details- As Per Importer/Exporter

Clear All Save & Next

SNo ☐	Inputs Required	Export Serial Number	Inputs as per	Serial No.	Input Item Description	Technical Features / Description	ITC (HS) Code	UOM	Quantity allowed	Please enter quantity consumed for selected input	Quantity Declared	Quantity invalidated	CIF Value (In INR)	Edit
⊕ 1	☐	1	SION	A11	Isopropyl Alcohol			K.G	4					✏
⊕ 2	☐	1	SION	A11	Methyl Isothio Cyanate			K.G	2					✏
⊕ 3	☑	1	SION	A11	Dimethyl Sulphoxide	Technical Features / Description	71101110,Unwrought form	Number	9		8	7	12,45,87,956.00	✏
⊕ 4	☐	1	SION	A11	Potassium Hydroxide			K.G	2					✏
⊕ 5	☐	1	SION	A11	Nitro Methane			K.G	2					✏
⊕ 6	☐	1	SION	A11	Chloroform			K.G	8					✏

⊕ 2	☐	1	SION	A11	Methyl Isothio Cyanate			K.G	2					✏
⊕ 3	☑	1	SION	A11	Dimethyl Sulphoxide	Technical Features / Description	71101110,Unwrought form	Number	9	7	8	7	10,90,14,461.50	✏
⊕ 4	☐	1	SION	A11	Potassium Hydroxide			K.G	2					✏

16.   Verify the grand total values and enter the grand total exemption values.

17.   Click on save and next button.

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18. Add attachments if required by uploading the documents, add CA/CE details required by clicking Add CA/CE details button and clicking on add attachment button, then click on save and next button to reach declaration page.

19. Sign the declaration page and click on save and next button to view the application summary.

Declaration

I / We hereby declare that :

1. The particulars and the statements made in this application are true and correct to the best of my / our knowledge and belief and nothing has been concealed or held there from. I/We fully understand that any information furnished in the application if found incorrect or false will render me / us liable for any penal action or other consequences as may be prescribed in law or otherwise warranted.

2. none of the Proprietor/ Partner(s) / Director(s) / Karta / Trustee of the firm / company, as the case may be, is / are a Proprietor / Partner(s) / Director(s) / Karta / Trustee in any other firm / Company which has come to the adverse notice of DGFT or is in the caution list of RBI.

3. No export proceeds are outstanding beyond the prescribed period as laid down by RBI or such extended period for which RBI permission has been obtained.

4. that I/We have updated the IEC profiles in ANF 1.

5. I/We hereby certify that: the entity for whom the application has been made have not been penalized under any of the following Acts (as amended from time to time): The Customs Act, 1962, The Central Excise Act 1944, Foreign Trade (Development & Regulation) Act 1992, as amended, and The Foreign Exchange Management Act,1999;. The Conservation of Foreign Exchange, Prevention of Smuggling Activities Act, 1974 Weapons of Mass Destruction & their Delivery Systems (Prohibition of Unlawful Activities) Act, 2005

6. I am authorised to verify and sign this declaration as per Paragraph 9.06 of the FTP.

☑ **Tick the box as acceptance of declaration/ undertaking and fill in the details below.**

Place*

UTTAR PRADESH

Date*

27/11/2020

User Details

(Note: If user profile are not updated, Please update your logged in user profile before submitting the application by clicking on your Username > Profile in the top right corner of website.)

Name ⓘ : TASLEEM AHMED

Email ⓘ : TF01@GMAIL.COM

Office Address ⓘ : 001-hno.490

Residential Address ⓘ : 123, 1234, MEEURT, MEERUT, UTTAR PRADESH, 250001

Designation ⓘ : Importer/Exporter in own company

Mobile ⓘ : 8979180488

Clear All   Save & Next

20.   On application summary page, click on the print button to view and print the application summary for future references, then scroll down to check the fee of the application. Now click on the sign button after reviewing the application summary and make payment.

