

**China International Trade Single Window**

**User Manual of "Single Window" Standard Edition**

The Registration and Management System for Overseas Enterprises of Imported Food  
(For Overseas Enterprises)

The Data Centre of China Electronic Port

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## **CHAPTER 1 PREFACE**

Thank you for using the Registration and Management System for Overseas Enterprises of Imported Food. In order to help you get started with this system immediately, we have developed this user manual.

With this manual, you can find information about installation steps, system configuration, basic operations, use of software and hardware, and safety precautions. When installing and using this system for the first time, please read this manual carefully, which will help you use this system more effectively.

This manual is designed for users with basic computer knowledge. At this time, we assume that you are already familiar with the Windows 7 / 10 and mouse operation, and have the experience of using Google Chrome, 360 and other web browsers.

## CHAPTER 2 INSTRUCTIONS FOR USE

### 2.1 Portal

The system is designed as a browser version, and its URL is: <https://cifer.singlewindow.cn>

### 2.2 System Requirements

#### 2.2.1 Operating System

Windows 7 or 10 (32 Bit or 64 Bit operating system)

Windows XP is not recommended

#### 2.2.2 Browser

Chrome 50 or above

### 2.3 Entry Requirements

#### 2.3.1 Requirements For Entry

In the interface, the fields with \* are mandatory, and those without \* are optional. The fields with a grey background are not permitted to enter information. During the entry process, if a prompting tip in red pops up next to the field, it means that the information currently entered is not compliant with requirements. Please make modifications according to the prompt. The blue buttons in the interface are function keys.

The screenshot shows the 'Enterprise Basic Information' tab in the Cifer Single Window system. The form includes the following fields:

- \*所在国家 (地区): (Greyed out)
- \*所在国家 (地区) 主管当局批准的注册编号: (Greyed out)
- 所在国家 (地区) 注册批准机构名称: (Input field)
- (在华) 注册编号: (Greyed out)
- (在华) 注册时间: (Greyed out)
- (在华) 注册有效期: (Greyed out)
- \*企业名称: (Input field)
- \*生产场所地址: (Input field)
- \*建厂时间: (Input field)
- \*法定代表人姓名: (Input field)
- \*法定代表人电话: (Input field with red error message '不能为空')
- \*法定代表人邮箱: (Input field)

Buttons at the top: 暂存 (Save Temporarily), 删除 (Delete). Status: 当前为暂存状态 (Currently in the state of Temporary Saving).

Enterprise Profile	Manufacturing-Related Information	Enterprise Statement	Attachment Information	
Save Temporarily	Delete			Currently in the state of Temporary Saving
Enterprise Profile				
* Located Country (Region):	* Registration Number approved by the competent authority of the located country (region):		Name of the registration approving authority in the located country (region):	
Registration Number (In China) :	Registration Date (In China) :		Registration Expiration Date (In China) :	
* Manufacturer Name:	* Address of Manufacturing Site:		* Plant Establishment Date:	
	(Can not be blank)			
* Legal Representative's Name:	* Legal Representative's Phone Number:		* Legal Representative's Email:	

--	--	--

Figure Entry of Enterprise Profile (Partial)

### 2.3.2 Keyboard Operation

Some functions of the interface can be operated by keyboard shortcuts.

Click on the Tab key to make the interface cursor automatically jump to the entry box of the next field.

Click the Up and Down arrow keys to select from the parameters in the drop-down menu of the interface.

Click on the Backspace key to delete the content currently entered in the box.

## 2.4 General Functions

### 2.4.1 Moving Between Tabs

When multiple tabs are opened in the interface, please click the ◀ or ▶ icons to move between the tabs.

### 2.4.2 Menu Collapsing / Expanding

Click on the display area on the right - click the icon ☰ in the upper left corner to collapse or expand the menu bar on the left. Once being collapsed, the left menu bar only displays icons, as shown in the figure below.



Application	[Logo] China International Trade Single Window	Application	[Logo] China International Trade Single Window
Imported Food Overseas Enterprises Registration	1st Page		1st Page
Registration Application			
Integrated Query			

Figure The comparison of menu before and after collapse

### 2.4.3 Closing Tabs

Click on the display area on the right - click the icon [Close Operation] in the upper right corner, the drop-down menu will pop up (as shown in the figure below). Select "Close all tabs" to close all open tabs in the current display area; select "Close other tabs" to close all other open tabs except the currently displayed tab.



_admin	Exit
	Close Operation
Close all tabs	
Close other tabs	

Figure Tabs Closing Operation

### Enter or Exit the System

Visit <https://cifer.singlewindow.cn>, enter user name, password, login to the system, and enter the main interface of the system. Click the icon [Chinese/EN] in the upper right corner, one can choose the display language of the system.

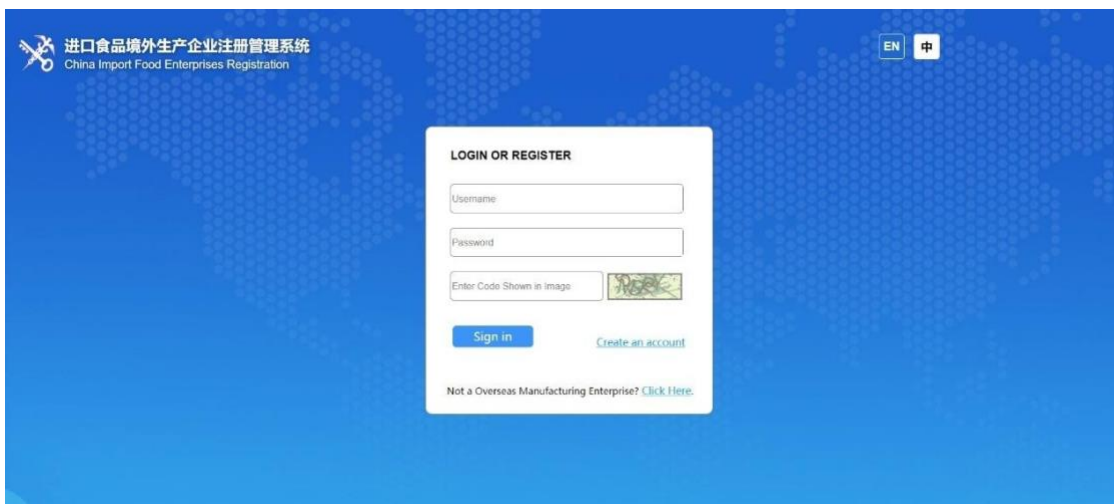


Figure System Portal

This system supports users from overseas enterprises and overseas authorities. After entering the system, click [Exit] in the upper right corner of the interface to safely exit the system.

## CHAPTER 3 SYSTEM INTRODUCTION

### 3.1 Target Users

**A competent authority of the located country (region) (hereinafter referred to as “Competent Authority”) is:** the official department responsible for the safety and health supervision of the food manufacturers in the country (region) where the overseas manufacturing enterprises of imported food are located. Through this system, reviews and inspects the applications submitted by manufacturers in the locality and makes recommendations to the General Administration of Customs of the People’s Republic of China (hereinafter referred to as “GACC”). Conducts administrations of registered manufacturers which have been recommended by this competent authority. Cooperates with GACC in carrying out re-examinations and supervising corrective actions of registered enterprises.

**An overseas manufacturing enterprise of imported food (hereinafter referred to as “Enterprise”) is:** the overseas manufacturing, processing and storage enterprise that export food to China. Through this system, submits an application for enterprise registration, submits materials of corrective actions, and receives notifications from GACC etc.

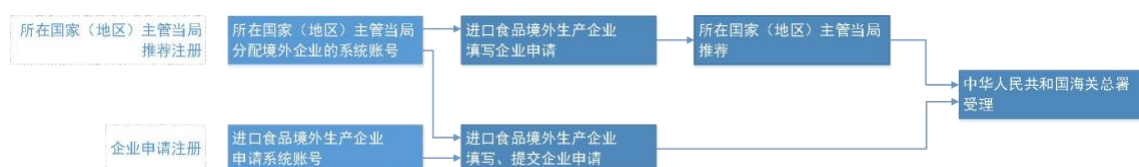
### 3.2 Function Introduction

The Registration and Management System for Overseas Enterprises of Imported Food manages the registration of overseas manufacturing enterprises of imported food. Its functions include applications for registration, alteration, renewal, and deregistration of overseas manufacturing enterprises, as well as queries on applications; enabling competent authorities to review and inspect enterprise’s applications and conducts administration of registered enterprises.

Registration methods for overseas manufacturing enterprises of imported food include registration recommended by the competent authority of the located country (region) and self-application for registration.

The overseas manufacturing enterprises of 18 categories of imported food including meat and meat products, casings, aquatic products, dairy products, bird nest and bird nest products, bee products, eggs and egg products, edible fats and oils, stuffed pasta, edible grains, grain milling industrial products and malt, fresh-kept and dehydrated vegetables and dried beans, seasonings, nuts and seeds, dried fruits, unroasted coffee beans and cocoa beans, special dietary foods, health-care foods, etc., shall be recommended to GACC for registration by the competent authority of the located country (region).

The overseas manufacturing enterprises of imported food other than the above-mentioned 18 categories shall file a self-application to GACC for registration.



Registration recommended by the competent authority of the located country (region)	The competent authority of the located country (region) assigns a system account for the overseas enterprise	The overseas manufacturing enterprises of imported food completes an application	The competent authority of the located country (region) makes a recommendation	
				Being accepted and examined by GACC
Self-application for registration	The overseas manufacturing enterprises of imported	The overseas manufacturing enterprises of imported		

---

	food applies for a system account	food completes and submits a self-application		
--	-----------------------------------	---	--	--

Figure The registration process



## CHAPTER 4 USER (ACCOUNT) MANAGEMENT

Depending on whether an enterprise needs the "registration recommended by the competent authority of the located country (region)", the system account of an overseas enterprise user can be obtained by means of allocation by the competent authority and self-application by the overseas enterprise.

