



Auto Approval

Trader Module

User Manual

Prepared by Dagang Net Technologies Sdn Bhd
Version 1.0

Statement of Confidentiality

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Revision History

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Version	Date	Author	Description of Amendment
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Abbreviation

Abbreviation	Definition
DNT	Dagang Net Technologies Sdn Bhd
ePCO	Electronic Preferential Certificate of Origin
OGA	Other Government Agencies
SMK	Sistem Maklumat Kastam
CO	Certificate of Origin
CA	Cost Analysis
FA	Forwarding Agent
IP	Import Permit

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Section 1. Introduction

1.1. What is ePCO System?

The Electronic Preferential Certificate of Origin (ePCO) is a web-based Certificate of Origin application and approval system. It is an online document that certifies the country of origin of a product. The ePCO is intended solely to prove the origin of goods to satisfy customs or trade requirements. It can be used also as supporting documents for the issuance of corresponding Certificate of Origin by another authorised party. It also provides other functions to users such as:

- Online application of Cost Analysis and Preferential Certificate of Origin Forms
- Online approval by authorized party
- Online enquiry of application status

1.2. What is ePCO Auto Approval?

ePCO Auto Approval is a new system with approval process for applied CO by simplifying and accelerating the approval process that reducing processing time in releasing a CO, approving CO with identified criteria, equal task distribution among MITI officers (of same role within same branch).

1.3. How does ePCO System Benefit Me?

- Reduces Turnaround time – faster processing time
- It's convenient – ePCO is accessible from any computer that is connected to the internet.
- Ease of Use – user friendly even for non-PC savvy
- Multi Tasking – access to various value-added services.

1.4. Who Should Read This Publication?

This user manual is designed to accommodate the specific requirements of each user. This publication (or topic collection) is intended for;

- i. Traders

1.5. About This Document

This publication is to provide an overview on how Traders create new application with Origin Criteria that applicable for Auto Approval, and deeper understand on the system with step by step helps.



1.6. Support Information

Should there be any issues arising from the use of the system, please contact Dagang Net's Careline;

Call our CARELINE at **1300 133 133**

or email to careline@dagangnet.com

CARELINE is available 24 hours daily, including public holidays

Section 2. Getting Started

2.1. System Access

ePCO system is accessible via:

<http://newepco.dagangnet.com.my/dnex/login/>

Please follow the steps in the images below to access the system.

