

## Requisite for e-filing of SCOMET application

1. The following documents are to be uploaded along with online application to enable electronic processing of such applications:
  - (i) End Use-cum-End User Certificate(s)(EUC) from all the firm/entities involved in the supply chain of the product(s) (to be furnished on their letter head(s) duly signed by the authorised signatory);
  - (ii) Copy(ies) of Purchase Order(s) of firm(s) involved in the supply chain of the item/product;
  - (iii) Aayat Niryat Form (ANF)-1 (profile of Exporter);
  - (iv) Elaborate technical specification relating to item of export;
  - (v) Copy(ies) of supply contract/agreement {if documents are bulky only the relevant portion containing contract reference and parties to the contract and the portion indicating the item(s) to be supplied and quantity thereof not exceeding 10 pages shall be uploaded};
  - (vi) Copy of DGFT authorization letter for the same product, if any in case of repeat application;
  
2. Hard copy of the following documents are required to be submitted to DGFT (HQ):
  - (i) Original End Use-cum-End User Certificate (EUC);
  - (ii) Copies of Bills of Entry into the destination country for items exported during the last one year.

### 3. End User Certificate

Original End User certificate (in the prescribed format as per Appendix 2S(i),2S(ii) or

2S(iii) on letter head of all entities in the chain of supply viz. the foreign buyer, the end user and intermediaries/consignee (if they are different from the foreign buyer and end user) indicating complete details of the export product, end product, end purpose for which the item of export will be used by end user and complete address and telephone no. of end user must be furnished along with original application.

Following must be kept in mind:

- a) End User Certificate from the following must also be submitted:
  - (i) End User
  - (ii) The Foreign Buyer, if different from the End User.
  - (ii) The Consignee, if different from the Foreign Buyer & End User.
  - (iii) Other intermediary/ies, if any.

- b) End User Certificates from Foreign Buyer, Consignee and End User must reflect the logical flow of items.
- c) Original End Use-cum-End User Certificate need to be submitted to DGFT.
- d) In case of export of Chemicals, End use cum end user certificate as per format provided in Appendix- 2S (ii) needs to be filled. For Export of chemicals specified in Category 1C to a country that is not a State Party to the Chemical Weapons Convention a Government signed End-Use Certificate is required.

4. Bills of Entry(BEs)

(i) Bills of Entry(BEs) into the destination country for items exported during the last one year as per information in column No. 3 of the application. In Col. 3 details of exports are to be given for last 3 years. However, BEs for the last 1 year only are to be submitted.

(ii) BEs are to be submitted with the 1<sup>st</sup> application of the financial year only. From the 2<sup>nd</sup> application onwards, the exporter shall make a reference in the forwarding letter that the BEs have been submitted with the 1<sup>st</sup> application giving DGFT's File No. of 1<sup>st</sup> application. Copy of the forwarding letter of 1<sup>st</sup> application to be attached with every subsequent application.

5. While filing ANF 20 in the online application, care should be taken to ensure the following:-

- (i) Category of the items proposed to be exported as per Appendix 3 of ITC (HS) Classifications of Export and Import Items should be clearly mentioned.
- (ii) Port of discharge and route must be clearly defined. Route/mode of transport cannot be changed after export licence has been issued.
- (iii) Against column 6A, 6B & 6C, complete address should be given.
- (iv) All columns must be filled correctly and completely.
- (v) Details of the item(s) given in ANF 20, End User Certificate(s) and Purchase Order(s) must match completely.
- (vi) If a third party or contractor is involved, details of Contract or

Agreement between the Foreign Buyer and End User with third party must be submitted, along with copy of contract or agreement.

(vii) IEC must not be in Denied Entity List

## 6. Guidelines for online filing of Application for Export of SCOMET Items

A detailed step by step guide for filling the online SCOMET application is available on the DGFT website (dgft.gov.in) under the 'Help' option which can be accessed as follows:-

1. Go to DGFT website. On the LHS menu, click on 'Help'.
2. Click on option 'Licensing Schemes' and then 'SCOMET Help'. Screen by screen help will open.

'ECOM Application' can be accessed at DGFT web portal as follows:

- o Click on 'ECOM Application' under ECOM Menu.
- o Sign in with IEC and Digital signature. Click on 'SCOMET'.
- o Main screen 'SCOMET' will open.
- o Click on option 'File'. Click on option 'Create'.
- o ANF 20 will open. Fill in the information as directed

While filling the online application please note

- i. All columns must be filled correctly and completely. No column is to be left blank. If information is not applicable, 'Not Applicable' may be filled in the space provided.
- ii. Where FOB value has to be filled, if the export does not have a commercial value, '00.00' may be filled.
- iii. Drop down lists have been provided wherever possible. Where no drop down list has been provided, requisite details must be filled in correctly in the space provided.

A check list for 'Uploaded documents' has been provided at the end of the application. Please tick whichever document has been uploaded.

### **'Master' screen:**

(I) Port of Loading/Shipment must be selected from the drop-down list provided. Correct port must be selected. No change of route/mode of transport will be allowed after export licence has

been issued. Port of discharge must be filled in the space provided (No drop-down menu provided for this).

(II) FOB in Rupees and in relevant currency need not be filled in the 'Master' screen. This detail in 'Master' screen will get automatically populated once the same is filled in the 'Item of Export' screen.

(III) Fill in details in all columns on this screen. Then click on buttons/options given on the right side of this screen. Relevant screens will open. Proceed to fill each one.

'Item of Export' screen:

(IV) SCOMET Categories have been provided as a drop-down list. Correct category must be selected. SCOMET item number must be filled in correctly in the space provided.

(V) Space has been provided to fill in the details of maximum of six (6) items of export. If items are more than six (6), details must be uploaded as extra sheet in the same format as on the screen.

'Previous Export' screen:

(VI) For Previous Exports, drop-down menu for year has been provided. Select the respective year and fill in details.

'Foreign Buyer/Consignee/End-User' screen:

(VII) A drop down list has been provided for Foreign Buyer/Consignee/End- User. Choose each one from the drop-down list and fill details of each separately.

(VIII) Complete address should be given in respect of the Foreign Buyer, the Consignee and the End User.

'Bank Details' screen:

(IX) Filling 'Bank details' is mandatory. For applications where the consignment has no commercial value. 'Not Applicable' must be filled in all columns under 'Bank Details'.

(X) Giving details of IBAN, SWIFT Code and IFSC Code is mandatory.

If IBAN is not used in the country to which item is to be exported i.e. IBAN is not available, this may be mentioned. For example, if items are to be exported to South Korea and IBAN is not used in that country 'IBAN not used in South Korea' must be filled.