With the system account of overseas enterprise assigned by the competent authority, applications for registration of overseas manufacturing enterprise of all categories of food can be made after logging in to the system.

With the self-applied system account of overseas enterprise, applications for registration of overseas manufacturing enterprise of imported food other than the 18 categories can be made only.

*Tips:*

1. An overseas enterprise can apply for one overseas enterprise account only.
2. If the product categories involved by an overseas manufacturing enterprise are included in both "the recommended registration" and "the self-applied registration", it is recommended to contact the competent authority to assign a system account, and it is not recommended to make a self-application for a system account.

### 4.1 System Account Assignment By The Overseas Competent Authority

Enterprises are recommended to contact their competent authorities for system account assignment.

### 4.2 System Account Self-application By Enterprise

Visit <https://cifer.singlewindow.cn>, click the link of "Create a new account /Create an account" to enter the account entry interface, and complete the account information.

Login / Register		LOGIN or REGISTER	
Username		Username	
Password		Password	
Verification Code in Image	[Image]	Enter Code Shown in Image	[Image]
Login	<a href="#">Create a new account</a>	Sign in	<a href="#">Create an account</a>
Not an overseas manufacturing enterprise? <a href="#">Please click here</a>		Not a Overseas Manufacturing Enterprise? <a href="#">Click Here</a> .	

Figure The login box in Chinese / English

账号信息

\*用户名

\*密码

\*确认密码

\*所在国家或地区

请选择地区(Please select a country) ▼

所在国家(地区)注册编号

!

\*工作单位

工作部门

工作职务

\*联系人

\*联系电话

联系传真

联系手机

\*联系地址

\*邮箱

备注

立即注册

Overseas Account Registration	EN Chinese
Account Information	
*Username	
*Password	
*Confirm Password	
*Country or Region	Please select a country
Registration Number Of The Located Country (Region)	(!)
*Employer	
Department	

Title	
*Contact Person	
*Telephone Number	
Fax Number	
Mobile Number	
*Address	
*Email	
Remarks	
Register Now	

Figure Overseas enterprise account registration

The fields marked with \* such as username, password, employer (enterprise name) and the registration number of the located country (region) are mandatory. After completing, click [Register Now] to submit the user account registration.

Upon the account registration is completed, please log in to the system again with the username (account)/password.

*Tips:*

*Once an overseas enterprise user (account) has been successfully registered, the username, country or region, and registration number of the located country (region) are not able to be modified. Please check carefully when registering.*

### 4.3 Overseas Enterprise User (Account) Management

After logging in to the system, click on the enterprise name in the upper right corner to access the User (Account) Management Function.



Figure Access to User (Account) Management Function

The relevant information of the enterprise, including the contact person, telephone number, employer (enterprise name), department, title, address, fax number, remarks, and email, can be modified after entering the user information management interface.

Alteration of Information	
Contact Person	lxr
Telephone Number	lxr
Employer	bigC
Department	
Title	
Address	address
Fax Number	
Remarks	
Save	Cancel

Figure User Information Management

If the "Registration Number of the Located Country (Region)" is not entered during registration, a supplementary entry can be made through the function of "Add the Registration Number of the Located Country (Region)".

[Logo] China International Trade Single Window			User Information Management		Welcome, CCC001		Topic		Exit	
User Information		1st Page	Add the Registration Number of the Located Country (Region)				Close Operation			
Modify Password										
Modify Mobile Number			Located Country (Region):		China					
Add the Registration Number of the Located Country (Region)			Registration Number of the Located Country (Region):		88					

Figure User Information

China International Trade Single Window | 用户信息管理

欢迎您, CCC001 | 主窗 | 退出

用户信息

修改密码

修改手机号

补充所在国家(地区)注册编号

账号信息

用户名: CCC001      所在国家(地区): China      所在国家(地区)注册编号: 88

工作单位: bigC      工作职务:      工作部门:

联系人: lrx      联系电话: 13928837272      联系地址: address

信息变更: 变更企业名称、联系人、联系地址等相关信息

保存

[Logo] China International Trade Single Window			User Information Management		Welcome, CCC001		Topic		Exit	
User Information		1st Page	Add the Registration Number of the Located Country (Region)					Close Operation		
Modify Password		Account Information								
Modify Mobile Number		Username: CCC001		Located Country (Region): China			Registration Number of the Located Country (Region): 88			
Add the Registration Number of the Located Country (Region)		Employer: bigC		Title:			Department:			
		Contact Person: lxr		Telephone Number: 13928837272			Address: address			
		Alteration of Information:		Modify the enterprise name, contact person, address and other related information					Modify	

Figure The Registration Number has been added

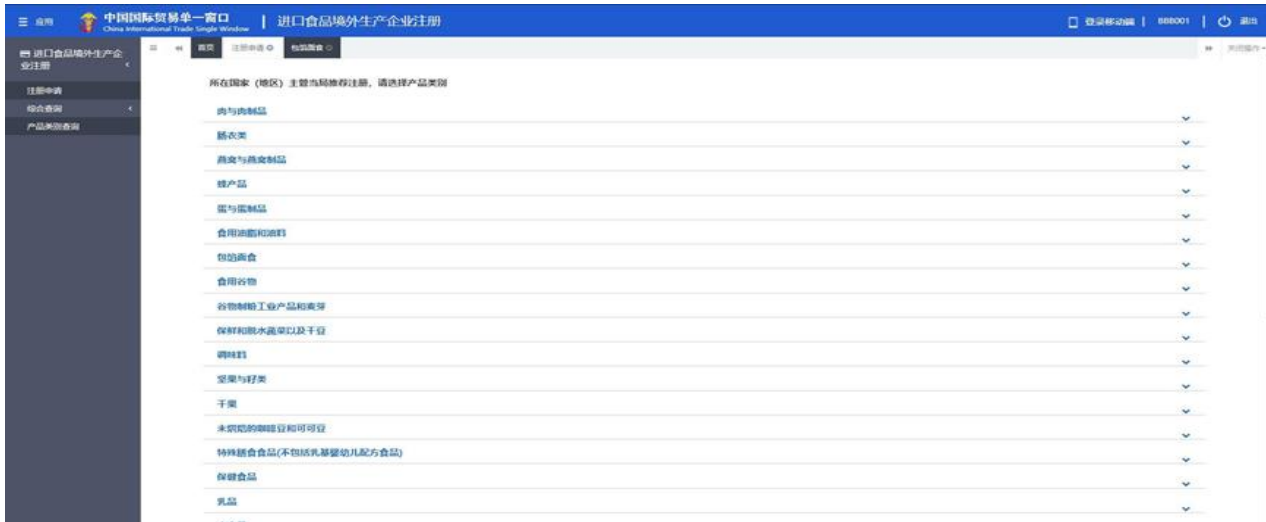
**Tips:**

*The Registration Number of the Located Country (Region) can only be added once, and no modification is allowed after saving.*

## CHAPTER 5. ENTERPRISE REGISTRATION

### 5.1 Registration Application

Log in to the system with your overseas enterprise account, click "Registration Application" on the left menu, and select the product category involved in your registration. Product categories can be queried per HS code or product name through the "Product Category Query" function (please refer to section 5.3 of this article for operation).



[Logo] China International Trade Single Window		Registration of Overseas Manufacturing Enterprises of Imported Food		Log in to the mobile APP	BBB001	Exit
Registration of Overseas Manufacturing Enterprises of Imported Food	1st Page	Registration Application	Stuffed pasta		Close Operation	
Registration Application	For the registration recommended by the competent authority of the located country (region), please select your product categories					
Integrated Query	Meat and meat products					
Product Category Query	Casings					
	Bird Nest and Bird Nest Products					
	Bee products					
	Eggs and egg products					
	Edible fats and oils					
	Stuffed pasta					
	Grain milling industry products and malt					
	Fresh-kept and dehydrated vegetables and dried beans					
	Seasonings					
	Nuts and seeds					
	Dried fruit					
	Unroasted coffee beans and cocoa beans					

	Special dietary foods (excluding milk-based infant formula foods)
	Health-care food
	Dairy products

Figure Product selection in registration application

One by one, complete the enterprise profile, manufacturing-related information, self-inspection, and attachment information, and submit the enterprise statement.

The screenshot shows the 'Registration of Overseas Manufacturing Enterprises of Imported Food' interface. The form is titled 'Enterprise Profile' and includes the following fields:

- Located Country (Region): China-China
- Registration number approved by the competent authority of the located country (region): 30
- Name of the registration approving authority in the located country (region): 66
- Registration Number (In China):
- Registration Date (In China): 2021-10-08
- Registration Expiration Date (In China):
- \*Name of the registration approving authority in the located country (region): COMPETENTEST
- \*Plant Establishment Date: 2021-10-08
- \*Enterprise Name: 881
- \*Contact Person: zhang
- \*Contact Person Name: zhang
- \*Contact Person Phone: 13620222113
- \*Contact Person Email: zhang1.com
- \*Plant Establishment Date: 2021-10-14

The status is 'Currently in the state of Temporary Saving'.

[Logo] China International Trade Single Window			Registration of Overseas Manufacturing Enterprises of Imported Food		Log in to the mobile APP		BBB001	Exit
Registration of Overseas Manufacturing Enterprises of Imported Food	1st Page	Registration Application		Stuffed pasta			Close Operation	
Registration Application	Enterprise Profile		Manufacturing-Related Information	Self-Inspection		Attachment Information		
Integrated Query	[Save Temporarily]	[Delete]	Currently in the state of Temporary Saving					
Product Category Query	Enterprise Profile							
	Located Country (Region):		Registration number approved by the competent authority of the located country (region):			Name of the registration approving authority in the located country (region):		
	China-China		30			66		
	Registration Number (In China) :		Registration Date (In China) :			Registration Expiration Date (In China) :		
	*Name of the registration approving authority in the located country (region):		*Plant Establishment Date:			*Enterprise Name:		



	COMPETENTTEST	2021-10-08	BB1
	*State/Province/Territory	*Enterprise Address:	
		dz	
	*Legal Representative's Name:	*Legal Representative's Title:	*Contact Person:
	dsfas	zhiwu	sdf
	*Contact Number:	*Contact Email:	Date of Renovation and Expansion:
	136202223113	sf@1.com	2021-10-14
	Description of renovation and expansion projects		
	Description		
	Remarks		
	Remarks		

Figure Enterprise Profile

After inputting, click [Preview] to view all the entered information for confirmation. After confirmation, click [Submit], and the system will automatically submit to the competent authority or declare to GACC according to different product categories selected; click [Return] to return to the application interface.