Application Details

IEC
ADSF50721M

Entity Name

Application Number
ARNDFIATRANS00024347AM21

Applicable Export Foreign Currency
UAE Dirham

Applicable Foreign Exchange Rate
1 UAE Dirham =19.45INR

Basic Details

Branch Code of the Applicant :
001-hno.490

Type Of Norm :
SION

File Number :
05AR07607355AM21

Authorisation File Number

Date of generation of File NUmber	CIF Value (In INR)	CIF Value(In Currency of Import)	CIF Value(In Freely Convertible currency)	Authorisation File Number
26/11/2020	12,45,87,956.00	22,67,296.74	12,45,87,956.00	05AR07607355AM21

Transferable DFIA

ANF -4 G

Application for issue of Transferable Duty Free Import Authorisation (DFIA) (including for ARO and Invalidation Letter)

Application Details

Authorisation File Number

Sr No.	Date of generation of File NUmber	CIF Value (In INR)	CIF Value(In Currency of Import)	CIF Value(In Freely Convertible currency)	Authorisation File Number

in the caution list of RBI.

4.I/we have perused the list of SCOMET items as contained in the Appendix 3 to the Schedule 2 of the ITC (HS) Classifications of Export-Import Items, and that the item(s) exported / proposed to be exported does not fall within this list and that I/ We agree to abide by the provisions of the Policy for export of SCOMET items contained in the Foreign Trade Policy, Schedule 2 of ITC (HS) and the HBP, irrespective of the scheme under which the item is exported / proposed to be exported (the underlined portion will be deleted in case an application for export license for SCOMET item is being filed).

5.no export proceeds are outstanding beyond the prescribed period as laid down by RBI or such extended period for which RBI permission has been obtained.

6.that I/We have updated the IEC profiles in ANF 1.

7. We have not been penalized under any of the following Acts (as amended from time to time): (i) The Customs Act, 1962, (ii) The Central Excise Act 1944, (iii) Foreign Trade (Development & Regulation) Act 1992, and (iv) The Foreign Exchange Management Act,1999; (v) The Conservation of Foreign Exchange, Prevention of Smuggling Activities Act, 1974 B.

8.I am authorised to verify and sign this declaration as per Paragraph 9.06 of the FTP.

☑Tick the box as acceptance of declaration/ undertaking and fill in the details below.

Place :   Date :

NOIDA   03/09/2020

Amount to be Paid : Rs. 100000.0

Feedback | Payment

Name :	Designation :
TASLEEM AHMED	Importer/Exporter in own company
Email :	Mobile :
TF01@GMAIL.COM	8979180488
Office Address :	
001-hno.490	
Residential Address :	
123, 1234, MEERUT, MEERUT, UTTAR PRADESH, 250001	

Amount to be Paid : Rs. 99999.0

Fee Breakup

Fee Breakup	
Fee as per total CIF	109014.462
Fee as per number of Splits	2000
Deductions	
Amount already paid	1
Total Amount to be paid	99999

Sign

Name :

Designation :
Importer/Exporter in own company

Email :

Mobile :
8979180488

Office Address :
001-hno.490

Residential Address :

Amount to be Paid : Rs. 99999.0

Fee Breakup

Payment

Print Receipt

विदेश व्यापार महानिदेशालय
DIRECTORATE GENERAL OF
FOREIGN TRADE

DGFT, Udyog Bhawan, New Delhi

E-PAYMENT RECEIPT

IEC	A
File Number	C
Date of Submission	2
IP Address	1
Firm Name	F
Firm Address	1
Service Availed	1
Mode of Signature	D

PAYMENT DETAILS

Transaction Id	9551
Total Fee Amount (in INR)	99999.00
Date of Submission	2020-11-27 12:04:14
Mode of Payment	Bharatkosh

Directorate General of Foreign Trade

DGFT, Udyog Bhawan, New Delhi

E-PAYMENT RECEIPT

IEC	
File Number	
Date of Submission	
IP Address	
Firm Name	
Firm Address	12 street
Service Availed	Application for transferable DFIA
Mode of Signature	Digital Signature

PAYMENT DETAILS

Transaction ID	9551
Amount (in INR)	99999.000

32. Now click on the OK button of the e-receipt. Now your application is submitted and auto approved, you will receive notifications.