## Help for e-filing of SCOMET Applications

### Before Login

**NOTE: USE IE 11 OR HIGHER VERSION**

- **Open DGFT website ([www.dgft.gov.in](http://www.dgft.gov.in))**
- **Go to** Home Page → Services → ECOM → Online ECOM application → e-filing of application → [click here for help](#)



विदेश व्यापार महानिदेशालय  
DIRECTORATE GENERAL OF  
**FOREIGN TRADE**

## e-Filing of Applications

# Before online filing of ECOM applications read Help

Procedures for online e-Filingng of application have changed. PI read Help document with regards to eBRC implementation before proceeding with preparation of application.

Please note: Your e-BRCs will be available for attachment with shipping bills on DGFT e-com application server after 72 hours of uploading by the bank

[Click here for help](#)

If following screen displays :

This application is designed to run on IE8 or higher version and java run time environment version 1.6 or higher.

We have detected that you are trying to run the application from a non compatible environment.

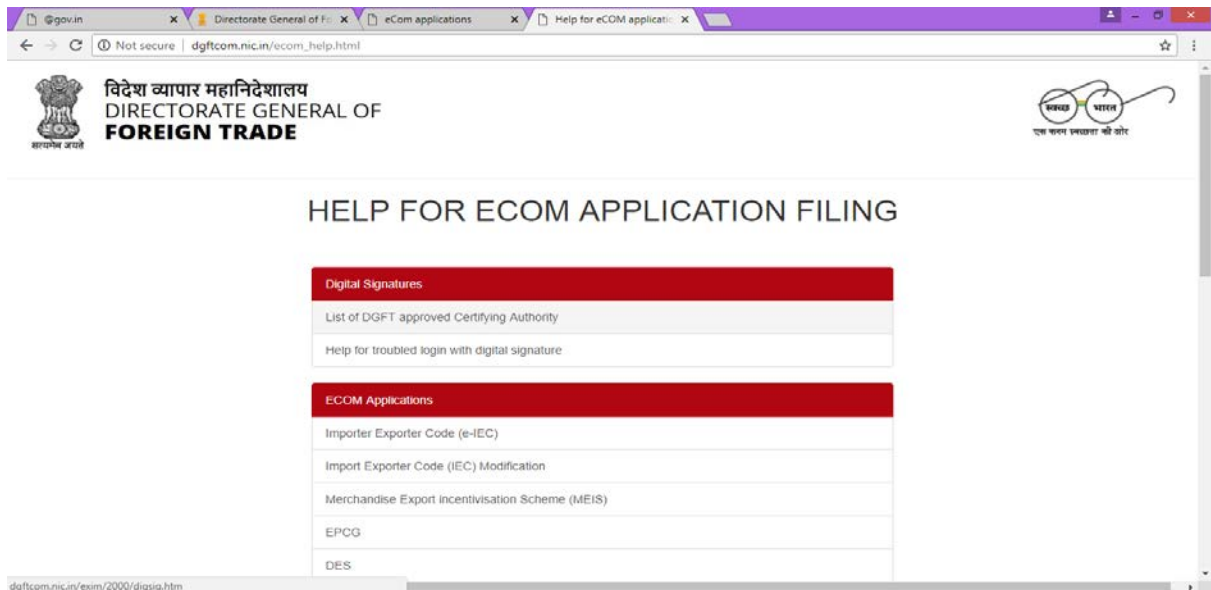
1. Download and install latest JVM from websites [www.java.com](http://www.java.com) or [www.java.sun.com](http://www.java.sun.com)
2. Clear cache of your browser and access the application again

- Please read Question No. 1 to 4 carefully and make the setting of your computer / laptop accordingly to enable the system to work on DGFT (Ecom platform for SCOMET).
- Useful for those filing SOCMET application for the first time or working on new machine

**NOTE: USE IE 11 OR HIGHER VERSION.**

Please refer to the document **Help for troubled Login at DGFT web portal** under at the address [http://dgftcom.nic.in/ecom\\_help.html](http://dgftcom.nic.in/ecom_help.html) and make setting of your computer system or laptop accordingly. This is an useful tool for filing SCOMET application for the first time or using new / formatted machine .

About Digital Signature Certificate :

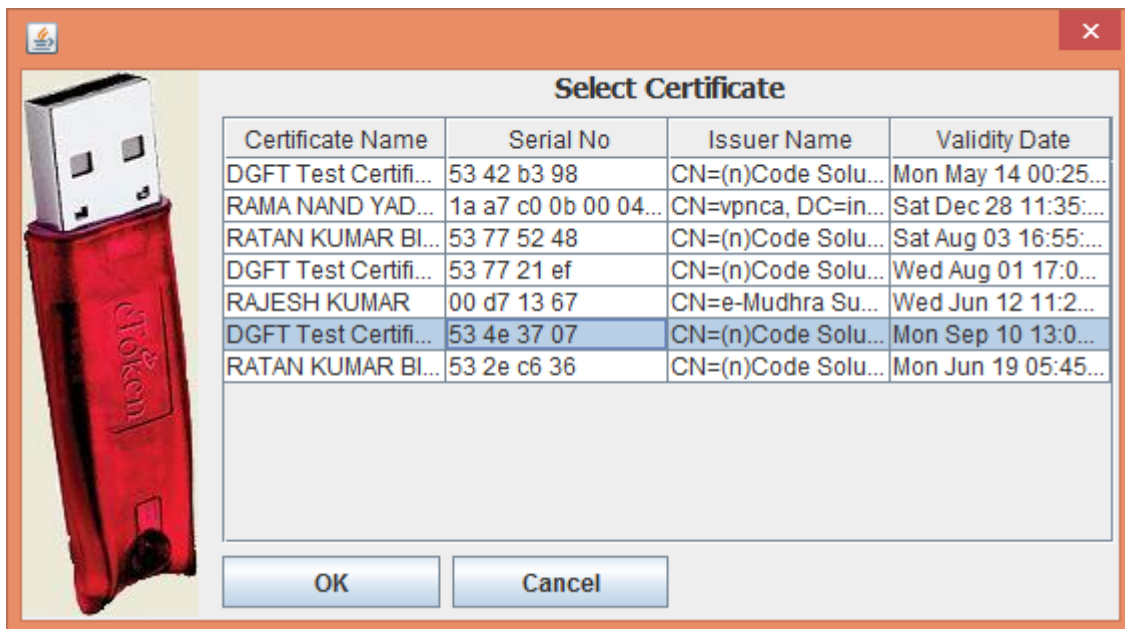
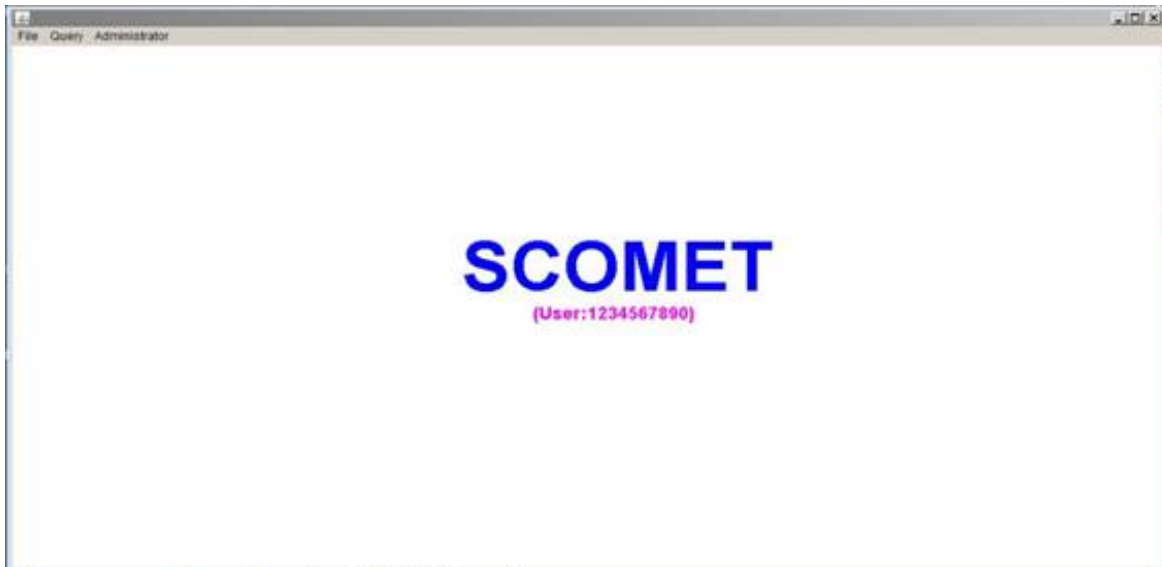


