

China Import Food Enterprise Registration (CIFER)

User manual

Service économique régional à Pékin

Ambassade de France en Chine

V1.0 (23 November 2021)

This user manual intends to be a technical guide for helping operators to self-register their plant in CIFER, according to the obligations of decree 248 of GACC.

Information on this decree 248 are presented elsewhere, when they are provided by GACC.

This manual may be updated in the future, according to new developments and information provided by GACC on this procedure of self-registration.

NB:

Chrome has some problems with creating the account.

*When filling in the blanks accordingly, you must answer questions with red * marks (compulsory questions).*

Part I. Create an account

Step 1.

Open the link <https://cifer.singlewindow.cn>

Click “**Create an account**”.

进口食品境外生产企业注册管理系统
China Import Food Enterprises Registration

LOGIN OR REGISTER

Username

Password

Enter Code Shown in Image

Sign in

Create an account

Not a Overseas Manufacturing Enterprise? [Click Here.](#)

Attention:

- Username: 6-18 letters, or a combination of letters and numbers;
- Password: Any combination of 8-16 uppercase and lowercase letters, numbers and symbols or more;
- Approval number (obligatory): may be the sanitary number given by the national competent authorities or SIRET number (for French companies).

Step 2.

Choose “EN” version here and fill the blanks with necessary information. Fill in the blanks with red star * on the left and “located country (region) register number”.

For “located country/region”, choose “FRA” which means France (see below).

Please make sure to fill you SIRET number in “Located country (region) register number”.

Abroad Enterprise Registration

EN 中

ENTERPRISE NAME/ADDRESS INFORMATION

*Account Name

*Password

*Confirm password

*Located Country(Region) 请选择地区(Please select a country) ▼

Located Country(Region) Register Number !

*Workplace

... ..

ENTERPRISE NAME/ADDRESS INFORMATION

*Account Name BNICGabrielle8

*Password

*Confirm password

*Located Country(Region) 请选择地区(Please select a country) ▼

Located Country(Region) Register Number FIN-芬兰
FJI-斐济
FLK-福克兰群岛(马尔维纳斯)
FRA-法国 !

*Workplace FRA-法国

Work Department FRO-法罗群岛

Job Title FSM-密克罗尼西亚(联邦)
GAB-加蓬

*Contacts GAM-盖比群岛

*Contact Mobile GER-英国

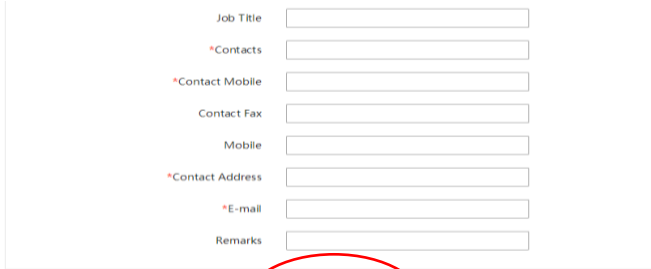
Contact Fax GEO-格鲁吉亚
GGY-根西岛

Step 3.

When finishing filling the form, roll the page down then you can see the picture below.

Click the button “**Register now**”.

You can then create an account.



A registration form with the following fields: Job Title, *Contacts, *Contact Mobile, Contact Fax, Mobile, *Contact Address, *E-mail, and Remarks. Below the form is a blue bar with a "Register now" button circled in red.

The picture below indicates that you have successfully completed the creation of account. Click **Log in** to start.

注册完成 Creation of account completed

尊敬的用户，恭喜您注册成功！接下来您可以登录系统，完善信息

登录系统

Log in

Part II Preparation for the registration following 248 for overseas manufactures

Step 4.

When already having an account, please login with the link <https://cifer.singlewindow.cn>

Enter your user name, password of your account, then insert the “verification code” showed in the frame on the right (see the yellow circle). It may not be quite clear. If you can't recognize it, please click the picture then it will refresh to create a new one.

When you fill all the information, please click “Sign in” to log in.

Step 5.

The first page of the system is shown below. You may use auto-translation to translate the page in English or French.

Otherwise you may see:

| 发布日期 | 发布者 |
|------------|------------|
| 2020/09/23 | 中国电子口岸数据中心 |
| 2018/11/30 | 中国电子口岸数据中心 |

- Registration application: create a new application;
- Comprehensive inquiry: just a title;
- Application inquiry searching: check your existing application;
- Products categories inquiry: check the HS code of your products.

