

Suruhanjaya Tenaga – COE Module Walkthrough

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Together Beyond Excellence.



Technology



Energy



Information
Technology

dnexmalaysia



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Overview



Apply online

- Import, Manufacture or Release Letter
- Validated against SJT business rules
- DOE check for refrigerator sub-categories
- The number of items allowed per import application depends on the sub-product.



Pair and approve

- Automatic or manual COA/COE pairing
- Routed to eKelengkapan for verification
- Approved or rejected with PIA remarks
- Renewal and reapply supported
- Combined pairs move forward together



Pay and print

- Processing Fee and COA Fee online
- Receipts issued via eKelengkapan
- Transmitted to Customs (SMK)
- Print once acknowledged
- Release Letters involve no payment



Customs-connected

Approved permits transmit to SMK automatically



Balances self-maintain

SANDEC returns quantity used and remaining



Reporting built in

Detailed Report and 62-column CSV extract

Replaces the previous manual permit process with a single platform covering the whole lifecycle – application, pairing, approval, payment, Customs transmission and printing.



Trader (A-1)

- Create, edit, submit, renew and reapply
- Pay fees online
- Print approved certificates



Trader Admin (A-2)

- View and print branch applications
- Archive and unarchive
- Maintain users and profiles



Forwarding Agent (A-3)

- Submit on behalf of a Trader
- Agent details fill in automatically



FA Admin (A-4)

- Same scope as Trader Admin
- Applied to FA accounts in its branch



SJT Admin (A-7)

- View, print and archive applications
- SJT user provisioning
- Product Profile and Product maintenance



HOD (A-8)

- Detailed and CSV Format reports
- Managerial oversight

Messaging, Billing, Account and Profile behave as they do elsewhere in ePermit and are not covered by this manual.



COA – Certificate of Approval

- Equipment meeting SJT requirements
- Transmitted to SMK (Import only)
- DOE check for refrigerator sub-categories
- Renewable within 60 days of expiry

Processing Fee

Approval Fee



COE – Certificate of Efficiency

- Outside the standard approval route
- DOE check for refrigerator sub-categories
- Processing Fee applies on renewal too

Processing Fee

Approval Fee



Release Letter

- Nine defined release purposes
- Type-specific fields and documents
- Fresh application needed once expired

No payment

Not renewable

Which scenarios apply



Import

Single

New

Renew

Reject

Cancel

Combine (COA + COE)

New

Renew

Reject

Cancel



Manufacture

Single

New

Renew

Reject

Cancel

Combine (COA + COE)

New

Renew

Reject

Cancel



Release Letter

Single

New

Reject

Cancel

Combine (COA + COE)

