

@PCO Electronic Preferential Certificate of Origin

MAFTA - ePCO User Manual for PIA Clerk Module

Prepared by Dagang Net Technologies Issue 1.0

Updated: 9 January 2013

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Section 1. Introduction

1.1. What is ePCO?

ePCO is a web-based Certificate of Origin application and approval system, the Electronic Preferential Certificate of Origin (ePCO) is an online document that certifies the country of origin of a product. This is to satisfy customs or trade requirements and also can be used as a supporting document for the issuance of a corresponding Certificate of Origin by other authorized parties.

Its other functions include:

- Online application of Cost Analysis (CA) and Certificate of Origin (CO) forms
- Online approval by authorized party e.g. Ministry of International Trade and Industry (MITI)
- Allows online enquiry of application status

1.2. Requirements to use ePCO

ePCO is a web based application. Therefore, there is no installation required. All is needed are:

- User is registered with Dagang Net ePCO services
- Personal Computer / Laptop / Notebook installed with web browsers as follows:
 - Mozilla Firefox version 5 and above
 - Chrome version 10 and above
- Internet Connection

1.3. Support Information

Should there are any issues arise from using ePCO, contact Dagang Net's Careline;



Call Us 1300 133 133



Email Us careline@dagangnet.com



1.4. About this publication

This publication documents is to provide overview on how to verify for **Certificate Of Origin** for Electronic Preferential Certificate of Origin (ePCO).

1.5. Who Should Read This Publication

This publication (or topic collection) is intended for

MITI Clerk

1.6. DNEX ePCO Publications

Get the right publications based on your ePCO service subscription by referring to the table 1.

Publication Title	SCHEME	Document ID
MAFTA - ePCO User Manual (Cost Analysis)	ALL	
MAFTA - ePCO User Manual (Additional Cost Analysis)	ALL	
MAFTA - ePCO User Manual (Certificate Of Origin)	ALL	
MAFTA - ePCO User Manual (PIA) – Clerk Module	Clerk	
MAFTA - ePCO User Manual (PIA) – Verifier Module	Verifier	
MAFTA - ePCO User Manual (PIA) – Approver Module	Approver	
MAFTA - ePCO User Manual (PIA) – Recommender Module	Recommender	

Table 1 - DNEX Publications List



Section 2. Getting Started With ePCO

2.1. Launch Browser

NOTE: ePCO - MAFTA is supported by Chrome and Mozilla Firefox.



1. Double-click on the Google Chrome shortcut key on the desktop to launch the browser.

Step 2 Enter Uniform Resource Locator (URL) on the address bar

DNEX 🗋	×		
← → C 🗋 http://e	comafta.dagangi	net.com.n	ny 🖛 📃 🗄
🤲 🔘 myTRADELI	K HOME	NSW	MIX OF INTERNITIONAL TRADE & NO. 🔶
	ePCO		

1. Enter http://epco.dagangnet.com.my// on the address bar.

2.2. Log in

Before logging in, you must ensure that you have the correct username and password.

IMPORTANT:

For those having problem to login using your current User ID, kindly use 'Current User ID-nsw' example:

Current User ID: dnt

If above failed to login, Use User ID: dnt-nsw

(Password remain the same)



Enter Username and Password

● PCO [™]
USER LOGIN
USERNAME 1 PASSWORD 2 NOTE IF YOU CAN'T LOGIN WITH YOUR CURRENT USER ID, ADD '-INSW' EXAMPLE : CURRENT USER ID : dnt-user IF FAILED TO LOGIN, USE USER ID : dnt-user-nsw
Sign In 🥌 3
© DAGANG NET TECHNOLOGIES SDN BHD

- 1. Enter your Username into the textbox.
- 2. Enter your Password into the textbox.
- 3. Click Sign In button to proceed.
- 4. ePCO main screen is displayed as follows:

PLEASE CL	ICK HERE TO SEA	RCH							*
Application	Type	Scheme		Apolia	cation Date (From)	Application	Tate (To)		
Please sel	ect ·	Please self	ect	*	cation oute (From)		sure (10)		
Reference	No.	Endorsemo	ent No.	Appro	oved Date (From)	Approved D	ite (To)		
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Status		Company N	Name	Applic	cation ID				
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- 5. This is general main screen for all ePCO schemes.
- 6. Home \longrightarrow NSW \longrightarrow ePCO \longrightarrow ePCO Transaction.



Step 1

2.3. Change Password



- 1. Click Company Name at top of page in the right side.
- 2. Click CHANGE PASSWORD hyperlink to change your current password.
- 3. Change Password screen appear.

Change Password		8
A Password	Confirm Password	

- 4. Enter new password in the textbox
- 5. Re-confirm your new password.
- 6. Click SUBMIT button to submit.
- 7. Window pop up screen appears.





2.4.Sign Out



- 1. Click Company Name at top of page in the right side.
- 2. Click **SIGN OUT** button to log out
- 3. Window pops up screen appear.





Section 3. Advance Search And Navigation

3.1. Advance Search

To view ePCO Transaction, please follow the steps below:

3.1.1. Main Menu

The main menu above is what ePCO contains. The menu is a drop down menu and it's up to 3rd level menu. In other words, to go to ePCO Transactions page, roll mouse pointer over;

NSW \rightarrow ePCO \rightarrow ePCO Transactions.

Dagung Mat		HOME Onsw
	2	<u>ePCO</u>
		ePCO Transactions
		Report

Step 1

Main Menu

- 1. Click "NSW" hyperlink to select dropdown menu.
- 2. Click "ePCO" hyperlink to view sub menu.
- 3. Select "ePCO Transaction" to view the transaction.