Firm Address	12 street
Service Availed	Transferable DFIA
Mode of Signature	Digital Signature

PAYMENT DETAILS

Transaction Id	9551
Total Fee Amount (in INR)	99999.00
Date of Submission	2020-11-27 12:04:14
Mode of Payment	Bharatkosh
Transaction Status	SUCCESS
Transaction Complete Date	2020-11-27 12:04:14

OK   Download Receipt

33. After clicking on OK button, the user will be redirected to track the status of the application, where user can track the status of the application.

Your application for **Transferable DFIA** with file number **05AS07607373AM21** has been successfully submitted to DGFT for further processing.

OK

Track Application Status

Type of scheme *
Please Select

Type of sub scheme *
Please Select

From Date

To Date

Application Number

File Number

Branch code
Please Select

RA Office
Please Select

Clear All   Search Q

Showing result for : Application process -> Duty Free Import Authorisation (DFIA) Application Sub process -> Application for transferable DFIA File Number - 05AS07607373AM21

Search:

Sl.No.	Application Number	File Number	File Date	Entity Name	Branch	RA Office	File Status	Action
1	ARNDFIATRANS00024347AM21	05AS07607373AM21	27/11/2020	PLANFUL SOFTWARE INDIA PRIVATE LIMITED		RA DELHI	In Process	Action ▾

Showing 1 to 1 of 1 entries

Previous 1 Next

8. Apply for Amendment of Transferable DFIA

The apply for Amendment of Transferable DFIA is as follows:

1. log in to the portal with valid credentials and click on service option present in the top of the screen

2. Click on advance authorisation/DFIA option from the menu, you will be redirected to the AA/DFIA page

3. Scroll down to find the Apply for Amendment of Transferable DFIA node and click on explore button on the Amendment of Transferable DFIA node, you will be redirected to the Apply for Amendment of Transferable DFIA application page.

4. You can either proceed with the draft application or create a new application, for proceeding with the draft application select the radio button of the corresponding application and click on the Proceed with existing application button present in the bottom of the screen and go ahead with an application form where you left.

5. For creating a fresh application, click on Start Fresh Application button present in the bottom of the screen, you will be displayed with a fresh application.

6. Lists of authorization will display on the screen, user will select the authorization number and click on "Proceed for Amendment"

7. User will update the "reason for amendment" from the Basic details Tab.

8. User will update the policy relaxation details either YES or NO. If the user select the "NO" then click on "Save& Next"

9. If the user select the policy relaxation details either YES then update the details and click on "Save& Next"

10. The next tab "**Export Details**". This tab is non editable, therefore user not able to edit this tab. User will click on "Save and Next" button to move to next tab.

11. The next tab "Input details. In this tab list of import item will display. If the user wants to update, user will click on "edit" of the respective import item.

12. Upon click on "Edit" details of the imported item will be auto populated and user may update the ITC HS code, Technical description and UOM and Total CIF value (In FCC) and click on "Update.

13. After update the import details user will click on "Save and Next" button to move to next tab

14. After update the import details next tab "Attachments". If the user select the PRC relaxation "YES" then attachment mandatory to update the PRC decision/minutes of meeting otherwise not.

15. User will move to next tab by clicking the "Save& Next" button. Sign the declaration page and click on save and next button to view the application summary

Declaration

I / We hereby declare that :

1. The particulars and the statements made in this application are true and correct to the best of my / our knowledge and belief and nothing has been concealed or held there from. I/We fully understand that any information furnished in the application if found incorrect or false will render me / us liable for any penal action or other consequences as may be prescribed in law or otherwise warranted.