## After Login

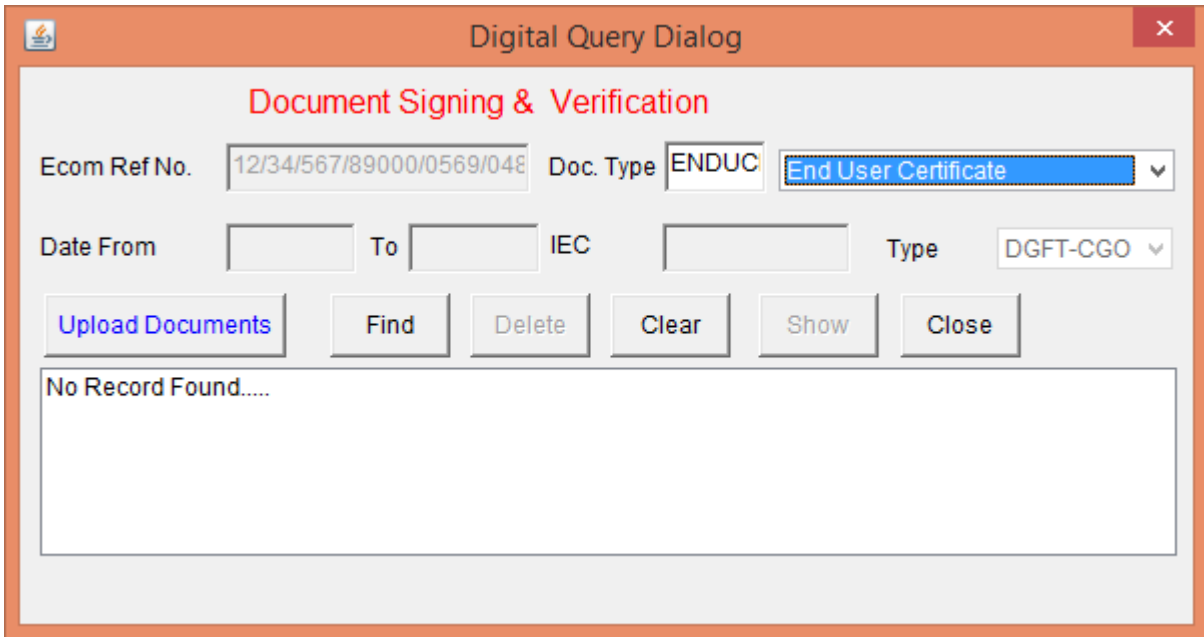
### MAIN SCREEN

After successful login using **ECOM application** module through **Digital Certificate** on DGFT website, exporter will select the **SCOMET Application** Module.

This is the first screen that is displayed when the exporter clicks on the SCOMET online link. In this there are three options in the menu bar- File, Query and Administrator



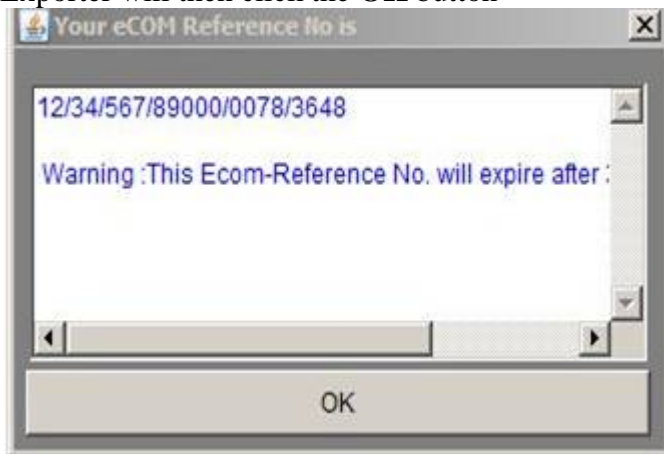




### ECOM Reference Message Box

In the File menu option select the Create option, then the following message box will appear. It will show the 20 digit **ECOM Reference number**.

Exporter will then click the **OK** button



### Master Screen

When the **OK** button is clicked on the above **ECOM Reference Number Message box** the following screen will appear

This is the **Master screen**.The user must enter all the details.