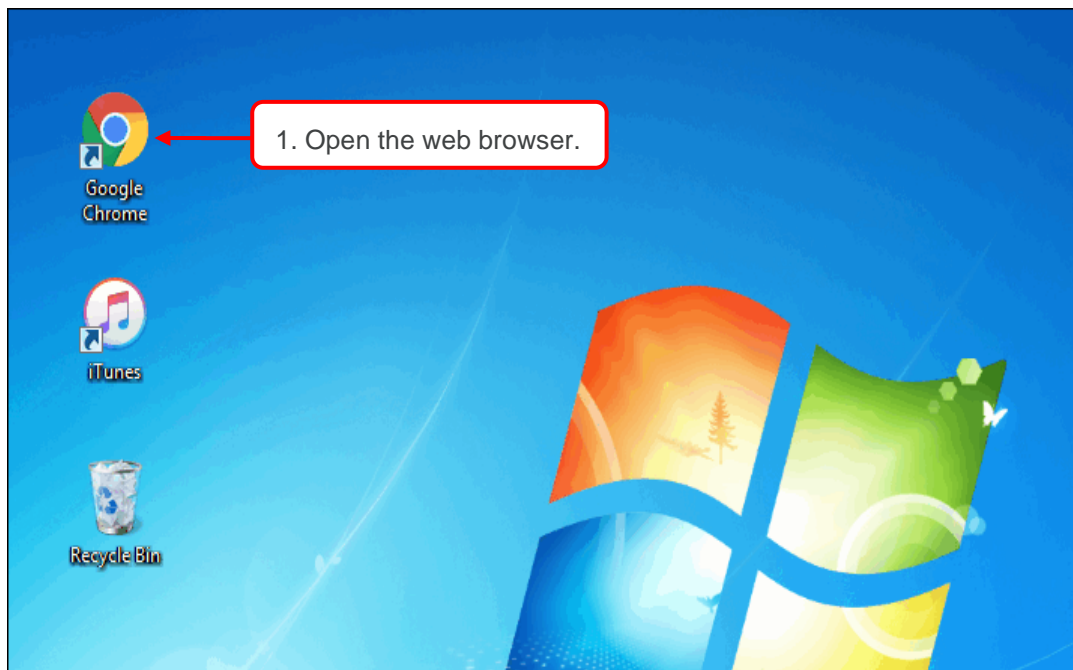


Figure 1

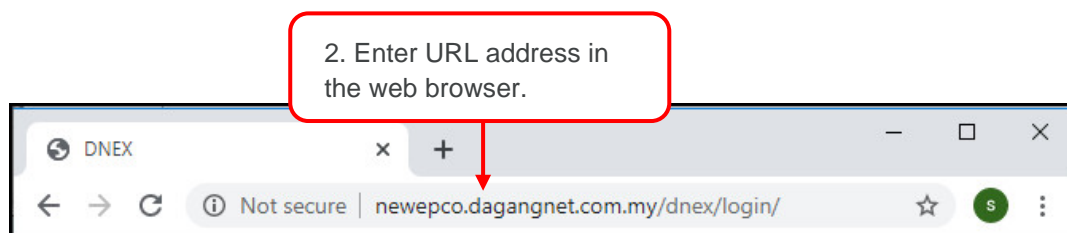


Figure 2

URL address: <http://newepco.dagangnet.com.my/dnex/login/>

2.2. Log In

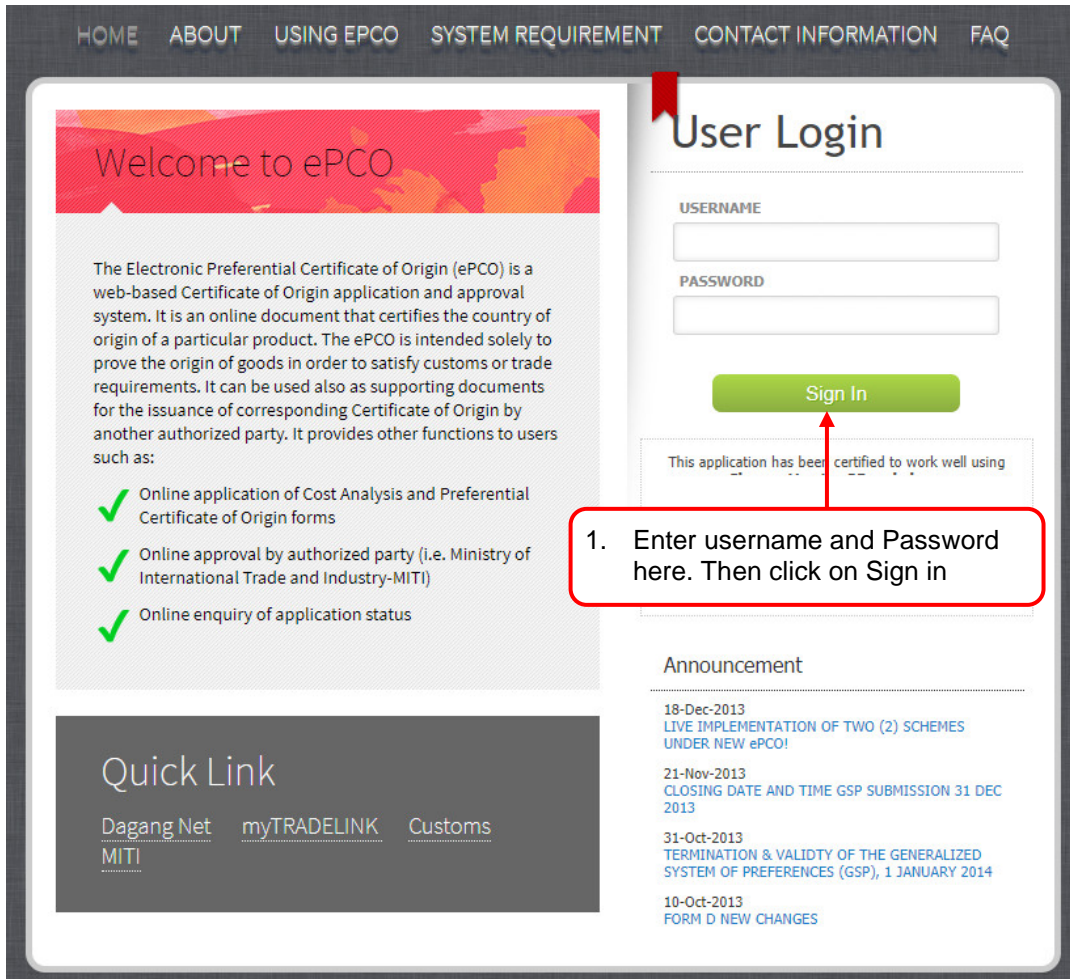


Figure 3

2.3. Sign out

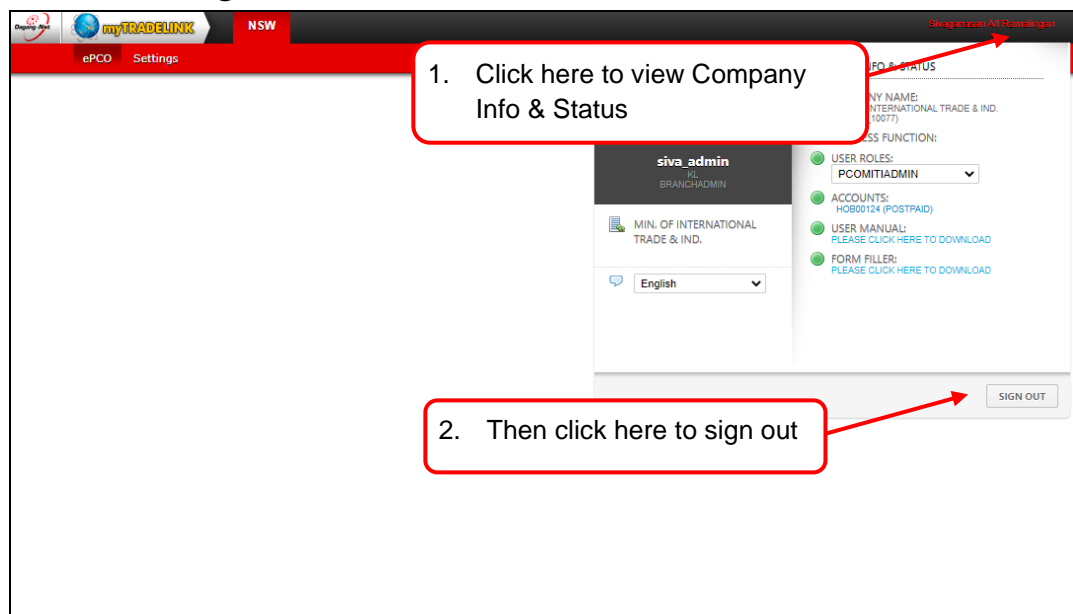


Figure 4

Section 3. Listing

This section shows the steps to search and view application in the system.

3.1. Search and View Application

CA / CAA / CO Transaction

PLEASE CLICK HERE TO SEARCH

LISTING

NEW

1. Click on this tab to view search details

No.	Type	Application Case	Application Date	Trader Code	Company Name	Ap
3	Certificate of Origin	NORMAL		999MSIA	999MSIA LONG NAME SDN BF	
4	Certificate of Origin	BACK-TO-BACK		999MSIA	999MSIA LONG NAME SDN BF	
5	Certificate of Origin	NORMAL		999MSIA	999MSIA LONG NAME SDN BF	
6	Certificate of Origin	NORMAL		999MSIA	999MSIA LONG NAME SDN BF	
7	Certificate of Origin	NORMAL		999MSIA	999MSIA LONG NAME SDN BF	
8	Certificate of Origin	NORMAL		999MSIA	999MSIA LONG NAME SDN BF	
9	Certificate of Origin	NORMAL		999MSIA	999MSIA LONG NAME SDN BF	
10	Certificate of Origin	NORMAL		999MSIA	999MSIA LONG NAME SDN BF	

Page 1 of 3 | Displaying 1 to 10 of 28 items

CA / CAA / CO Transaction

PLEASE CLICK HERE TO SEARCH

Application Type: Please select
Scheme: Please select
Application Case: Please select
Status: Please select

Company Name:
Application ID:
Application Date (From):
Application Date (To):

Reference No.:
Endorsement No.:
Approved Date (From):
Approved Date (To):

Prepared Date (From):
Prepared Date (To):

RESET SEARCH

LISTING

2. Enter criteria to search as required

3. Then, click on Search

No.	View Details	Type	Application Case	Application Date	Trader Code	Company Name	Ap
1	View	Certificate of Origin	NORMAL		999MSIA	999MSIA LONG NAME SDN BF	
2	View	Certificate of Origin	BACK-TO-BACK		999MSIA	999MSIA LONG NAME SDN BF	
3	View	Certificate of Origin	NORMAL		999MSIA	999MSIA LONG NAME SDN BF	

Figure 5

CA / CAA / CO Transaction

PLEASE CLICK HERE TO SEARCH

Application Type: Scheme: Application Case: Status:

Company Name: Application ID:

Reference No.: Endorsement No.:

Prepared Date (From): Prepared Date (To):

4. Search result listed in this table.

5. Click on this button to view details of this application.

LISTINGS

No.	View Detail	Application ID	Scheme	Application Type	Application Case	Application Date	Trader Code	Company Name	Ap
1	<input type="button" value="View"/>	MITT1092020000074	ATIGA	Certificate of Origin	NORMAL		999MSIA	999MSIA LONG NAME SDN BH	
2	<input type="button" value="View"/>	MITT1092020000072	ATIGA	Certificate of Origin	BACK-TO-BACK		999MSIA	999MSIA LONG NAME SDN BH	
3	<input type="button" value="View"/>	MITT1092020000043	AJCEP	Certificate of Origin	NORMAL		999MSIA	999MSIA LONG NAME SDN BH	
4	<input type="button" value="View"/>	MITT1092020000042	AJCEP	Certificate of Origin	NORMAL		999MSIA	999MSIA LONG NAME SDN BH	

Figure 6

Certificate of Origin- ATIGA [MITT

5. Application details

Company Details

ROC / ROB No.: Company Name:

Company Address:

Postcode: City: State: Country:

Telephone No. (Mobile): Telephone No. (Office): Fax No.: Email:

Trader Reference No.:

Letter of Credit (L/C) Address

Company Name:

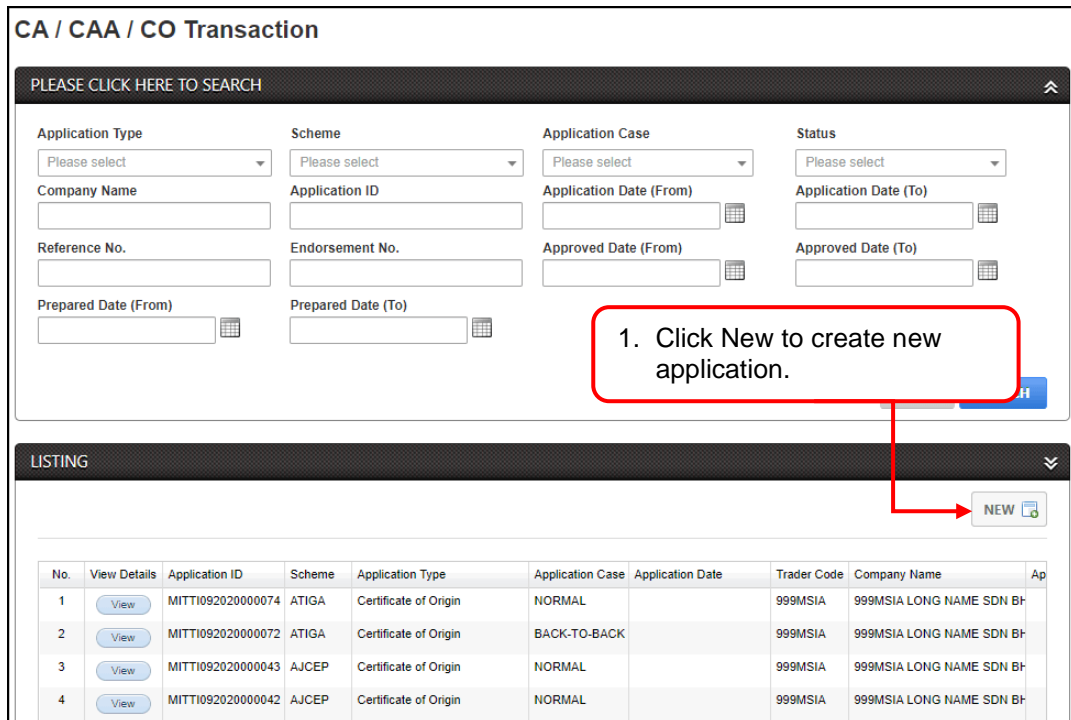
Company Address:

Figure 7

Section 4. New Application

Traders can create new application with Auto Approval that meets the Origin Criteria for Auto Approval. This Auto Approval will provide a real-time approval when submitted CO fits the Origin Criteria- depending on the schemes.

4.1. Create New



CA / CAA / CO Transaction

PLEASE CLICK HERE TO SEARCH

Application Type: Please select
Scheme: Please select
Application Case: Please select
Status: Please select

Company Name:
Application ID:
Application Date (From):
Application Date (To):

Reference No.:
Endorsement No.:
Approved Date (From):
Approved Date (To):

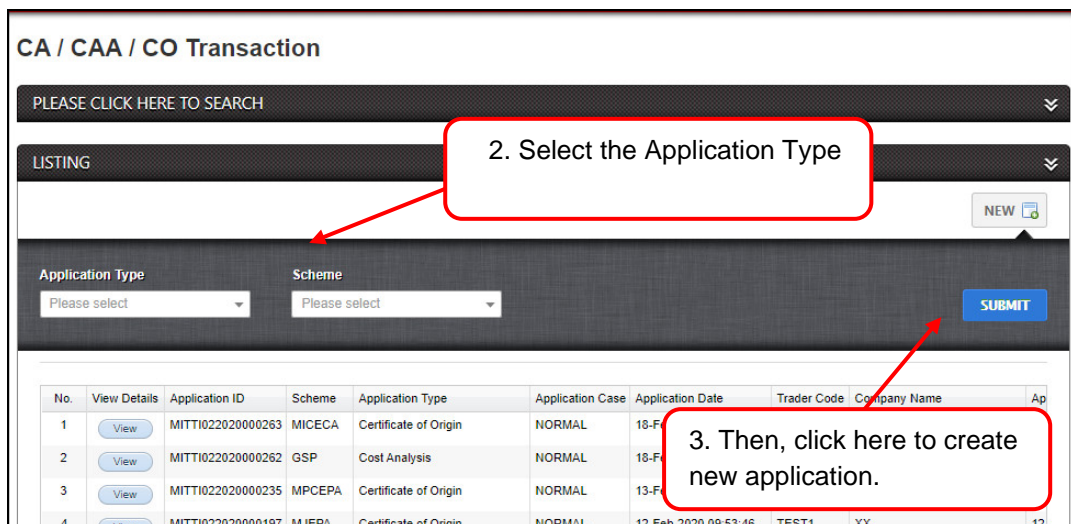
Prepared Date (From):
Prepared Date (To):

1. Click New to create new application.

LISTING

No.	View Details	Application ID	Scheme	Application Type	Application Case	Application Date	Trader Code	Company Name	Ap
1	View	MITTI092020000074	ATIGA	Certificate of Origin	NORMAL		999MSIA	999MSIA LONG NAME SDN BH	
2	View	MITTI092020000072	ATIGA	Certificate of Origin	BACK-TO-BACK		999MSIA	999MSIA LONG NAME SDN BH	
3	View	MITTI092020000043	AJCEP	Certificate of Origin	NORMAL		999MSIA	999MSIA LONG NAME SDN BH	
4	View	MITTI092020000042	AJCEP	Certificate of Origin	NORMAL		999MSIA	999MSIA LONG NAME SDN BH	

Figure 8



CA / CAA / CO Transaction

PLEASE CLICK HERE TO SEARCH

LISTING

2. Select the Application Type

Application Type: Please select
Scheme: Please select

SUBMIT

3. Then, click here to create new application.

No.	View Details	Application ID	Scheme	Application Type	Application Case	Application Date	Trader Code	Company Name	Ap
1	View	MITTI0220200000263	MICECA	Certificate of Origin	NORMAL	18-F			
2	View	MITTI0220200000262	GSP	Cost Analysis	NORMAL	18-F			
3	View	MITTI0220200000235	MPCEPA	Certificate of Origin	NORMAL	13-F			
4	View	MITTI0220200000197	MJEPA	Certificate of Origin	NORMAL	12-Feb-2020 09:53:46	TEST1	XX	12

Figure 9

4.2. Company Details

Once new application is created, the application page will be displayed. Please fill up all details.

Certificate of Origin- ATIGA [MITTI03202000020]

BACK TO MAIN

Company Details

ROC / ROB No. TEST1 Company Name XX Billing Mode PAY PER-USE

Company Address [Search Button]

Postcode 59200 City KUALA LUMPUR State W. PERSEKUTUAN Country Malaysia

Telephone No. (Mobile) Telephone No. (Office) 121-21212121 Fax No. Email busna@dagangnet.com

Trader Reference No.

Letter of Credit (L/C) Address

Company Name [Search Button]

Company Address

Finished Product

1. * Click this button to select registered details from the list.

2. Fill up other details

Figure 10

*Note: Follow these steps for all details with  button.

4.2.1. Finished Product

Finished Product

Unit of Measurement (UOM) Choose a UOM Other FOB (Foreign Currency) Choose a Country New

No.	View Details	Finished Product ID	CA Ref	CA Expiry Date	Tariff	Trader
-----	--------------	---------------------	--------	----------------	--------	--------

Note : 1 application can only have 10 finished products added

1. Add UOM and FOB here

2. Click here to add finished product

Figure 11

Finished Product
⌵

⬅ Back
Finished Product
Raw Material

! Effective 1 Jan 2014, only products with Origin Criterion related to RVC when RVC is applied, is mandatory to provide FOB value on Form D

CHOOSE FROM APPROVED FINISHED PRODUCT
→

3. Click here to select from approved finish product, or manually fill in the required details.

Tariff Code

Finished Product Ref ID

Tariff Description

Origin Criteria

Brand / Model

Approved Importing Country

Applied Importing Country

Tariff UOM

Manufacturer ROB / ROC No.