2. none of the Proprietor/ Partner(s) / Director(s) / Karta / Trustee of the firm / company, as the case may be, is / are a Proprietor / Partner(s) / Director(s) / Karta / Trustee in any other firm / Company which has come to the adverse notice of DGFT or is in the caution list of RBI.

3. No export proceeds are outstanding beyond the prescribed period as laid down by RBI or such extended period for which RBI permission has been obtained.

4. that I/We have updated the IEC profiles in ANF 1.

5. I/We hereby certify that: the entity for whom the application has been made have not been penalized under any of the following Acts (as amended from time to time): The Customs Act, 1962, The Central Excise Act 1944, Foreign Trade (Development & Regulation) Act 1992, as amended, and The Foreign Exchange Management Act,1999;. The Conservation of Foreign Exchange, Prevention of Smuggling Activities Act, 1974 Weapons of Mass Destruction & their Delivery Systems (Prohibition of Unlawful Activities) Act, 2005

6. I am authorised to verify and sign this declaration as per Paragraph 9.06 of the FTP.

☑ **Tick the box as acceptance of declaration/ undertaking and fill in the details below.**

Place*
UTTAR PRADESH

Date*
27/11/2020

User Details
(Note: If user profile are not updated, Please update your logged in user profile before submitting the application by clicking on your Username > Profile in the top right corner of website.)

Name ❶ : TASLEEM AHMED
Email ❶ : TF01@GMAIL.COM
Office Address ❶ : 001-hno.490
Residential Address ❶ : 123, 1234, MEEURT, MEERUT, UTTAR PRADESH, 250001

Designation ❶ : Importer/Exporter in own company
Mobile ❶ : 8979180488

Clear All   Save & Next

16. On application summary page, click on the print button to view and print the application summary for future references, then scroll down to check the fee of the application. Now click on the sign button after reviewing the application summary and make payment.

Place :
PUNJAB

Date :
06/06/2025

Name :

Designation :
Chief Manager

Email :

Mobile :

Office Address :
NA

Residential Address :

Amount to be Paid : Rs. 200.0
Payment

17. Upon payment receipts will generated. User will click on "OK" upon click file will be generated.
A pop message will display to the user.

DIRECTORATE GENERAL OF FOREIGN TRADE

DGFT, Udyog Bhawan, New Delhi

E-PAYMENT RECEIPT

IEC	
File Number	KOLDFIAAMEND00000086AM26
Date of Submission	2025-06-06 02:09:44
IP Address	192.168.136.36
Firm Name	
Firm Address	
Service Availed	Amendment of Transferable DFIA Script
Mode of Signature	Digital Signature

PAYMENT DETAILS

Transaction Id	2199829
Total Fee Amount (in INR)	200.00
Date of Submission	2025-06-06 02:09:44
Mode of Payment	ONLINE
Transaction Status	SUCCESS
Transaction Complete Date	2025-06-06 02:09:44

OK   Download Receipt

✕

Your application for **Amendment of Transferable DFIA Script** with file number **KOLDFIAAMEND00000086AM26** has been successfully submitted to DGFT for further processing.

OK

18. User will click on "OK" upon click "OK" the user will be redirected to track the status of the application, where user can track the status of the application"

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9. Performing actions on submitted Transferable DFIA application/Amendment DFIA application

Various actions can be performed on the submitted Transferable DFIA file, for this we need a submitted Transferable DFIA application.

Proceed with the following steps.

1. Visit the DGFT portal website and proceed with Login by entering the User ID, Password and captcha, then click on the login button to log in to the system.
2. Once you land on Dashboard then click on 'my dashboard' option, click on submitted application option from the dropdown, you will be redirected to track status screen.