New

Reject

Cancel



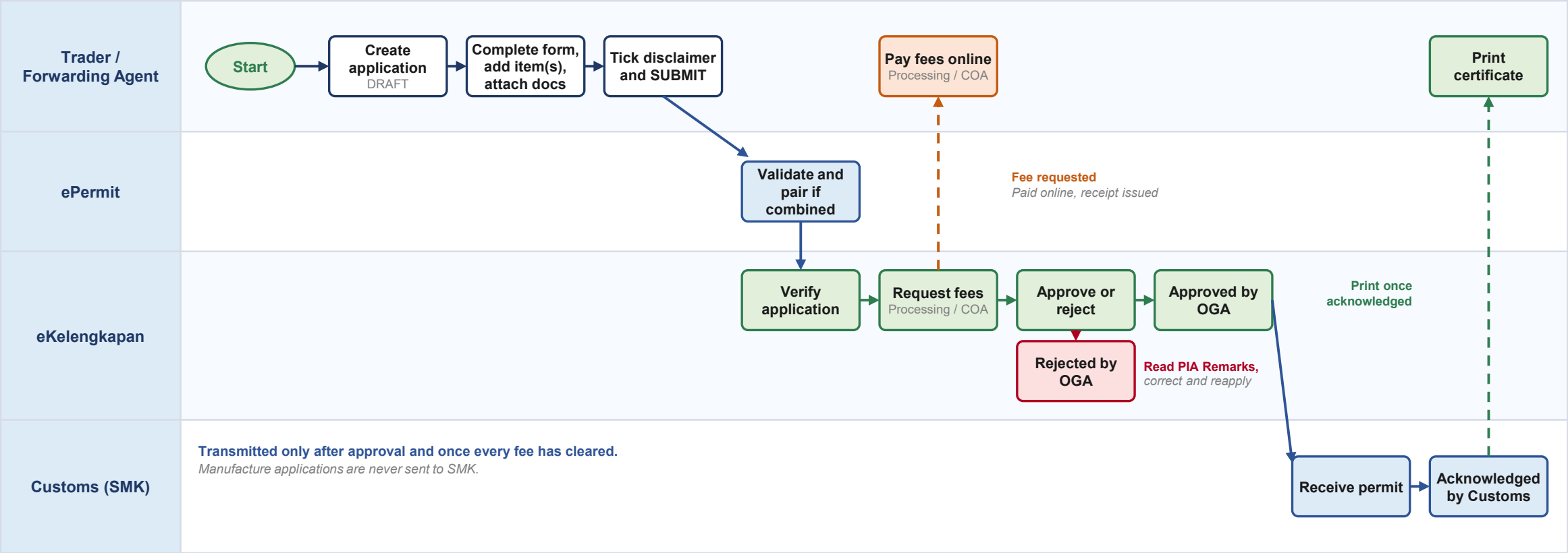
Notes – Combined Applications

- Where a sub-category requires both certificates, the applications are **processed and maintained as a pair**.
- Certificate numbers are issued only after **both applications are approved and all applicable fees are cleared**.
- The applications are not transmitted to **Customs** until both certificates meet the required approval and payment conditions.
- **Manufacture applications are not transmitted to SMK.**

The End-to-End Process

End-to-End COE Process — All Application Types

Who does what, from first application through to printing the approved certificate

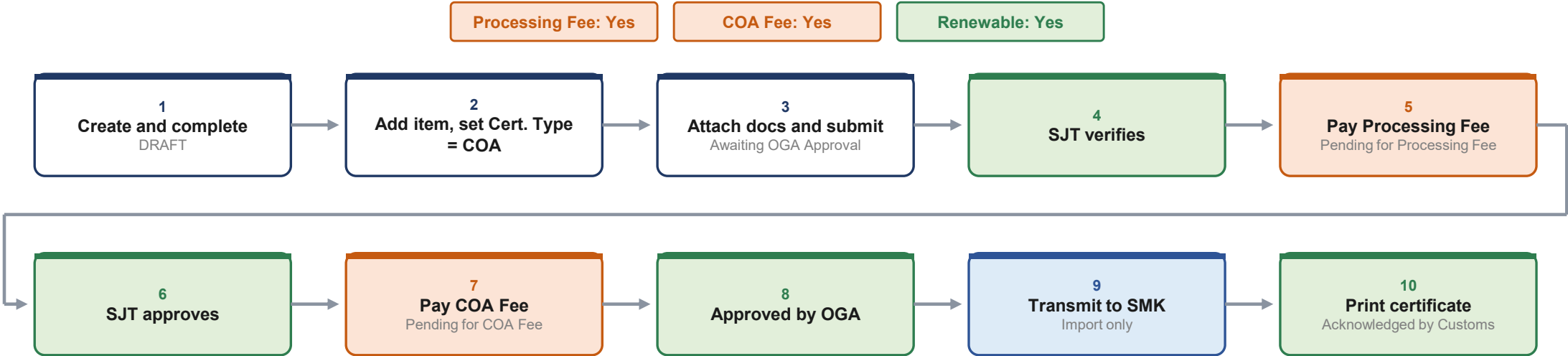


- Notes:
- **Application Deletion:** Only applications in “DRAFT” status can be deleted. Applications auto-created as a pair, or generated through **RENEWAL** or **REAPPLY**, cannot be deleted.
 - **Release Letter:** Release Letters do not involve any payment and are **not eligible for renewal**.
 - **Printing:** Printing is available only after the application reaches “Acknowledged by Customs” status.