3.1.2. CA/ CAA/ CO Screen

A/CAA/CO Transa	action		
PLEASE CLICK HERE TO SEA	ARCH		
Application Type 🚱 Please select Reference No. Status MY TASK ×	Scheme Please select Endorsement No. Company Name	Application Date (From) • 05-10-2012 Approved Date (From) Application ID	Application Date (To) 05-10-2012 Approved Date (To)
LISTING		22	RESET

Step 1

Navigation Menu

1. Click without to view the tabbed document.

2. Click button to auto hide the screen.



P	LEASE CLICK HERE TO SEARCH	1		*
	Application Type 🍘 Please select 💌 Reference No.	Scheme Please select Endorsement No.	Application Date (From) 05-10-2012 Approved Date (From)	Application Date (To) 05-10-2012 Approved Date (To)
	Status Please select	Company Name	Application ID	
	Application Ready Application Recommended for Approval Application Rejected Application Resubmitted			*
	Application Colomitted Application Submitted Apply for Cancellation Draft		ТОР	© 2012 DAGANG NET TECHNOLOGIES SDN BHE

Step 1

Filter Status

- 1. Click the drop-down menu from *Filter Status*, as above and select option available eg: MY TASK.
- 2. Click SEARCH to display search result as follows:
- 3. Click dropdown Listing to view the transaction.

pplication T	ype 😮	Scheme		Application	n Date (From)	App	lication Date (To)	
Please selec	t	✓ Please select		·					
eference N	0.	Endorsement No		Approved	Date (From)	App	proved Date (To)		
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View	MIT042009021931	FCF - Form E	ACFTA	ISSUE RETRO	09/04/2009	516423P	AARHUSKARLSH	In Process	
View	MIT052009027817	ATIGA - Form D	ATIGA	NORMAL	14/05/2009	473286X	INTERCOS ASIA P	Application Submitted	
View	MIT102009068259	FKF- Form AK	AKFTA		12/10/2009	63112-D	EMERY OLEOCHE	Application Submitted	
View	MIT012010100413	FKF- Form AK	AKFTA		13/01/2010	781769K	RECRON (MALAY	Application Submitted	
View	MIT012010105389	FKF- Form AK	AKFTA	NORMAL	26/01/2010	637819V	NRS GLOBAL PA	Application Submitted	
VIEW	MIT092010202025			NORMAL	02/09/2010	661291W	PLATINUM GLOVA	Application Submitted	
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3.1.3. Filter Status



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			20	21	22	23	24	25	26	ET SEAF	RCH
			27	28	29	30	31				
ISTING											*

3.1.4. Filter by Application Date

Step 1

Filter Application Date

- 1. Click icon 🔟 to display the Calendar.
- 2. Click \checkmark or \triangleright to navigate to the previous or next month.
- 3. Click \leq or \geq to navigate to the previous or next month.
- Pick any date that you required. Ensure Application Date (To) field is later than Application Date (From) field.
- 5. Alternatively, manually enter the required dates. The format is dd/MM/yyyy.
- 6. Click search button to view the result.

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Status My Task	Company N X v	lame	Application ID	RESE	3 T SEARCH
ISTING					

Step 1

Filter by Scheme

- 1. Click the Scheme 🔽 dropdown menu for options.
- 2. Choose any Scheme required Eg: MAFTA
- 3. Click **SEARCH** button to search the result.

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Certificate of Origin						
Cost Analysis	Company Name		Application ID		6	`
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(2)						_
					RESET SEA	RCH
Step 1	Filter l	oy Appli	cation Type			
	1. Clic	ck the Ap	plication Type	e 💌 drop	odown menu for opti	ons.
	2. Ch	oose any	Application T	ype requ	ired eg: Cost Analy	sis.
		Cost A	nalysis (CA)			
	•	Certific	ate of Origin	(CO)		
		Additio	nal Cost Anal	lvsis (CAA	4)	
				, (7	
	3. Clic	searc	button to s	search the	e result	
PLEASE CLICK HERE TO SEAF	RCH					\$
Application Tune Q	Sahama		Application Data (From)			
Cost Analysis X -	Please select	*	Application Date (From)			
Reference No.	Endorsement No.		Approved Date (From)	A	oproved Date (To)	
Statuc	Company Name		Application ID			
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3.1.7. Filter By Reference No.

The Reference No. is system-generated after an application is submitted by the Trader.

pplication Type 😮 👝	Scheme		Application	Date (From)	Application Date (To)		
Please select 🛛 🗸 🗸	Please select	*					
eference No.	Endorsement No.		Approved D	ate (From)	Approved Date (To)		
FMJ-FJN-W-121005-KL-000000							
tatus	Company Name		Application	ID		<i>с</i>	
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	1. 211	005-KL	2-000000	- NU. at le	ALDOA HEIU, E.G. J		-
	2. Clic	seaf	to di	splay sear	ch result as follo	WS:	
EASE CLICK HERE TO SEARC	H						
pplication Type 😮	Scheme		Applicatio	n Date (From)	Application Date (To	D)	
Please select 🔹	Please select		r				
eference No.	Endorsement No.		Approved	Date (From)	Approved Date (To)		
FMJ-FJN-W-121005-KL-000000							
tatus	Company Name		Applicatio	n ID			
Please select 👻							
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				Reference	E NO.	N	et VV
View Details Application ID A	Application Type	Scheme	Application Case	Application Date	Reference No.	Status	



3.1.8. Filter By Endorsement No.

The Endorsement No. is system-generated after an application is approved by the Approver.

Application Type 😮	Scheme	Application Date (From)	Application Date (To)
Please select	▼ Please select	•	
Reference No.	Endorsement No.	Approved Date (From)	Approved Date (To)
	KL-516423P-295514		
tatus	Company Name	Application ID	
Please select	▼		4
			-

Step 1

Filter by Endorsement No.

- 1. Enter the *Endorsement No.* at *By Endorsement No.* text box, e.g., **KL-516423P-295514**
- 2. Click SEARCH button to display search result as follows:

Application Type 😮	Schem	ne	Application Date (Fr	om)	Application Date (To)		
Please select	▼ Please	e select 🔹					
Reference No.	Endors	sement No.	Approved Date (From	m)	Approved Date (To)		
	KL-51	6423P-295514					
Status	Compa	any Name	Application ID				
Please select	•						
					R	RESET	RCH
STING				Endorsement M	R 10.	LESET SEAT	RCH W
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STING Scheme Application Case	Application Date	Reference No.	Status	Endorsement N Findorsement No.	R Io.	RESET SEAT	RCH W
STING Scheme Application Case ATIGA NORMAL	Application Date 16/06/2012	Reference No. CPT-CCF-W-120616-KL-0118	Status Application Approved	Endorsement No. Endorsement No. KL-516423P-29551	No. Approved Date 14 18/06/2012	RESET SEAT	W Expin 18/0



Application Pare Application Date (TOIN) Application Date (TO) Please select AANZETA 5 1 Reference No. Endorsement No. Approved Date (From) Approved Date (To) Status Company Name Application ID SEPTEMBER 2012 Please select Image: Company Name Application ID Image: Company Name	
Reference No. Endorsement No. Approved Date (From) Appro3 Date (To) Status Company Name Application ID SEPTEMBER 2012 Please select TODAY >>	J
Status Company Name Application ID SEPTEMBER 2012 Please select Image: Company Name Image: Company Name	
Please select TODAY	_
mon tue wed thu fri sat sun	6
4 5 6 7 8 9 ^{ET}	SEARCH
10 11 12 13 14 15 16	
ISTING 17 18 September 04, 2012 23	