Step 6.

Click the index circle “Registration application” on the left. (red circle).



Step 7.

1. When you see the page below, please use auto-translation of webpage to identify the category of your product, or refer to a detailed translation later in this manual;
2. You can roll down the page to find more categories;
3. Click the blue word indicating your category;
4. Click the relevant sub-category to choose the specific category of your product.



Hereunder, an example of how to choose a distilled spirit category has been done for you.

Example:

Roll down the page and find the category as “**酒类**” (alcoholic beverages), then click it.



After clicking, you may see a sub-category appearing on the page:



Choose the second one in the middle which is distilled spirit and its integrated alcoholic beverages (red circle above).

Detailed translation of different categories concerning your products.

企业申请注册, 请选择产品类别

蔬菜及其制品(保鲜和脱水蔬菜除外)

- 蔬菜及其制品(保鲜和脱水蔬菜除外)

Registration demand for establishment, please select product category

Vegetable and vegetable product (except fresh and dehydrated vegetables)

°Vegetable and vegetable product (except fresh and dehydrated vegetables)

粮食制品以及其他产品

- 粮食制品以及其他产品

Grain and other related products

°Grain and other related products

茶叶类

- 茶叶类

Tea

°Tea

坚果及籽类制品

- 坚果及籽类制品

Nuts and seed products

°Nuts and seed products

酒类

- 发酵酒及其配制酒 蒸馏酒及其配制酒 其他原酒及食用酒精

Liquor (from left to right)

°Fermented wine & its blended wine

°Distilled wine & its blended wine

°Other original wine and edible alcohol

饮料及冷冻饮品

- 包装饮用水
- 果蔬汁及其饮料
- 蛋白饮料
- 碳酸饮料
- 茶(类)饮料
- 咖啡(类)饮料
- 植物饮料
- 固体饮料
- 其他饮料
- 特殊用途饮料
- 冷冻饮品及其制作料、食用冰

Beverages and frozen drinks (From left to right)

- °Packaged drinking water
- °Fruits and vegetables juices and related beverages
- °Protein drink
- °Carbonated drinks
- °Tea (type) beverage
- °Coffee (type) beverage
- °Plant drink
- °Solid drink
- °Other drinks
- °Special purpose beverages
- °Frozen drinks and their preparation materials, edible ice

饼干、糕点、面包

- 饼干、糕点、面包

Biscuit Pastry Bread

- °Biscuit Pastry Bread

糖类 (包括原糖、食糖、乳糖、糖浆等)

- 原糖
- 食糖
- 乳糖
- 糖浆
- 其他糖

Sugars (including raw sugar, table sugar, lactose, syrup, etc.)

- °Raw sugar °Table sugar °lactose °Syrup °Other sugars

糖果、巧克力 (包括巧克力、代可可脂巧克力及其制品)

- 糖果
- 巧克力
- 其他糖果、巧克力

Candy, chocolate (including chocolate, cocoa butter substitute chocolate and its products)

°Candies °Chocolate °Other sweets, chocolate

调味品 (不包括食糖)

食用盐

酱油

食醋

味精

其他调味品(不包括糖)

Condiments (not including sugar)

°Cooking salt °Soy sauce °Vinegar °MSG °Other seasonings (not including sugar)

经烘焙的咖啡豆、可可豆及其制品(不包括巧克力)

经烘焙的咖啡豆及其制品(不包括巧克力)

经烘焙的可可豆及其制品(不包括巧克力)

Roasted coffee beans, cocoa beans and their products (excluding chocolate)

(From left to right)

°Roasted coffee beans and their products (excluding chocolate)

°Baked cocoa beans and their products (excluding chocolate)

水果制品

果酱

果粉

水果罐头

Fruit products

°Jam fruit °Powder °Canned fruit

其他杂项食品

- 蜜饯
- 膨化食品
- 酿酒原料
- 食品加工用菌种
- 果冻
- 蛋白质及其衍生物
- 棕榈芯

Other miscellaneous of food

(From left to right)

°Candied fruit

°Puffed food

°Brewing ingredients

°Strains for food processing

°Jelly

°Protein and its derivatives

°Palm hearts

中药材

- 中药材

TCM

TCM

Step 8.