Certificate Routes

Certificate of Approval (COA) — Single Application

Import or Manufacture, where the sub-category requires a COA only



Notes:

- Notes Fees: A new COA is subject to both a Processing Fee and an Approval Fee.
- The Processing Fee does not apply to renewals. Manufacture Application:
- The process ends at Step 8 – Approved by OGA. Manufacture applications are not transmitted to SMK, so no Customs acknowledgement is received. Renewal:
- Renewal is allowed within 60 days before expiry and up to 2 weeks before the expiry date.

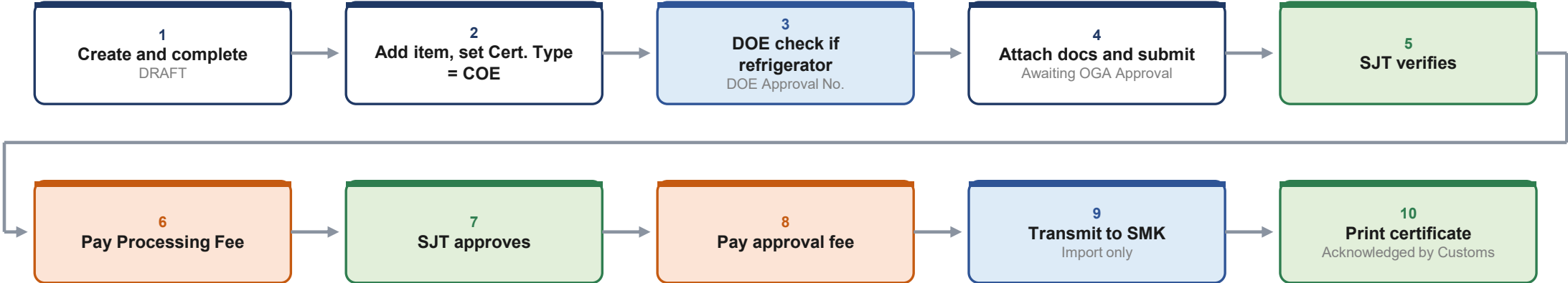
Certificate of Efficiency (COE) — Single Application

Import or Manufacture, where the sub-category requires a COE only

Processing Fee: Yes

Approval Fee: Yes

Renewable: Yes



- Notes
- ❑ **Refrigerator:** Requires a valid **DOE Approval Number**. Refrigerant Type and Model are populated from the DOE record.
 - ❑ **DOE Record:** Available only when the **category, product code and company ROC** match, and the approval is still valid.
 - ❑ **COE Fee:** A **Processing Fee** applies to both new and renewal COE applications. Refer to the fee table.