The screenshot shows the SCORET Master application window with the following fields and values:

- ECOM Ref No.:** 12/34/567/89000/0078/4254
- ECOM Date:** 21.03.2012
- IEC No.:** 1234567890
- Branch Code:** 0
- Address:**
  - Name:** DGFT TEST IEC
  - Flat/Plot/Block No.:** GATE NO 2, UDYOG BHAWAI
  - Street/Area/Locality:** 11-RAFI MARG
  - City/State:** DELHI
  - Country:** IND (INDIA)
  - PIN Code:** 110011
  - Telephone No.:** (empty)
  - Fax No.:** (empty)
  - E-mail (1):** (empty)
  - E-mail (2):** (empty)
- Calculated FOB:**
  - FOB in Rupees(Rs.):** 0.00
  - FOB in US Dollar:** 0.00
  - FOB in Relevant Currency:** 0.00
  - USD / US Dollars:** (dropdown)
- Shipment Details:**
  - Port of Loading/Shipment:** INABG1 Ailbag
  - Port of Discharge:** (empty)
  - Country to which item to be Exported:** IND (INDIA)
  - Ultimate Destination Country:** IND (INDIA)
  - Purpose of Export:** 1 Trade
- Period during Which item is to be Exported:**
  - From Date:** (empty)
  - To Date:** (empty)
  - Jurisdictional Regional Authority:** 1 New Delhi
- Buttons on the right side:** Item of Export, Previous Exports, Foreign Buyer etc., Bank Details, Manuf/Prod., Declaration, Upload Documents, SUBMIT, Print Application
- Buttons at the bottom:** Save, CLOSE

In the above screen, enter the

- 1) Telephone No.
- 2) Fax details
- 3) Email (1) and Email(2)
- 4) Under the **shipping details** heading, enter the **Port of Loading/shipment** from the dropdown box.
- 5) Enter the **Port of Discharge**.
- 6) Select from the dropdown list box the “**country to which item is to be exported**”, the **ultimate Destination country** and the **Purpose of export**.
- 7) Enter the **From Date** and **To-date** under the heading “**Period during which item is to be exported**” in the **DD/MM/YYYY** format.
- 8) Select the **Jurisdictional Regional Authority** from the dropdown list box and by default it is New Delhi (DGFT headquarters).

Finally click the **save** button to save your details.

Now you can select from the options given on the right side.

### Item of Export Screen

When the user clicks on the **Item of Export button**, following screen will be displayed

The screenshot shows a software dialog box titled "ExportItemsDetailsDialog" with the following fields and controls:

- ECOM Ref No.:** 12/34/567/89000/0078/4254
- ITC(HS) Code:** [Empty]
- SCOMET Category:** 1B
- Scomet Item No.:** [Empty]
- Name Of Export Item(s):** [Empty]
- Description of Export Item(s):** [Empty]
- Item Quantity:** [Empty]
- UOM:** NOS | Number
- FOB in Rupees(Rs):** [Empty]
- FOB in USD:** [Empty]
- FOB in relevant Foreign Currency:** [Empty]
- Currency Code:** USD | US Dollars
- Repeat Basis**
- Note:** If applied for export on repeat basis in the same licensing year for same product, same end use and to the same end user.
- Reference No./File No.:** [Empty]
- Date:** 01.01.1900
- License No.:** [Empty]
- Date:** 01.01.1900
- Quantity Allowed For Export:** 0.00
- UOM:** NOS | Number
- Quantity Exported:** 0.00
- Buttons:** ADD, UPDATE, DELETE, CLEAR, COPY, CLOSE

In the screen above,

- 1) Enter **ITC (HS) code** (if available ).
- 2) Select the **SCOMET category** from the dropdown box.
- 3) Enter the **SCOMET Item No.**, **Name** and **Description of Item(s)** to be exported.
- 4) After that enter the **Item Quantity**.
- 5) Select the **Unit of Measurement (UOM)** from the dropdown box,
- 6) Enter **FOB in Rupees**, **FOB in USD** and **FOB in relevant Foreign Currency**.

If the user has already applied for export on **Repeat Basis** in the same licensing year for same product, same end use and to the same end user then he has to **check** in the repeat basis check box and he will enter the **File no**, **File date**, **License no.**, **License date**, **Quantity allowed for Export** and the **Quantity Exported** for export and its **UOM** from the dropdown box.

- If the exporter needs to enter another record on the same screen then they first have to click on the **CLEAR** button and then they can enter another record. After filling all the required entries, it is required to click on the add button again.
- If the exporter wishes to modify his/her data then they first have to select the required option from the list box and then make changes in the desired field and finally will click on the **UPDATE** button.
- Click on the **DELETE** button to delete a record which will remove the concerned record from the list box
- Click on the **CLOSE** Button if you want to close the above screen

**Please note:**

1. The fields that are marked by the Star (\*) Symbol are mandatory.

2. Do not copy and paste in the text boxes as some special characters might be added.

### Previous Export Screen

This is the Second option on the Master Screen. The Exporter will enter desired values and can Add/Update etc. as per his/her requirements. In this the exporter will enter the details of exports of SCOMET Items in the preceding 3 licensing years.

The screenshot shows a software window titled 'Previous Export - Rec: 0 of 0'. The main heading is 'Details of exports of SCOMET items in the preceding 3 licensing years. (Details of the export last made, if no export was made during the preceding licensing year)'. The form contains the following fields and controls:

- ECOM Ref. No.:** 12/34/567/89000/0078/4254
- Reference No./File No.:** [Empty text box]
- License No.:** [Empty text box]
- Quantity Exported:** 0.00
- Issuing Regional Authority:** 5 New Delhi
- Country to which Exported:** IND INDIA
- SCOMET Category:** 1B
- SCOMET Item No.:** [Empty text box]
- Previous Export:** 2005-2006 (dropdown menu)
- Date:** [Empty text box]
- Date:** [Empty text box]
- UOM:** NOS (dropdown menu) Number (dropdown menu)

Below the form are two text areas: 'Name of Export Item(s)' and 'Description of Export Item(s)'. At the bottom, there is a note: 'Note: 5 Items to be allowed to enter.(if required , Upload Extra sheet in the above format)'. At the very bottom are buttons for 'Add', 'Update', 'Delete', 'Copy', 'Clear', and 'Close'.

In this screen,

- 1) Enter the **Previous export year** from the **drop down** box.
- 2) Enter the **File No.** and **Date**.
- 3) Enter the **License No.** and **Date**
- 4) Enter the **Quantity exported** and
- 5) Select the **issuing regional authority, country to which exported, SCOMET category** from the dropdown list box
- 6) Enter the **SCOMET Item No.** and then **Name** and **Description** of export Item. Here Name of Export Item is a mandatory field.

(**Please note:** Date format should be DD/MM/YYYY)

When the user clicks on the **Foreign Buyer button** on the **Master Screen** a message box will appear informing that details of each one Foreign Buyer, Consignee and End user are to be filled separately.



## Foreign Buyer

As soon as **ok** button is clicked the following screen will appear. Exporter has to fill details in each one of the following screens that is he has to fill details in foreign Buyer, consignee and end user dialogs. The user can select the user type from the **drop down** box given on the screen

Exporter can fill in the details of all the three options as per his requirements.

If the exporter selects the Foreign Buyer option, then the following screen will appear.

Foreign Buyer, Consignee, End User Details Rec: 0 of 0

ECOM Ref. No. 12/34/567/89000/0078/4254 Foreign Buyer Details

Name \*

**Address**

Flat/Plot/Block No. Street/Area/Locality

City \* Country IND INDIA

Postal Code \*

**Telephone Details**

Country Code Area Code Telephone No. \*

**Fax Details**

Export Order No. \*

Date of Export Order

Add Update Delete Copy Clear Close

In this he has to first enter the **Name**.