**中国国际贸易单一窗口**  
China International Trade Single Window

进口食品境外生产企业注册 | 进口食品境外生产企业注册

系统首页 注册申请 产品类别查询 审核进度查询 注册信息变更管理 注册申请 帮助与问答

注册申请

综合查询

中级管理员

产品类别查询

请下载安装软件，并安装至指定位置后，上传扫描件：

**附件上传**

附件信息

提示：可上传后缀名为“.jpg”“.png”“.gif”“.pdf”等文件，单个文件大小不得超过4M。

序号	附件类型	是否必填	文件名称	操作
1	所在国家主管当局颁发的生产许可证	是	Penguins.jpg	<a href="#">删除</a> <a href="#">上传</a>
2	和罐体产品照片	是	ic卡管理.jpg	<a href="#">删除</a> <a href="#">上传</a>
3	企业声明	是	-	-
4	原料材料基因生物安全证书	否	-	-
5	原料材料转基因材料	否	-	-
6	危害分析工作表	否	ic卡管理.jpg	<a href="#">删除</a> <a href="#">上传</a>
7	计划表	否	ic卡管理.jpg	<a href="#">删除</a> <a href="#">上传</a>
8	监控记录	否	ic卡管理.jpg	<a href="#">删除</a> <a href="#">上传</a>
9	检测记录	否	ic卡管理.jpg	<a href="#">删除</a> <a href="#">上传</a>
10	验证记录	否	ic卡管理.jpg	<a href="#">删除</a> <a href="#">上传</a>
11	产品生产加工工艺说明文件	是	ic卡管理.jpg	<a href="#">删除</a> <a href="#">上传</a>

[提交](#) [返回](#)

[Logo] China International Trade Single Window			Registration of Overseas Manufacturing Enterprises of Imported Food		Log in to the mobile APP	BBB001	Exit
Registration of Overseas Manufacturing Enterprises of Imported Food	1st Page	Product Category Query	Application Form Query	Distilled wine and mixed wine	Registration Application	Stuffed pasta	Close Operation
Registration Application							
Integrated Query	*Please download the enterprise statement, sign and seal as required, and upload a scanned copy:						
Application Form Query	<a href="#">Upload Attachment</a>						
Product Category Query							
	<a href="#">Attachment Information</a>						
	Tips: You can upload files with the suffix name jpg / jpeg / gif / png / pdf, and the size of a single file shall not exceed 4M.						

Serial Number	Attachment Type	Upload Required?	Document Name	Operation
1	Certificate of manufacturing license issued by the	YES	Penguins.jpg	[Delete ]
2	Photos of products to be exported to China	YES	IC card	[Delete ]
3	Enterprise Statement	YES	-	-
4	GMO safety certificate for raw materials	YES	-	-
5	Non-GMO certifications for raw materials	NO	-	-
6	Hazard analysis worksheet	NO	IC card	[Delete ]
7	Schedules	NO	IC card	[Delete ]
8	Monitoring records	NO	IC card	[Delete ]
9	Correction records	NO	IC card	[Delete ]
10	Verification records	NO	IC card management.jpg	[Delete ] [Download ]
11	Description document of product	YES	IC card	[Delete ]
[Submit ] [Return ]				

Figure Preview for submission

### 5.1.1 Registration recommended by the competent authority of the located country (region)

Log in to the system with your overseas enterprise account, click "Registration Application" on the left menu, and select the product category involved in your registration.



[Logo] China International Trade Single Window		Registration of Overseas Manufacturing Enterprises of Imported Food		Log in to the mobile APP	BBB001	Exit
Registration of Overseas	1st Page	Registration Application	Stuffed pasta		Close Operation	

Manufacturing Enterprises of Imported Food				
Registration Application	For the registration recommended by the competent authority of the located country (region), please select your product categories			
Integrated Query	Meat and meat products			
Product Category Query	Casings			
	Bird Nest and Bird Nest Products			
	Bee products			
	Eggs and egg products			
	Edible fats and oils			
	Stuffed pasta			
	Grain milling industry products and malt			
	Fresh-kept and dehydrated vegetables and dried beans			
	Seasonings			
	Nuts and seeds			
	Dried fruit			
	Unroasted coffee beans and cocoa beans			
	Special dietary foods (excluding milk-based infant formula foods)			
	Health-care food			
	Dairy products			

[Logo] China International Trade Single Window		Registration of Overseas Manufacturing Enterprises of Imported Food		Log in to the mobile APP	BBB001	Exit
Registration of Overseas Manufacturing Enterprises of Imported Food	1st Page	Registration Application	Stuffed pasta		Close Operation	
Registration Application	Unroasted coffee beans and cocoa beans					
Integrated Query	Special dietary foods (excluding milk-based infant formula foods)					
Product Category Query	Health-care food					
	Dairy products					
	Aquatic products					
	For business registration, please select product category					
	Vegetables and their products (except fresh-kept and dehydrated vegetables)					
	Grain products and other products					
	Tea					
	Nuts and seed products					
	Alcohol					
	Beverages and frozen beverages					
	Biscuits, pastries, bread					
	Sugars (including raw sugar, table sugar, lactose, syrup, etc.)					
	Seasonings (not including table sugar)					
	Roasted coffee beans, cocoa beans and their products (excluding chocolate)					
	Fruit products					
Other miscellaneous food						

Figure Product selection in registration application

The overseas manufacturing enterprises of 18 categories of imported food including meat and meat products, casings, aquatic products, dairy products, bird nest and bird nest products, bee products, eggs and egg products, edible fats and oils, stuffed pasta, edible grains, grain milling industrial products and malt, fresh-kept and dehydrated vegetables and dried beans, seasonings, nuts and seeds, dried fruits, unroasted coffee beans and cocoa beans, special dietary foods, health-care foods, etc., shall be recommended to GACC for registration by the competent authority of the located country (region).

The overseas manufacturing enterprises of imported food other than the above-mentioned 18 categories shall file a self-application to GACC for registration.

#### 5.1.1.1 Introduction To The Registration Procedure (Taking plant-based stuffed pasta as an example)

Registration Procedure:

##### 1. General Approving Procedure

Input information -> Preview -> Submit to the competent authority -> Recommendation by the competent

authority -> Approval by GACC (registration number of food in China assigned).

## 2. The Procedure When Requested By The Competent Authority for supplementary and corrective actions

Input information -> Preview -> Submit to the competent authority -> Competent authority requests supplements and corrections -> Modify the application and resubmit to the competent authority -> Recommendation by the competent authority -> Approval by GACC (registration number of food in China assigned).

## 3. The Procedure When Rejected By GACC OR The Competent Authority (Denied to recommend)

Input information -> Preview -> Submit to the competent authority -> The competent authority denies to recommend (Please check the reasons for rejection through "Integrated Query Function - Application Query")

### Tips:

For applications that are denied to recommended by the competent authority shall not be resubmitted after making modifications to the original application form. However, it is allowed to file a new application again.

The main functions:

1. Save Temporarily: save the enterprise profile, manufacturing-related information, self-inspection, and attachment information currently entered. Data saved temporarily can be deleted or submitted to the competent authority.

[Logo] China International Trade Single Window			Registration of Overseas Manufacturing Enterprises of Imported Food			Log in to the mobile APP		BBB001		Exit	
Registration of Overseas Manufacturing Enterprises of Imported Food		1st Page	Registration Application	Stuffed pasta	Application Form Query		Stuffed pasta		Close Operation		
Registration Application		Enterprise Profile		Manufacturing-Related Information		Self-Inspection		Attachment Information			
Integrated Query		[Save Temporarily]	[Delete]	Currently in the state of Temporary Saving							
Application Form		Enterprise Profile									

Query			
Product Category Query	Located Country (Region):	Registration number approved by the competent authority of the located country (region):	Name of the registration approving authority in the located country (region):
	China-China	30	66
	Registration Number (In China) :	Registration Date (In China) :	Registration Expiration Date (In China) :
	*Name of the registration approving authority in the located country (region):	*Plant Establishment Date:	*Enterprise Name:
	COMPETENTTEST	2021-10-08	BB1
	*State/Province/Territory	*Enterprise Address:	
		dz	
	*Legal Representative's Name:	*Legal Representative's Title:	*Contact Person:
	dsfas	zhiwu	sdf
	*Contact Number:	*Contact Email:	Date of Renovation and Expansion:
	136202223113	sf@1.com	2021-10-14
	Description of renovation and expansion projects		
	Description		
	Remarks		
	Remarks		

Figure Enterprise Profile

2. Preview. After completing the input, click the [Preview] button at the bottom of the "Attachment Information Page" to switch the page to the preview mode, in which the four pages of forms are merged and displayed. This is in preparation for submission to the competent authority.

