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NOTE: Answers in this FAQ document are informative in nature. No legal claims can be made on basis of same. Users should refer policy documents for legal position. Please refer to Foreign Trade Policy and Handbook of Procedures for policy related matters.

The SCOMET System

Q1. What is meant by SCOMET item?

SCOMET is an acronym for Special Chemicals, Organisms, Materials, Equipment and Technologies. This list contains goods which are considered as dual-use items, i.e., goods, technology, chemicals, organisms etc. which potentially have both, civil as well as military applications and are capable of being deployed as weapons of mass destruction.

Q2. What are the SCOMET categories?

The SCOMET items are classified under 9 distinct categories:

- Category 0: Nuclear materials, nuclear related other materials, equipment and technology
- Category 1: Toxic chemical agents and other chemicals
- Category 2: Micro-organisms, toxins
- Category 3: Materials, Materials Processing Equipment and related technologies
- Category 4: Nuclear-related other equipment and technology, not controlled under Category 0
- Category 5: Aerospace systems, equipment including production and test equipment, related technology and specially designed components and accessories thereof
- Category 6: Munitions list
- Category 7: Reserved
- Category 8: Special Materials and Related Equipment, Material Processing, Electronics, Computers, Telecommunications, Information Security, Sensors and Lasers, Navigation and Avionics, Marine, Aerospace and Propulsion.

It has been further clarified that the SCOMET list also includes used items falling under the list, non-controlled items containing one or more controlled component(s) where the controlled component(s) is the principal element, as well as technology which is required for the development, production or use of items controlled under Category 8 of the SCOMET items.

Q3. Where are the 'SCOMET' items listed?

The list of 'SCOMET' items is available in the Import, Export & SCOMET Policy in the Regulatory Updates section in DGFT website at <http://dgft.gov.in/CP/>.

Q4. What are the consequences of exporting SCOMET items without an authorization?

In a case where any of the SCOMET items are exported without the proper authorization, penal provisions under the FTDR Act will be attracted.

Q5. What are the prerequisites for applying for a SCOMET authorisation?

To apply for SCOMET, following are required:

- Your user profile must be linked with an IEC.
- A valid DSC must be registered in the system. You may verify the same from **My Dashboard > View and Register Digital Signature Token**.

Q6. If my IEC is in DEL/cancelled/suspended, am I eligible to apply for the authorisation?

If your IEC is in DEL, you shall be allowed to proceed with submission of your request for issuance of the authorisation, however, your application shall only be actioned upon once your IEC is removed from DEL.

If your IEC is cancelled/suspended, you shall not be allowed to proceed with submission of your request for the issuance of the authorisation.

Q7. I couldn't complete my application, however, I had saved it after filing it partially. Where can I find it?

OR

Where can I find my partially filled application?

Please follow the below path to access your draft applications for SCOMET

- My Dashboard > Draft Applications.
- Click on **Action** (Under the Results) > **Open**

Q8. What is an application number? Where can I find it?

When an application is created and saved for the first time, an application number gets created. All draft applications have an application number. The same can be found by following the below path: **My Dashboard > Draft applications**

Q9. What is a file number? Where can I view my submitted applications/File number?

When an application is submitted, a file number is generated. The application is tracked via this file number.

Please follow the below path to get the file number for SCOMET Authorisation

- My Dashboard > Submitted Applications
- Enter **Type of Scheme** (Select in dropdown: SCOMET) and **Type of Sub Scheme** (Issuance of SCOMET Authorisation)
- Click on **Search**.
- All details of submitted applications are available in the search results. These details also include their file number.

Q10. How can I request for withdrawal of my submitted application?

Please follow the below path to withdraw a submitted application

- My Dashboard > Submitted Applications
- Enter **Type of Scheme** (Select in dropdown: SCOMET) and **Type of Sub Scheme** (Issuance of SCOMET Authorisation)
- Click on **Search**
- Click on **Action** (Under the Results) > **Withdraw**

Q11. Where can I view my approved authorisations?

Please follow the below path to get the approved authorisations for SCOMET

- My Dashboard > Submitted Applications
- Enter **Type of Scheme** (Select in dropdown: SCOMET) and **Type of Sub Scheme** (Issuance of SCOMETs Authorisation)
- Click on **Search**
- Click on **Action** (Under the Results) > **View Approved Licenses** > **View Letter**

Q12. What is view lifecycle? Where can I see it?

Please follow the below path to view lifecycle of a submitted file for SCOMET

- My Dashboard > Submitted Applications.
- Enter **Type of Scheme** (Select in dropdown: SCOMET) and **Type of Sub Scheme** (Issuance of SCOMET Authorisation)
- Click on **Search**
- Click on **Action** (Under the Results) > **View Life Cycle**

Q13. Where can I see the DSC/e-Sign details of the submitted applications?