Address

Postcode **City** **State** **Country**

Contact Person **Email**

Telephone No. **Fax No.**

Manufacturer License Issuing Authority **Manufacturer License No** **Manufacturer License Expiry Date**

Product Detail

Importing Country - HS Code

Other FOB (Foreign Currency)

Total FOB Value (MYR)

Unit of Measurement (UOM)

Total Price

! **Total Price** : Leave the field blank. System will auto calculate Total Price Value from additions of FOB Value at Package Details. Proceed by clicking Save and continue by filling up the Package Details.

SAVE

Figure 12

Finished Product

Effective 1 Jan 2014, only products with Origin Criterion related to RVC when RVC is applied

4. Search for finished product here

No.	View Details	Finished Product ID	CA Ref	Tariff Code	Tariff Desc	Brand / Model	Effective Date	Ex
1	<input type="button" value="Select"/>	CPT-CCN-FP-200210-000001	MITT1022020000064	0101210000	--Pure-bred breeding animals	MODEL 01	10-Feb-2020	09
2	<input type="button" value="Select"/>	CPT-CCN-FP-200210-000002	MITT1022020000064	0101210000	--Pure-bred breeding animals	BRAND 02	10-Feb-2020	09
3	<input type="button" value="Select"/>	CPT-CCN-FP-200210-000003	MITT1022020000064	0101210000	--Pure-bred breeding animals	MODEL 01	11-Feb-2020	10

5. Click on this button to select and add

Figure 13

Finished Product

Effective 1 Jan 2014, only products with Origin Criterion related to RVC when RVC is applied, is mandatory to provide FOB value on Form D

CHOOSE FROM APPROVED FINISHED PRODUCT

Tariff Code: 0101210000
 Tariff UOM: KGM - KILOGRAM

Finished Product Ref ID: CPT-CCN-FP-200210-000005

Tariff Description: --Pure-bred breeding animals

Origin Criteria: Regional Value Content

Brand / Model: Choose Brand

Approved Importing Country: BRUNEI, INDONESIA, CAMBODIA, LAOS, MYANMAR, PHILIPPINES, SINGAPORE, THAILAND, VIETNAM

Applied Importing Country: BRUNEI, INDONESIA, CAMBODIA, LAOS, MYANMAR, PHILIPPINES, SINGAPORE, THAILAND, VIETNAM

Manufacturer ROB / ROC No.: MEWAH02
 Manufacturer: MEWAH02

Address: TOWER 3 AVENUE 5, THE HORIZON BANGSAR SOUTH, NO.8 JALAN KERINCHI

Postcode: 59200
 City: BINTULU
 State: SARAWAK
 Country: SINGAPORE

Contact Person: NOR ASMARINA ZAHADI
 Telephone No.: 012-34567890

Manufacturer License Issuing Authority: CUSTOMS
 Manufacturer License No.: license 01
 Manufacturer License Expiry Date: 10-Feb-2020

Product Detail

Importing Country - HS Code:
 Total FOB Value (MYR):
 Total Price:

Other FOB (Foreign Currency): AUD - AUDOLLAR
 Unit of Measurement (UOM): AA - 100KG

Total Price : Leave the field blank. System will auto calculate Total Price Value from additions of FOB Value at Package Details. Proceed by clicking Save and continue by filling up the Package Details.

Figure 14

4.2.2. Attached Document

This system supported attachments with file extension of .gif, .jpg, .tif, .pdf, .doc, docx, .xls, and .xlsx only. The maximum size allowed for upload is 2 MB.

Please make sure that documents are uploaded on below sequence;

- i. Invoice
- ii. Bill of Lading or airway Bill
- iii. Customs Declaration Form (K2)
- iv. Other additional documents