Under the **address heading** he has to fill the required fields and then can select the **Country** from the dropdown box.

Then again under the **Telephone details heading**, **Telephone No.1** which is marked on asterisk(\*) for the first record is mandatory, **Telephone No.2** and **Fax details** are optional.

After that fill in the **Export order no.** and the **Date of Export** order number.

## Consignee

If the Exporter selects the option Consignee Details.

The screenshot shows a software window titled "Foreign Buyer, Consignee, End User Details. Rec: 0 of 0". The form contains the following fields and sections:

- ECOM Ref. No.:** 12/34/567/89000/0078/4254
- Consignee Details:** (Dropdown menu)
- Name:** (Text field with a red asterisk)
- Address:**
  - Flat/Plot/Block No.:** (Text field)
  - Street/Area/Locality:** (Text field)
  - City:** (Text field)
  - Country:** IND (Text field) and INDIA (Dropdown menu)
  - Postal Code:** (Text field with a red asterisk)
- Telephone Details:**
  - Country Code:** (Text field)
  - Area Code:** (Text field)
  - Telephone No.:** (Text field with a red asterisk)
- Fax Details:** (Text fields)

Buttons at the bottom: Add, Update, Delete, Copy, Clear, Close.

In this he has to enter Name, Full address and the Telephone/Fax details.

## End user Details Screen

If the user selects the option End User Detail, the following screen will appear.

The screenshot shows a software window titled "Foreign Buyer, Consignee, End User Details. Rec: 0 of 0". The form contains the following fields and sections:

- ECOM Ref. No.:** 12/34/567/89000/0078/4254
- End User Details:** (Dropdown menu)
- Name:** (Text field with a red asterisk)
- Address:**
  - Flat/Plot/Block No.:** (Text field)
  - Street/Area/Locality:** (Text field)
  - City:** (Text field)
  - Country:** IND (Text field) and INDIA (Dropdown menu)
  - Postal Code:** (Text field with a red asterisk)
- Telephone Details:**
  - Country Code:** (Text field)
  - Area Code:** (Text field)
  - Telephone No.:** (Text field with a red asterisk)
- Fax Details:** (Text fields)
- End Product for which the item of export will be used by the end user:** (Text field)
- Purpose for which the End product will be utilized:** (Text field)
- Is end user an entity of Government or destination country?:** Y (Text field) and Yes (Dropdown menu)
- Manufacturing/Business/other activity of the end user:** (Text field)

Buttons at the bottom: Add, Update, Delete, Copy, Clear, Close.

In the above screen all the details appearing in the Foreign Buyer, Consignee details screen are same except the ones that are marked in rectangle as shown in the above screen.

Exporter will enter the **End product** and **purpose of export** for which the item of export will be utilized. He has to select from the dropdown box that the end user is not an **entity of government of the destination country**. Exporter has to specify his **mode of activity** i.e. is he a manufacturer, business man or specify if others

## **Bank Details Screen**

Click on the **Bank Details** button on master screen and fill in all the details.

BankDetailsDialog Rec: 0 of 0

ECOM Ref.No. 12/34/567/89000/0078/4254

**Destination Country**

Bank Name \*

**Bank Address**

Flat/Plot/Block No. Street/Area/Locality

City Postal Code \*

Country AFG AFGHANISTAN SWIFT Code \*

IBAN \*

**In India**

Bank Name \*

**Bank Address**

Flat/Plot/Block No. Street/Area/Locality

City State \*

PIN Code IFSC Code \*

Add Update Delete Copy Clear Close

In this screen Exporter under the destination Country Bank address has to fill the **IBAN (International Bank Account Number)** and the **SWIFT Code** (Society for Worldwide Interbank Financial Telecommunication), is a unique identification code of the particular bank.

Again under the India Bank address heading exporter needs to give the **IFSC Code (Indian Financial System Code)**. All banks have their unique IFSC Codes.

(Please note: The fields marked in asterisk (\*) are mandatory.)

## **Manufacture Details Screen**

In this option he has to enter the **IEC code**, **Name** and his full **address**.

ManufacturerDetailDialog Rec: 0 of 0

Ecom Ref. No. 12/34/567/89000/0078/4254

IEC Code

Name \*

**Address**

Flat/Plot/Block No. Area/Street/Locality

City \* State \*

Country IND INDIA PIN Code \*

Add Update Delete Copy Clear Close

(In case he has to enter another record he will have to press clear button first then after doing the data entry will click the Add Button)

## Declaration Screen

After filling all the details exporter will press the declaration button on the main screen where he will fill his **Name**, **Official Address** and the **Telephone details**. He will select the country from the dropdown box.

## Upload Document Screen

DeclarationDialog Rec: 0 of 0

ECOM Ref No. 12/34/567/89000/0078/4254

Name

Designation

**Official Address**

Flat/Plot/BlockNo. Street/Area/Locality

City/State PIN Code

Country AFG AFGHANISTAN

**Telephone**

Country Code Area Code Tel. No.

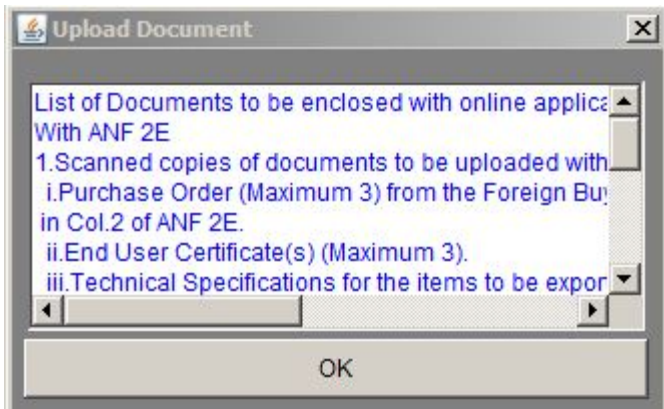
Place

Date

Add Update Delete Copy Clear Close

When the user will click on the **Upload Document** Button the following pop-up will appear. After reading this he will then click on **ok** button.