Please follow the below path to view the DSC/e-Sign details of a submitted file for

- My Dashboard > Submitted Applications.
- Enter **Type of Scheme** (Select in dropdown: SCOMET) and **Type of Sub Scheme** (Issuance of SCOMET Authorisation)
- Click on **Search**
- Click on **Action** (Under the Results) > **DSC/e-Sign Details**

Q14. Where can I check the status of my submitted application?

Please follow the below steps to check the status of a submitted application for SCOMET

- **My Dashboard > Submitted Applications**
- Enter **Type of Scheme** (Select in dropdown: SCOMET) and **Type of Sub Scheme** (Issuance of SCOMET Authorisation)
- Click on **Search**
- In the search results, please find the status of the submitted application under the column **File Status**

Q15. How will I get to know whether my payment is successful or failed in the system?

OR

Where can I check the status of my payments for an application?

Post successful payment against your submitted application, an Acknowledgement message stating the successful submission of the application shall be shown on the screen.

The same can be confirmed by following the below steps:

- **My Dashboard > Submitted Applications**
- Enter **Type of Scheme** (Select in dropdown: SCOMET) and **Type of Sub Scheme** (Issuance of SCOMET Authorisation)
- Click on **Search**
- Click on **Action** (Under the Results) > **Payment Details**

Q16. What to do if my application is marked as deficient?

If the File Status of your submitted application is marked as deficient, please follow the below steps to respond to the deficiency raised by the officer:

- **My Dashboard > Submitted Applications**

- Enter **Type of Scheme** (Select in dropdown: SCOMET) and **Type of Sub Scheme** (Issuance of SCOMET Authorisation)
- Click on **Search**
- Click on **Action** (Under the Results) > **Respond Deficiency**
- Click on **View** under the **Deficiency view** to view the deficiency letter issued by the officer.
- To respond to deficiency, click on **Respond** under the **Respond to Deficiency**.
- A pop-up shall appear asking you **Do you want to amend application?** , in case you have to add attachments only, please click on **NO** whereas, to make changes to your application, please click on **YES**.
- On submission of your response, the **life cycle view** of the application is updated for your reference and the file is submitted to the RA officer who issued the deficiency letter.

Q17. Where can I confirm the submission of my response to a deficiency against my submitted application?

Post submission of your response to the deficiency, a pop-up appears confirming your submission. Also, the same gets updated in the life cycle view.

Q18. How can I take a print of the application or download it for future reference?

Each form has a section of application summary that shows values for all fields filed in the application. This section of application summary, has a button for "Print Application" enabled on the top right corner of the section. Please click on the button to download the application for your future reference.

Issuance of SCOMET Authorisation

Q19. Where can we apply for SCOMET authorisation?

OR

Where can we get the link to apply for SCOMET authorisation?

Please follow the below path to apply for issuance of a SCOMET authorisation:

- **Services > Export Management System**
- Click on **SCOMET**
- Based on type of application ANF 2O(a)/2O(b)
- Click on **Apply for authorisation**

Q20. What is the difference between ANF 2O(a) & ANF 2O(b)?

Please select ANF 2O(b) when applying for GAICT of SCOMET items else please select ANF 2O(a).

Q21. Can I create a copy of an existing application?

Please follow the below path to create a copy of an existing application for SCOMET

- My Dashboard > Submitted Applications.
- Enter **Type of Scheme** (Select in dropdown: SCOMET) and **Type of Sub Scheme** (Issuance of SCOMET Authorisation)
- Click on **Search**
- Click on **Action** (Under the Results) > **Make a Copy**

Q22. When and how to use the feature of bulk upload for uploading of items?

A new feature of bulk upload has been introduced in the new system. This feature shall allow you to capture all the items offline in a sample excel file, you shall only have to upload the file to update the details of items.

Please follow the below steps to use this feature:

- In the particular section, click on the button for **Download Sample Excel**.
- The sample excel has been downloaded on your system. Fill the details of the items in that excel.
- Once you have added details of all the items in the excel, click on the button for **Bulk upload**.
- In the **Upload Attachments** section, click on **Choose File to Upload** and select the excel file that contains the details of items.
- Now click on the button **Upload** to upload the file.
- The details in the file will now start to appear in the table below.

Q23. What to do if I get an error message on bulk upload, that Row Number <Row No.> : <Field Name> should not be empty or numeric?

You are getting this error message because the item with serial number as mentioned in the message is either empty or a numeric value for the mentioned field. Please enter a valid value for the field specified.

Q24. What to do if I get an error message on bulk upload, that Row Number <Row No.> : with ITC(HS) Code as <ITC HS Code> is not valid. Please enter a valid ITC HS Code to proceed.

You are getting this error message, because the ITC HS code specified on serial number <Row No.> is not pertaining to a SCOMET item you are trying to apply.

Q25. Can I export multiple products under a single SCOMET authorisation?