You are then directed to this step where you shall provide basic information concerning your establishment:

- On the left side, make sure you are on the Registration application section;
- On the top of this page, make sure you are on Your product category + section. Here the example of spirits category has been done for you.

Then:

- 1) **Fill in the blanks with red star. You can choose to Save for now or Delete** the information provided;

The screenshot shows the 'China International Trade Single Window' (中国国际贸易单一窗口) registration application page for spirits. The page is titled '进口食品境外生产企业注册' (Import Food Foreign Production Enterprise Registration). The sidebar on the left has 'Registration application' selected. The main form area is titled '企业基本信息' (Company Basic Information) and contains the following fields:

- *所在国家(地区): 法国-France Country/Region
- *所在国家(地区)主管当局批准的注册编号: Cognac123 Approval number
- 所在国家(地区)注册批准机构名称: Local authority name
- (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: Company name
- *生产场所地址: Company address
- *建厂时间: Creation time
- *法定代表人姓名: Legal representative name
- *法定代表人电话: Legal representative phone number
- *法定代表人邮箱: Legal representative email

At the top of the form area, there is a 'Save for now ; Delete' button and a status indicator '当前为暂存状态' (Currently in draft status).

Tip: Here you can see the information of Country/Region and Approval number are already inserted automatically according to what you have filled in when creating the account. The blanks in grey are not writable. Please fill other information. **For "Creation time", it's only dated back to 1900-01-01.**

- 2) Roll down the page to fill in more blanks;
- 3) Click **Upload** (yellow circle) to upload company ID file.

进口食品境外生产企业注册

- 注册申请
- 综合查询
- 申请单查询

注册申请

*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：

改扩建生产设施：

备注 Notes

*企业身份证明文件：
附件上传

Company ID document
(Upload button)

拟对华注册/增加的产品

Step 9.

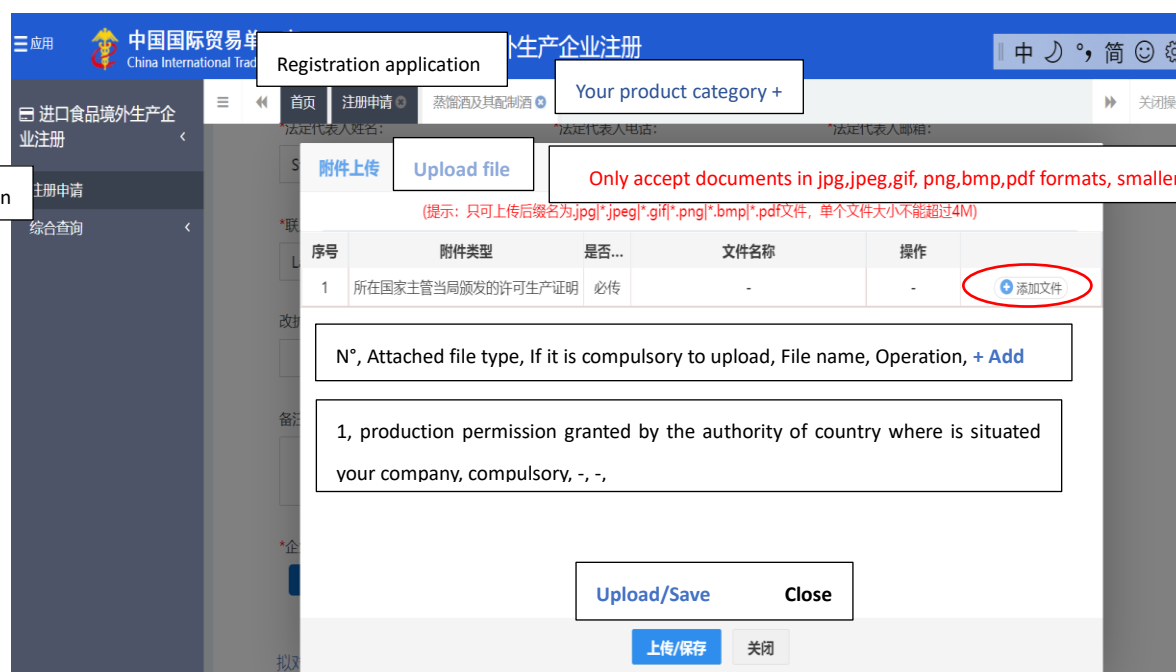
In this step, you need upload your company ID file.