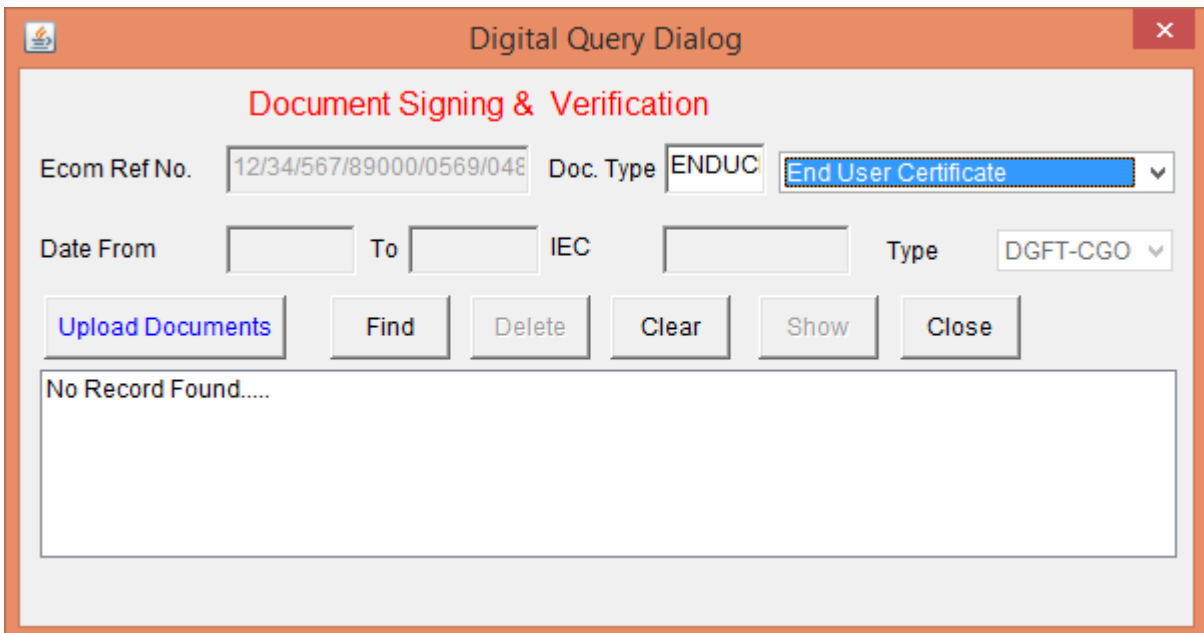


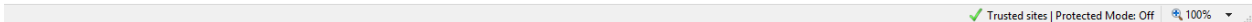
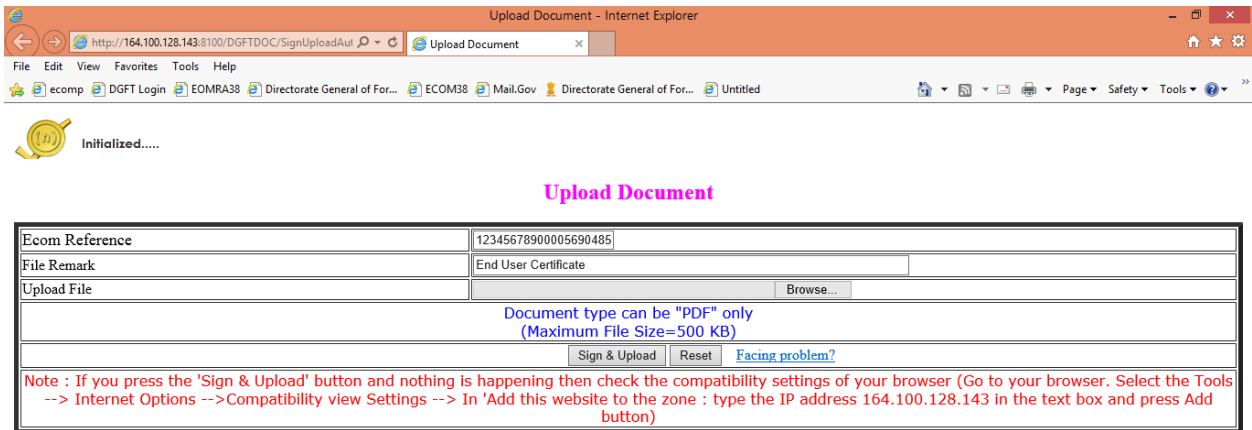


After clicking on the ok button on the previous pop-up, a new box will open and the exporter will have to check on items he/she wants to upload.

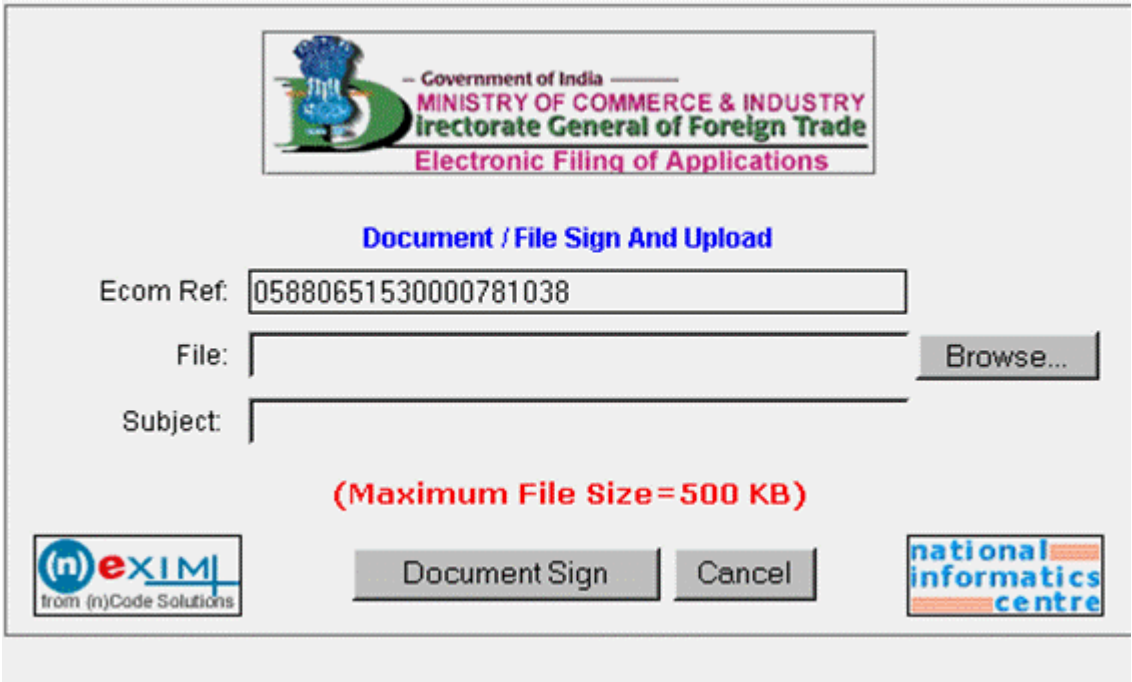
After this Exporter will click on the **Upload Document** button where he/she can see the uploaded document in the list.