[Logo] China International Trade Single Window			Registration of Overseas Manufacturing Enterprises of Imported Food			Log in to the mobile APP		BBB001		Exit	
Registration of Overseas Manufacturing Enterprises of Imported Food		1st Page	Registration Application	Stuffed pasta	Application Form Query		Stuffed pasta		Close Operation		
Registration Application		Enterprise Profile		Manufacturing-Related Information		Self-Inspection		Attachment Information			
Integrated Query		[Save Temporarily]	[Delete]		Currently in the state of Temporary Saving						
Application Form Query		Attachment Information									
Product Category Query		Tips: You can upload files with the suffix name jpg / jpeg / gif / png / pdf, and the size of a single file shall not exceed 4M.									
		Serial	Attachment Type			Upload Required?		Document Name		Operation	
		1	Certificate of manufacturing license issued by the			YES		Penguins.jpg		[Delete]	
		2	Photos of products to be exported to China			YES		IC card		[Delete]	
		3	Enterprise Statement			YES		-		-	
		4	GMO safety certificate for raw materials			YES		-		-	
		5	Non-GMO certifications for raw materials			NO		-		-	
		6	Hazard analysis worksheet			NO		IC card		[Delete]	
		7	Schedules			NO		IC card		[Delete]	
		8	Monitoring records			NO		IC card		[Delete]	
		9	Correction records			NO		IC card		[Delete]	
		10	Verification records			NO		IC card		[Delete]	
		11	Description document of product			YES		IC card		[Delete]	



	<a href="#">[ Previous page ]</a> <a href="#">[ Preview ]</a>
--	---

Figure Entry of Attachment Information

3. Submit. After clicking [Preview], the [Submit] button appears at the bottom of the interface. Click [Submit] to submit the temporarily saved registration application data to the competent authority for review.

序号	附件类型	是否必填	文件名称	操作
1	所在国家主管当局颁发的许可生产证明	是	Penguins.jpg	[Delete] [Download]
2	拟输华产品照片	是	IC卡管理.jpg	[Delete] [Download]
3	企业声明	是	-	-
4	原料的转基因生物安全证书	否	-	-
5	原料的非转基因证明材料	否	-	-
6	危害分析工作单	否	IC卡管理.jpg	[Delete] [Download]
7	计划表	否	IC卡管理.jpg	[Delete] [Download]
8	监控记录	否	IC卡管理.jpg	[Delete] [Download]
9	检测记录	否	IC卡管理.jpg	[Delete] [Download]
10	验证记录	否	IC卡管理.jpg	[Delete] [Download]
11	产品生产/加工工艺说明文件	是	IC卡管理.jpg	[Delete] [Download]

[Logo] China International Trade Single Window			Registration of Overseas Manufacturing Enterprises of Imported Food		Log in to the mobile APP	BBB001	Exit
Registration of Overseas Manufacturing Enterprises of Imported Food	1st Page	Registration Application	Stuffed pasta	Application Form Query	Stuffed pasta	Close Operation	
Registration Application	<a href="#">Upload Attachment</a>						
Integrated Query							
Application Form Query	<a href="#">Attachment Information</a>						
Product Category Query	Tips: You can upload files with the suffix name jpg / jpeg / gif / png / pdf, and the size of a single file shall not exceed 4M.						
	Serial	Attachment Type		Upload Required?	Document Name	Operation	
	1	Certificate of manufacturing license issued by the		YES	Penguins.jpg	<a href="#">[Delete]</a>	
	2	Photos of products to be exported to China		YES	IC card	<a href="#">[Delete]</a>	
	3	Enterprise Statement		YES	-	-	
	4	GMO safety certificate for raw materials		YES	-	-	
	5	Non-GMO certifications for raw materials		NO	-	-	
	6	Hazard analysis worksheet		NO	IC card	<a href="#">[Delete]</a>	
	7	Schedules		NO	IC card	<a href="#">[Delete]</a>	
	8	Monitoring records		NO	IC card	<a href="#">[Delete]</a>	

	9	Correction records	NO	IC card	[Delete]
	10	Verification records	NO	IC card	[Delete]
	11	Description document of product	YES	IC card	[Delete]
	[Submit] [Return]				

Figure Preview for submission

4. Return: switch to the paged entry viewing mode. Exit from the preview mode.

5. Delete. After the data has been entered and temporarily saved, clicking on [Delete] button will make the system delete the current data. The data deleted is not able to be recovered.

#### 5.1.1.2 Entry Instructions

Fields marked with \* in the interface are mandatory. The main fields are described as follows:

The screenshot displays the 'Registration of Overseas Manufacturing Enterprises of Imported Food' interface. The form includes the following fields:

- Enterprise Basic Information:** Located Country (Region), Main Management License Number, Registration Institution Name, (Overseas) Registration Number, (Overseas) Registration Time, (Overseas) Registration Validity, \*Located Country (Region) Management Institution Name, \*Plant Name, \*Enterprise Name, \*Use/Region, \*Enterprise Address, \*Authorized Representative Name, \*Authorized Representative Position, \*Authorized Representative ID, \*Authorized Representative Phone, \*Authorized Representative Email, \*Authorized Representative Date.
- Registration Details:** \*Enterprise Name, \*Enterprise Address, \*Authorized Representative Name, \*Authorized Representative Position, \*Authorized Representative ID, \*Authorized Representative Phone, \*Authorized Representative Email, \*Authorized Representative Date.
- Remarks:** A text area for additional information.

The status at the top indicates 'Currently in temporary saving state'.

[Logo] China International Trade Single Window			Registration of Overseas Manufacturing Enterprises of Imported Food		Log in to the mobile APP		BBB001	Exit	
Registration of Overseas Manufacturing Enterprises of Imported Food	1st Page	Registration Application	Stuffed pasta	Application Form Query		Stuffed pasta		Close Operation	
Registration Application	Enterprise Profile		Manufacturing-Related Information		Self-Inspection		Attachment Information		
Integrated Query	[Save Temporarily]	[Delete]	Currently in the state of Temporary Saving						
Application Form Query	Enterprise Profile								
Product Category Query	Located Country (Region):		Registration number approved by the competent authority of the			Name of the registration approving authority in the located			

	located country (region):	country (region):
China-China	30	66
Registration Number (In China) :	Registration Date (In China) :	Registration Expiration Date (In China) :
*Name of the registration approving authority in the located country (region):	*Plant Establishment Date:	*Enterprise Name:
COMPETENTTEST	2021-10-08	BB1
*State/Province/Territory	*Enterprise Address:	
	dz	
*Legal Representative's Name:	*Legal Representative's Title:	*Contact Person:
dsfas	zhiwu	sdf
*Contact Number:	*Contact Email:	Date of Renovation and Expansion:
136202223113	sf@1.com	2021-10-14
Description of renovation and expansion projects		
Description		
Remarks		
Remarks		

Figure Enterprise registration application interface 1

The screenshot displays the 'Imported Food Overseas Production Enterprise Registration' interface. The top navigation bar includes the 'China International Trade Single Window' logo and user information (BBB001). The left sidebar lists various functions: 'Registration Application', 'Product Inquiry', 'Product Registration', 'Registration Application', 'Product Inquiry', and 'Product Registration'. The main content area features a registration form with the following fields:

- \*Legal Representative Name: dsfas
- \*Legal Representative Title: zhiwu
- \*Contact Person: sdf
- \*Contact Number: 136202223113
- \*Contact Email: sf@1.com
- Renovation/Expansion Date: 2021-10-14
- Description of renovation and expansion projects: (empty text area)
- Description: (empty text area)
- Remarks: (empty text area)
- Remarks: (empty text area)

Below the form, there is a section for 'Product Registration/Added Product' with a table listing products:

序号	新增申报产品	HS/CIO编码	品牌名称	拉丁字母	申报生产/加工能力	实际生产/加工能力	操作
1	冷冻产品	1902200000111	品牌	ssjk	101	100	删除 编辑
2	冷冻产品2	1902200000109	品牌	161818	12	100	删除 编辑

At the bottom, there are links for 'Previous Page' and 'Next Page'.

[Logo] China International Trade Single Window		Registration of Overseas Manufacturing Enterprises of Imported Food			Log in to the mobile APP	BBB001	Exit
Registration of Overseas	1st Page	Registration Application	Stuffed pasta	Application Form Query	Stuffed pasta	Close Operation	

Manufacturing Enterprises of Imported Food							
Registration Application	*Legal Representative's Name:		*Legal Representative's Title:			*Contact Person:	
Integrated Query	dsfas		zhiwu			sdf	
Application Form Query	*Contact Number:		*Contact Email:			Date of Renovation and Expansion:	
Product Category Query	136202223113		sf@1.com			2021-10-14	
	Description of renovation and expansion projects						
	Description						
	Remarks						
	Remarks						
	Certificate of manufacturing license issued by the competent authority of the located country						
	<a href="#">[Upload Attachment]</a>						
	<a href="#">Products to be registered/added to China</a>						
	<a href="#">[+Add]</a>						
	Serial Number	Specific products to be exported to China	HS/CIQ Code	Brand Name	Scientific Name in Latin	Designed annual manufacturing / processing capacity	Actual manufacturing / processing capacity
1	Specific product 1	1902200000111	Brand	sksjk	101	100	<a href="#">[Edit]</a> <a href="#">[Delete]</a>
2	Specific product 2	1902200000109	Brand	181818	12	100	<a href="#">[Edit]</a> <a href="#">[Delete]</a>
Showing the 1st to 2nd records, 2 records in total							

**Figure Enterprise Registration Application Interface 2**



Product Category Query	*Specific products to be exported to China:	
	*Brand Name:	"None", if you do not have
	*Scientific name in Latin:	"None", if you do not have
	Number of storage warehouses:	Input is required when "Storage" is selected as the manufacturing type
	Storage capacity (cubic meters):	Production type selection and storage need to be filled in
	Designed annual manufacturing / processing capacity (tons/year):	
	[Save] [Reset]	

Figure The input interface of products to be registered / added in China

- Products to be registered / added in China: mandatory field. Click [Add] to open the input interface. Only one piece of product information can be entered once the interface is opened. If you want to input multiple products, you need to enter the products multiple times.

