



विदेश व्यापार महानिदेशालय
DIRECTORATE GENERAL OF
FOREIGN TRADE

Directorate General of Foreign Trade

User Help File

Steel Importing Monitoring System (SIMS)

Version 2.0

July 2023

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1. Introduction and Accessing DGFT Portal

This document is the help file for SIMS 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 11 +

Users are advised to refer to the latest help file available under Learn > Application Manuals in the DGFT Portal.

2. Contact@DGFT

To raise a 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.

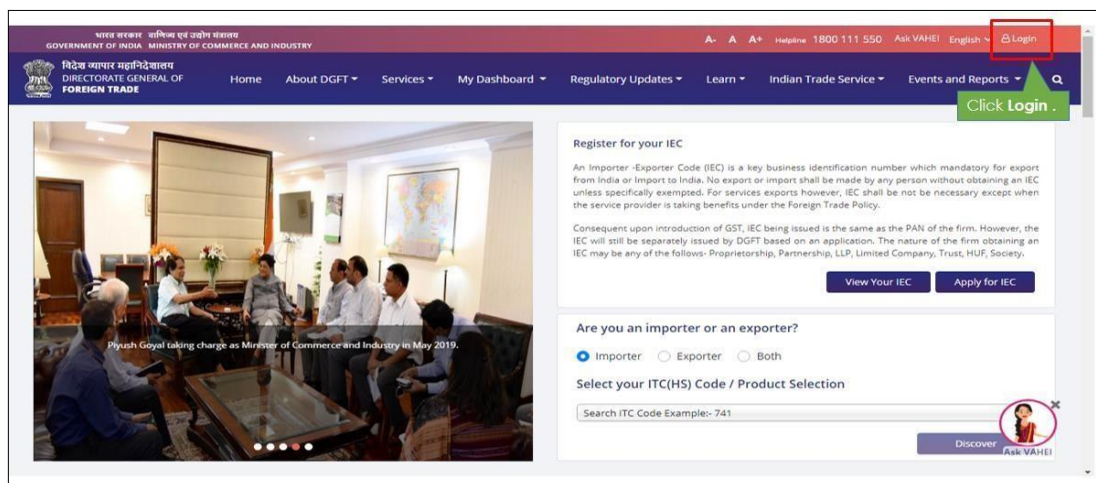
3. Registering on New Portal

To Register on Directorate General Foreign Trade (DGFT) portal you would require:

- Internet Connection
- Valid Email and Mobile Phone Number

Then proceed with the following steps.

1. Visit the DGFT website and proceed with registration process.



2. Enter the Registration Details.
 - Select Register User as “**Importer/Exporter**”

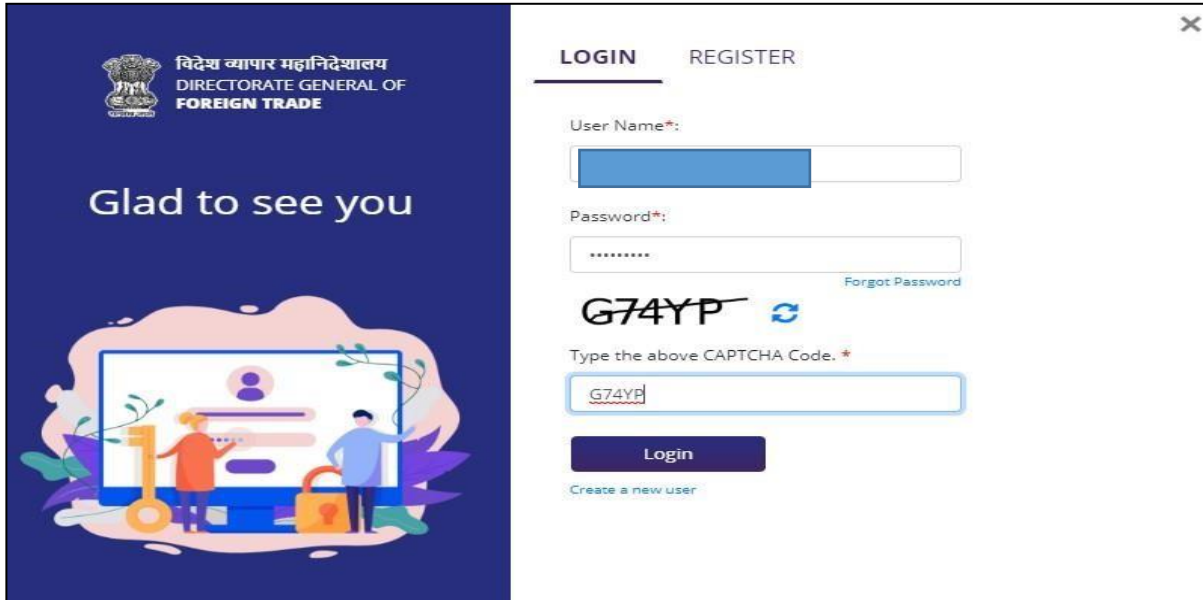
3. Enter the OTPs received on email and mobile number.