Step 1

Filter by Approved Date

- 1. Click icon 🔟 to display the Calendar.
- 2. Click \checkmark or \triangleright to navigate to the previous or next month.
- 3. Click \leq or \geq to navigate to the previous or next month.
- Pick any date that you required. Ensure Application Date (To) field is later than Application Date (From) field.
- 5. Alternatively, manually enter the required dates. The format is dd/MM/yyyy.
- 6. Click search button to view the result.

lication Type	6	Scheme	App	lication Date (From)	Application	1 Date (To)	
ease select	Ψ	AANZFTA	× -] 🗐
erence No.		Endorsemer	nt No. App 08-	oroved Date (From) -05-2012	Approved [Date (To) 2	
us		Company Na	ime App	lication ID			,
ease select	-						
ING						RESET	SEARCH
ING	Filter Schem	e		٩	Filter Approved Date	RESET	SEARCH
ING Scheme	Filter Schem	B Application Date	Reference No.	F	ilter Approved Date	RESET	SEARCH
ING Scheme AANZFTA	Filter Schem	Application Date 28/05/2012	Reference No. FAU-FAF-W-120528-KL-000022	Status Application Approved	Filter Approved Date Endorsement No. KL-2012-AANZ-22-00197	Approved Date 29/05/2012	SEARCH NEW [Effective Dat 29/05/2012
ING Scheme AANZFTA AANZFTA	Filter Schem	Application Date 28/05/2012 13/06/2012	Reference No. FAU-FAF-W-120528-KL-000022 FAU-FAF-W-120613-KL-000003	Status Application Approved Application Approved	Endorsement No. KL-2012-AANZ-22-00197 KL-2012-AANZ-22-00222	Approved Date 29/05/2012 14/06/2012	Effective Dat 29/05/2012 14/06/2012
Scheme AANZFTA AANZFTA AANZFTA	Filter Schem Application Case NORMAL NORMAL	Application Date 28/05/2012 13/06/2012 29/05/2012	Reference No. FAU-FAF-W-120528-KL-000022 FAU-FAF-W-120613-KL-000003 FAU-FAF-W-120529-KL-000024	F Status Application Approved Application Approved Application Approved	Endorsement No. KL-2012-AANZ-22-00197 KL-2012-AANZ-22-00222 KL-2012-AANZ-22-00195	Approved Date 29/05/2012 14/06/2012 30/05/2012	Effective Dat 29/05/2012 14/06/2012 30/05/2012



3.1.9. By Approved Date

3.1.10.	To Reset Search	Data
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pplication Type 😮	Scheme		Application Date (From)	Application Date (To)	
Cost Analysis 🗙 🤻	AIFTA	× •	22-10-2012	22-10-2012	
eference No.	Endorsement No.		Approved Date (From)	Approved Date (To)	
tatus	Company Name		Application ID		
MY TASK 🗙 🦷					

Step 1

Reset Data

- 1. Click **RESET** button to reset all the data in search panel.
- 2. Automatically all the data have been cleared.

Application Type 😮	Scheme	Application Date (From)	Application Date (To)
Please select	▼ Please select	▼	
Reference No.	Endorsement No.	Approved Date (From)	Approved Date (To)
Status	Company Name	Application ID	
Please select	•		



3.2. Additional Features

There are 5 additional features in View CA / CO Transactions screen:

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							NEW	٦
View Details	Application ID	Application Type	Scheme	Application Case	Application Date	Reference No.	Status	En
	MIT052012682486	FKF- Form AK	AKFTA	NORMAL	21/05/2012	FAK-FKF-W-120521-KL-0028	Apply for Cancellation	KL
< 📊			1					Þ
10 -	Page 1	of1 🕨 🎽 🤔	Displaying 1	to 10 of 1 items				
20								
50				ТОР				

3.2.1. Number of transaction display

Step 1

Number of Transaction display

- 1. Select a number from the 20 rd drop down list box. The above transactions are searched with the following criteria:
 - Click Filter Scheme drop down list and select AKFTA
 - Click Filter Status drop down list and select My Tasks
- 2. Select Number of transaction display
- 3. Click Show to display search result as follows:

	Туре 🕜	Scheme		Applicatio	on Date (From)		Application Date ((To)	
Please selec	a -	* ATIGA	×	-		1111			
teference N	lo.	Endorsement No.		Approved	Date (From)		Approved Date (To	o)	
								1	
itatus		Company Name		Applicatio	on ID				
MY TASK	×	*							
								RESET	SEARCH
								NESET	JEAKCH
TINC				ust a mo	oment				
STING				ase a me					
									NEW C
View Details	Application ID	Application Type	Scheme	Application Case	Application Date	Reter	rence No.	Status	
View Details	Application ID MIT102012000601	Application Type ATIGA New Cost Analysis	Scheme ATIGA	Application Case	Application Date	Refer	rence No.	Status. Draft	
View Details	Application ID MIT102012000601	Application Type ATIGA New Cost Analysis	Scheme ATIGA	Application Case	Application Date	Refer	rence No.	Status Draft	
View Details View View	Application ID MIT102012000601 MIT102012000600	Application Type ATIGA New Cost Analysis ATIGA New Cost Analysis	Scheme ATIGA ATIGA	Application Case NORMAL NORMAL	Application Date	Refer	rence No.	Status Draft Draft	
View Details View View View	Application ID MIT102012000601 MIT102012000600 MIT102012000599	Application Type ATIGA New Cost Analysis ATIGA New Cost Analysis ATIGA New Cost Analysis	Scheme ATIGA ATIGA ATIGA	Application Case NORMAL NORMAL NORMAL	Application Date	Refer	rence No.	Status Draft Draft Draft	
View Details View View View	Application ID MIT102012000601 MIT102012000600 MIT102012000599 MIT102012000596	Application Type ATIGA New Cost Analysis ATIGA New Cost Analysis ATIGA New Cost Analysis ATIGA New Cost Analysis	Scheme ATIGA ATIGA ATIGA	Application Case NORMAL NORMAL NORMAL	Application Date	Refer	rence No.	Status Draft Draft Draft Draft	
View Details View View View View	Application ID MiT102012000601 MiT102012000600 MiT102012000599 MiT102012000595	Application Type ATIGA New Cost Analysis ATIGA New Cost Analysis ATIGA New Cost Analysis ATIGA New Cost Analysis ATIGA New Cost Analysis	Scheme ATIGA ATIGA ATIGA	Application Case NORMAL NORMAL NORMAL NORMAL	Application Date	Refer	rence No.	Status Draft Draft Draft Draft	
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View Details View View View View View View View View	Application ID MIT102012000601 MIT102012000600 MIT102012000599 MIT102012000595 MIT102012000597 MIT102012000592 MIT102012000555 MIT102012000584	Application Type ATIGA New Cost Analysis ATIGA Additional Cost Analysis ATIGA New Cost Analysis ATIGA New Cost Analysis ATIGA - Form D	Scheme ATIGA ATIGA ATIGA ATIGA ATIGA ATIGA ATIGA	Application Case NORMAL NORMAL NORMAL NORMAL NORMAL NORMAL BACK-TO-BACK	Application Date	Refer	rence No.	Status Draft Draft Draft Draft Draft Draft Draft Draft	
View Details View View View View View View View View	Application ID MIT102012000601 MIT102012000600 MIT102012000599 MIT102012000593 MIT102012000593 MIT102012000593 MIT102012000585 MIT102012000584	Application Type ATIGA New Cost Analysis ATIGA Adottional Cost Analysis ATIGA New Cost Analysis ATIGA - Form D ATIGA - Form D	Scheme ATIGA ATIGA ATIGA ATIGA ATIGA ATIGA ATIGA	Application Case NORMAL NORMAL NORMAL NORMAL NORMAL NORMAL BACK-TO-BACK BACK-TO-BACK	Application Date	Refer	rence No.	Status Draft Draft Draft Draft Draft Draft Draft Draft Draft	
View Details View View View View View View View View View View View	Application ID MIT102012000601 MIT102012000600 MIT102012000599 MIT102012000593 MIT102012000593 MIT102012000583 MIT102012000584 MIT102012000584	Application Type ATIGA New Cost Analysis ATIGA Additional Cost Analysis ATIGA Additional Cost Analysis ATIGA - Form D ATIGA - Form D ATIGA New Cost Analysis	Soneme ATIGA ATIGA ATIGA ATIGA ATIGA ATIGA ATIGA ATIGA	Application Case NORMAL NORMAL NORMAL NORMAL NORMAL BACK-TO-BACK BACK-TO-BACK NORMAL	Application Date	Refer	rence No.	Status Draft Draft Draft Draft Draft Draft Draft Draft Draft Draft	



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View Details	Application ID	Application Type	Scheme	Application Case	Application Date	Reference No.	Status	E
View	MIT092012000434	ATIGA New Cost Analysis	ATIGA	NORMAL			Draft	
View	МГТ092012000429	FKF- Form AK	AKFTA	EXHIBITION			Draft	
View	MIT092012000419	ATIGA New Cost Analysis	ATIGA	NORMAL			Draft	
View	MIT092012000417	ATIGA - Form D	ATIGA	NORMAL			Draft	
View	MIT092012000413	ATIGA - Form D	ATIGA	BACK-TO-BACK			Draft	
View	MIT092012000404	ATIGA New Cost Analysis	ATIGA	NORMAL			Draft	
View	MIT092012000403	ATIGA New Cost Analysis	ATIGA	NORMAL			Draft	
View	MIT092012000400	ATIGA - Form D	ATIGA			CPT-CCF-W-120920-KL-000001	Application Queried	
View	мп032012000395	ATIGA Additional 5	ATIGA	NORMAL			Draft	
View	(J1092012000394 (NORMAL			Draft	
								1

3.2.2. Page Number Layout

Step 1

Page Number

- 1. The above transactions are searched with the following criteria:
 - Click Filter Scheme drop down list and select ATIGA.
 - Click Filter Status drop down list and select My Tasks.
- 2. Click dropdown to navigate to the early page number respectively.
- 3. Click dropdown to navigate to the previous number of page.
- 4. You may enter manually number of page at textbox field.
- 5. Click dropdown to navigate to the next number of page.
- 6. Click M dropdown to navigate to the last number of page.
- 7. Click 🖆 dropdown to update the displaying page number.
- 8. You may view the

Displaying 31 to 40 of 56 items record here.



3.2.3. Sort transaction columns in Ascending or Descending order

l	ISTING								*
			2						NEW 📮
	View Details	Application ID	Application Type	Scheme	Application Case	Application Date	Reference No.	Status	Er
	View	MIT092012000404	ATIGA New Cost 3 sis	ATIGA	NORMAL			Draft	

- 1. The columns available in the *View Transactions* screen are:
 - App. ID
 - Application Type
 - Application Case
 - Application Date
 - Trader Code
 - Company Name
 - Reference No.
 - Trader Reference No.
 - Status
 - Endorsement No.
- 2. Each column can be sorted in ascending or descending order.
- 3. To view transactions in ascending/increasing order (smallest to largest/earliest to latest), click ☐; click ☐ to view transactions in descending/decreasing order (smallest to largest/earliest to latest).

				Sorted in Asc (in alphabe	ending Order tical order)		NEV	N
view Details	Application ID	Application Type	Scheme	Application Case	Application Date	Reference No.	Status	
View	MIT092012000514	ATIGA New Cost Analysis	ATIGA	NORMAL			Draft	
View	MIT092012000434	ATIGA New Cost Analysis	ATIGA	NORMAL			Draft	
View	МГТ092012000419	ATIGA New Cost Analysis	ATIGA	NORMAL			Draft	
View	MIT092012000404	ATIGA New Cost Analysis	ATIGA	NORMAL			Draft	
View	MIT092012000403	ATIGA New Cost Analysis	ATIGA	NORMAL			Draft	
View	MIT102012000596	FAA - Additional Brand / Model	AANZFTA	NORMAL			Draft	
View	MIT102012000607	FAN - New Cost Analysis	AANZFTA	NORMAL			Draft	
View	MIT042012653090	FCF - Form E	ACFTA	NORMAL	24/04/2012		Draft	
View	MIT042012653420	FCF - Form E	ACFTA	NORMAL	24/04/2012		Draft	
	MIT012011286938	FCF - Form E	ACFTA	NORMAL	28/02/2011	FAC-FCF-W-110228-KL-0018	Application Queried	