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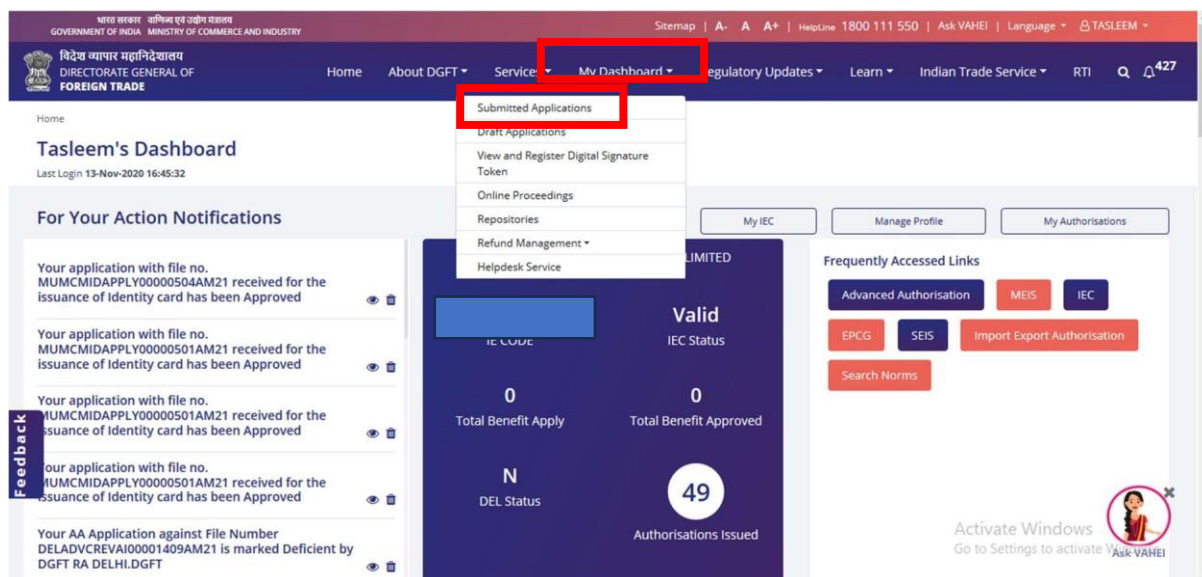
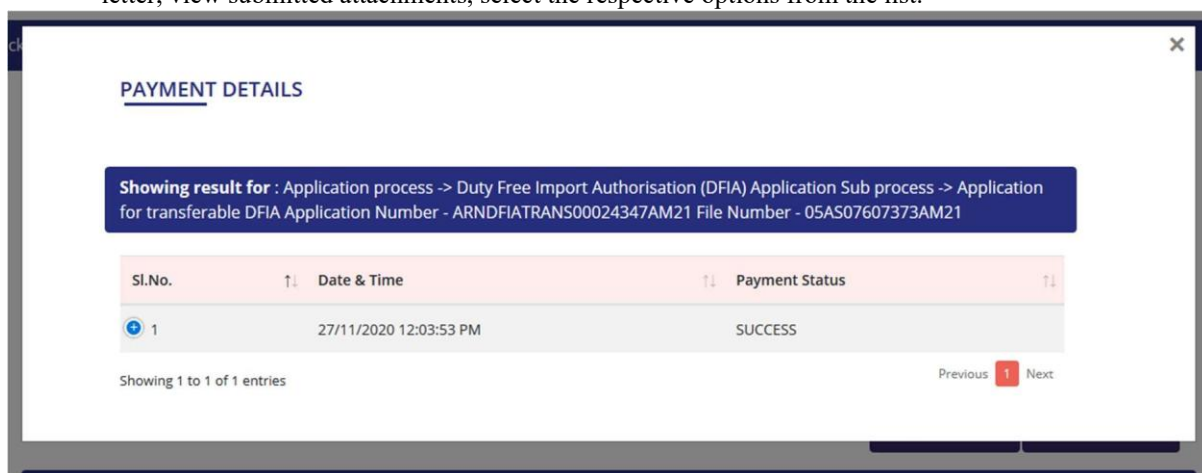3. In the track status search parameter, select the type of scheme as DFIA and type of sub-scheme as Apply for Transferable DFIA to view all the submitted applications of Transferable DFIA applications