4. Upon Successful validation of the OTP, you shall receive a notification containing the temporary password which you need to change upon first login.

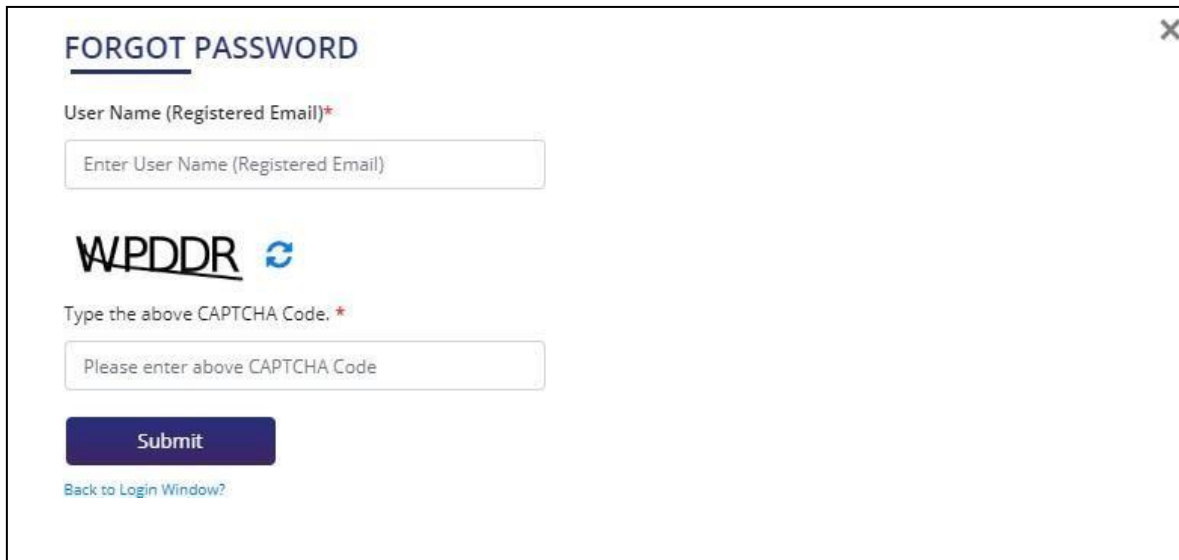
4. Forgot Password

If you have already registered and forgot the password, you may use the Forgot password feature to request for a temporary new password and then set again your password by following the below given steps.

1. Visit the DGFT website and click on Forgot Password hyperlink.



2. Enter registered email id in the username field.
3. Enter captcha code shown on the screen.
4. Click on the submit button.



5. Click OK to proceed with the forgot password or click cancel to go back to previous screen.



6. System will validate the email id provide by you and send the once time password on the registered email id and mobile if email address is registered with DGFT. Registered User will be linked to an IEC to proceed with SIMS application on Customer Portal

5. Apply for SIMS Application

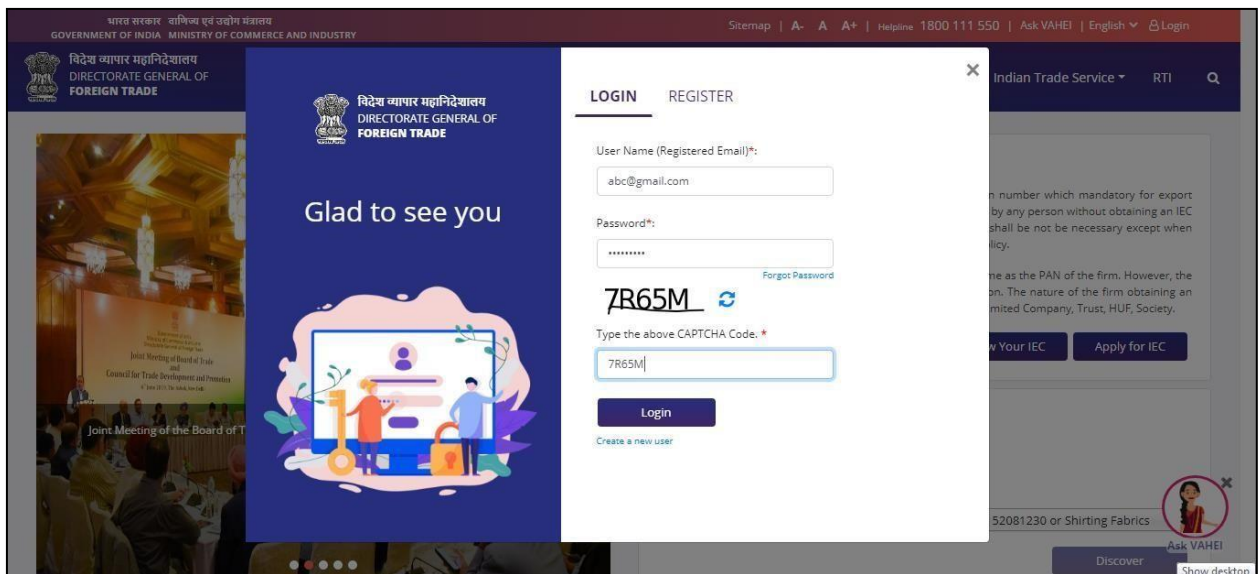
To Apply for SIMS on the DGFT portal you would require:

Pre-requisite:

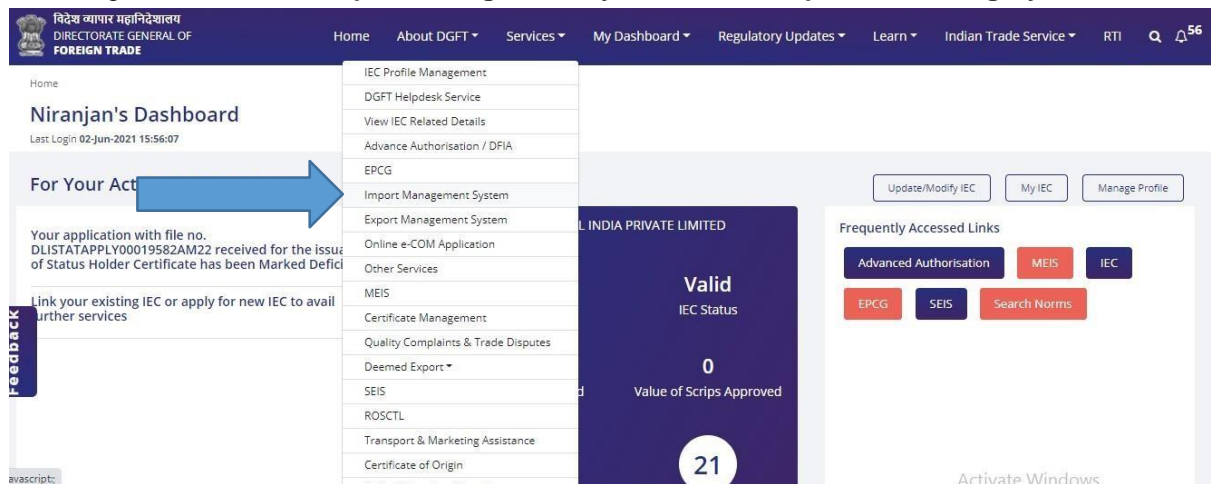
- a) Valid Login Credentials to DGFT Portal (After Registering on DGFT Portal).
- b) User should have an active Importer Exporter Code (IEC).
- c) Configured Quota in Back Office Portal for SIMS
- d) Active Firm's Bank account for entering its details in the Application and to make online payment of the application fee

Then proceed with the following steps:

1. Visit the DGFT website and login into the portal with valid credentials.



2. Navigate to Services->Import Management System->Steel Import Monitoring System



Services under Import Management System

Import Authorisation for Restricted Items

Items which are Restricted under the (ITCHS) Import Policy requires a licence prior to the importation. May refer to the Regulatory Updates a (ITCHS) based Import Policy for policy details. Application for consideration of an licence by the Exim Facilitation Committee(EFC) at DGFT submitted here.

[Explore](#)

Tariff Rate Quota (TRQ)

DGFT has notified certain Tariff Rate Quotas (TRQ) on import of specific items. May please refer to para 2.60 of the Hand of Procedures for more details in this regard. To apply for this given TRQ please proceed here.

[Explore](#)

Registration Certificate for Imports

Registration Certificate (RC) may be applied for in cases of transitional arrangements as per para 1.05(b) of the Foreign Trade Policy. RC may also be required under any other provisions of policy as updated from time-to-time.

[Explore](#)

Services under Import Monitoring System

Steel Import Monitoring System

An import policy has been adopted for specific iron and steel items appearing in Chapter 72, 73 and 86 of ITC (HS), 2017. The details may be seen under the Annex to DGFT Notification 17 dated 05.09.2019. Herein the policy has been changed from "free" to "free subject to compulsory registration". Registration applications in this regard may be submitted here.