Release Letter (RL) — Single Application

Release of a consignment for one of the nine defined purposes

Processing Fee: No

Approval Fee: No

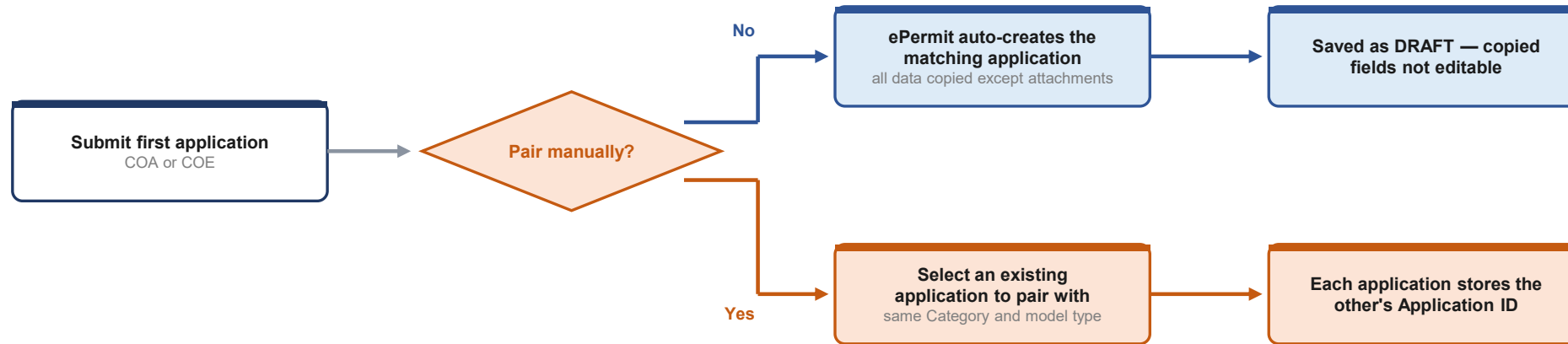
Renewable: No



- Notes:
- 1. No payment at any stage neither fee button appears on a Release Letter application
 - 2. Cannot be renewed. If it expires, submit a fresh application.
 - 3. Research types 3 and 4 limit tariff quantity to 1–4. Date rules differ by type see Appendix A of the manual.

Combined Application — Paired COA and COE

Where the sub-category requires both a Certificate of Approval and a Certificate of Exemption



Once the pair is formed

- Complete the remaining fields, attach documents and submit both
- Both must be approved by OGA and every fee cleared
- Only then is the permit transmitted – COA details only, most recently approved
- Print once the status reaches Acknowledged by Customs

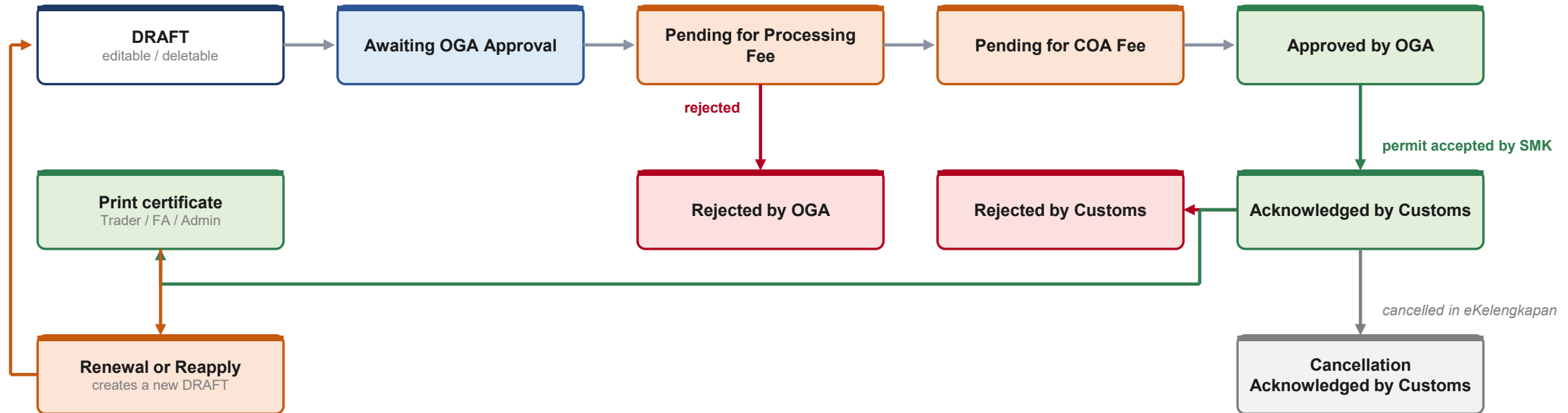
Pairing rules

- Auto-created pairs cannot be deleted, even at DRAFT
- Certificate numbers stay blank until both approve and all fees clear
- A COA paired to manually must still be valid; the permit takes the earlier expiry
- A COA already sent to SMK needs renewal before taking a new COE

If the COA in a pair is **cancelled**, submit a new COA application – a new COA number is generated and must be re-paired to the existing COE.

Application Status Map

Every status an application can hold, and what moves it on



Within 60 days of expiry and no later than 2 weeks before it. Not available for Release Letters or exhibition applications.

Notes

- **Fee Status:** Fee-related statuses are displayed only where a fee is applicable.
- **Release Letter:** The workflow proceeds directly from “Awaiting OGA Approval” to “Approved by OGA”.
- **Manufacture Application:** The application process ends at “Approved by OGA”, as Manufacture applications are not transmitted to SMK.
- **Cancellation:** Cancellation is initiated from eKelengkapan and not through ePermit.