In all the online Licensing applications there is a **Attachment of Documents Button** on the main dialog of any Licensing module. On selecting this button following dialog will appear





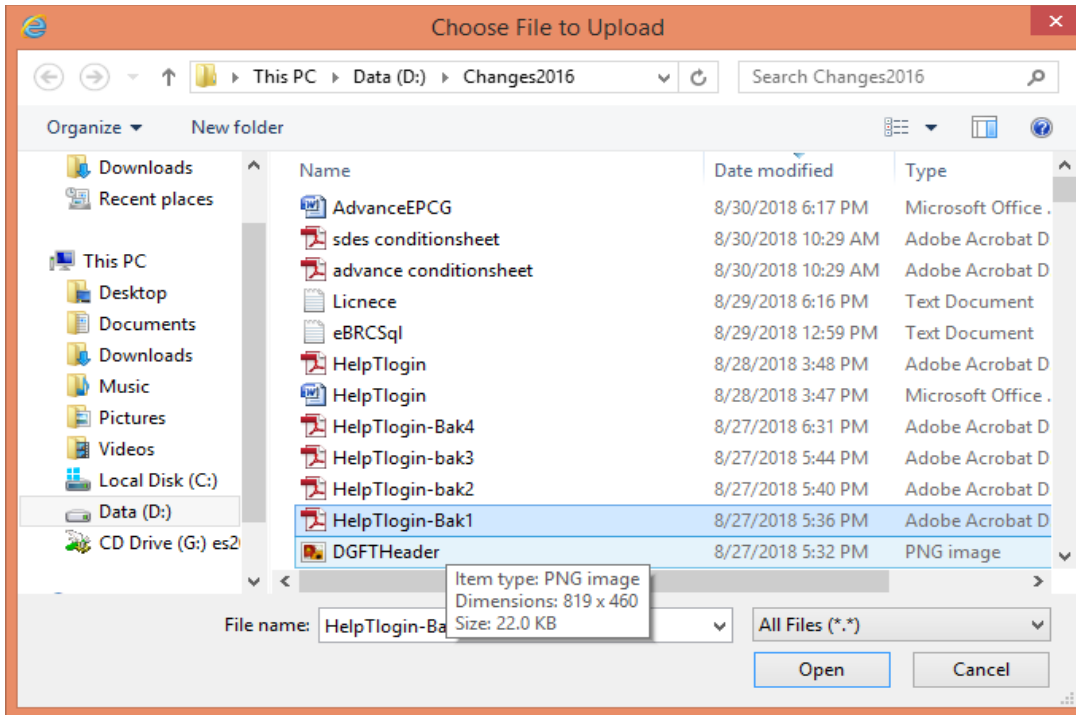
Click the **Upload Documents Button** as on the left side of the above dialog when the **Document/File Sign and Upload dialog** will appear on a new page.



Select the **Browse Button** as on the right hand side

**Browse Button**

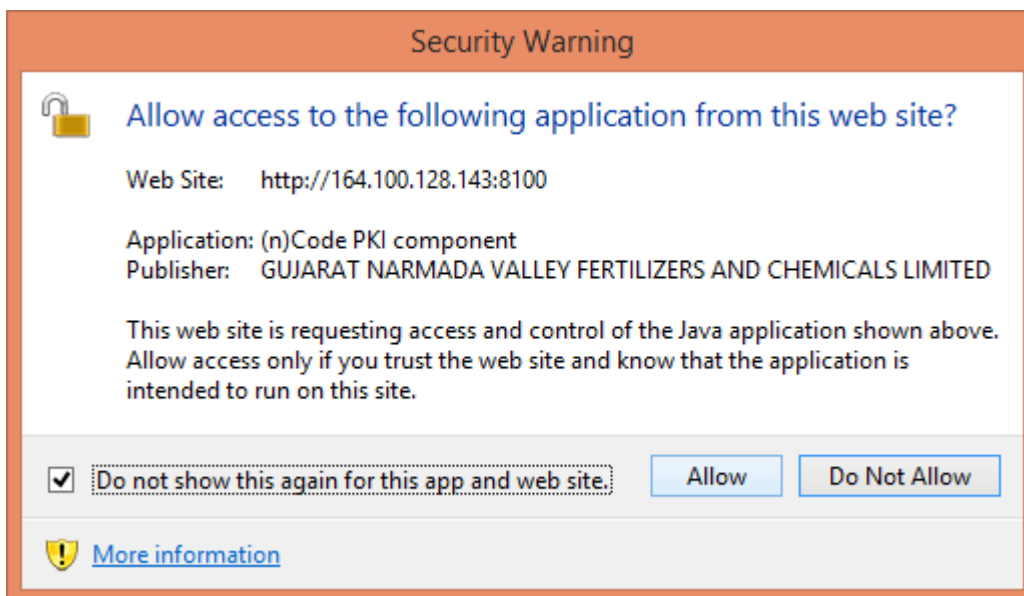
When you click the browse button the Choose dialog will appear as



Select the required file that you have to attach and press the **Open button**.

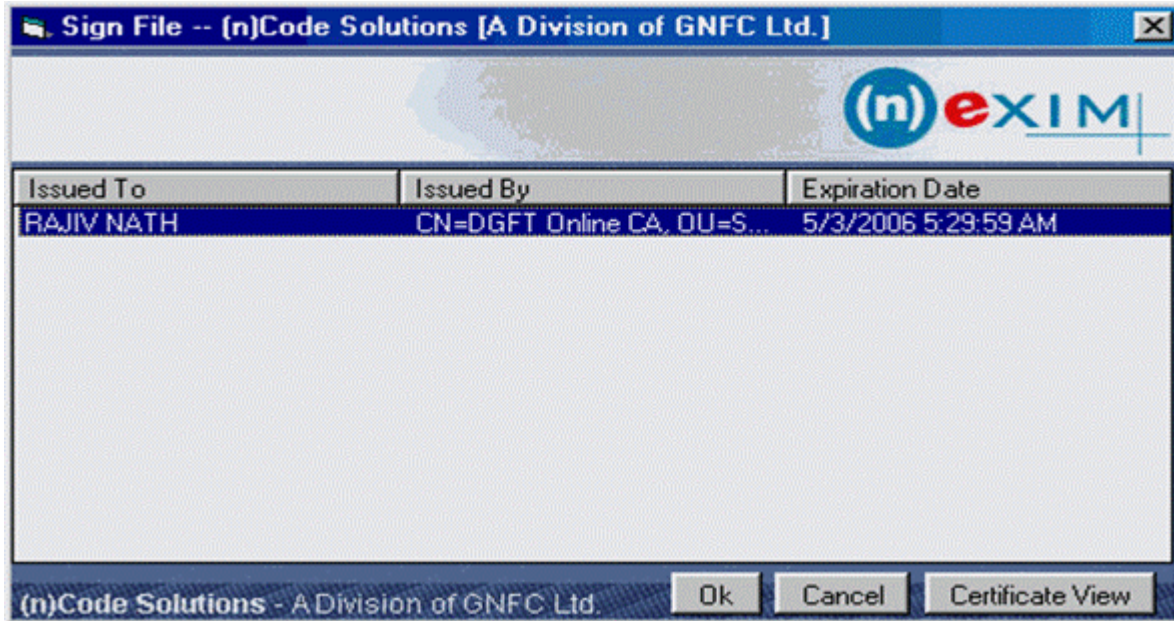
The path of the file will automatically appear as given from your local system in the File text box. Enter the subject name in the subject text box option.