China International Trade Single Window | 进口食品境外生产企业注册

企业基本资料 生产地址信息 企业资质信息 附件信息

近两年对华贸易情况

\*近两年是否有对华贸易:

☐ 是 ☐ 否

近两年出口贸易情况

+Add

序号	出口产品	出口贸易时间	出口贸易国家(地区)	出口产品数量(吨)	操作
1	具体产品	2015	阿鲁巴-Aruba	10	[Edit] [Delete]
2	具体产品	2015	阿鲁巴-Aruba	1	[Edit] [Delete]

显示第 1 到第 2 条记录, 总共 2 条记录

原料/配料信息

+Add

序号	原料/配料名称	原料/配料类型	原料/配料来源国家(地区)	该原料/配料在产品中占比	操作
1	具体产品2	122	阿鲁巴	10	[Edit] [Delete]

显示第 1 到第 1 条记录, 总共 1 条记录

农药使用情况

[Logo] China International Trade Single Window			Registration of Overseas Manufacturing Enterprises of Imported Food		Log in to the mobile APP		BBB001		Exit	
Registration of Overseas Manufacturing Enterprises of Imported Food		1st Page	Registration Application	Stuffed pasta	Application Form Query		Stuffed pasta		Close Operation	
Registration Application		Enterprise Profile		Manufacturing-Related Information		Self-Inspection		Attachment Information		
Integrated Query		[Save Temporarily]	[Delete]	Currently in the state of Temporary Saving						
Application Form Query		Trade with China in the last 2 years								
Product Category Query		*Is there any trade with China in the last 2 years?								
		[ ]Yes [ ]No								
		Export trade situation in the last 2 years								
		[+Add]								
		Serial Number	Products Exported	Export Trade Date	Export Destination Country (Region)		Quantity of Products Exported (Tons)		Operation	
		1	Specific product	2015	Aruba-Aruba		10		[Edit] [Delete]	
		2	Specific product	2015	Aruba-Aruba		1		[Edit] [Delete]	
		Showing the 1st to 2nd record, 2 records in total								
		Raw materials / Ingredients Information								
		[+Add]								
		Serial	Specific	Raw	Raw Material	Country		Proportion		Operation

	Number	product to be exported to China	Material / Ingredient Name	/ Ingredient Type	(Region) of Origin of Raw Materials / Ingredients	of This Raw Material / Ingredient in Product	
	1	Specific product 2	122	GMO	ABW	10	[Edit] [Delete]
	Showing the 1st to 1st record, 1 records in total						
	<a href="#">Use of Pesticides</a>						

Figure Enterprise Registration Application Interface 3

中国国际贸易单一窗口 | 进口食品境外生产企业注册

显示第 1 到第 2 条记录, 总共 2 条记录

序号	具体产品	原料/配料名称	原料/配料类型	原料/配料来源国家(地区)	该原料/配料在产品中占比	操作
1	具体产品2	122	转基因	ABW	10	[Edit] [Delete]

显示第 1 到第 1 条记录, 总共 1 条记录

农药使用情况

☐ 使用过农药 ☐ 未使用农药

生产对应关系

序号	具体产品	关联企业名称	关联企业在国注册编号	操作
无匹配数据				

[Logo] China International Trade Single Window		Registration of Overseas Manufacturing Enterprises of Imported Food		Log in to the mobile APP		BBB001		Exit			
Registration of Overseas Manufacturing Enterprises of Imported Food	1st Page	Registration Application		Stuffed pasta		Application Form Query		Stuffed pasta		Close Operation	
Registration Application	1	Specific product		2015		Aruba-Aruba		10		<a href="#">[Edit]</a> <a href="#">[Delete]</a>	
Integrated Query	2	Specific product		2015		Aruba-Aruba		1		<a href="#">[Edit]</a> <a href="#">[Delete]</a>	
Application Form Query		Showing the 1st to 2nd record, 2 records in total									
Product Category Query											
		Raw materials / Ingredients Information									
		<a href="#">[+Add]</a>									
	Serial	Specific	Raw Material	Raw Material	Country		Proportion of		Operation		



	Number	product to be exported to China	/ Ingredient Name	/ Ingredient Type	(Region) of Origin of Raw Materials / Ingredients	This Raw Material / Ingredient in Product	
	1	Specific product 2	122	GMO	ABW	10	<a href="#">[Edit]</a> <a href="#">[Delete]</a>
	Display 1st to 1st record, 1 record in total						
	<a href="#">Use of Pesticides</a>						
	<input type="checkbox"/> Pesticides used <input type="checkbox"/> Pesticides not used						
	<a href="#">Manufacturing Correspondence</a>						
	<a href="#">[+Add]</a>						
	Serial Number	Specific product to be exported to China	Name of Affiliated Enterprise	Affiliated Enterprise's Registration Number of the Located Country		Operation	
	No data retrieved						
	<a href="#">[Previous Page]</a> <a href="#">[Next Page]</a>						

Figure Enterprise Registration Application Interface 4

- Trade with China in the last 2 years: mandatory. If "Yes" is selected, it is required; If "No" is selected, it is not required. If "Yes" is selected, the form of "Specific products to be exported to China" pops up. Click [Add] to open the input interface of trade with China in the last 2 years. The parameter options of "Specific products to be exported to China" are derived from the "Specific products to be exported to China" filled in the "Products to be registered / added in China".
- Export trade in the last 2 years (form): optional. Click [Add], and the "Export Products" option, and click the space or the right triangle to call up the parameters. The parameter options of "Specific products to be exported to China" are derived from the "Specific products to be exported to China" filled in the "Products to be registered / added in China".



- Raw materials / ingredients information form: optional. Click [Add] to open the input interface of raw materials / ingredients. The parameter options of "Specific products to be exported to China" are derived from the "Specific products to be exported to China" filled in the "Products to be registered / added in China".
- Use of pesticides information form: mandatory. If "Pesticides not used" is selected, it is not required; if "Pesticides used" is selected, the following use of pesticides information form is required to complete. Click [Add] to open the input interface of use of pesticides information. The parameter options of "Specific products to be exported to China" are derived from the "Specific products to be exported to China" filled in the "Products to be registered / added in China".
- Manufacturing Correspondence: optional. Click [Add] to open the input interface of manufacturing correspondence. The parameter options of "Specific products to be exported to China" are derived from the "Specific products to be exported to China" filled in the "Products to be registered / added in China".

[Logo] China International Trade Single Window		Registration of Overseas Manufacturing Enterprises of Imported Food		Log in to the mobile APP		BBB001		Exit							
Registration of Overseas Manufacturing Enterprises of Imported Food		1st Page	Registration Application	Stuffed pasta	Application Form Query		Stuffed pasta		Close Operation						
Registration Application															
Integrated Query															
Application Form Query															
Product Category Query															
Enterprise Profile										Manufacturing-Related Information		Self-Inspection		Attachment Information	
[Save Temporarily] [Delete]										Currently in the state of Temporary Saving					
Water for Manufacturing and Processing															
*Water Source:															
[ ]Public water supply [ ]Enterprise-owned water source [ ]Other water sources										Please enter a description of other water sources here					
*Whether quality inspection has been conducted on the water used for manufacturing / processing ?:															
[X]Yes [ ]No															
Human Resources															
*Total number of employees		*Number of managing technicians (person)		*Number of official inspection and quarantine personnel on site (person)											
*Agency on site:															
*Please download the Enterprise Statement, sign and seal as required, and upload a scanned copy:															
[Upload Attachments]															
[Previous Page] [Next Page]															

Figure Self-Inspection

- Enterprise statement: You need to download the statement first, sign and seal it, make a scanned copy, and upload it here.

中国国际贸易单一窗口 | 进口食品境外生产企业注册

企业基本信息 生产相关信息 自查情况 附件信息

当前为暂存状态

附件信息

提示：可上传后缀名为.jpg/.jpeg/.gif/.png/.pdf等文件，单个文件大小不能超过4M。

序号	附件类型	是否必填	文件名称	操作
1	所在国家主管当局颁发的许可生产证明	必填	Penguins.jpg	<a href="#">删除</a> <a href="#">下载</a> <a href="#">添加文件</a>
2	拟输华产品照片	必填	-	<a href="#">添加文件</a>
3	企业声明	必填	-	<a href="#">添加文件</a>
4	原料的转基因安全证书	非必填	-	<a href="#">添加文件</a>
5	原料的转基因证明材料	非必填	-	<a href="#">添加文件</a>
6	危害分析工作表	非必填	-	<a href="#">添加文件</a>
7	计划表	非必填	-	<a href="#">添加文件</a>
8	监控记录	非必填	-	<a href="#">添加文件</a>
9	纠正记录	非必填	-	<a href="#">添加文件</a>
10	验证记录	非必填	-	<a href="#">添加文件</a>
11	产品生产/加工工艺说明文件	必填	-	<a href="#">添加文件</a>

[保存](#)

[Logo] China International Trade Single Window			Registration of Overseas Manufacturing Enterprises of Imported Food		Log in to the mobile APP	BBB001	Exit
Registration of Overseas Manufacturing Enterprises of Imported Food	1st Page	Registration Application		Application Form Query	Stuffed pasta		Close Operation
Registration Application	Enterprise Profile		Manufacturing-Related Information		Self-Inspection		Attachment Information
Integrated Query	[Save Temporarily] [EN] [Chinese] <span>Currently in the state of Temporary Saving</span>						
Application Form Query	Attachment Information						
HS Code Query	Tips: You can upload files with the suffix name jpg / jpeg / gif / png / pdf, and the size of a single file shall not exceed 4M.						
	Serial	Attachment Type		Upload	Document	Operation	
	1	Certificate of manufacturing license issued by		Must pass	Penguins.jpg	[Delete]	[Add A File]
	2	Photos of products to be exported to China		Upload	-	-	[Add A File]
	3	Enterprise Statement		Upload	-	-	[Add A File]
	4	GMO safety certificate for raw materials		Not required	-	-	[Add A File]
	5	Non-GMO certifications for raw materials		Not required	-	-	[Add A File]
	6	Hazard analysis worksheet		Not required	-	-	[Add A File]
	7	Schedules		Not required	-	-	[Add A File]
	8	Monitoring records		Not required	-	-	[Add A File]
	9	Correction records		Not required	-	-	[Add A File]
	10	Verification records		Not required	-	-	[Add A File]

	11	Description document of product	Upload	-	-	<a href="#">[Add A File]</a>
						<a href="#">[Preview]</a>

Figure Attachment Information

- Attachment information: the attachments uploaded on the three pages of enterprise profile, manufacturing-related information, and self-inspection are summarized here.