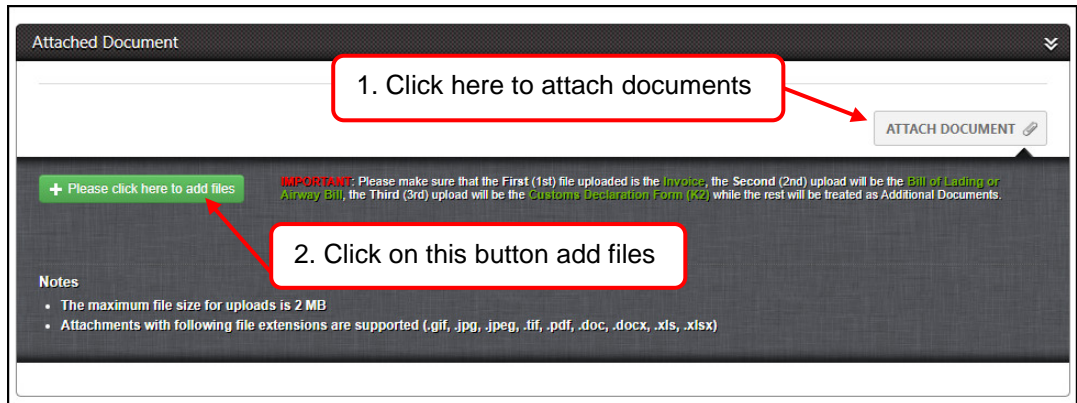


Figure 15

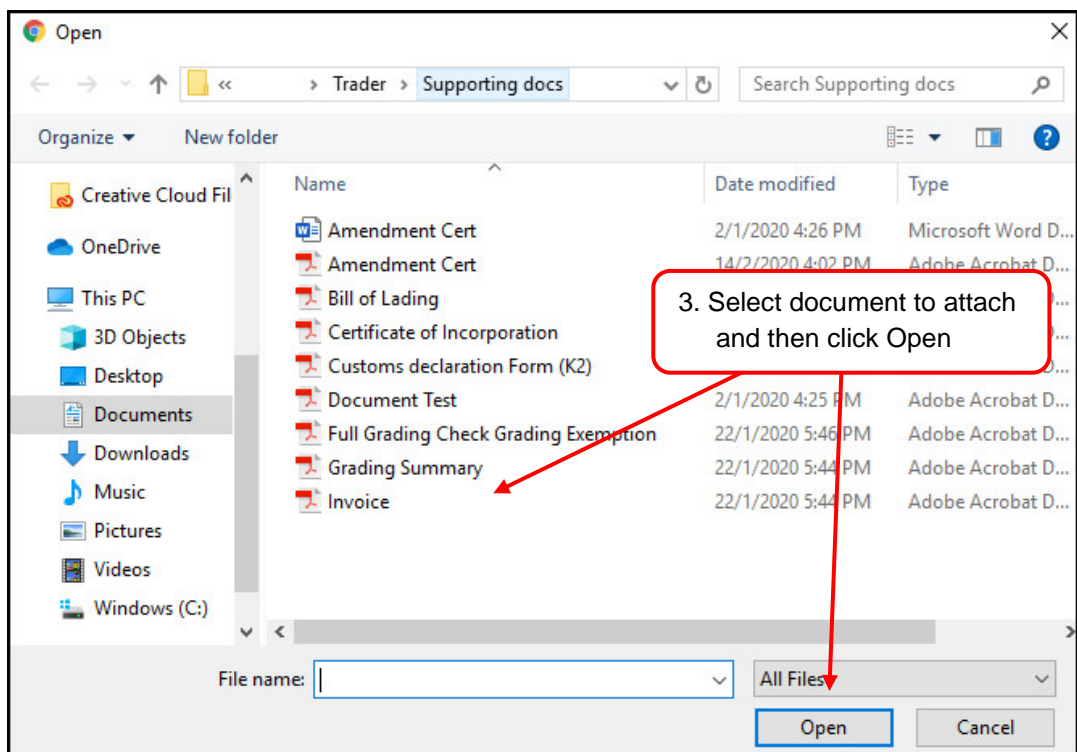


Figure 16

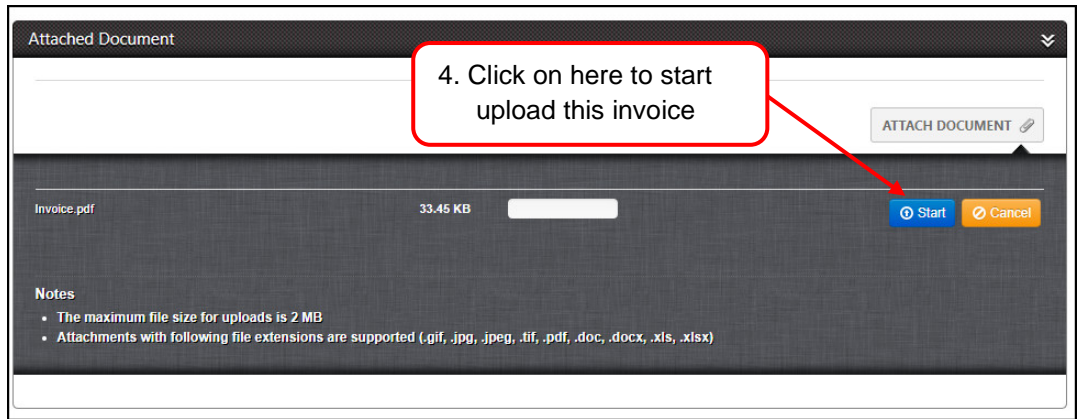


Figure 17



Figure 18

4.2.1. Declaration and other Details

Attached Document

Good Consigned To (Consignee's Name, Address, Country)

Means of Transport and Route (As far as known)

Agent Profile (Agent Name, Address, Country)

Record of Certificate of Origin

Declaration Details

Preferred Branch of Application Processing

Choose Branch

Declaration Details

Name

Designation

IC / Passport No.

Telephone No.

Email

K2 Registration No

Date

25-Mar-2020

Trader Remarks

500 characters remaining

Undertaking by exporter to submit the Bill of Lading / Airway Bill / Bill of Lading / Endorsed Customs Declaration Form K2 and the Copy of its

submit the Bill of Lading / Airway

The undersigned hereby declares that the above details and stat specified for those goods in the Generalized Preferential Tariff

in the origin requirements

Transaction Type

BACK-TO-BACK

THIRD COUNTRY INVOICING

ISSUE RETROACTIVELY

DE MINIMIS

ACCUMULATION

PARTIAL CUMULATION

EXHIBITION

Print Option

Print Importing Country HS Code

Print Exporting Country HS Code

Print/Preview FOB Value

Print Consignee Country

Print Other FOB Value per Finished Product

Print Other FOB Value per Package

Print Total Other FOB With 2 Decimal Point

Print Total Other FOB With 4 Decimal Point

Print With PDF Format

Print With DOCX Format

20/02/14 - Due to needs of 2 decimal or 4 decimal for Other FOB Value, system has been enhanced to cater both formats. Kindly choose your preference.
03/01/13 - System has been changed to print the Consignee Country by default. Any customization is available during Printing Option Selection.

PREVIEW

ASEAN SINGLE WINDOW (ASW) CONSENT FOR ATIGA

I hereby agree for the data relating to my application as reflected in the ATIGA Form D, to be uploaded onto the ASEAN Single Window and thereafter be exchanged electronically with ready ASEAN Member States. And I hereby confirm that the information given in this application is true, complete and accurate.
Note: Applicant is given with the option whether to accept/ do not accept the consent

Update this application as

Draft

UPDATE

Please find that ATIGA Form D will only be accepted to Thailand for only 55 tariff lines For more info [click here](#)

Figure 19

Transaction Type

BACK-TO-BACK THIRD COUNTRY INVOICING ISSUE RETROACTIVELY DE MINIMIS
 ACCUMULATION PARTIAL CUMULATION EXHIBITION

Print Option

Print Importing Country HS Code Print Exporting Country HS Code
 Print/Preview FOB Value Print Consignee Country
 Print Other FOB Value per Finished Product Print Other FOB Value per Package
 Print Total Other FOB With 2 Decimal Point Print Total Other FOB With 4 Decimal Point
 Print With PDF Format Print With DOCX Format

20/02/14 : Due to needs of 2 decimal or 4 decimal for Other FOB Value, system has been enhanced to cater both formats. Kindly choose your preference

03/01/13 : System has been changed to print the Consignee Country by default. Any customization is available during Printing Option Selection

3. Click here to view print sample
PREVIEW

ASEAN SINGLE WINDOW (ASW) CONSENT FOR ATIGA

Figure 20

ATIGA.jasper
1 / 1

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🖨

PREVIEW

1. Goods consigned from (Exporter's business name, address, country) 999MSIA LONG NAME SDN BHD 1234567777712321 DAGANG NET TECHNOLOGIES SDN BHD, LEVEL 3, TOWER 3, AVENUE 5, THE HORIZON BANGSAR SOUTH, 59200 KUALA LUMPUR, WILAYAH PERSEKUTUAN, MALAYSIA			Reference No. ASEAN TRADE IN GOODS AGREEMENT/ ASEAN INDUSTRIAL COOPERATION SCHEME CERTIFICATE OF ORIGIN (Combined Declaration and Certificate) FORM D MALAYSIA Issued in _____ (Country) (See Overleaf Notes)														
2. Goods consigned to (Consignee's name, address, country)			4. For official use <input type="checkbox"/> Preferential Treatment Given Under ASEAN Trade in Goods Agreement <input type="checkbox"/> Preferential Treatment Given Under ASEAN Industrial Cooperation Scheme <input type="checkbox"/> Preferential Treatment Not Given (Please state reason/s) _____ Signature of Authorised Signatory of the Importing Country														
3. Means of transport and route (as far as known) Departure Date: Vessel's Name/Aircraft, etc.: Port of Discharge:			<table border="1" style="width: 100%; border-collapse: collapse; font-size: small;"> <thead> <tr> <th style="width: 10%;">5. Item number</th> <th style="width: 15%;">6. Marks and numbers on packages</th> <th style="width: 30%;">7. Number and type of packages, description of goods (including quantity where appropriate and HS number of the importing country)</th> <th style="width: 10%;">8. Origin criterion (see Overleaf Notes)</th> <th style="width: 15%;">9. Gross weight or others quantity and value (FOB) where RVC is applied</th> <th style="width: 10%;">10. Number and date of invoices</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">1.</td> <td></td> <td>null</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>			5. Item number	6. Marks and numbers on packages	7. Number and type of packages, description of goods (including quantity where appropriate and HS number of the importing country)	8. Origin criterion (see Overleaf Notes)	9. Gross weight or others quantity and value (FOB) where RVC is applied	10. Number and date of invoices	1.		null			
5. Item number	6. Marks and numbers on packages	7. Number and type of packages, description of goods (including quantity where appropriate and HS number of the importing country)	8. Origin criterion (see Overleaf Notes)	9. Gross weight or others quantity and value (FOB) where RVC is applied	10. Number and date of invoices												
1.		null															

⏏
+
-

Figure 21: Print Preview Sample

4.2.2. Submit

Print Option

- Print Importing Country HS Code
- Print/Preview FOB Value
- Print Other FOB Value per Finished Product
- Print Total Other FOB With 2 Decimal Point
- Print With PDF Format
- Print Exporting Country HS Code
- Print Consignee Country
- Print Other FOB Value per Package
- Print Total Other FOB With 4 Decimal Point
- Print With DOCX Format

20/02/14 : Due to needs of 2 decimal or 4 decimal for Other FOB Value, system has been enhanced to cater both formats. Kindly choose your preference
03/01/13 : System has been changed to print the Consignee Country by default. Any customization is available during Printing Option Selection

ASEAN SINGLE WINDOW (ASW) CONSENT FOR ATIGA

I hereby agree for the data relating to ASEAN Member States, And I hereby consent to the ASEAN Single Window and thereafter be exchanged electronically with ready to use.

