

CLONE APPLICATION

USER MANUAL

The cloning/ duplication of issued applications at exporter End has been added to the eCoO platform implementation. This would save time for exporters when submitting applications for same/ similar products. Exporters would be required to update the invoice number, Invoice Date, Upload Documents additionally.

STEP 1- Click on Issued Certificate of Origin => List of Issued Certificate of Origin

Common Digital Platform for Issuance of Certificates of Origin
DIRECTORATE GENERAL OF FOREIGN TRADE, DEPARTMENT OF COMMERCE

DASHBOARD - EXPORTER ADMIN Common Digital Platform for Issuance of Certificate of Origin

Dashboard > List of Issue Certificate of Origin (COO)

SEARCH - LIST OF ISSUE CERTIFICATE OF ORIGIN

Date Range Enter from date Enter date up

Name of Schemes -- Select Any Schemes --

Name of Issuing Authority -- Select Any Authority --

Certificate Number Enter Certificate Number

Search **Reset**

Step-2 Click on Clone Button for Cloning of Issued Certificate

SEARCH - LIST OF ISSUE CERTIFICATE OF ORIGIN

Date Range: Enter from date [calendar icon] Enter date upto [calendar icon]

Name of Schemes: -- Select Any Schemes --

Name of Issuing Authority: -- Select Any Authority --

Certificate Number: Enter Certificate Number

Search Reset

Display Range: 10 Export to Excel

S.No.	Scheme Name	Name of Issuing Agency	Issuing Office	Certificate No.	Certificate Issue Date	Postal Address	Clone Application	View Invoice	View Documents	Apply For
1	Non Preferential	EXPORT INSPECTION COUNCIL	EXPORT INSPECTION AGENCY - MUMBAI (H.O)	FEO/2021/016/0237494A/00411577	10 Sep 2021 12:00 AM	No	Clone	View	View	View
2	India-Chile Preferential Trade Agreement (India-	EXPORT INSPECTION COUNCIL	EXPORT INSPECTION AGENCY - DELHI (H.O)	EIC/2019/007/0000011A/00000002	N/A	No	Clone	N/A	View	View

Step 3 Enter All Mandatory Fields and Click on Submit Button.

Note: Ensure to insert the DSC Token in the USB drive

Transport Document

Exporter Comments

Export comments for officials.

Export comments

Declaration by the Exporter

I, the undersigned declare that the above detail and statement are true accurate. The goods described above meet the conditions required for the issuance of this certificate the Country of Origin of the goods. I also undertake to submit, any additional supporting evidence which the Certifying Authority may require for the purpose of issuing a certificate of origin and undertakes, if required, to agree to any inspection of his accounts and any check on the processes of manufacture of the above goods, carried out by the said authority, and request for the issuance of a certificate of origin for these goods.

Place: Enter Declaration Place

Digital signature: Yes

Name: Enter Declaration name

Designation: Enter Designation name

Submit

Step 4: After DSC Download, Click for launch and follow the step of digital signature as usual.