- 1) Click **+ Add** to add the file;
- 2) Then click **Upload/Save** to proceed.

Tip: Operation has nothing to do with you in this step. You can ignore it.

Example:

the file whose type is “production permission granted by the competent authority of the country where is situated your company” need uploading.



Translation of example:

| N° | Attached file type | If it is compulsory to upload | File name | Operation |
|----|--|-------------------------------|-----------|-----------|
| 1 | Production permission granted by the authority of country where is situated your company | Yes | - | Upload |

Step 10.

This is what you will see after you upload the file.

You will see in the line below the file which you have uploaded. Then:

- 1) You can choose to **delete or download** it;
- 2) You can continue to click **+ Add** to upload other files;
- 3) Click **Upload/Save** to proceed.

Example:

The file whose type is “production permission granted by the competent authority of the country where is situated your company” has been uploaded.



Translation of example:

| N° | Attached file type | If it is compulsory to upload | File name | Operation |
|----|--|-------------------------------|--|------------------------------|
| 1 | Production permission granted by the authority of country where is situated your company | Yes | Certification of registration TAC, 556015-0178 89989.pdf | Delete Upload Download |

Step 11.

Then the website will automatically direct you to the page below:

In this step, you need to provide information concerning products to be exported to China.

Click **+ Add 1** to fill in information concerning Products to be registered/added to China.

The screenshot shows the 'China International Trade Single Window' interface for '进口食品境外生产企业注册' (Registration of Foreign Food Production Enterprises for Import). The page is divided into several sections:

- Header:** '中国国际贸易单一窗口 | 进口食品境外生产企业注册' (China International Trade Single Window | Registration of Foreign Food Production Enterprises for Import).
- Sidebar:** '进口食品境外生产企业注册' (Registration of Foreign Food Production Enterprises for Import), with sub-items '注册申请' (Registration Application) and '综合查询' (Comprehensive Query).
- Main Content:**
 - Company identity certificate:** A section for uploading the company identity certificate, with a '+ Upload' button.
 - Products to be registered/added to China:** A section for adding products to be registered/added to China, with a '+ Add 1' button circled in red.
 - Export trade situation in last 2 years:** A section for adding export trade information, with a '+ Add 2' button.
- Table:** A table titled '近2年出口贸易情况' (Export Trade Situation in the Last 2 Years) with columns: '序号' (Serial Number), '出口具体产品' (Exported Product), '出口贸易时间' (Export Trade Time), '出口国家或地区' (Export Destination), and '操作' (Operation). The table contains one row: 'N° Exported product', 'Export time', 'Destination (country/region)', and 'Operation'.
- Buttons:** '下一页' (Next Page) button at the bottom.

Step 12.

Once you click + **Add 1**, you will see the page below, by which you are able to provide concerning products to be registered or added to China.

Attention:

When you choose “nothing” in Production type section, you will see the page below. Only those who choose “storage” as their Production type need fill in the two blanks related to storage situation.

1) You need to fill in the blanks accordingly;

Tip: you cannot enter the HS/CIQ code. You can only choose the code by clicking the button. ↓

2) You need to upload relevant files by clicking + **Upload**;

3) Click **Save** to proceed.

Example: The file to be uploaded are photos of products to be exported to China.

Products to be registered/added to China

拟对华注册/增加的产品 - □ ×

Production type : Produce Processing Storage
生产类型: 生产 加工 贮存

*拟输华具体产品:

*HS编码/CIQ编码:

*产品品牌:

贮存库数量 (个):

贮存库容量 (立方米):

*年设计生产加工能力 (吨/年):

*实际生产/加工能力 (吨/年):

Only accept files in jpg,jpeg,gif, png,bmp,pdf formats, smaller than 4M
(提示: 只可上传后缀名为.jpg|.jpeg|.gif|.png|.bmp|.pdf文件, 单个文件大小不能超过4M)

| 序号 | 附件类型 | 文件名称 | 操作 |
|----|--------------------|-----------|--|
| 1 | 拟输华产品照片 | - | + 添加文件 |
| N° | Attached file type | File name | Operation + Upload |

保存 重置

Save Reset

When you have chosen Production in the Production type section, you will see the page below. However, as mentioned above, Number of storage warehouse and Storage capacity sections would become grey and hence could not be filled in. This is the only difference. You could follow the above procedure to proceed.