Yes but you may only export the item that are listed as a SCOMET.

Q26. What to fill in the section for past exports made in the past 3 years?

You need to fill the details of all the licenses that you have been issued with the same export item(s) for which you are filling the SCOMET authorization for.

Q27. What is the application fee?

A registration fee of INR 1 thousand will need to be paid through electronic mode in the online system for each application for issuance of the authorisation.

Q28. How long is the SCOMET authorisation valid for?

OR

What is the validity of a SCOMET authorisation?

SCOMET authorisation shall be valid for imports for 24 months from the date of issuance of the authorisation.

Q29. On declaration page of an application form, I am unable to proceed further, or system is not allowing me to click on "Save and Next".

If user profile is not updated, please update the details of your logged in user profile before submitting the application by clicking on your Username > Profile in the top right corner of website.

Q30. Is transfer of authorization possible for SCOMET?

No, as per policy authorizations are non-transferable.

Amendment of SCOMET Authorisation

Q31. Where can we apply for Amendment of SCOMET authorisation?

OR

Where can we get the link to apply for Amendment of SCOMET authorisation?

Please follow the below path to apply for issuance of a SCOMET authorisation:

- **Services > Export Management System**
- Based on type of authorization taken Click on the **Apply for ANF 20(a)/ANF20(b)**
- Click on **Apply for Amendment of SCOMET authorisation**

Q32. What is the application fees for amendment for SCOMET authorization?

Basic application fees is INR 200 for application for amendment/ correction in the Authorization.

Q33. What modifications am I allowed to request for against an issued Authorisation?

You may add new items, decrease the quantity of items, modify the UOM.

Revalidation of SCOMET Authorisation

Q34. Where can we apply for Revalidation of SCOMET authorisation?

OR

Where can we get the link to apply for Revalidation of SCOMET authorisation?

Please follow the below path to apply for issuance of a SCOMET authorisation:

- **Services > Export Management System**
- Based on type of authorization taken Click on the **Apply for ANF 2O(a)/ANF2O(b)**
- Click on **Apply for Revalidation of SCOMET authorisation**

Q35. What is the application fees for applying revalidation ?

Application fees is INR 500 for application for revalidation of Authorization.

Q36. What is the time period for revalidation allowed for SCOMET authorization?

Authorisation for SCOMET items, may be revalidated, on merits for a period of six months at a time.

Q37. How and where to enter revalidation details necessary for applying for Revalidation?

Please follow the given path:

- Open the application form, all the details will be available in view only fields. Only the "Revalidation details" will be editable.
- Enter the revalidation period and reason for revalidation
- Click on 'Save and Next'.
- Attach the required documents
- Tick the declaration form and submit file for processing.

Application for Site Visit

Q38. What is the need for filling of Site Visit documentation?

It is mandatory for all companies and their subsidiaries registered in India and all other business entities operating in India and involved in the manufacture, processing and use of Special Chemicals, Organisms, Materials, Equipment and Technologies (SCOMET) items to obtain permission of the DGFT before entering into any arrangement or understanding that involves an obligation to facilitate or undertake site visits, on-site verification or access to records or documentation, by foreign Governments or foreign third parties, either acting directly or through an Indian party or parties.

Q39. Where can we apply for Site Visit of SCOMET authorisation?

OR

Where can we get the link to apply for Site Visit of SCOMET authorisation?

Please follow the below path to apply for issuance of a SCOMET authorisation:

- **Services > Export Management System**
- Based on type of authorization taken Click on the **Apply for ANF 20(a)/ANF20(b)**
- Click on **Apply for Site Visit of SCOMET authorisation**

Q40. What is the application fees for applying for Site Visit ?

Application fees is INR 1000 for application for Site Visit.

Post Reporting for SCOMET Authorisation

Q41. Where can we apply for Post Reporting of SCOMET authorisation?

OR

Where can we get the link to apply for Post Reporting of SCOMET authorisation?

Please follow the below path to apply for issuance of a SCOMET authorisation:

- **Services > Export Management System**
- Based on type of authorization taken Click on the **Apply for ANF 20(a)/ANF20(b)**
- Click on **Apply for Revalidation of SCOMET authorisation**

Q42. What is the application fees for applying for Post Reporting for a SCOMET authorisation ?

Application fees is INR 1000 for application for Post Reporting.

Q43. When does an applicant have to file for Post Reporting for a SCOMET authorisation ?

Post Reporting of Export of SCOMET Items, Software/ Technology in following cases:

- Export of chemicals permitted to specified countries without authorisation
- Repair and return of imported SCOMET items after repair abroad
- Return of SCOMET items (imported/ indigenous) after demo/ display/ exhibition/ RFP/ RFQ/ tender etc., abroad
- Stock and Sale
- Global Authorisation for Intra-company Transfer (GAICT)
- Others, if mandated by the SCOMET division.