[Explore](#)

Coal Import Monitoring System

Registration applications in regard of import of coal may be submitted here. Any issues on account of difficulties faced in filing online registrations need to be raised to Shri D.K. Sharma, Deputy Director, Ministry of Coal at 011-23385943, or mail at cmi-coal@gov.in for support. The given module is not maintained by DGFT.

[Explore](#)

Copper/Aluminium Import Monitoring System

Registration applications in regard of import of copper/aluminium may be submitted here. Any issues on account of difficulties faced in filing online registrations need to be raised to Shri A.K. Malik, Under Secretary, Ministry of Mines at 011-23384743 or Deepali Sharma, Young Professional, Ministry of Mines at 011-23384223 or mail at rfmims-mines@gov.in for support. The given module is not maintained by DGFT.

[Explore](#)

Chip Import Monitoring System


Registration applications in regard of import of chip may be submitted here. The given module is not maintained by DGFT.

[Explore](#)

- After clicking on **Steel Import Management System**. Click on **“Apply for New Authorization”** tile. Click on Explore hyperlink.

An import policy has been adopted for specific iron and steel items appearing in Chapter 72, 73 and 86 of ITC (HS), 2017. The details may be seen under the Annex to DGFT Notification 17 dated 05.09.2019. Herein the policy has been changed from "free" to "free subject to compulsory registration". Registration applications in this regard may be submitted here.

HOW TO REGISTER YOUR IMPORTS UNDER SIMS



How to Register your Imports under SIMS

Services under Steel Import Monitoring System

Apply for New Authorisation

For import of specific Iron and Steel Items defined in the ITC HS 2017 Policy, kindly click here to proceed with the application.

[Explore](#)

View SIMS Registration Details

Click here to view the already registered details using ITC and URN (Unique Registration Number) generated while filing the application.

[Explore](#)

SIMS FAQs

Frequently asked questions (FAQs) on SIMS module.

[Explore](#)

4. Click on “Continue Button” and Click on “Start Fresh Application” Button

Apply for SIMS

STEEL IMPORT MONITORING SYSTEM (SIMS)

1. Import under all HS codes of Chapters 72, 73 and 86 of ITC (HS), 2017, Schedule – I shall require compulsory registration under the Steel Import Monitoring System (SIMS) as per DGFT Notification No. 33 dated 28th September 2020.
2. Import Policy of specific iron & steel items appearing in Chapter 72, 73 and 86 of ITC (HS), 2017, Schedule – I as given in Annex to DGFT Notification no 17 dated 5th September 2019 was changed from 'free' to 'free subject to compulsory registration' under Steel Import Monitoring System (SIMS).
3. Steel Import Monitoring System (SIMS) shall require importers to submit advance information in an online system for import of items in the Annex. On submission of online data/information, the system will generate an automatic unique Registration Number. No manual documents are to be submitted to any public authority for this purpose.
4. Importer can apply for online registration not earlier than 60th day and not later than 15th day before the expected date of arrival of import consignment. The automatic Registration Number thus granted shall remain valid for a period of 75 days.
5. A registration fee of Rs 1 per thousand subject to a minimum of Rs.500/- and a maximum of Rs 1 Lakh on aggregate CIF value of imports will need to be paid through electronic mode in the online system for each registration number.
6. Importer shall have to enter the Registration Number and expiry date of Registration in the Bill of Entry to enable Customs for clearance of consignment.
7. Implementation date for additional HS codes covered under registration under Steel Import Monitoring System (SIMS) vide Notification No. 33/2020-21 dated 28.09.2020 shall be 16th October 2020 i.e. Bill of Entry on or after 16.10.2020 shall require compulsory registration under SIMS. [Public Notice No. 19 dated 28.09.2020]
8. Other related information
 - A. On registration, a **Unique Registration Number (URN) starting with 'STL'** will be sent to the IEC holders mobile/email id (as given in IEC database)
 - B. SIMS also has the facility to view earlier online registrations. In addition, incomplete applications which have not been submitted for registration on the DGFT portal are also available in the SIMS for review and further action
 - C. Any change in applicant's mobile/email id will need to be first amended/updated in DGFT IEC database through the online IEC modification system
 - D. Importers who fail to register their information/data on notified steel items in advance or are found to furnish incorrect data in the Online SIMS module will attract punitive action including action under FTDR Act, 1992
 - E. Online Steel Import Monitoring System (SIMS) is available on a 24x7 basis. However, in the interest of trade/importers, it is suggested that registrations are filed/obtained fairly well in advance to avoid disruptions in the business activity of the firm.
 - F. Any issues on account of difficulties faced in filing online registrations need to be ticketed at the link contact@dgft for resolution. Helpdesk at 1800111550 may also be approached for support.
 - G. [Frequently Asked Questions \(FAQ\)](#)