### 5.1.2 Enterprise Self-Registration

For overseas manufacturing enterprises of imported food other than the 18 categories recommended for registration by the competent authority of the located country (region), shall file a self-application to GACC for registration.

Log in to the main page with the enterprise account, and click on the left menu [Registration Application] to select products that could self-apply for registration to GACC. Take "Alcohol - Distilled Liquor and Its Blended Liquor" as an example for description as follows.



[Logo] China International Trade Single Window		Registration of Overseas Manufacturing Enterprises of Imported Food		Log in to the mobile APP	BBB001	Exit
Registration of Overseas Manufacturing Enterprises of Imported Food	1st Page	Registration Application	Application Form Query	Fermented wine and its blended wine		Close Operation
Registration Application						
Integrated Query	<a href="#">Special dietary foods (excluding milk-based infant formula foods)</a>					
Application Form Query	<a href="#">Health-care food</a>					
HS Code Query	<a href="#">Dairy products</a>					
	<a href="#">Aquatic products</a>					
	<a href="#">Vegetables and their products (except fresh-kept and dehydrated vegetables)</a>					
	<a href="#">Grain products and other products</a>					
	<a href="#">Tea</a>					
	<a href="#">Nuts and seed products</a>					
	<a href="#">Alcohol</a>					
	<a href="#">Beverages and frozen beverages</a>					

	Biscuits, pastries, bread
	Sugars (including raw sugar, table sugar, lactose, syrup, etc.)
	Candy, chocolate (including chocolate, cocoa butter substitute chocolate and its products)
	Seasonings (not including table sugar)
	Roasted coffee beans, cocoa beans and their products (excluding chocolate)
	Fruit products
	Other miscellaneous food
	Chinese herbal medicine
	[Next Page]

Figure Product selection in registration application

### 5.1.2.1 Introduction to the Registration Procedure (Alcohol - Distilled Liquor and Its Blended Liquor)

Registration Procedure:

#### 1. General Approving Procedure

Enter information -> Preview -> Submission (to GACC) -> Approval by GACC (obtain the registration number in China)

#### 2. GACC return and supplementation and correction process

Entry Information -> Preview -> Declare -> GACC requires supplements and corrections -> Revise the application and re-declare -> Approval by GACC (obtained the registration number in China)

#### 3. GACC return (registration is not allowed) process

Entry Information -> Preview -> Declare -> GACC is not allowed to register (you can use the integrated query function "GACC receipt" to check the reason for the failure. )

*Tips:*

*If GACC does not approve the registration, it shall not be resubmitted after making amendments on the basis of the original application. However, it is allowed to file a new application again.*

The main functions:

Submit: Declare the registration application data to GACC for review.

Other functions such as Delete and Query are basically the same as those of the application page for the competent authority to recommend registered products to GACC.

### 5.1.2.2 Input instructions

In the interface, the fields with \*are mandatory. The following are descriptions of the main fields:



中国国际贸易单一窗口 | 进口食品境外生产企业注册

企业基本注册 生产信息注册 企业声明 附件上传

**企业基本注册**

\*所在国家（地区）：  
中国-China

\*所在国家（地区）主管当局批准注册编号：  
30

\*所在国家（地区）注册批准机构名称：

(在保) 注册编号：

(在保) 注册日期：

(在保) 注册有效期：

\*企业名称：  
BB1

\*工厂地址：

\*生产场所地址：

\*法定代表人姓名：

\*法定代表人电话：

\*法定代表人邮箱：

\*联系人姓名：

\*联系人电话：

\*联系人邮箱：

改扩建日期：

改扩建项目：

改扩建产品类别：

备注

[Logo] China International Trade Single Window			Registration of Overseas Manufacturing Enterprises of Imported Food		Log in to the mobile APP	BBB001	Exit
Registration of Overseas Manufacturing Enterprises of Imported Food	1st Page	Registration Application	Distilled wine and its blended wine			Close Operation	
Registration Application	Enterprise Profile		Manufacturing-Related Information	Enterprise Statement		Attachment Information	
Integrated Query	[Save Temporarily] [Delete] <span>Currently in the state of Save Temporarily</span>						
Application Form Query	Enterprise Profile						
Product Category Query	*Country (Region):		*Registration number approved by the competent authority of the located country (region):		Name of the registration approving authority in the located country (region):		
	China-China		30				
	Registration Number (In China) :		Registration Date (In China) :		Registration Expiration Date (In China) :		
	*Enterprise Name:		*Plant Establishment Date:		*State/Province/Territory:		
	BB1						
	*Address of manufacturing site:						
	*Legal Representative’s Name:		*Phone of legal representative:		*Legal Representative Email:		
	*Contact Person:		*Contact Number:		*Contact Email:		
	Date of Renovation and Expansion:		Renovation and Expansion Projects:		Renovated and Expanded Manufacturing Facilities:		
	Remarks						

Figure Enterprise Profile 1

**中国国际贸易单一窗口**  
China International Trade Single Window

登录 | 忘记密码 | 帮助中心

进口食品境外生产企业注册

注册申请

企业基本信息

企业名称：

统一社会信用代码：

注册地址：

生产地址：

联系人：

联系电话：

电子邮箱：

备注：

\*所在国家（地区）主管当局颁发的许可生产证明：

[上传文件](#)

拟对华注册/增加的产品

序号	拟输华产品	H/S编码/CN编码	产品名称	贮存库数量	贮存库容量	操作
1	辣椒酱	2103902000999	999	-	-	<a href="#">编辑</a> <a href="#">删除</a>

显示第 1 到第 1 条记录，总共 1 条记录

近2年出口贸易情况

序号	出口货物名称	出口贸易时间	出口贸易地区	操作
无记录数据				

[下一页](#)

[Logo] China International Trade Single Window			Registration of Overseas Manufacturing Enterprises of Imported Food			Log in to the mobile APP		BBB001		Exit					
Registration of Overseas Manufacturing Enterprises of Imported Food		1st Page	Registration Application		Distilled wine and its blended wine				Close Operation						
Registration Application		Date of Renovation and Expansion:			Renovation and Expansion Projects:			Renovated and Expanded Manufacturing Facilities:							
Integrated Query															
Application Form Query		Remarks													
Product Category Query															
		*Licensed manufacturing certificate issued by the competent authority of the located country (region):													
		<a href="#">[Upload Attachments]</a>													
		<a href="#">Products to be registered/added to China</a>													
		<a href="#">[ +Add ]</a>													
		Serial Number		Proposed specific products for China		HS code/CIQ code		product brand		Number of storage warehouses		Storage capacity		Operation	
		1		Wine		2103902000999		999		-		-		<a href="#">[edit delete]</a>	
		Display 1st to 1st record, 1 record in total													

	Export trade situation in the last 2 years				
	<a href="#">[+New]</a>				
	Serial Number	Export specific products	Export Trade Date	Export country or region	Operation
	No data retrieved				
	<a href="#">[Next page]</a>				

Figure Enterprise Profile 2

- The registration number approved by the competent authority of the located country (region): backfilled by the system and it is derived from the "Country (Region) Registration Number" when the enterprise user account made registration.
- Name of the registration and approval authority of the located country (region): The name of the authority that grants the qualification of the enterprise in the country where the enterprise is located. (Optional).
- Registration number ( In China)/ Registration time ( In China) /Validity of registration (in China): The registration qualification number of the enterprise in China granted by GACC after approval. It is not possible to fill in the entry. After the registration application is approved, GACC will give it. The enterprise can obtain the number through the query function of the application form.
- Enterprise name: Completed by the system. Backfilled according to user account information. (Mandatory). Editing operations can be performed here, but modification is not recommended.
- Products to be registered / added in China: mandatory field. After clicking [Add], the entry interface pops up, and multiple product information can be entered.
- Trade with China in the last 2 years: mandatory. If "Yes" is selected, it is required; If "No" is selected, it is not required. Select "Yes" to pop up the form of "Specific products exported to China", and click [Add], and the interface for entering China's trade information for the last 2 years will pop up. The parameter options of "Specific Products Exported to China" come from the "Specific products to be exported to China" filled in "Products to be registered / added in China".

- Export trade in the last 2 years (form): optional. Click [New] - "Export Products" option. Click the space or the triangle on the right to get the parameters, the parameter options of "Specific products exported to China" are derived from the "Specific products to be exported to China" filled in "Products to be registered / added in China".

[Logo] China International Trade Single Window			Registration of Overseas Manufacturing Enterprises of Imported Food		Log in to the mobile APP		BBB001	Exit
Registration of Overseas Manufacturing Enterprises of Imported Food	1st Page	Registration Application	Application Form Query	Stuffed pasta	HS Code Query	Distilled wine and mixed wine		Close Operation
Registration Application	Enterprise Profile		Manufacturing-Related Information		Enterprise Statement		Attachment Information	
Integrated Query	[Temporary][Delete][EN][Chinese] Currently in temporary storage							
Application Form Query	Raw materials / Ingredients Information							
HS Code Query	[+New]							
	Serial Number	product name	Raw Material / Ingredient Name	Country of origin	The ratio of the raw material/ingredient in the product		Operation	
	No data retrieved							
	Manufacturing Correspondence							
	[+New]							
	Serial Number	Specific product to be exported to China	Name of Affiliated Enterprise	Whether the affiliated enterprise has obtained the registration number of the country where it is located	Affiliated Enterprise’s Registration Number of the Located Country	Whether the affiliated enterprise is qualified to be registered in China		Operation

1	Alcohol	11111	1	11	1	<a href="#">[edit delete]</a>
Showing 1 to 1 of 1 rows						
Water for Manufacturing and Processing						
*Water Source:						
<input type="checkbox"/> Public water <input checked="" type="checkbox"/> Enterprise own water source						
*Whether to test the water quality of manufacturing/processing water:						
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No						
Whether to disinfect the water:						
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No						
Disinfection method of own water source:						
<input type="checkbox"/> Chlorination treatment <input type="checkbox"/> <b>Ozone treatment</b> <input checked="" type="checkbox"/> Other						
Other self-owned water source disinfection treatment methods						