**(Please Note :The maximum size of the file to be attached should be note more than 500KB)**



In this screen always select allow option

Select the **Document Sign Button** at the bottom of the **Document/File Sign and Upload dialog** at the when following **Sign File dialog** will box will appear as follows:

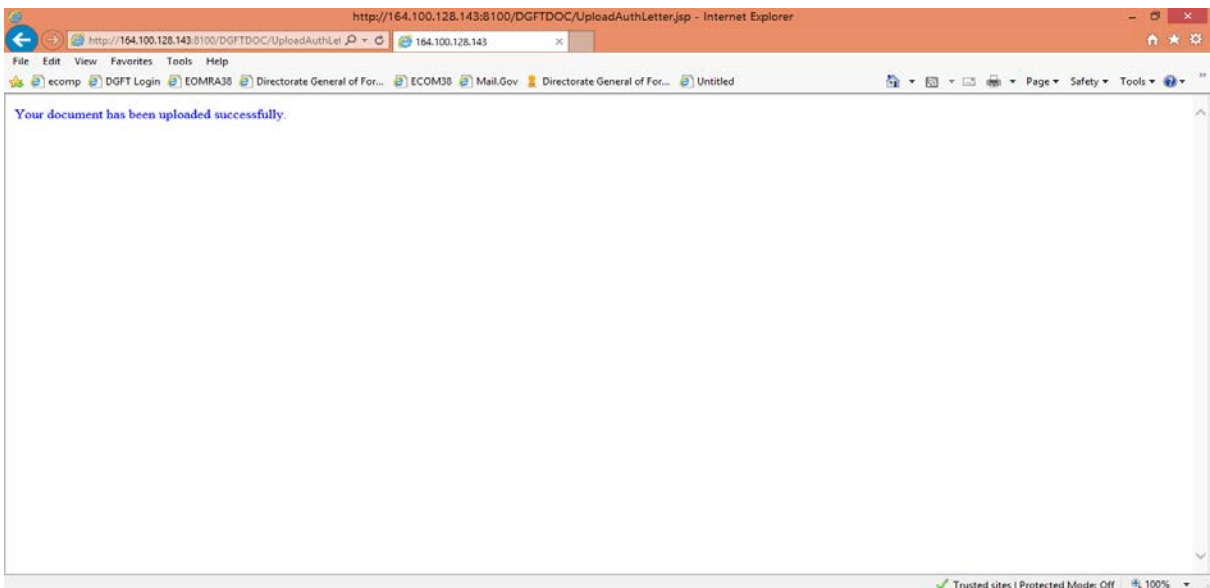
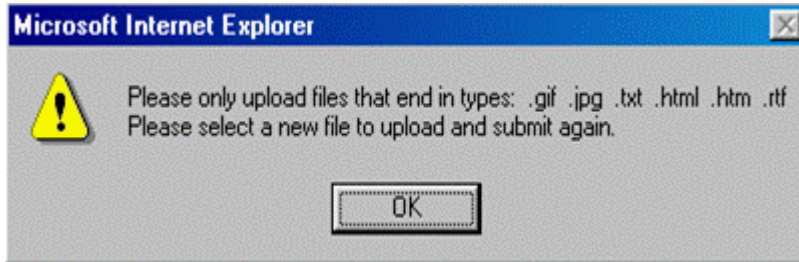


When you Click the **OK Button** the following dialog with the status will appear as follows.

File Upload Status	
Ecom Ref. No.:	05/88/065/15300/0078/1038
Document Attacher:	HINDUSTAN
Document Staus:	<b>Successfully Signed</b>
Document Uploading Status :	<b>Successful</b>
<b>Do You Want to Sign Another Docuements ?</b>	
<input type="button" value="Yes"/> <input type="button" value="No"/>	

In case you want to attach another document click **Yes Button** and give the path of the file. Likewise repeat the above process for attaching other files.

**(Please Note: You can scan the document before attaching. The files with extension of type .doc, .exe, .bmp is not allowed . If the files with extension of type other than .txt,.rtf,.htm,.html is attached the following message box will appear.)**



## **Commonly made mistakes in filing Online SCOMET applications**

### **Mistakes in the End User Certificates (EUC)**

- a) EUC must be in the format provided by DGFT as per Appendix 2S(i), 2S(ii) or 2S(iii), as applicable
- b) EUC must be on the letter head of the entity giving it and duly ink signed and stamped by authorized signatory.
- c) All entities in the supply chain including the buyer, consignee, ultimate end user and any other intermediaries need to give the EUC
- d) The reference of the supply chain with which each entity is dealing should be mentioned. For eg: The EUC submitted by the consignee should mention which end-user would it send it to and what is the end-use. Also, if the consignee is sending it to someone else, the complete linkage till the end-user should be clearly mentioned.
- e) All items should be clearly mentioned in the EUC along with their end-use.
- f) End User Certificates from Foreign Buyer, Consignee and End User must reflect the logical flow of items.
- g) The purchase order number and the date should be indicated
- h) In case of repeat order, the existence of capacity of the end-user should be mentioned in the EUC.
- i) In case, foreign buyer, consignee, end user are different entities, it is suggested that a Flow Chart may be attached alongwith online application for clarity of flow of items from Indian Exporter to the ultimate end user indicating proper referencing of Purchase Order No. & date and date of End User Certificate against each entity.

### **Mistakes in filling Application form**

- a) The details in column 3 i.e details of exports of SCOMET items in past 3 years are incompletely filled or not filled.
- b) In column 4, in section(iii) mention the destination of the consignee while in section (iv) mention the country of the final end-user.
- c) In column 6, the details in 6A, 6B and 6C all need to be filled even if they are the same i.e. buyer, consignee and end-user are the same. In case the item is not being supplied directly from the consignee to the end-user, all such entities need to be mentioned in column 6C.
- d) Against column 6A, 6B & 6C, complete address should be given.
- e) In case of repeat order applications, in column 8 all the details need to be filled clearly.
- f) Sometimes Technical specifications mentioned are too generic and do not

have requisite details. Please provide detailed technical specifications.

- g) Details of export items given in the online application (ANF 2E), End User Certificates and Purchase Orders must match completely.