Continue

5. First tab is the Application Type tab, where all the details like Trade Type, Public Notice, Application For, Apply For are auto-populated. Click on **Save & Next** button,

Application Type Firm's Details Import Item Details Attachments Declaration Application Summary

Application Type

Application For*
 Import Monitoring System

Apply For*
 STEEL IMPORT MONITORING SYSTEM

Trade Type*
 IMPORT

Public Notice/Notification No./Tariff Quota
 33/2015-2020 dated 28/9/2020

Declaration*
 I/We have updated my/our profile in ANF-1(My IEC profile)

Activate Windows
 Go to PC settings to activate Windows. **Clear All** **Save & Next**

6. The Next tab is Firm's details.

Firm's Details

IEC Number:

IEC Name:

Branch Code*:

Address:

Pin Code*:

District*:

State*:

Email as per IEC:

Mobile Number as per IEC:

Buttons:

- a. Select Branch code from dropdown and all details will be auto populated from registered IEC.
- b. Click on Save & Next button.

7. Next tab is **Import Item Details**.

Import Item Details for SIMS

IS Code Mentioned in QCO issued by M/o Steel*:

Steel Type*:

Import Reason*:

End Use Value*:

ITC(HS) Code*:

ITC(HS) Code Description*:

Technical Specifications*:

Quantity*:

UOM*:

CIF Value(USD)*:

CIF Value (INR):

USD Conversion Rate:

Free Foreign Currency*:

Currency Conversion Rate(FFC):

CIF Value(FFC):

Product Category*:

Special Property

Special Properties:

Chemical properties:

Whether similar grade of steel is manufactured in India*:

Buttons:

First ribbon is **Import Item Details for SIMS** with fields present in above screenshot. Fields in grey will get auto-populate as per input. After clicking on Add Item details, details will be added in below grid.

Show 10 entries

Sno	IS Code Mentioned in QCO Issued by M/o Steel	Steel Type	Import Reason	End Use Value	ITC(HS) Code	ITC(HS) Code Description	Technical Specifications	Quantity	UOM	CIF Value(USD)	CIF Value (INR)	Free Foreign Currency	Currency Conversion Rate(FFC)
1	IS 279 : 1981, Galvanized steel wire for telegraph and telephone purposes	Non Prime	Lower Price	Others	72251100,FLT-RLD PRDCTS OF SILICON ELCTRCL STL GRAIN ORIENTED	FLT-RLD PRDCTS OF SILICON ELCTRCL STL GRAIN ORIENTED	hfgfhfh	56.00	METRIC TON (MTS)	10000000	741000000	US Dollars	1 US Dollars=74.1 INR

Showing 1 to 1 of 1 entries

Previous **1** Next

Total CIF Value(USD)	Total CIF Value (INR)	Total CIF Value(FFC)
10000000	741000000	10000000

Next ribbon is **“Seller Details”**.

Seller Details

Exporter's Name * Exporter's Address * Exporter's Country * Please Select

Add Seller Details

Show 10 entries

Sno	Exporter's Name	Exporter's Address	Exporter's Country	Edit/Delete
No data available in table				

Showing 0 to 0 of 0 entries Previous Next

Next ribbon is **“Manufacturer Details”**. After filling all mandatory details click on Save & Next button.

Manufacturer Details

Manufacturer Name * Manufacturer Address * Manufacturer Country * Please Select

Add Manufacturer Details

Show 10 entries

Sno	Manufacturer Name	Manufacturer Address	Manufacturer Country	Edit/Delete
No data available in table				

Showing 0 to 0 of 0 entries Previous Next

Country/Region of Origin * Please Select Expected date of Export * Port of Exportation * Please Select

Port of Import * Select an Option Expected date of Import *

8. Next tab is Attachments tab.

Your Application ARNIMPORTSIMS00877270AM22 has been saved successfully

Attachment ^

Attachment Type

Please select v

Click or Drag and Drop file to upload

Uploaded Size: 0.00 MB
Note: Maximum 5 Attachment of 5 MB Allowed (Only pdf,jpg are allowed)

Upload Attachments

Remark

Uploaded Document List

Show 10 entries

Attachment Type	Remark	View/Add More Attachments	Delete
No data available in table			

[Previous](#) [Next](#)

Activate Windows
Go to PC settings to activate Windows.