							NEW	
view Details	Application ID	Application Type	Scheme	Application Case	Application Date	Reference No.	Status	E
View	MIT102012000611	FIN - New Cost Analysis	AIFTA	NORMAL			Draft	
View	MIT102012000608	ATIGA New Cost Analysis	ATIGA	NORMAL		CPT-CCN-W-121005-KL-000023	Draft	ł
View	MIT102012000606	GCN - New Cost Analysis	GSP	NORMAL			Draft	
View	MIT102012000605	ATIGA New Cost Analysis	ATIGA	NORMAL			Draft	
View	MIT102012000604	FKN - New Cost Analysis	AKFTA	NORMAL			Draft	
View	MIT102012000603	FPN - New Cost Analysis	MPCEPA	NORMAL			Draft	
View	MIT102012000602	FAN - New Cost Analysis	AANZFTA			FAU-FAN-W-120331-JB-000001	Draft	_
View	MIT102012000594	FJN - New Cost Analysis	MJEPA	NORMAL	05/10/2012	FMJ-FJN-W-121005-KL-000001	Application Submitted	
View	MIT102012000583	ATIGA New Cost Anal	ATIGA	NORMAL	05/10/2012	CPT-CCN-W-121005-KL-000023	Application Approved	
View	MIT102012000575	ATIGA New Cost Analysis	ATIGA	NORMAL			Draft	
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3.2.4. Scroll horizontally

 Click arrow to view to end of raw table transaction or click arrow to view the first line transaction.

								NEW 🔁
ase	Application Date	Reference No.	Status	Endorsement No.	Approved Date	Effective Date	Expiry Date	Trader Ref.
			Draft					
		CPT-CCN-W-121005-KL-000023	Draft	KL-201210-CCN-192825A				
			Draft					
			Draft					
			Draft					
			Draft					
		FAU-FAN-W-120331-JB-000001	Draft	AANZFTA-192825A-0010				20120323-AA
	05/10/2012	FMJ-FJN-W-121005-KL-000001	Application Submitted					
	05/10/2012	CPT-CCN-W-121005-KL-000023	Application Approved	KL-201210-CCN-192825A				
			Draft					

2. You also can scroll arrow horizontally to view all the data.



2012000718 2012000717 2012000716	FCA - Additional Cost Analysis FFA - Additional Brand / Model	ACFTA	NORMAL			Draft	
2012000717	FFA - Additional Brand / Model						
2012000716		AJCEP	NORMAL			Draft	
	FCN - New Cost Analysis	ACFTA	NORMAL	22/10/2012	FAC-FCN-W-121022-KL-000004	Application Submitted	
2012000715	FCA - Additional Cost Analysis	ACFTA	NORMAL			Draft	
2012000713	GCA - Additional Cost Analysis	GSP	NORMAL			Draft	
2012000712	GCA - Additional Cost Analysis	GSP	NORMAL			Draft	
2012000710	ATIGA - Form D	ATIGA	NORMAL			Draft	
2012000709	FAA - Additional Brand / Model	AANZFTA	NORMAL			Draft	
2012000708	GCA - Additional Cost Analysis	GSP	NORMAL			Draft	
2012000707	GCN - New Cost Analysis	GSP	NORMAL			Draft	
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3.2.5. Top of Page

- 1. Click ^{top} button to go to top of page.
- 2. Automatically the page will directly go to top of page.

CA/CAA/CO Transaction	MR OF REEKVISIVLINA	
PLEASE CLICK HERE TO SEARCH Application Type Scheme Application Date (From) Application Date (To) Please select Please select	n Tos	CA/CAA/CO Transa
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Section 4. Certificate of Origin (CO)

MITI Clerk only can **Accept** or **Query** the CO Application after successfully received from Traders.

4.1. View Certificate of Origin

ICANICO Trans	acotion						
/CAA/CO Trans	saction						
EASE CLICK HERE TO S	EARCH						
pplication Type 😮	Scheme		Application	Date (From)	Application	on Date (To)	
Please select	▼ Please select	~					
eference No.	Endorsement No.		Approved [Date (From)	Approved	d Date (To)	
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atus	Company Name		Application	1 ID			
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						RESE	T SEARCH
ITING							
	application is currently not avai	ilable, until further no	tice. Kindly co	py your approved CA	and add in details	of Brand/ Model as	an alternative
dition 2 and/ Model(CAA) a	application is currently not avai	ilable, until further no	tice. Kindly co	py your approved CA	and add in details i	of Brand/ Model, as	an alternative
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dition 2 and/ Model(CAA) a lution / Model(CAA) a /iew Details Application ID View MIT01201300040	application is currently not ava Application Type 16 FUF - Form MAFTA	ilable, until further no Scheme App MAFTA NOI	tice. Kindly co Dication Case	py your approved CA Application Date 02-Jan-2013 11:23:36	and add in details Status	of Brand/ Model, as Trader Code	an alternative Company Name n Process RLSH
ddition and/ Model(CAA) a lution for the second sec	application is currently not avai Application Type 16 FUF - Form MAFTA 13 FUF - Form MAFTA	ilable, until further no Scheme App MAFTA NOI MAFTA NOI	tice. Kindly co plication Case RMAL RMAL	py your approved CA Application Date 02-Jan-2013 11:23:30 02-Jan-2013 20:01:14	A and add in details of Status In Process	of Brand/ Model, as Trader Code Status in ed 042154-T	an alternative Company Name n Process RLSH PANASONIC SYS
ddition 2 and / Model(CAA) a Jultion 4 Application 10 View MIT01201300040 View MIT01201300044 View MIT01201300062	Application is currently not available Application Type 6 FUF - Form MAFTA 43 FUF - Form MAFTA 29 FUF - Form MAFTA	Ilable, until further no Scheme App MAFTA NOI MAFTA NOI	tice. Kindly co dication Case RMAL RMAL	py your approved CA Application Date 02-Jan-2013 11:23:30 02-Jan-2013 20:01:14 07-Jan-2013 11:32:05	A and add in details - Status In Process	of Brand/ Model, as Trader Code • Status in • od 042154-T • od 192825A	an alternative Company Name n Process PANASONIC SYS Application PC
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For brief features:

No.	Features	Description
1	My Task 🗙 👻	All of the CO application submitted by trader will keep in MY TASK.
2	View	Click view button to preview any scheme in details.
2	In Process	Applications have not been check by Clerk yet.
3	Application Submitted	Applications have been viewed by clerk but did not process yet.
4	Application Resubmitted	Application resubmitted by traders after queries.