THE FOUR ROUTES COMPARED

Route	Application type	Processing Fee	Approval / COA Fee	Sent to SMK	Renewable	Ends at
COA – new	Import	Yes	Yes	Yes	Yes	Acknowledged by Customs
COA – new	Manufacture	Yes	Yes	No	Yes	Approved by OGA
COA – renewal	Import or Manufacture	No	Yes	As above	–	As above
COE – new	Import	Yes	Yes	Yes	Yes	Acknowledged by Customs
COE – new	Manufacture	Yes	Yes	No	Yes	Approved by OGA
COE – renewal	Import or Manufacture	Yes	Yes	As above	–	As above
Release Letter	Import (9 types)	No	No	Yes	No	Acknowledged by Customs
Combined	Import or Manufacture	Per certificate	Per certificate	COA only, once both approved	Per certificate	Acknowledged by Customs

Notes:

- ❑ Manufacture applications are not transmitted to SMK.
- ❑ The application ends at “Approved by OGA”.
- ❑ “Acknowledged by Customs” is not applicable to Manufacture applications.



Reports (SJT Admin, HOD)

- Detailed Report – per application, with quantity balances
- CSV Format Report – 62-column extract
- Summary Report is not part of this deliverable



Company administration

- User Provisioning via UP System
- Business Network – consignees, consignors, agents
- Applicant Profile via CAMS & Customer Potal



Maintenance (SJT Admin)

- Product Profile – category and sub-category rules
- Product – view-only, sourced from eKelengkapan
- OGA listing, print, archive and unarchive

Note: Archiving removes an application from the active listing without deleting it; unarchiving restores its previous state.



Product Profile drives the application form

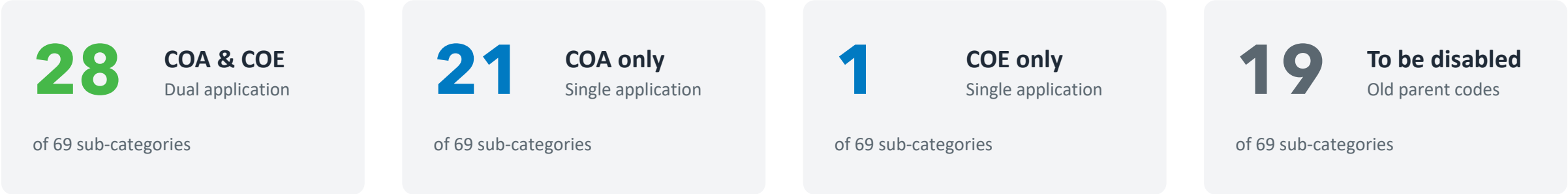
Certificate type, pairing requirement, DOE check and model limit



Product records cannot be edited here

Corrections are raised with eKelengkapan and sync through

SUB-CATEGORIES APPLICATION TYPE - COA & COE REQUIREMENT SUMMARY



Category	COA & COE	COA only	COE only	Disabled
N07 Lamp Fitting	8	4	1	3
N14 Toaster / Oven	3	3	–	3
N15 Rice Cooker	2	2	–	1
N16 Refrigerator	3	2	–	2
N19 Washing Machine	2	1	–	1
N20 Fan	4	4	–	4
N27 Video & Visual Display	4	4	–	4
N30 Air Conditioner	2	1	–	1
Total	28	21	1	19

Rule of thumb

COA & COE (dual application)

Products identified as EUP, i.e. energy-using products that fall within the regulated size, rating or capacity range.

COA only (single application)

"Others" and products outside the regulated range, such as TVs above 70 inch or split air-conditioners above 7.1 kW.

COE only (single application)

N07.12 Tube/Bulb only.

NOTE

Please refer to Suruhanjaya Tenaga (ST) for detailed clarification on the product requirements.