Note: Attachments are not mandatory for SIMS application

9. Under declaration, accept the terms and condition by clicking on check

Company which has come to the notice of Deptt. of Enf. of Inv. & Custom has not:

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

HARYANA

Date*

02/06/2021

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 : NIRANJAN PATTNAYAK

Email : [Redacted]

Office Address : 000,Vatika Mindscapes 11th Floor,Tower

Residential Address : Faridabad, FARIDABAD, HARYANA, 121003

Designation : SR. Manager -IDT

Mobile : [Redacted]

10. Check the **Application Summary** and click on **Sign** button to sign the application using digital token.

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

You have ticked the box as acceptance of declaration/ undertaking details.

Place : Noida

Name : ABHI TEST

Email : [Redacted]

Office Address : 001,12

Residential Address : ENMENE, GHAZIABAD, UTTAR PRADESH, 201009

Date : 09/11/2020

Designation : Trainee

Mobile : [Redacted]

Payment for registration under SIMS.

Rs.100000.0 to proceed further.

11. Confirm and proceed to make the payment against application.

Payment Details

Payments made from corporate accounts require additional approval from Bank portal. It may take 1-7 days to reflect in the system based on when approval is given from the checker account.

Applicant Name: ABHI TEST
 Applicant Email: [Redacted]
 Applicant Address: AVACMEERUT,250001

Application Type: Import Management System
 Service Type: Apply for SIMS
 Application Number: ARN00017731AM21

Service Description: Apply for SIMS
 Fees Amount (INR): [Redacted]

[Submit](#)

12. After Successful Payment the Page shall be redirected to the DGFT Website and the receipt shall be displayed, the use can also download the receipt.

GOVERNMENT OF INDIA | MINISTRY OF COMMERCE AND INDUSTRY
 विदेश व्यापार महानिदेशालय
 DIRECTORATE GENERAL OF FOREIGN TRADE

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E-PAYMENT RECEIPT

IEC: LUXPS1777C
 File Number: HQRSIMSAPPLY00010389AM21
 Date of Submission: 2020-11-09 01:00:29
 IP Address: 223.179.146.226
 Firm Name: [Redacted]
 Firm Address: Hno.40/5,Harinagar Shradha Puri Phase-1 Near MPS SCHOOL Meerut Cantt,250001
 Service Availed: Apply for SIMS
 Mode of Signature: e Mudra

PAYMENT DETAILS

Transaction Id: 279123

[Print Receipt](#)

13. The user shall receive the Registration Number in the email and if required the User can download the letter after login the DGFT Website and using “View Letter” feature in “Submitted Applications” via Dashboard

SIMS REGISTRATION NUMBER [Inbox x](#)

egov-dgft@gov.in via gov.in 12:02 PM (2 hours ago) ☆

to praveen.dewangan, lokesh.aggarwal, sehgal.prashant, palak.m, sachindra.u, durgaprasad.manchala, sainibhawna3496, Mittal5693, meera.kumari1, swapnil.shah2, i

Email API in DEMO Mode ***** Original Recipients of Email : From : egov-dgft@gov.in To : TF01@GMAIL.COM Cc : null Bcc : null *****

Dear Sir/Mam,

Your Application for Steel Import Monitoring System is approved with REGISTRATION NO STL00000680 on 06/11/2020 .

