



विदेश व्यापार महानिदेशालय
DIRECTORATE GENERAL OF
FOREIGN TRADE

Revamping of Directorate General of Foreign Trade IT System

Revalidation of Transferable DFIA

User Manual for Exporter

Version 2.0

<https://www.dgft.gov.in>

December- 2025

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Introduction and Accessing DGFT Portal

This document covers the EPCG functionalities available to exporters on DGFT Website

(<https://www.dgft.gov.in>).

The website is accessible over internet and compatible with latest version of most popular browsers. The recommended browser is Google Chrome / Microsoft Edge and best viewed in 1366 x 768 resolution.

Users are advised to refer to the latest help manual available under **Learn > Application Help & FAQs** in the DGFT Portal (<https://www.dgft.gov.in/CP/?opt=application-help>).

For accessing the EPCG module on the website follow below navigation:

- a) Navigate to <https://www.dgft.gov.in>
- b) Click on **Services >> EPCG** (<https://www.dgft.gov.in/CP/?opt=epcg>).

Helpdesk Service

In case of any concerns, you may call the DGFT Toll Free Number(s) published on DGFT website or raise a ticket post login from **Services > DGFT Helpdesk Service**.

Login to the new Portal

To login on DGFT website, you would require working email address linked to your Importer Exporter Code (IEC).

Please refer to the help available under **Application Help & FAQs** on how to register on the website and apply for IEC / link your IEC to your logged in email address

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Glad to see you

LOGIN REGISTER

User Name*:
Enter your Email ID

Password*:
Enter Password
[Forgot Password](#)

558BB

Type the above CAPTCHA Code.*
Please enter above CAPTCHA Code

Login

[Create a new user](#)

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

GOVERNMENT OF INDIA, MINISTRY OF COMMERCE AND INDUSTRY

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Home About DGFT Services My Dashboard Regulatory Updates Learn Indian Trade Service RTI

Niranjana's Dashboard
Last Login: 17-Dec-2021 12:41:02

For Your Action Notifications

Deficiency letter has been generated. Please take appropriate steps.

IMA/Consulate office has sought some additional information for your complaint

IMA/Consulate office has sought some additional information for your complaint

IMA/Consulate office has sought some additional information for your complaint

NIRANJANA LIMITED

Valid IEC Status

0 Value of Scrips Applied

0 Value of Scrips Approved

N DEL Status

23

Frequently Accessed Links

Advanced Authorisation MEIS IEC

EPCG SEIS Search Norms

Revalidation of Transferable DFIA

Introduction:-

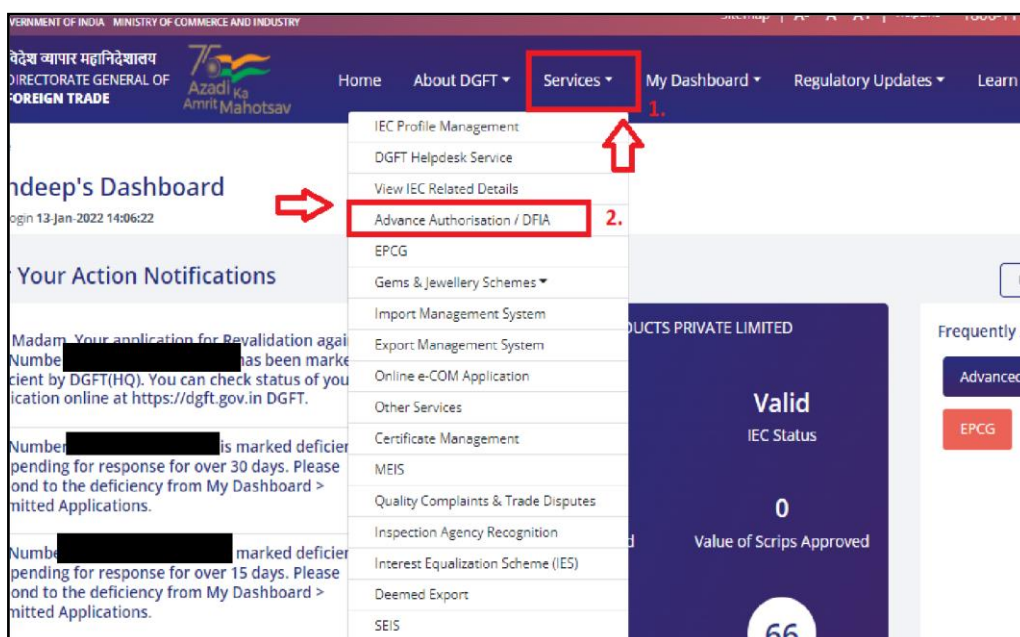
This section covers the process of applying for the Revalidation of Transferable DFIA.

