Trade Notice

Online filing of applications for meat plant registration by APEDA
(Live from 1st April, 2017)*

As you are aware, Govt. of India is taking various steps for trade facilitation and ease of doing business. In our endeavor to move forward towards paperless processing, it has been decided to introduce the online system for registration and renewal of integrated meat plants, meat processing plants and slaughter houses.

The Salient features of the system are:
1. 100% Online filing and processing of applications
2. Integrated payment gateway to transfer the fee online
3. Alerts at each step of processing allows the applicant to know as soon as any deficiency is reported in the application submitted
4. Applicants can submit additional information online that has been sought by APEDA
5. Certificates are generated with Digital Signatures so applicants can download the validated soft copy from their login. No need to collect the copy of the certificates physically.

Step – 1
The online link for registering/renewal of the meat plants is under MEMBER ACCESS – Unit Registration on APEDA's website.

Step – 2
For registration and renewal of meat plant, the exporter needs to access the application form through logging by their RCMC Number credentials. The user ID and password issued at the time of registration will be applicable for filing the application for a new meat plant or existing meat plant. In case of new plant registration it is required to register first and login with the credentials created during registration.

Step – 3
Fill up the required registration details.

Step – 4
In case of partial filling, please save the file for later time to complete the form at a later stage.

Step – 5
Submit application to APEDA, an acknowledgement no. will be generated for future reference.

For the convenience of users, a user manual is placed on the login page which can be downloaded for clear understanding of step wise process alongwith screenshots before filing the application. It is also envisaged that first time users may face problems while filing the application. **You may file your query in the Helpdesk.**

* No offline application for renewal/registration of meat processing plant/integrated plant and slaughter houses will be accepted w.e.f. 1st April, 2017.

It is also planned to hold outreach session to resolve any unsettled problem during interaction with exporters. In view of that, APEDA will organize the session for meat plants as required by the industry in the APEDA offices as follows:

1. UP, Haryana and North Indian states – APEDA Delhi Headquarter
2. Maharashtra – APEDA Mumbai Regional Office
3. Andhra Pradesh, Telangana and Karnataka – APEDA Hyderabad/Bangalore Regional Office
4. East and North East India – APEDA Kolkata Regional Office

The date, time and exact venues of training / awareness session will be intimated to each registered meat plant in due course by email.

Exporters are therefore requested to apply for registration through the online application system only as per details provided above in the notice.