	ertificate of Origin- M	AFTA [MITI01201300	0629]	
	BACK TO MAIN			
	Company Details			
	SHIMANO COMPONENTS (MALA	192825A		
	Company Address			
	LOT 4550, LORONG A-16	PEKAN NANAS	0, JOHOR	
	Postcode	City	State	Country
	Telephone No. (Mobile)	Téléphone No. (Office)	Fax No.	Email
	07-6896062 Trader Reference No.	07-6991599	07-6896391	901140@sem.shimano.com.sg
	TMA FUE W 130107 KL 000001			
	LC Address Company Name			
	SHMANO COMPONENTS (F			
	LOT 4550, LORONG A 16, PERAN T	81500 PONTIAN, JOHOR MALAYS		
	Finished Product			
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Step 2 View Finished Product

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ID ID	Tariff Desc	Tariff Code	Unit	Brands	Issuance Country	CO Detail	Action
FMA-FUN-FF	Pure-bred breeding ar	010121000	UNIT	View	SHIMANO COMPONEN	View	View

1. Click View button to view Brands details.



- 2. As you can see the pop up result will appear at center of page.
- 3. Click View button at CO Details to view Raw Material.

a. Finish Product Screen

BACK TO MAIN	MAFTA [MITI01201300	0629]	
Finished Product - FMA-FUN- Back Binished Product	FP-121231-000085 Raw Material		
Tariff Code 010121000	Tariff DescPure-bred breeding animals assf	Tariff UOM UNT	Finished Product Ref ID
Origin Criteria WO			
Brand / Model Brand 1			
Approved Importing Country AUSTRALIA			
Applied Importing Country AUSTRALIA			
Importing Country - HS Code	Unit of Measurement (UOM)	FOB Value (MYR)	
122 Other FOB Value	ANN - YEAR Other FOB (Foreign Currency)	676	
123	AUD - AUDOLLAR		
Manufacturer ROB / ROC No.	Manufacturer		
192825A	SHIMANO COMPONENTS (M) SDI		



b. **Raw Material**

🕃 Back	Finished Produc	t Raw Material)					
уре	Description of Raw Material	Country of Origin	HS Code	Supplier	Invoice No.	Country of Origin (Group)	Value (MYR)	%
FA	NGLE	CHINA	392690990	NANJING SPA	OIIN121018	IMPORTED	10.1860	28.4732
FA	NGLE COUPLER FE/I	CHINA	740200000	NANJING SPA	OIIN121018	IMPORTED	10.1860	28.4732
FC	HANNEL 55 X 36.5 R	VIETNAM	0101900000	NANJING SPA	OIIN121018	ASEAN	12.4910	34.9164
FC	HANNEL COVER CL.	AUSTRALIA	392690990	NANJING SPA	OIIN121018	AUSTRALIA	2.5570	7.1476
FC	LIP RUNG SMARTLC	MALAYSIA	4001101100	SOLAR MOUL	SM-1371	LOCAL	0.3540	0.9895
						Value	%	
Total I	Naterial Cost (Local.	ASEAN & Imported)				35 7740	99 9999	
Labou	r Cost	•				23.0000	2.5562	
Overh	ead Cost (Direct + In	direct)				34.0000	3.7787	
Others	s Cost (If Available)					464.0000	51.5685	
Total F	Product Cost					556.7740	157.9033	
Profit						343.0000	38.1207	
FOB P	rice					899.7740	196.0240	
FOB P	rice					899.7740	196.0240	

a) Click Back to go back to Main Screen.



						New
inished Product ID	Tariff Desc	Tariff Code	e Unit	Brands	Issuance Country	CO Detail Action
FMA-FUN-FF	Pure-bred breeding	ar 010121000	UNIT	View	SHIMANO COMPONEN	View View
Origin C	riteria Or	gin Criteria %	Importing Country		Status	Remarks
WO	97.74		AUSTRALIA			

- 4. Click View button to view Action.
- 5. The new table appear to show the data and you only can view this action.

Step 3

Attachment

Ą	Attached Document								
			VIEW DOCUMENT 🥔						
G)								
ľ	Action	Document Name							
	View	Bill_of_Lading_or_Airway_Bill.pdf							
	View	Customs_Declaration_Form_(K2).pdf							
	View	Invoice.pdf							
		1							

- 1. Click View button to view the document.
- 2. New tab screens appear to preview the attachment.

Step 4 Transaction View

ransaction \	/iew				
Date	Time	Action	Response Desc.	Reject Desc.	User Type
07/01/2013	11:32:05	Application Submitted			TRADER USER
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1. You may view transaction of application.



Accept Certificate of Origin (CO)

Step 1	To accept CO Application
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eference No	».	Endorsement No.		Approved	Date (From)	Approved Date	e (To)	
tatus	(2	Company Name		Application	n ID			
							RESE	T SEARCH
STING								
Jditional Bra	ind/ Model(CAA) appli	cation is currently not avail	able, until furth	er notice. Kindly co	opy your approved CA	and add in details of Bra	and/ Model, as	an alternative
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dditional Bra lit 5 View Details View View View View View	ind/ Model(CAA) appli Application ID MIT012013000406 MITI012013000443 MITI012013000629 MITI012013000624 MITI012013000630	cation is currently not avail Application Type FUF - Form MAFTA FUF - Form MAFTA FUF - Form MAFTA FUF - Form MAFTA FUF - Form MAFTA	able, until furth Scheme MAFTA MAFTA MAFTA MAFTA MAFTA	Application Case NORMAL NORMAL NORMAL NORMAL NORMAL	opy your approved CA Application Date 02-Jan-2013 11:23:36 02-Jan-2013 20:01:14 07-Jan-2013 11:32:05 08-Jan-2013 11:22:10 10-Jan-2013 11:45:58	and add in details of Bra Status In Process Application Submitted Application Submitted In Process Application Resubmitted	and/ Model, as Trader Code 516423P 042154-T 192825A 516423P 192825A	an alternative Company Name AARHUSKARLSH PANASONIC SYS SHIMANO COMPC AARHUSKARLSH SHIMANO COMPC

- 1. Click filter Application Type rdropdown to select **Certificate of Origin.**
- 2. Click filter Status dropdown to select **My Task**.
- 3. Click filter Scheme 🔽 dropdown to select MAFTA.
- 4. Click **SEARCH** button to view results.
- 5. Click View button to view the application.
- 6. You may check new application by "*In process*" Status.