4. Now Click on the action button and view the list of options available under action that can be performed.

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5. Click on the print option, to view the submitted application and print the same. To view, the payment details click on payment details option in the dropdown. For viewing the lifecycle of the application click on view life cycle button, similarly, for DSC signature details, transmission details, view approved license/ rejection letter, view submitted attachments, select the respective options from the list.

6. Now to make a copy of the already submitted file, user can click on make a copy button under the action dropdown
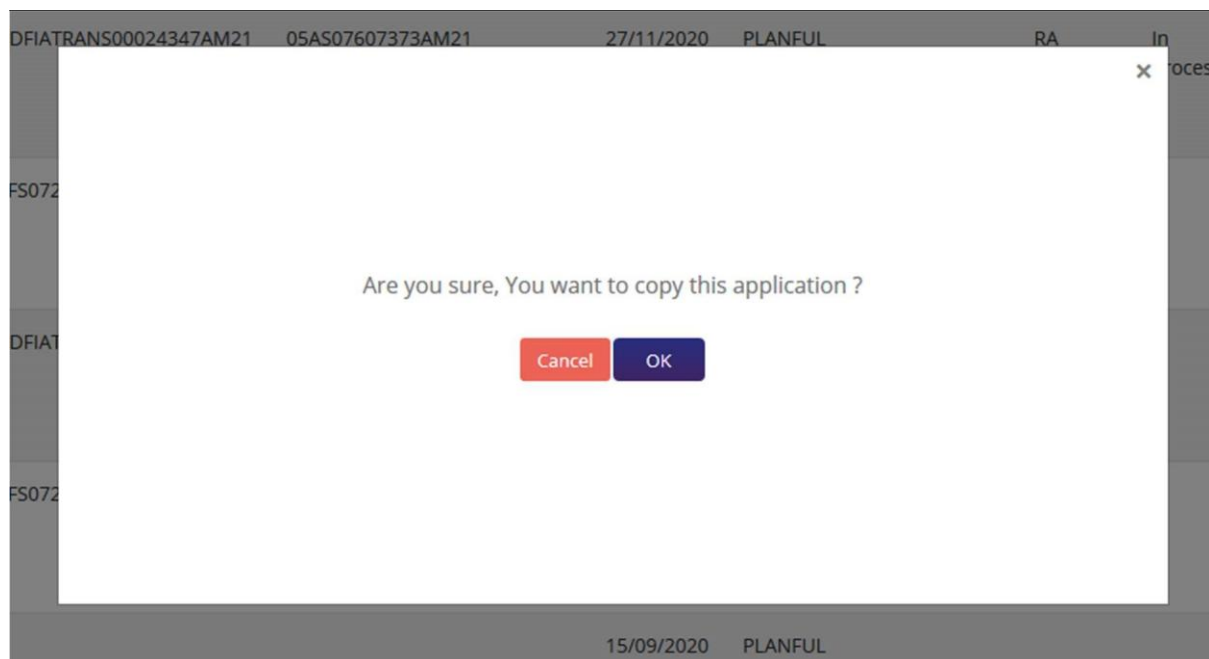
7. Click on the ok button to create a copy of the file successfully and application number will be displayed to the user, users can go to the Apply DFIA File number node to continue with the copied application.

10. List of Abbreviations

The following abbreviations have been used in the document

Table 1: Abbreviations

Abbreviation	Expanded Form
CBIC	Central Board of Indirect Taxes and Customs
DFIA	DUTY-FREE IMPORT AUTHORISATION SCHEME
DGFT	Directorate General of Foreign Trade
DSC	Digital Signature Certificate
IEC	Importer Exporter Code
AA	Advanced Authorisation