DUAL APPLICATION: COA & COE

Category	Code	Sub Category
N07 Lamp Fitting	N07.17	Luminaries with self-ballasted fluorescent lamp, rating less than 9W
	N07.18	Luminaries with self-ballasted fluorescent lamp, rating equal and more than 9W
	N07.19	Self-ballasted CFL with Edison screw or bayonet caps, lamp rating less than 9W
	N07.20	Self-ballasted CFL with Edison screw or bayonet caps, lamp rating equal and more than 9W
	N07.22	Self-ballasted single capped LED lamps (>50V), cap type G13/GU10/E27/B22D/E14
	N07.24	Recessed luminaries with tube/bulb, T8 with rating equal and more than 18W
	N07.26	Recessed luminaries with tube/bulb, T5 with rating equal and more than 14W
	N07.27	Recessed luminaries with self-ballasted LED, cap type G13/GU10/E27/B22D/E14
N14 Toaster / Oven	N14.15	Stationary electric oven, identified as EUP (usable volume $\geq$ 10L up to 90L)
	N14.17	Portable oven, identified as EUP (usable volume $\geq$ 10L up to 90L)
	N14.19	Microwave oven, identified as EUP (size less or equal to 32L)
N15 Rice Cooker	N15.04	Rice cooker, identified as EUP (size $\geq$ 1L up to 3.6L)
	N15.05	Induction rice cooker, identified as EUP (size $\geq$ 1L up to 3.6L)

Category	Code	Sub Category
N16 Refrigerator	N16.10	Refrigerator, identified as EUP, 1 door
	N16.11	Refrigerator, identified as EUP, 2 doors (top and bottom)
	N16.13	Chest freezer, identified as EUP (solid door with volume up to 320L)
N19 Washing Machine	N19.09	Top loading washing machine less than 16kg
	N19.10	Front loading washing machine less than 16kg
N20 Fan	N20.14	Ceiling fan, identified as EUP (diameter size 48 to 60 inch)
	N20.16	Pedestal fan, identified as EUP (diameter size 10 to 16 inch)
	N20.18	Table fan, identified as EUP (diameter size 10 to 16 inch)
	N20.20	Wall fan, identified as EUP (diameter size 10 to 16 inch)
N27 Video & Visual Display	N27.08	LCD TV, identified as EUP (size up to or equal to 177.8 cm / 70 inch)
	N27.10	LED TV, identified as EUP (size up to or equal to 177.8 cm / 70 inch)
	N27.12	Plasma TV, identified as EUP (size up to or equal to 177.8 cm / 70 inch)
	N27.14	CRT TV, identified as EUP (size up to or equal to 177.8 cm / 70 inch)
N30 Air Conditioner	N30.06	Split air-conditioner, more or equal to 4.5 kW up to 7.1 kW
	N30.07	Split air-conditioner, less than 4.5 kW

SINGLE APPLICATION

Category	Code	Sub Category
N07 Lamp Fitting	N07.21	Self-ballasted single capped LED lamps (>50V), others
	N07.23	Recessed luminaries with tube/bulb, T8 with rating less than 18W
	N07.25	Recessed luminaries with tube/bulb, T5 with rating less than 14W
	N07.28	Recessed luminaries with tube/bulb (others)
N14 Toaster / Oven	N14.14	Stationary electric oven, others
	N14.16	Portable oven, others
	N14.18	Microwave oven (size more than 32L)
N15 Rice Cooker	N15.03	Rice cooker, others
	N15.02	Induction rice cooker, others
N16 Refrigerator	N16.09	Refrigerator, others
	N16.12	Chest freezer, others

Category	Code	Sub Category
N19 Washing Machine	N19.08	Washing machine having drying (top/front loading washing machine more than 16kg)
N20 Fan	N20.13	Ceiling fan, others
	N20.15	Pedestal fan, others
	N20.17	Table fan, others
	N20.19	Wall fan, others
N27 Video & Visual Display	N27.07	LCD TV (size more than 177.8 cm / 70 inch)
	N27.09	LED TV (size more than 177.8 cm / 70 inch)
	N27.11	Plasma TV (size more than 177.8 cm / 70 inch)
	N27.13	CRT TV (size more than 177.8 cm / 70 inch)
N30 Air Conditioner	N30.05	Split air-conditioner (more than 7.1 kW)

COE ONLY

N07.12 Tube/Bulb only

Existing code under N07 Lamp Fitting, to be configured for COE only. This is the only sub-category with a single COE application.