4.2.



Step 2Views the Certificate Of Origin.

BACK TO MAIN						
mpany Details						
ompany Name	ROC / ROB No.					
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ID Tariff De	esc Tariff Code	Unit	Brands	Issuance Co	untry CO	Detail Action
MA-FUN-FF Horses	010110100	UNIT	View	cikmatnor		View
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ached Document				producta	ind raw materia	
Click here to view doo	cument					VIEW DOCUMENT
Action Document	Name					
View Bill_of_Lac	ding/Airway_Bill.JPG					
View Customs_	Declaration_Form_(K2).JPG					
View Invoice.JP	G					
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nsaction Type Third Party Invoicing Insaction View ate Time 2/01/2013 11:23:36	Action Response Application Submitted	De Minim	is		sue Retroactive! Reject Desc.	y User Type TRADER USER
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nsaction Type Third Party Invoicing Insaction View ate Time 2001/2013 11:23:36 ive of Update ive of Update ive ose Type	Action Response	Desc.	is		sue Retroactivel	y User Type TRADER USER
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Step 3 Finish Product

							New
ninhad Product							(1)
ID	Tariff Desc	Tariff Code	Unit	Brands	Issuance Country	CO Detail	Action
FMA-FUN-FF	Horses	010110100	UNIT	View	cikmatnor	View	View

- 1. Click View button to view the action
- 2. Automatically Origin criteria section is appear below of the action table;

							New
inished Product ID	Tari	ff Desc	Tariff Code	Unit	Brands	Issuance Country	CO Detail Action
FMA-FUN-FF	Horses		010110100	UNIT	View	cikmatnor	View View
Origin C	riteria	Origin	Criteria %	Importing Country		Status	Remarks
СТН		0		AUSTRALIA			

- 1. You may view this section only.
- Step 4

Recommendation

Recommendation			*
Type of Update Choose Type	- 1		
Remarks / Query			
		2	
UPDATE			

1. Click dropdown to select Application Accept.

Choose Type	
1	Q
Application Queried	
Application Accept	

2. Once click Application Accept, the screen will automatically change to accept.



Recommendation	×
Type of Update Application Accept	
Remarks / Query	-3
АССЕРТ 4	

- 3. It's Compulsory to enter Remarks / Query field.
- 4. Click ACCEPT button to update application
- 5. Pop up screen automatically appear.



- 6. Click ves button to update this record or click button to cancel.
- 7. Pop up screen automatically appear.



8. Click button to proceed.

Step 5 Check Status of application

The CO application status has been updated from 'Application Submitted' to 'Application Checked'.

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	(1)						
plication T	Гуре 😮	Scheme		Application	Date (From)	Application I	Date (To)	
Certificate o	of Origin 🛛 🗙	MAFTA	×	-				
eference N	0.	Endorsement No.		Approved	Date (From)	Approved Da	ite (To)	
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atus		Company Name		Application	n ID 🔰			
Application	Checked X	•		MIT01201	3000406			
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TING	and/ Model(CAA) app	lication is currently not ava	ilable, until furti Scheme	her notice. Kindly of	opy your approved CA Application Date	and add in details of B Status	RESE rand/ Model, as Trader Code	an alternative Company Name
TING ditional Bra lut 6 liewpetails View	and/ Model(CAA) app Application ID MIT012013000406	lication is currently not ava Application Type FUF - Form MAFTA	ilable, until furth Scheme MAFTA	ner notice. Kindly co Application Case NORMAL	py your approved CA Application Date 02-Jan-2013 11:23:36	and add in details of B Status Application Checked	RESE rand/ Model, as Trader Code 516423P	an alternative Company Name AARHUSKARLSH
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- 1. Click filter Application Type 🔽 dropdown to select **Certificate of Origin.**
- 2. Click filter Status dropdown to select Application Checked.
- 3. Click filter Application ID 🔽 dropdown to quick find the application.
- 4. Click SEARCH button to view results.
- 5. Click View button to view the application.
- 6. At *Transaction Details*, the transaction displays the actions involved as follows:

ate	Time	Action	Response Desc.	Reject Desc.	User Type
2/01/2013	11:23:36	Application Submitted			TRADER USER
1/01/2013	05:15:22	Application Checked	try to accept		MITI CLERK



Query Certificate of Origin (CO)

Step 1	To query CO Application
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plication Ty Certificate of	ype 🚱 f Origin 🗙 т	Scheme MAFTA	× (Application	n Date (From)	Application Da	ate (To)	
ference No).	Endorsement No.		Approved	Date (From)	Approved Date	e (To)	
atus	(Company Name		Application	ı ID			
/ly Task	X *						RESE	4 T SEARCH
Ay Task	x -	cation is currently not availa	ible, until furth	ner notice. Kindly co	ypy your approved CA	and add in details of Bra	RESE ¹	T SEARCH
fling ditional Bran 5 iew Details	nd/ Model(CAA) appli Application ID	cation is currently not availa	ible, until furth	her notice. Kindly co	opy your approved CA Application Date	and add in details of Bra	RESE and/ Model, as Trader Code	T SEARCH an alternative Company Name
fy Task TING ditional Brar 5 5 View Details View	nd/ Model(CAA) appli Application ID MIT012013000406	cation is currently not availa Application Type FUF - Form MAFTA	bble, until furth Scheme MAFTA	ner notice. Kindly co Application Case NORMAL	ppy your approved CA Application Date 02-Jan-2013 11:23:36	and add in details of Bra 6 Statis In Process	RESE and/ Model, as Trader Code 516423P	an alternative Company Name AARHUSKARLSH
IING ditional Brar 5 iew Details View View	Application ID MIT012013000406 MIT012013000443	cation is currently not availa Application Type FUF - Form MAFTA FUF - Form MAFTA	ble, until furth Scheme MAFTA MAFTA	Application Case NORMAL NORMAL	opy your approved CA Application Date 02-Jan-2013 11:23:36 02-Jan-2013 20:01:14	and add in details of Bra 6 Statis In Process Application Submitted	RESE and/ Model, as Trader Code 516423P 042154-T	an alternative Company Name AARHUSKARLSH PANASONIC SYS
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- 1. Click filter Application Type rdropdown to select **Certificate of Origin.**
- 2. Click filter Status 🔽 dropdown to select **My Task**.
- 3. Click filter Scheme 🔽 dropdown to select MAFTA.
- 4. Click search button to view results.
- 5. Click View button to view the application.
- 6. You may check new application by "*In process*" Status.