DGFT

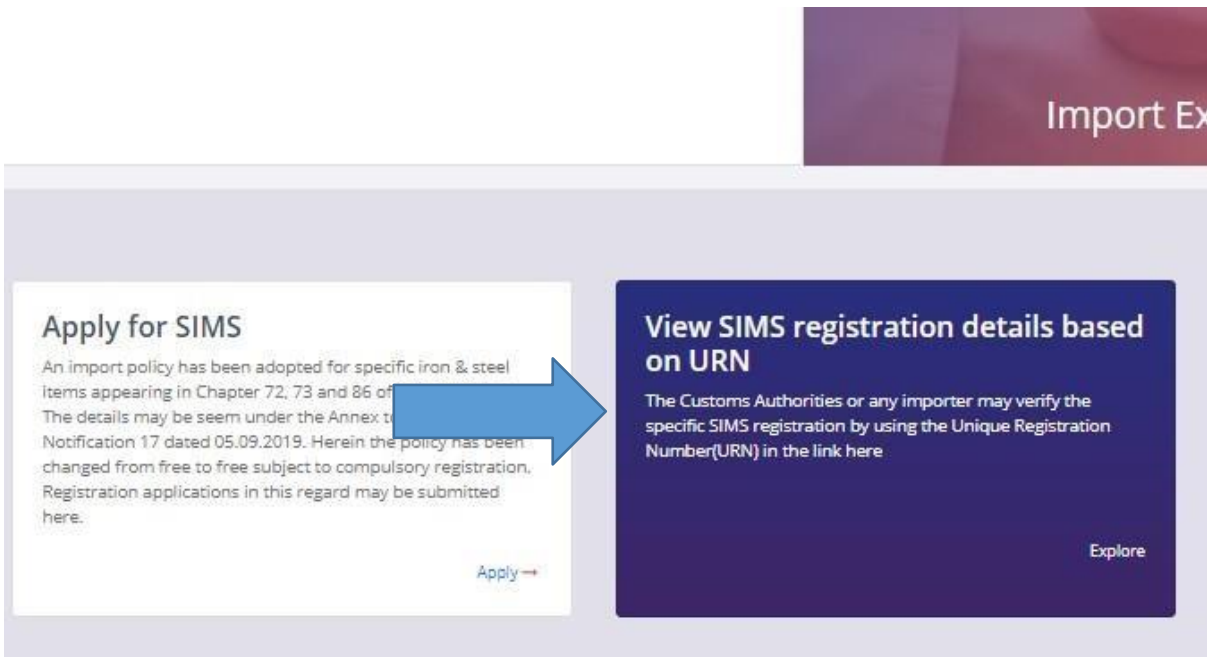
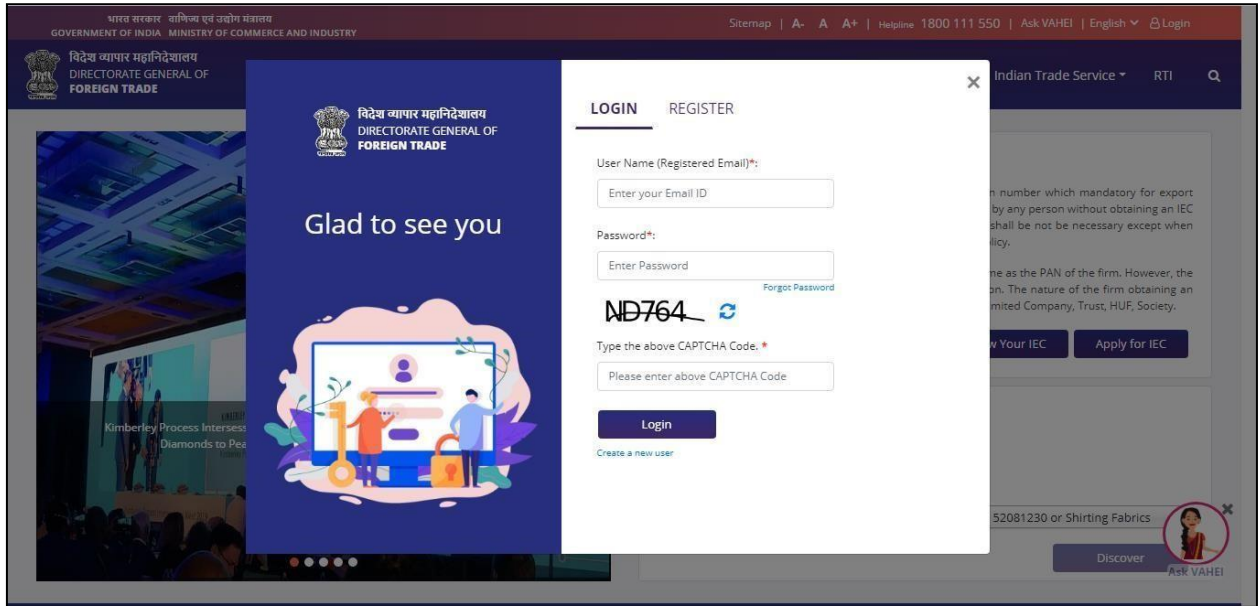
[Reply](#) [Reply all](#) [Forward](#)