Figure Manufacturing-related information 1

三 品牌

中国国际贸易单一窗口

China International Trade Single Window

登录/移动端 | B80001 | 退出

进口食品境外生产企业注册

注册申请 | 注册审核 | 申请审查表 | 检验报告 | 申报资料目录 | 国家药品监督管理局

进口食品境外生产企业注册

注册申请

综合管理

申请审查表

申报资料目录

Showing 1 to 1 of 1 rows

生产加工用水

\*水源：  
☐ 公共供水 ☒ 企业自有水源  
\*若企业生产加工用水的水源进行填写：  
☒ 是 ☐ 否  
是否对水源进行消毒处理：  
☐ 是 ☒ 否  
是否有水源消毒处理方式：  
☐ 加热处理 ☐ 氯制剂处理 ☒ 其他  
其他自有水源消毒处理方式：

生产加工工艺

\*生产加工工艺：  

3243432

继续上传

人力资源

\*企业员工总数：  

12

\*管理技术人员数量：  

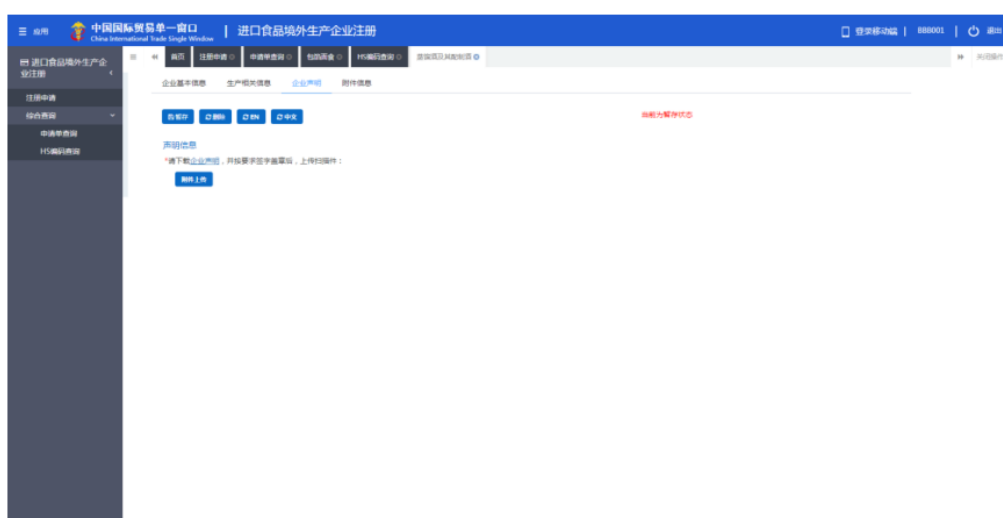
121

[Logo] China International Trade Single Window			Registration of Overseas Manufacturing Enterprises of Imported Food		Log in to the mobile APP	BBB001	Exit
Registration of Overseas Manufacturing Enterprises of Imported Food	1st Page	Registration Application	Application Form Query	Stuffed pasta	HS Code Query	Distilled wine and mixed wine	Close Operation
Registration Application	Showing 1 to 1 of 1 rows						
Integrated Query	<a href="#">Water for Manufacturing and Processing</a>						
Application Form Query	*Water Source:						

HS Code Query	<input type="checkbox"/> Public water <input checked="" type="checkbox"/> Enterprise own water source	
	*Whether to test the water quality of manufacturing/processing water:	
	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
	Whether to disinfect the water:	
	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
	Disinfection method of own water source:	
	<input type="checkbox"/> Chlorination treatment <input type="checkbox"/> <a href="#">Ozone treatment</a> <input checked="" type="checkbox"/> Other	
	Other self-owned water source disinfection treatment methods:	
	<a href="#">Product processing technology</a>	
	Product processing technology	
	32433432	<a href="#">[Upload Attachments]</a>
	<a href="#">Human Resources</a>	
	*Total number of employees	
	12	
	*Number of management and technical staff	
	121	

Figure Manufacturing-related information 2

- Raw materials / ingredients information form: optional. Click [Add] to pop up the raw material/ingredients entry interface. The parameter options of "Specific products to be exported to China" are derived from the "Specific products to be exported to China" filled in "Products to be registered / added in China".
- Manufacturing Correspondence: manufacturing Correspondence: Optional. Click [Add] to pop up the manufacturing relationship entry interface. The parameter options of "Specific products to be exported to China" are derived from the "Specific products to be exported to China" filled in "Products to be registered / added in China".
- Water for manufacturing and processing: select public water or enterprise-owned water source; select the enterprise-owned water source; whether to disinfect the water, the disinfection method of the owned water source becomes mandatory, otherwise it is optional. If other treatment methods are selected, other self-owned water source disinfection treatment methods will become editable and must be filled in.
- Product processing process description: required. The attachment is optional.

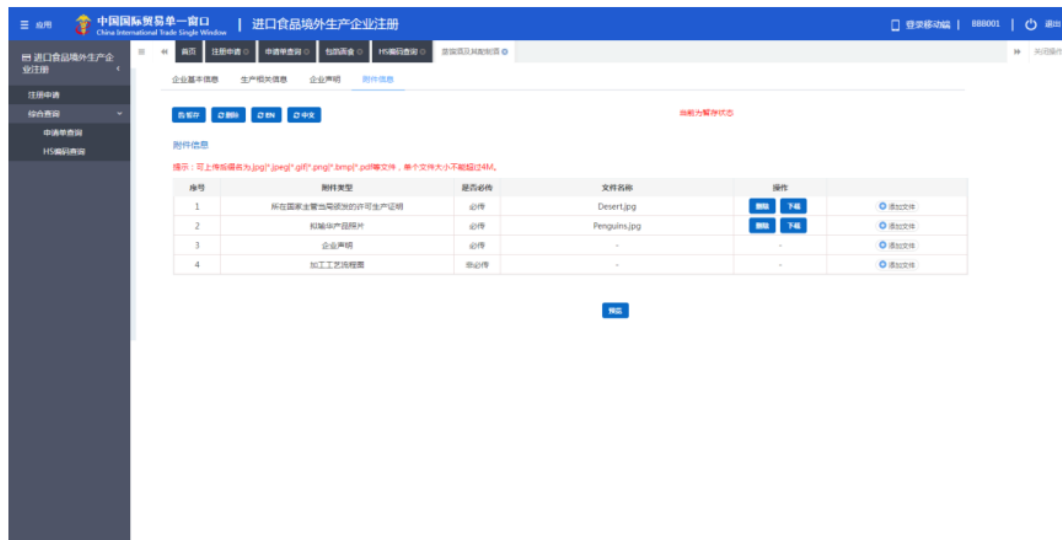


[Logo] China International Trade Single Window			Registration of Overseas Manufacturing Enterprises of Imported Food			Log in to the mobile APP	BBB001	Exit
Registration of Overseas Manufacturing Enterprises of Imported Food	1st Page	Registration Application	Application Form Query	Stuffed pasta	HS Code Query	Distilled wine and mixed wine	Close Operation	
Registration Application	Enterprise Profile		Manufacturing-Related Information		Enterprise Statement		Attachment Information	
Integrated Query	[Temporary][Delete][EN][Chinese] Currently in temporary storage							
Application Form Query	Statement Information							
HS Code Query	*Please download the Enterprise Statement, sign and seal as required, and upload a scanned copy:							
	[Upload Attachments]							

Figure Enterprise Statement

- Enterprise statement: You need to download the statement first, sign and seal it, make a scanned copy, and upload it here.





[Logo] China International Trade Single Window			Registration of Overseas Manufacturing Enterprises of Imported Food			Log in to the mobile APP		BBB001	Exit	
Registration of Overseas Manufacturing Enterprises of Imported Food		1st Page	Registration Application	Application Form Query	Stuffed pasta	HS Code Query		Distilled wine and its blended wine		Close Operation
Registration Application		Enterprise Profile		Manufacturing-Related Information		Enterprise Statement			Attachment Information	
Integrated Query		[Temporary][Delete][EN][Chinese] Currently in temporary storage								
Application Form Query		Attachment Information								
HS Code Query		Tips: You can upload files with the suffix name jpg / jpeg / gif / png / pdf, and the size of a single file shall not exceed 4M.								
		Serial	Attachment Type			Upload	Document	Operation		
		1	Certificate of manufacturing license issued			Upload	Desert.jpg	[Delete]	[ +Add file ]	
		2	Photos of products to be exported to China			Upload	Penguins.jpg	[Delete]	[ +Add file ]	
		3	Enterprise Statement			Upload	-	-	[ +Add file ]	
		4	GMO safety certificate for raw materials			Not required	-	-	[ +Add file ]	
		[Preview]								

Figure Attachment Information

- Attachment information: summarize the attachment information of the three forms of enterprise profile, manufacturing-related information, and self-inspection. Editing operations can be performed here.

## **5.2 Comprehensive query**

### **5.2.1 Application form query**

Provide queries on various application forms. Users of overseas enterprises can enter the query conditions to query the applications submitted by their enterprises, including application information, recommendations by the competent authority, and reviews by GACC.

For temporary storage, unsuccessful declaration, and supplementary certificate, you can click [View] to enter the application details page for editing.

Click on the left menu " Integrated Query - Application Form Query " to expand the business menu. (As shown below)

The screenshot displays the 'Registration of Overseas Manufacturing Enterprises of Imported Food' interface. It includes a search bar with fields for 'Application Type', 'Application Number', and 'Product Category'. Below the search bar is a table listing applications with columns: Serial Number, Application Number, Registration Number, Application Time, Product Category, Application Type, Application Status, Receipt Status, Agency Receipt Status, Data Location, and Operation. The table shows five entries with application numbers SPE20210000078063, SPE20210000043979, SPE20210000043969, SPE20210000003619, and SPE20210000003615. The sidebar on the left contains links for 'Registration', 'Application', and 'Query'.