CODES TO BE DISABLED (19 OLD PARENT CODES)



These generic parent codes all carried application type COA. Each is replaced by split codes that separate EUP products (COA & COE) from the rest (COA only).

Category	Code to be disabled	Replaced by new codes
N07 Lamp Fitting	N07.03 Luminaries with self-ballasted fluorescent lamp N07.06 Self-ballasted CFL with Edison screw or bayonet caps N07.11 Self-ballasted single capped LED lamps (>50V)	N07.17, N07.18 N07.19, N07.20 N07.21, N07.22
N14 Toaster / Oven	N14.01 Stationary electric oven N14.05 Portable oven N14.10 Microwave oven	N14.14 to N14.19
N15 Rice Cooker	N15.01 Rice cooker	N15.03, N15.04
N16 Refrigerator	N16.01 Refrigerator N16.04 Chest freezer	N16.09 to N16.13
N19 Washing Machine	N19.01 Washing machine having drying	N19.08 to N19.10
N20 Fan	N20.02 Ceiling fan N20.04 Pedestal fan N20.05 Table fan N20.06 Wall fan	N20.13 to N20.20
N27 Video & Visual Display	N27.01 LCD TV N27.02 LED TV N27.03 Plasma TV N27.04 CRT TV	N27.07 to N27.14
N30 Air Conditioner	N30.01 Split air-conditioner	N30.05 to N30.07

NEW ePERMIT GO-LIVE ANNOUNCEMENT SUMMARY

17 SEP 2026

Online briefing session

10.00 am to 12.00 pm.
Overview of the end-to-end COE application process, system workflow and key processes.

25 SEP 2026

Last COE payment emails sent

Final date ST sends payment emails under the manual COE process. Payment must be made before 26 Sep 2026.

26 SEP 2026

Existing ePermit becomes view-only

Records can only be checked and printed; no new applications. COE module replaces the manual COE process.

28 SEP 2026

New ePermit goes live

COA and COE applications can be submitted on the new platform from this date.

Platform change

Existing system: <https://epermit.dagangnet.com.my> (view-only from 26 Sep 2026)

New system: <https://newepermit.dagangnet.com.my> (COA and COE applications from 28 Sep 2026)

COE module implemented in line with the Energy Efficiency and Conservation Act 2024 (Akta Kecekapan dan Konservasi Tenaga 2024).

Records in the existing permit system will be migrated to the new platform according to their status. Migrated records can be checked and printed on the new platform.

No.	Application / record status	Migration status
1	Certificates that have expired	Not migrated
2	Renewal applications in draft status	Migrated
3	Renewal and new applications being processed by an officer (in-progress renewal and new application)	Migrated
4	Renewals within the allowed window (15 to 60 days before expiry date)	Migrated
5	Permits nearing expiry (0 to 14 days before expiry date)	Not migrated
6	Draft records remaining in the existing permit system	Not migrated Records will be deleted from the existing system

Plan ahead: complete and submit outstanding applications before the cut-off dates to minimise disruption, especially permits within 14 days of expiry and drafts that will not be carried over.

What changes

Manual process (until 25 Sep 2026)

After COA approval, the applicant receives a COE payment link. Once paid, the COE and the energy efficiency rating label template are issued outside ePermit.

COE module (from 26 Sep 2026)

COE applications are made through the ePermit system. Payment links are no longer issued through the manual process.

Action required

If you received a COE payment link before 26 Sep 2026:

Option 1: make the payment before 26 Sep 2026.

Option 2: if payment is not made by then, submit a new COE application through the new ePermit system.

Use the new ePermit link for all application matters once the system is back in operation.

Technical support: DagangNet Careline (24/7)

Email careline@dagangnet.com

Telephone [1-300-133-133](tel:1-300-133-133)

WhatsApp [+60 10-447 5838](tel:+60104475838)

Policy (Dasar) support: Suruhanjaya Tenaga

Main telephone [\(603\) 8870 8500](tel:(603)88708500)

Toll-free [1-800-2222-78](tel:1-800-2222-78)

Official email / complaints eaduan@st.gov.my

Thank You