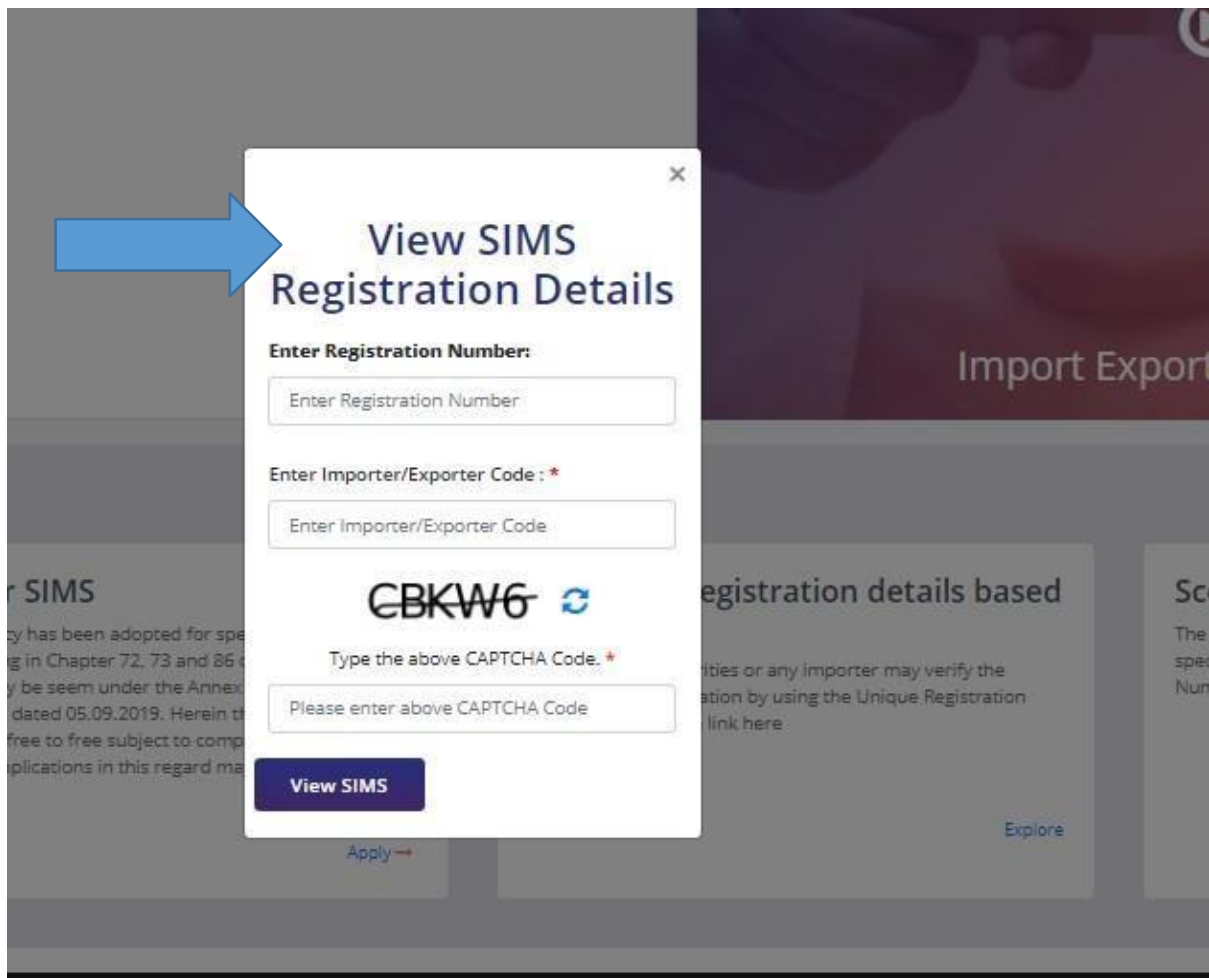
6. View SIMS Registration Details

To View SIMS Registration Details by navigating to **Services->Import Management System->View SIMS registration details based on URN.**

Then proceed with the following steps:

1. Visit the DGFT website and login into the portal with valid credentials.






View SIMS Registration Details

Enter Registration Number:

Enter Importer/Exporter Code : *

CBKwG 

Type the above CAPTCHA Code. *

View SIMS

Screen 1

2. Now Enter your Registration number, IEC number and CAPTCHA Code field and then click on VIEW SIMS.
 - a. On click button, PDF will be loaded in separate window with all details of approved application along with Registration Number.

STEEL IMPORT MONITORING SYSTEM (SIMS)

Registration Number	STL169413												
1. Applicant Type													
Application for	Import Monitoring System	Apply for	STEEL IMPORT MONITORING SYSTEM										
Trade Type	IMPORT	Public Notice	33/2015-2020 dated 28/9/2020										
2. Applicant Details													
IEC Name	Abhishek Som	IEC Number	[REDACTED]										
Branch Code	0	Address	.										
Pincode	250001	District	MEERUT										
State	UTTAR PRADESH	Email	[REDACTED]										
Mobile Number	[REDACTED]												
3. Import Item Details for SIMS													
Sl.No.	Exporter's Name	Exporter's Address	Exporter's Country										
1	fdg fyhvtytjbytjuju	fhvbh jyuujthrvryh	AFGHANISTAN										
Sl	ITC(Technic	Qua	U	CIF	CIF Val	Fore	Curre	CIF	Product	Soecial	Che	Whe
							ion	ncy				mical	r
													similar
													grade

Screen 2