Note: Applicant is given with the option to update the application.

1. Select Application Submitted as update

2. Then click here to update

Update this application as

- Draft
- Application Ready
- Application Submitted


UPDATE

Please find that ATIGA Form D will only be accepted to Thailand for only 55 tariff lines. For more info, [click here](#)

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Figure 22

EPCO

 Double check your Company Details before submitting

Address :
XX
XX
59200 KUALA LUMPUR W. PERSEKUTUAN Malaysia

STEP A: Click YES if the above is the desired address to be printed on your CO
OR
STEP B: Click NO to select other Branch Address, if any.

If the problem persist, kindly contact our Careline **1 300 133 133** for further actions

YES **NO**

3. Check details, and if confirmed, click yes to submit

Figure 23

Certificate of Origin- ACFTA [MITTI092020000010]

[BACK TO MAIN](#)

Company Details

Finished Product

Attached Document

Good Consigned To (Consignee's Name, Address, Country)

Means of Transport and Route (As far as known)

Agent Profile (Agent Name, Address, Country)

Record of Certificate of Origin

Declaration Details

Transaction Type

THIRD COUNTRY INVOICING EXHIBITION MOVEMENT CERTIFICATION ISSUE RETROACTIVELY

Print Option

- Print Importing Country HS Code
- Print/Preview FOB Value
- Print Other FOB Value per Finished Product
- Print Total Other FOB With 2 Decimal Point
- Print With PDF Format
- Print Exporting Country HS Code
- Print Consignee Country
- Print Other FOB Value per Package

20/02/14 : Due to needs of 2 decimal or 4 decimal for Other
03/01/13 : System has been changed to print the Consignee

4. System Auto Approve this application as it had met the pre-defined Origin Criteria.

[PRINT](#) [PRINT OVERLEAF](#)

Transaction View

No.	Date	Time	Action	Response Desc.	User Type	Response From
1	02-Sep-2020	11:45:54	Application Submitted		EBILLING END USER	ABU HASSAN
2	02-Sep-2020	11:45:55	Application Approved	Verified By system	PCO MITI PIC/HEAD OF UNIT	Jamilah Binti Haji Hassan

Current Status :

Application Approved

[UPDATE](#)

I have read and understood the MITI Anti-Corruption Policy and the provisions of Section 17A of the ASPRM 2009.

Section 5. Print Approved Application

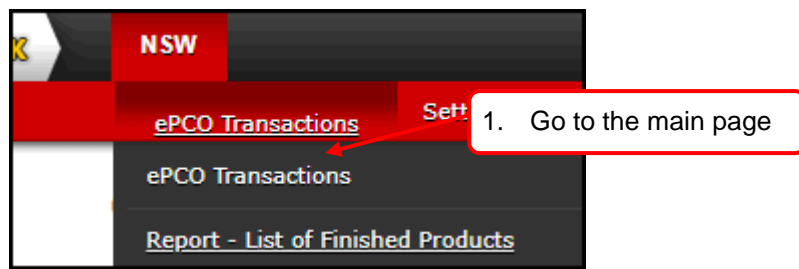


Figure 24

5.1. Search and View Application

CA / CAA / CO Transaction

PLEASE CLICK HERE TO SEARCH

LISTING

NEW

1. Click on this tab to view search details

	Type	Application Case	Application Date	Trader Code	Company Name	Ap		
	of Origin	NORMAL		999MSIA	999MSIA LONG NAME SDN BH			
	of Origin	BACK-TO-BACK		999MSIA	999MSIA LONG NAME SDN BH			
3	View	MITTI092020000043	AJCEP	Certificate of Origin	NORMAL	999MSIA	999MSIA LONG NAME SDN BH	
4	View	MITTI092020000042	AJCEP	Certificate of Origin	NORMAL	999MSIA	999MSIA LONG NAME SDN BH	
5	View	MITTI092020000041	AJCEP	Certificate of Origin	NORMAL	999MSIA	999MSIA LONG NAME SDN BH	
6	View	MITTI092020000040	AJCEP	Certificate of Origin	NORMAL	999MSIA	999MSIA LONG NAME SDN BH	
7	View	MITTI092020000039	ACFTA	Certificate of Origin	NORMAL	999MSIA	999MSIA LONG NAME SDN BH	
8	View	MITTI092020000038	ACFTA	Certificate of Origin	NORMAL	999MSIA	999MSIA LONG NAME SDN BH	
9	View	MITTI092020000015	AJCEP	Certificate of Origin	NORMAL	999MSIA	999MSIA LONG NAME SDN BH	
10	View	MITTI092020000014	AJCEP	Certificate of Origin	NORMAL	999MSIA	999MSIA LONG NAME SDN BH	

10 Page 1 of 3 Displaying 1 to 10 of 28 items

CA / CAA / CO Transaction

PLEASE CLICK HERE TO SEARCH

Application Type: Please select | Scheme: Please select | Application Case: Please select | Status: Application Approved x

Company Name: | Application ID: | Application Date (From): | Application Date (To):

Reference No.: | Endorsement No.: | Approved Date (From): | Approved Date (To):

Prepared Date (From): | Prepared Date (To):

2. Select "Application Approved" as the status

RESET SEARCH

LISTING

3. Then, click on Search

No.	View Details	Application ID	Scheme	Application Type	Application Case	Application Date	Trader Code	Company Name	Ap
1	View	MITTI092020000010	ACFTA	Certificate of Origin	NORMAL	02-Sep-2020 11:45:54	999MSIA	999MSIA LONG NAME SDN BH	02
2	View	MITTI082020000259	ACFTA	Certificate of Origin	NORMAL	28-Aug-2020 11:11:39	999MSIA	999MSIA LONG NAME SDN BH	28
3	View	MITTI082020000091	AJCEP	Certificate of Origin	NORMAL	17-Aug-2020 23:40:52	999MSIA	999MSIA LONG NAME SDN BH	31
4	View	MITTI082020000090	ACFTA	Certificate of Origin	NORMAL	17-Aug-2020 23:37:55	999MSIA	999MSIA LONG NAME SDN BH	31

Figure 25

CA / CAA / CO Transaction

PLEASE CLICK HERE TO SEARCH

Application Type: Please select | Scheme: Please select | Application Case: Please select | Status: Application Approved x

Company Name: | Application ID: | Application Date (From): | Application Date (To):

Reference No.: | Endorsement No.: | Approved Date (From): | Approved Date (To):

Prepared Date (From): | Prepared Date (To):