Pre-conditions:

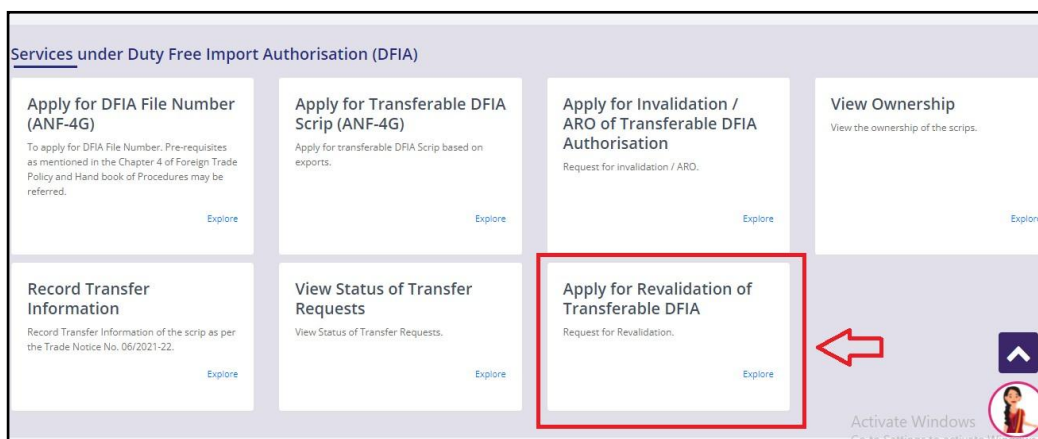
1. IEC Entity has transferable DFIA.
2. The applicant has an 'Active' IEC and is logged into the DGFT Customer Portal.
3. E-Sign and DSC are enabled for submission.
4. The applicant is authorised to draft and submit applications for an IEC.

To apply for Revalidation is as follows:

1. Login to the portal with valid credentials and click on service option present on the top of the screen.
2. Then select Advance Authorisation/DFIA.



3. Scroll down to find the “Apply for Revalidation of Transferable DFIA” node and click on apply button, you will be redirected to the Revalidation 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.

Home / My Dashboard / Advance Revalidation

Apply for revalidation of transferable DFIA

Last Login 13-Jan-2022 14:06:22

Draft Application | Apply for Revalidation of Transferable DFIA Authorisation

Show 10 entries

Select	S. No.	Application Number	Created On	Created By	Last Updated On	Last Updated By
<input type="radio"/>	1	[REDACTED]	10/01/2022 15:13	[REDACTED]	13/01/2022 14:56	[REDACTED]
<input type="radio"/>	2	[REDACTED]	03/01/2022 10:35	[REDACTED]	06/01/2022 16:29	[REDACTED]

Showing 1 to 2 of 2 entries

[Start Fresh Application](#) [→ Proceed With Existing Application](#)

5. For Start Fresh Application, the user have to select the license for which Revalidation needs to be applied, then click on proceed with revalidation.

My Authorisation Authorisation Details Consumption Details Revalidation Details Attachments Declaration Application Summary

Authorisation for Revalidation

Show 10 entries

Select	Sno	Type of Authorisation	Authorisation Number	File Number from which Authorisation is issued	Authorisation Date
<input type="radio"/>	1	Duty Free Import Authorisation (DFIA)	[REDACTED]	[REDACTED]	26/11/2021
<input type="radio"/>	2	Duty Free Import Authorisation (DFIA)	[REDACTED]	[REDACTED]	24/11/2021
<input type="radio"/>	3	Duty Free Import Authorisation (DFIA)	[REDACTED]	[REDACTED]	24/11/2021

6. Authorisation details tab will appear on the screen. On this tab revalidation details field is present if the application is for the second revalidation then first revalidation date will be present else it will remain blank.
7. PRC details are mandatory except for the 1st Revalidation.

Revalidation, if any

As allowed by RA: 31/03/2021

As allowed by DGFT HQ:

PRC Details, if any

Whether it is a PRC Approved Case or not? ☒ Yes ☐ No

- Whether Revalidation has been Approved by PRC? ☐
- Whether revalidation has been granted as per specific Public Notice/Notification? ☒
- Whether revalidation is being sought under Para 2.20 of HBP? ☐

Public Notice/Notification Number *: 1234

Public Notice/Notification Date *: 08/01/2022

8. If the user select the "Whether revalidation has been approved by PRC" the user have to update the details.

PRC Details, if any ▼

Whether it is a PRC Approved Case or not? ☒ Yes ☐ No

- Whether Revalidation has been Approved by PRC? ☒
- Whether revalidation has been granted as per specific Public Notice/Notification? ☐
- Whether revalidation is being sought under Para 2.20 of HBP? ☐

PRC File number *

PRC case number *

PRC meeting number *

PRC meeting date *

9. Click on save & next button after filling all the details in authorisation tab.
10. After that Consumption details tab will appear, verify it then click on save & next.
11. Revalidation Tab will come next, Revalidation date will be auto-filled for 6 months which is editable for the user. Enter relevant reason for revalidation & PRC fee if applicable else enter 0 in fee.

Revalidation Details ▲

Revalidation period applied upto *

Reason for Revalidation *

Revalidation Fee as per PRC (INR) *

12. Then click on Save & next button, after that attachment tab will appear. Attach relevant documents & proceed further.
13. After attachment next tab Declaration. User check the tick box and click on save and next to proceed further for submission of file.

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

Place*

PUNJAB

Date*

06/12/2025

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 ⓘ :

Email ⓘ :

Office Add ⓘ :

Residential Address ⓘ :

Designation ⓘ : Chief Manager

Mobile ⓘ : 7234367898



Clear All

Ask VAHEI
Save & Next