[Logo] China International Trade Single Window				Registration of Overseas Manufacturing Enterprises of Imported Food				Log in to the mobile APP		BBB001		Exit	
Registration of Overseas Manufacturing Enterprises of Imported Food	1st Page			Registration Application	Stuffed pasta	Application Form Query		Stuffed pasta		Close Operation			
Registration Application	User information management												
	application type				application time				application time				
	All												
	Product Category												
Integrated Query													
Application Form Query	[Query][Reset]												
	Serial Number	Application serial number	Registration number in China	application time	Product Category	application type	application status	GAC receipt	Agency receipt	Data location	Operation		
	1	Spe202100000078063	-	2021-11-08 11:12:57	Others (complementary food supplements, sports nutrition foods, etc.)	Registration Application	Enterprise temporary storage	Check	Check	Enterprise	[Check]		
	2	SPE202100000043979	-	2021-11-13 12:57:03	Health-care food	Registration Application	Enterprise temporary	Check	Check	Enterprise	[Check]		

							storage				
3	SPE202100000043969	-	2021-10-26 10:53:54	Supplementary foods for infants and young children	Registration Application	Enterprise temporary storage	<a href="#">Check</a>	Check	Enterprise	[Check]	
4	SPE202100000003619	-	2021-10-26 09:13:53	Unroasted coffee beans	Registration Application	Enterprise temporary storage	<a href="#">Check</a>	Check	Enterprise	[Check]	
5	SPE202100000003615	-	2021-10-24 20:15:58	Soy-based infant formula food	Registration Application	Enterprise temporary storage	<a href="#">Check</a>	Check	Enterprise	[Check]	

Display 1st to 2nd records, a total of 5 records 每页显示 5 条记录。 < 1 | 2 | 3 | 4 | 5 | ... | 8 | >

Figure Application Form Query

## Operating procedures:

1. Select the query conditions, click [Query]. According to the query conditions, the query results are listed in the list below.

2. Click the [View] button in the data operation column to open the application form and display the details. You can view the application progress in the upper right corner of the details page. According to the status of the application form, there are the following situations:

(1) For the status of enterprise's Save Temporarily, and Supplementation and Correction, the application forms can be edited, modified and declared.

(2) If products that enterprises can apply to GACC are in the state of "Failed to send to GACC", or "GACC warehousing failed", it can be edited and re-declared (see the appendix at the end of this article for detailed status explanation). If the competent authority recommends to GACC to apply for registration of products in the status of "Failed to send to GACC", or "GACC warehousing failed", it cannot be modified or declared.

The screenshot shows the 'Registration of Overseas Manufacturing Enterprises of Imported Food' page. It includes a sidebar with navigation options like 'Registration Application', 'Enterprise Profile', 'Manufacturing-Related Information', 'Enterprise Statement', and 'Attachment Information'. The main area contains a form with fields for:
 

- Enterprise Basic Information: Country (China), Registration Number (30), and Name of the registration authority (66).
- Registration Details: Registration Number in China, Registration Date in China, and Registration Expiration Date in China.
- Competent Authority: Name of the competent authority in the located country (region) and Plant Establishment Date.
- Enterprise Information: Enterprise Name and Enterprise Address.
- Contact Information: Legal Representative's Name, Title, and Contact Person, as well as Contact Number and Date of Renovation and Expansion.

[Logo] China International Trade Single Window			Registration of Overseas Manufacturing Enterprises of Imported Food		Log in to the mobile APP	BBB001	Exit
Registration of Overseas Manufacturing Enterprises of Imported Food	1st Page	Stuffed pasta				Close Operation	
Registration Application	Enterprise Profile		Manufacturing-Related Information	Enterprise Statement		Attachment Information	
Integrated Query	[Save Temporarily] [Delete] <span>Currently in the state of Save Temporarily</span>						
Application Form Query	Enterprise Profile						
	*Country (Region):		*Registration number approved by the competent authority of the located country (region):		Name of the registration approving authority in the located country (region):		
	China-China		30		66		
	Registration Number (In China) :		Registration Date (In China) :		Registration Expiration Date (In China) :		
	*Name of the competent authority in the located country (region):		*Plant Establishment Date:		*enterprise Name		
	COMPETENTTEST		2021-10-08		BB1		
	*Enterprise Address:						
	dz						
	*Legal Representative’s Name:		*Legal Representative’s Title:		*Contact Person:		
	dsfas		zhiwu		sdf		
	*Contact Number:		*Contact Number:		Date of Renovation and Expansion:		
	136202223113		sf@1.com		2021-10-14		

	Reconstruction and expansion project description:		
	Description		
	Remarks		
	Remarks		

Figure Enterprise Profile (Save Temporarily status)

(3) Application forms in the status of submitted to the competent authority, submitted to the GACC (recommended), returned to the enterprise (not recommended), sent to GACC successfully, GACC warehoused successfully, approval failed, approved, accepted, rejected, cancelled, suspended, and rectified, can not be edited, modified and declared.

The screenshot shows the 'Enterprise Profile' form in the CITSW portal. The form is titled 'Enterprise Profile' and is in the 'Save Temporarily' status. The form contains the following fields:

- \*Country (Region): China-China
- \*Registration number approved by the competent authority of the located country (region): 30
- Name of the registration approving authority in the located country (region): 30
- \*Registration Number (In China):
- \*Registration Date (In China):
- \*Registration Expiration Date (In China):

[Logo] China International Trade Single Window		Registration of Overseas Manufacturing Enterprises of Imported Food		Log in to the mobile APP	BBB001	Exit
Registration of Overseas Manufacturing Enterprises of Imported Food	1st Page	Stuffed pasta	Application Form Query	Distilled wine and its blended wine		Close Operation
Registration Application	Enterprise Profile		Manufacturing-Related Information	Enterprise Statement		Attachment Information
Integrated Query	[Save Temporarily] [Delete] <span>Currently in the state of Save Temporarily</span>					
Application Form Query	Enterprise Profile					
	*Country (Region):		*Registration number approved by the competent authority of the located country (region):		Name of the registration approving authority in the located country (region):	
	China-China		30		30	
	Registration Number (In China) :		Registration Date (In China) :		Registration Expiration Date (In China) :	

### 5.3 Product category query

This module provides the function that uses HS Code or product name to query the product category. It supports unconditional, one condition alone, or two conditions at the same time query. The query results are displayed in the form of a list, and the number of single-page query results can be customized.

Reset: Click [Reset] to clear the query conditions.



[Logo] China International Trade Single Window		Registration of Overseas Manufacturing Enterprises of Imported Food		Log in to the mobile APP	BBB001	Exit
Registration of Overseas Manufacturing Enterprises of	1st Page	Registration Application	Distilled wine and its blended wine	Product Category Query	Close Operation	

Imported Food					
Registration Application	<a href="#">Filter condition</a>				
Integrated Query	HS code			product name	
Product Category Query					
	<a href="#">[Query]</a> <a href="#">[Reset]</a>				

Serial Number	HS code	product name	Inspection and Quarantine Code	Inspection and Quarantine Name	Product Category	Is it officially recommended
1	0710809090	Frozen unlisted vegetables	134	Frozen unlisted vegetables (whether steamed or not) (frozen XX heads)	Vegetables and their products (except insurance and dehydrated vegetables)	NO
2	0710809090	Frozen unlisted vegetables	135	Frozen unlisted vegetables (whether steamed or not) (frozen lily)	Vegetables and their products (except insurance and dehydrated vegetables)	NO
3	0710809090	Frozen unlisted vegetables	136	Frozen unlisted vegetables (whether steamed or not) (frozen golden needles)	Vegetables and their products (except insurance and dehydrated vegetables)	NO
4	0710809090	Frozen unlisted vegetables	137	Frozen unlisted vegetables (whether steamed or not) (frozen asparagus)	Vegetables and their products (except insurance and dehydrated vegetables)	NO
5	1901900000	Foods such as malt extract and grain flour and dairy foods	101	Foods such as malt extract and grain flour and dairy foods (powder with skimmed cocoa content <40% by weight, starch, and wheat refined ; dairy products with skimmed cocoa content <5% by weight) (other frozen beverages)	Frozen drinks and their preparation materials, edible ice	NO
Display 1st to 2nd records. Total 5 records per page           < 1   2   3   4   5   ...   1000   >						

Figure Product Category Query



## Appendix: System Status Description

Status	Description
Save Temporarily	Save the input information to the local
Submit ( Competent authority)	The application is submitted to the competent authority, waiting for the competent authority to review
Submit ( GACC)	1. The competent authority recommends the enterprise application to GACC 2. The enterprise submits the application to GACC
Not recommended	GACC or the competent authority users approve and return the application to the enterprise
Successfully sent to GACC	In the system processing link, the application recommended by the competent authority or submitted by the enterprise has been successfully sent to GACC
Failed to send to GACC	In the system processing link, the application recommended by the competent authority or submitted by the enterprise is not sent to GACC normally due to network or other abnormalities in the process of sending to GACC
GACC warehousing is successful	In the system processing link, GACC successfully received the data
GACC warehousing failed	In the system processing link, GACC failed to receive data
Accept	GACC accepted the application and entered the review stage.
Inadmissible	GACC did not accept the application and did not enter the approval stage, and the application was returned.
Supplements and corrections	1. The submitted application does not meet the requirements, GACC will return the application and request the enterprise or the competent authority to modify the application 2. The competent authority returns the enterprise application and requires the enterprise to modify the application
Approval failed	GACC rejected the application recommended by the competent authority or submitted by the enterprise
Approved	The overseas manufacturing enterprises of imported food meet the requirements, and GACC shall register and give the registration number in China
Revoked	Initiated by GACC to cancel the registration in China of a enterprise that has been registered in China
Suspended	For registered enterprises, GACC suspends their food exports to China until the rectification meets the registration requirements
Rectified	If an overseas manufacturing enterprise of registered imported food no longer meets the registration requirements, GACC requires it to make rectification within the prescribed time limit, and during the rectification period, the food import of the relevant enterprise shall be suspended. IF the enterprise completes the rectification within the prescribed time limit, it shall submit a written rectification report and a written statement of compliance with the registration requirements to GACC.