4. Click on these buttons to view details

RESET SEARCH

LISTING

NEW

No.	View Details	Application ID	Scheme	Application Type	Application Case	Application Date	Trader Code	Company Name	Ap
1	View	MITTI092020000010	ACFTA	Certificate of Origin	NORMAL	02-Sep-2020 11:45:54	999MSIA	999MSIA LONG NAME SDN BH	02
2	View	MITTI082020000259	ACFTA	Certificate of Origin	NORMAL	28-Aug-2020 11:11:39	999MSIA	999MSIA LONG NAME SDN BH	28
3	View	MITTI082020000091	AJCEP	Certificate of Origin	NORMAL	17-Aug-2020 23:40:52	999MSIA	999MSIA LONG NAME SDN BH	31
4	View	MITTI082020000090	ACFTA	Certificate of Origin	NORMAL	17-Aug-2020 23:37:55	999MSIA	999MSIA LONG NAME SDN BH	31

Figure 26

Certificate of Origin- ACFTA [MITTI09202000010]

[BACK TO MAIN](#)

- Company Details
- Finished Product
- Attached Document
- Good Consigned To (Consignee's Name, Address, Country)
- Means of Transport and Route (As far as known)
- Agent Profile (Agent Name, Address, Country)
- Record of Certificate of Origin
- Declaration Details
- Transaction Type
 - THIRD COUNTRY INVOICING
 - EXHIBITION
 - MOVEMENT CERTIFICATION
 - ISSUE RETROACTIVELY
- Print Option
 - Print Importing Country HS Code
 - Print/Preview FOB Value
 - Print Other FOB Value per Finished Product
 - Print Total Other FOB With 2 Decimal Point
 - Print With PDF Format
 - Print Exporting Country HS Code
 - Print Consignee Country
 - Print Other FOB Value per Package
 - Print Total Other FOB With 4 Decimal Point
 - Print With DOCX Format

2002/14 : Due to needs of 2 decimal or 4 decimal for Other FOB Value, system has been enhanced to cater both formats. Kindly choose your preference
03/01/13 : System has been changed to print the Consignee Country by default. Any customization is available during Printing Option Selection

[PREVIEW](#) [PRINT](#) [PRINT OVERLEAF](#)
- Transaction View

No.	Date	Time	Action	Response Desc.	User Type	Response From
1	02-Sep-2020	11:45:54	Application Submitted		EBILLING END USER	ABU HASSAN
2	02-Sep-2020	11:45:55	Application Approved	Verified By system	BCO MITI/RIC/HEAD	Jamilah Binti Haji Hassan

5. Click on the button to print this application or Overleaf

Current Status : Application Approved [UPDATE](#)

I have read and understood the MITI Anti-Corruption Policy and the provisions of Section 17A of the ASPRM 2009.

Figure 27



Original (Duplicate/Triplicate)

1. Products consigned from (Exporter's business name, address, country) 999MSIA LONG NAME SDN BHD 1234567777712321 DAGANG NET TECHNOLOGIES SDN BHD, LEVEL 3, TOWER 3, AVENUE 5, THE HORIZON BANGSAR SOUTH, 59200 KUALA LUMPUR, W. PERSEKUTUAN, MALAYSIA			Reference No. KL-2020-E-13-00043 ASEAN-CHINA FREE TRADE AREA PREFERENTIAL TARIFF CERTIFICATE OF ORIGIN (Combined Declaration and Certificate) FORM E Issued in <u> MALAYSIA </u> (Country) See Overleaf Notes		
2. Products consigned to (Consignee's name, address, country) DECATHLON PHILIPPINES INC. 12 2093 1 LEVEL 2 FESTIVAL SUPERMALL CORPORATE AVENUE FILINVEST, ALABANG 1770, MUNTINLUPA CITY PHILIPPINES			4. For Official Use <input type="checkbox"/> Preferential Treatment Given <input type="checkbox"/> Preferential Treatment Not Given (Please state reason/s)		
3. Means of transport and route (as far as known) Departure date 27 August 2020 by MARITIME TRANSPORT Vessel's name/Aircraft etc. EVER BONNY / 1745-023N Port of Discharge NAGH			Signature of Authorised Signatory of the Importing Party		
5. Item Number	6. Marks and numbers on packages	7. Number and type of packages, description of products (including quantity where appropriate and HS number in six digit code)	8. Origin criteria (see Overleaf Notes)	9. Gross weight or net weight or other quantity, and value (FOB) only when RVC criterion is applied	10. Number, date of invoices
1.	n/m	1 CARTON 8506500000	WO	1 2P	PH20000125-2 CN 09/07/2020
Page 1 of 1			TOTAL : 1 2P		
11. Declaration by the exporter The undersigned hereby declares that the above details and statement are correct, that all the products were produced in <p style="text-align: center;"><u> MALAYSIA </u> (Country)</p> and that they comply with the origin requirements specified for these products in the Rules of Origin for the ACFTA for the products exported to			12. Certification It is hereby certified, on the basis of control carried out, that the declaration by the exporter is correct.		

Figure 28: Print Sample

**OVERLEAF NOTES**

1. Parties which accept this form for the purpose of preferential treatment under the ASEAN-China Free Trade Area (ACFTA):

BRUNEI DARUSSALAM	CAMBODIA	CHINA
INDONESIA	LAOS	MALAYSIA
MYANMAR	PHILIPPINES	SINGAPORE
THAILAND	VIETNAM	

2. CONDITIONS: The main conditions for admission to the preferential treatment under the ACFTA are that products sent to any Parties listed above:

- (i) must fall within a description of products eligible for concessions in the country of destination;
 (ii) must comply with all relevant provisions of Annex 1 (Rules of Origin) of the Protocol to Amend the Framework Agreement on Comprehensive Economic Co-operation and Certain Agreements thereunder between the Association of Southeast Asian Nations (ASEAN) and the People's Republic of China (ACFTA Upgrading Protocol).

3. ORIGIN CRITERIA: For each good described in Box 7 of this form, the origin criteria met should be indicated in Box 8, in the manner shown in the following table:

Circumstances of production or manufacture in the first country named in Box 11 of this form	Insert in Box 8
(a) Goods wholly produced or obtained satisfying subparagraph (a) of Article 2 of Annex 1 of the ACFTA Upgrading Protocol	WO
(b) Goods produced in a Party exclusively from originating materials from one or more of the Parties satisfying subparagraph (b) of Article 2 of Annex 1 of the ACFTA Upgrading Protocol	PE
(c) Goods produced from non-originating materials in a Party, satisfying paragraph 1 of Article 4 of Annex 1 of the ACFTA Upgrading Protocol	
- Regional Value Content	Actual percentage of ACFTA value content, example "40%"
- Change in Tariff Classification at the four-digit level	CTH
(d) Goods satisfying the Product Specific Rules (PSR) in Attachment B of Annex 1 of the ACFTA Upgrading Protocol	PSR

4. EACH ARTICLE MUST QUALIFY: It should be noted that all the products in a consignment must qualify separately in their own right. This is of particular relevance when similar articles of different sizes or spare parts are sent.

5. DESCRIPTION OF PRODUCTS: The description of products in Box 7 must be sufficiently detailed to enable the products identified by the Customs Officers examining them.

6. The Harmonised System number of the importing party in Box 7 (six digit code) shall be determined according to the International Convention on the Harmonized Commodity Description and Coding System and subsequent amendments therein.

7. The term "Exporter" in Box 1 and 11 may include the manufacturer or the producer. In the case of Movement Certificate (MC), the term "Exporter" also includes the exporter in the intermediate Party. For China, a Chinese manufacturer can apply for a Certificate of Origin (Form E) in the case where the manufacturer needs to authorise other agencies to export on its behalf. In this case, the manufacturer can make the declaration indicated in Box 11 and shall state the name and address of the exporter in Box 7.