4.3.

Step 2Views the Certificate Of Origin.

BACK TO MAIN						
mpany Details						
ompany Name	ROC / ROB No.					
ARHUSKARLSHAMN ASIA-PA	516423P					
man	Mun Mun Marken	man	~~~~	m	AMAAA	MAM
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ID Tariff De	esc Tariff Code	Unit	Brands	Issuance Co	untry CO	Detail Action
MA-FUN-FF Horses	010110100	UNIT	View	cikmatnor		View
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ached Document				producta	ind raw materia	
Click here to view doo	cument					VIEW DOCUMENT
Action Document	Name					
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View Customs_	Declaration_Form_(K2).JPG					
View Invoice.JP	G					
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Step 3 Finish Product

							New _
nished Product							1
ID	Tariff Desc	Tariff Code	Unit	Brands	Issuance Country	CO Detail	Action
FMA-FUN-FF	Horses	010110100	UNIT	View	cikmatnor	View	View

- 1. Click View button to view the action
- 2. Automatically Origin criteria section is appear below of the action table;

							New
inished Product ID	Tari	ff Desc	Tariff Code	Unit	Brands	Issuance Country	CO Detail Action
FMA-FUN-FF	Horses		010110100	UNIT	View	cikmatnor	View View
Origin C	riteria	Origin	Criteria %	Importing Country		Status	Remarks
СТН		0		AUSTRALIA			

- 3. You may view this section only.
- Step 4

Recommendation

Recommendation	*
Type of Update Choose Type	
Remarks / Query	
OPDATE	

1. Click dropdown to select **Application Accept**.

Application Queried	
	Q
Application Queried	
Application Accept	

2. Once click Application Accept, the screen will automatically change to accept.



Recommendation	*
Type of Update Application Queried Remarks / Query	
	-3
QUERY	

- 3. It's Compulsory to enter Remarks / Query field.
- 4. Click QUERY button to update application
- 5. Pop up screen automatically appear.

	Confirm
۲	Are you sure you want to update this record?
	YES NO

- 6. Click button to update this record or click button to cancel.
- 7. Pop up screen automatically appear.



8. Click ves button to proceed.



Step 5 Check Status of application

The CO application status has been updated from 'Application Submitted' to 'Application Checked'.

A/CAA/CO Transa	ction							
PLEASE CLICK HERE TO SEA	сн							*
Application Type 🚱	Scheme		Application	ı Date (From)	Application [Date (To)		
Certificate of Origin 🛛 🗙 🤜	r MAFTA	х т						
Reference No.	Endorsement No.		Approved [Date (From)	Approved Da	ite (To)		
Status	Company Name		Application	ID				
Application Queried 🗙 🦷	r		MITI01201	3000629				
						RESE	T SEARCH	I
LISTING								"
Additional Brand/ Model(CAA) appl	ication is currently not availa	ble, until furth	er notice. Kindly cc	py your approved CA	and add in details of B	rand/ Model, as	an alternative	
View Details Application ID	Application Type	Scheme	Application Case	Application Date	Status	Trader Code	Company Name	En
View MITI012013000629	FUF - Form MAFTA	MAFTA	NORMAL	07-Jan-2013 11:32:05	Application Queried	192825A	SHIMANO COMPO	Π
•								۱Þ.
10 💌 🚺 🖣 Page 1	of 1 🕨 🔰 🤹	Displaying 1 to	10 of 1 items					

- 1. Click filter Application Type 🔽 dropdown to select **Certificate of Origin.**
- 2. Click filter Status dropdown to select Application Checked.
- 3. Click filter Application ID dropdown to quick find the application.
- 4. Click SEARCH button to view results.
- 5. Click View button to view the application.
- 6. At *Transaction view*, the transaction displays the actions involved as follows:

late	Time	Action	Response Desc.	Reject Desc.	User Type
7/01/2013	11:32:05	Application Submitted			TRADER USER
4/01/2013	10:21:50	Application Queried	submit again		MITI CLERK

4.4. Resubmitted Certificate of Origin (CO)

Resubmitted application occurs after Trader resubmitted a queried CO application.

CA/CAA/CO Transacti	on						
PLEASE CLICK HERE TO SEARCH	ł	3					*
Application Type 🚱 🕴	Scheme MAFTA	× •	Application	Date (From)	Application Da	ate (To)	
Reference No.	Endorsement No.		Approved [Date (From)	Approved Dat	e (To)	
Status Application Resubmitted 🗙 👻	Company Name		Application	ID			4
						RESE	T SEARCH
LISTING							*
Additional Brand/ Model(CAA) applicati	on is currently not available,	until further	notice. Kindly co	py your approved CA	and add in details of Bra	and/ Model, as	an alternative
View vetails Application ID Ap	plication Type	Scheme A	Application Case	Application Date	Status	Trader Code	Company Name En
View MITI012013000630 FU	F - Form MAFTA	MAFTA N	IORMAL	10-Jan-2013 11:45:58	Application Resubmitted	192825A	SHIMANO COMPC
•					1		P.
10 💌 🚺 4 Page 1	of 1 🕨 🔰 🤹 Dis	splaying 1 to 10	0 of 1 items				

Step 1 To Resubmitted CO Application

- 1. Click filter Application Type red dropdown to select **Certificate of Origin.**
- 2. Click filter Status dropdown to select Application Resubmitted.
- 3. Click filter Scheme 🔽 dropdown to select MAFTA.
- 4. Click SEARCH button to view results.
- 5. Click View button to view the application.



rtificate	of Origi	n- MAFTA [M	ITI012013000	630]			
ВАСК ТО МА	IN						
ompany De	tails						\$
Company Nam	10	ROC / ROB No					
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ransaction \	/iew		_				-
			6				
Date	Time	Action	Response Desc.			Reject Desc.	User Type
07/01/2013	06:21:09	Application Submitted					TRADER USER
07/01/2013	06:59:34	Application Queried	test				MITI CLERK
10/01/2013	11:45:58	Application Resubmitte					TRADER USER
ecommend	ation						
Type of Update	e						
Remarks / Qu	ery	•					
UPDATE							
					Status		

- 6. At the *Transaction view* section, the transaction displays the actions involved as above:
- 7. Click either one of these buttons below for action:
  - BACK TO MAIN to return to *main* screen.
     QUERY to query the CO application. Refer Step 4.3.
     ACCEPT to accept the CO application. Refer Step 4.2.