8. FOR OFFICIAL USE: The Customs Authority of the importing Party must indicate (✓) in the relevant boxes in column 4 whether or not preferential treatment is accorded.

9. MOVEMENT CERTIFICATE: In cases of Movement Certificate, in accordance with Rule 12 of Attachment A of the R

Figure 29: Print Sample for Overleaf

Section 6. Report: List of Finished Product

This section shows the steps to create report for list of finished products. This report will be downloaded in MS Excel file.

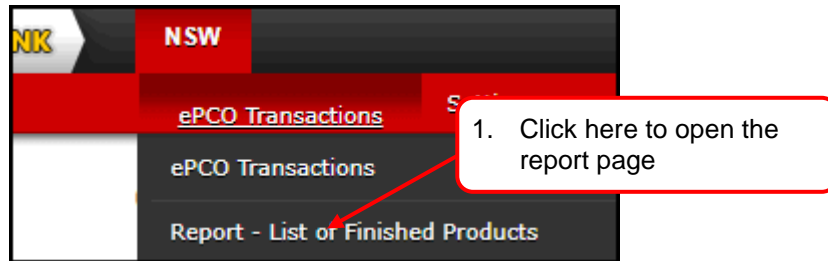
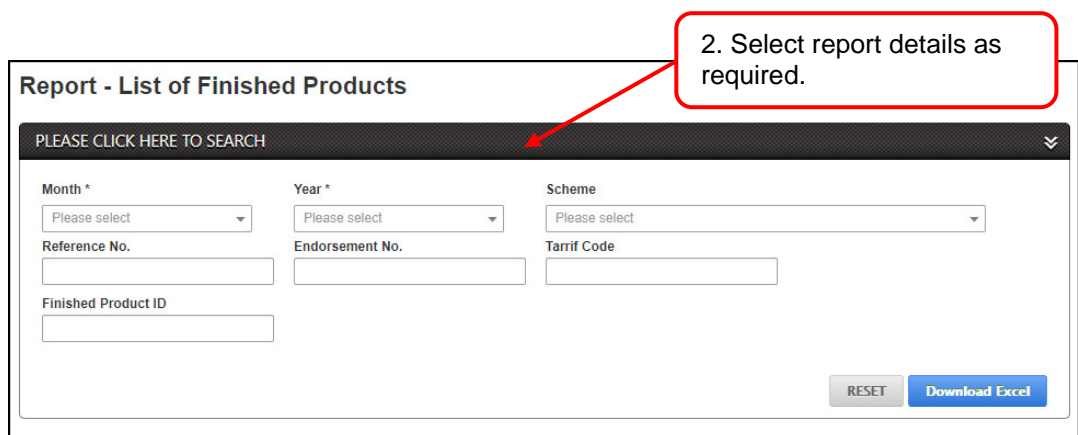
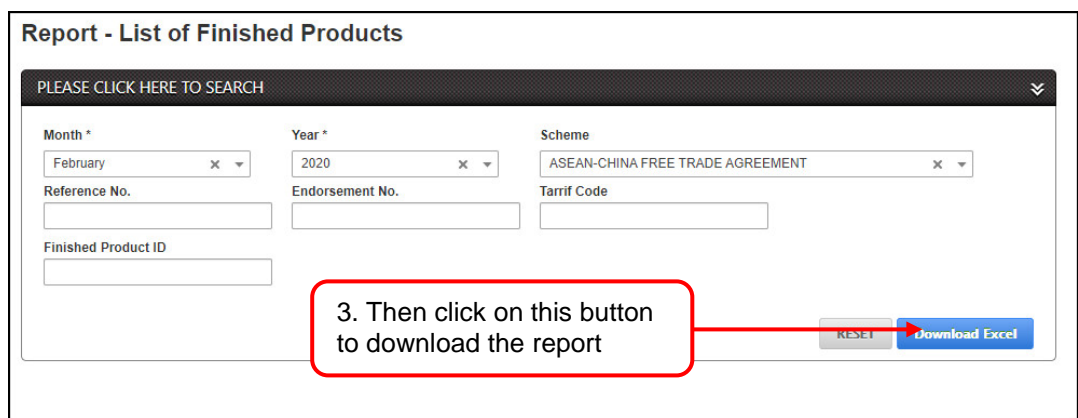


Figure 30



The screenshot shows the search form for the 'Report - List of Finished Products'. It includes a search bar with the text 'PLEASE CLICK HERE TO SEARCH'. Below the search bar are several input fields: 'Month *' (dropdown menu), 'Year *' (dropdown menu), 'Scheme' (dropdown menu), 'Reference No.' (text input), 'Endorsement No.' (text input), 'Tariff Code' (text input), and 'Finished Product ID' (text input). At the bottom right, there are two buttons: 'RESET' and 'Download Excel'. A red callout box with the text '2. Select report details as required.' has an arrow pointing to the search bar.

Figure 31



The screenshot shows the search form with the following search criteria filled in: 'Month *' is set to 'February', 'Year *' is set to '2020', and 'Scheme' is set to 'ASEAN-CHINA FREE TRADE AGREEMENT'. The 'Reference No.', 'Endorsement No.', 'Tariff Code', and 'Finished Product ID' fields are empty. At the bottom right, there are two buttons: 'RESET' and 'Download Excel'. A red callout box with the text '3. Then click on this button to download the report' has an arrow pointing to the 'Download Excel' button.

Figure 32

AutoSave ON REPORT_FP (9) - Protected View - Excel

File Home Insert Page Layout Formulas Data Review View Help ACROBAT Search

U21

Company Name : 999MSIA LONG NAME SDN BHD 1234567777712321
 Month : AUG Year : 2020

No.	PH ID	REF NO	ENDORSEMENT NO	APP TYPE	COMPANY NAME	CREATE DATE	SUBMIT DATE	APPROVE DATE	EFFECTIVE DATE
1	MITTI082020000087	FAC-FCN-W-200817-KL-000001	KL-202008-FCN-999MSIA-000121	ACFTA	999MSIA LONG NAME SDN BHD 1234567777712321	17-AUG-2020 23:20	17-AUG-2020 23:21	17-AUG-2020 23:26	17-AUG-2020
2	MITTI082020000088	FAJ-FFN-W-200817-KL-000001	KL-202008-FFN-999MSIA-000034	AJCEP	999MSIA LONG NAME SDN BHD 1234567777712321	17-AUG-2020 23:22	17-AUG-2020 23:23	17-AUG-2020 23:31	17-AUG-2020

Figure 33: Sample of Downloaded Excel

Section 7. Setting

7.1. User Provisioning

If there's any need to update user profile, click on the menu as in image below, and the system will be directed to the user provisioning system.



Figure 34

The image shows a 'User Profiles' form with several fields and a 'SUBMIT' button. A red callout box with an arrow points to the 'Change user password' link, containing the text: '2. Click here to go to user provisioning system'. Another red callout box with an arrow points to the 'SUBMIT' button, containing the text: '3. Then click here to submit and save the changes.' The form fields include: User Name (999msia-user), User ID Number (-), Full Name (ABU HASSAN), Email (a@dagangnet.com), Dept (FINANCE), Designation (CEO), Company ROC (999MSIA), Branch Id (999MSIA_01), Telephone Number (office) (123-12312312), Telephone Number (mobile) (empty), Assigned Account (HOE57906), and Assigned Roles (EBILLING END USER, PCO TRADER USER, PERMIT FA USER PAYMENT, PERMIT FORWARDING AGENT USER).

Figure 35

-End of Manual-

This user manual shall be updated as and when required.