Production type : Produce Processing Storage

*生产类型: 生产 加工 贮存

*拟输华具体产品:

*HS编码/CIQ编码:

*产品品牌:

贮存库数量 (个):

贮存库容量 (立方米):

*年设计生产加工能力 (吨/年):

[保存](#) [重置](#)

[Save](#) [Reset](#)

Once you click [Save](#), you can see the page below, indicating that you have finished filling information concerning products to be exported to China.

Then:

- 1) You can see in 1 and 2 lines the product information which you have provided;
- 2) You can choose to delete or edit them;
 - 1) You can choose to click [+ Add 2](#) to provide information concerning [Export trade situation in last 2 years](#). (This section might be optional for your company);
 - 2) If you don't need or want to provide [export situation within last 2 years](#), click [Next page](#). Then turn to Step 14.

应用 | 中国国际贸易单一窗口 | 进口食品境外生产企业注册 | BNICGabrielle6 | 退出

进口食品境外生产企业注册

注册申请 | 申请单查询 | 发酵酒及其配制酒 | 蒸馏酒及其配制酒 | 饼干、糕点、面包

附件上传

拟对华注册/增加的产品

[+新增](#)

| 序号 | 拟输华具体产品 | HS编码/CIQ编码 | 产品品牌 | 贮存库数量 | 贮存库容量 | 年设计生产加工能力 | 实际生产/加工能力 | 操作 |
|----|---------|---------------|------|-------|-------|-----------|-----------|---------------------------------------|
| 1 | mmm | 1905200000101 | 无 | - | - | 1 | 1 | 编辑 删除 |
| 2 | 222 | 1905320000102 | 无 | - | - | 1 | 1 | 编辑 删除 |

N°, Product to be exported to China, HS code, Brand, Number of storage warehouse, Storage capacity, Annual designed productivity. Actual annual production/processing capacity. Operation

近2年出口贸易情况

[+新增](#)

| 序号 | 出口具体产品 | 出口贸易时间 | 出口国家或地区 | 操作 |
|-------|--------|--------|---------|----|
| 无匹配数据 | | | | |

[下一頁](#)


[Next Page](#)

Export trade situation in last 2 years

[+ Add 2](#)

Step 13.

This page collects the information concerning export trade situation in last 2 years.

- 1) You need choose the Specific exported product and Destination (country/region) by clicking the small button  , then fill in the export trade time;
- 2) Click **Save** to proceed.

拟对华注册/增加的产品 Products to be registered/added to China

+新增 +Add

| 序号 | 拟输华具体产品 | HS编码/CIQ... | 产品品牌 | 贮存库数量 | 贮存库容量 | 年设计生产加... | 实际生产/加... | 操作 |
|----|---------|---------------|-------|-------|-------|-----------|-----------|--|
| 1 | 绝对伏特加 | 2208600000999 | 绝对伏特加 | - | - | 1000000 | 800000 | 编辑 删除 |

N°, Product to be exported, HS/CIQ code, Brand, Number of storage warehouse, Storage capacity, Annual designed productivity, Actual annual production/processing capacity, Operation

出口具体产品: Specific exported product
(You must provide this information)
Export trade time
Destination (country/region)

出口贸易时间:

出口国家或地区:

Save Reset

保存 重置

Edit
Delete

Example translation:

| N° | Product to be exported | HS/CIQ code | Brand | Number of storage warehouse | Storage capacity | Annual designed productivity | Actual annual production/processing capacity | Operation |
|----|------------------------|---------------|---------------|-----------------------------|------------------|------------------------------|--|----------------|
| 1 | Absolut vodka | 2208600000999 | Absolut vodka | - | - | 1000000 | 800000 | Edit Delete |

Step 14.

Now you need provide information concerning “Production related information” (Step 14-18).

It has 3 main sections (from top to bottom):

- Raw material/ingredients information;
- Affiliated company information;
- Processing information, including: water for production use, processing techniques and HR information.

You click **Add 1** and **Add 2** to provide information related to section a and b, then roll down the page to fill in blanks concerning water for production and processing use (starting section c).


The screenshot displays the 'China International Trade Single Window' (中国国际贸易单一窗口) interface for 'Import Food Foreign Production Enterprise Registration' (进口食品境外生产企业注册). The page is titled 'Production Related Information' (生产相关信息) and shows a 'Current Status: Suspended' (当前为暂存状态) message. The main content area is divided into three sections:

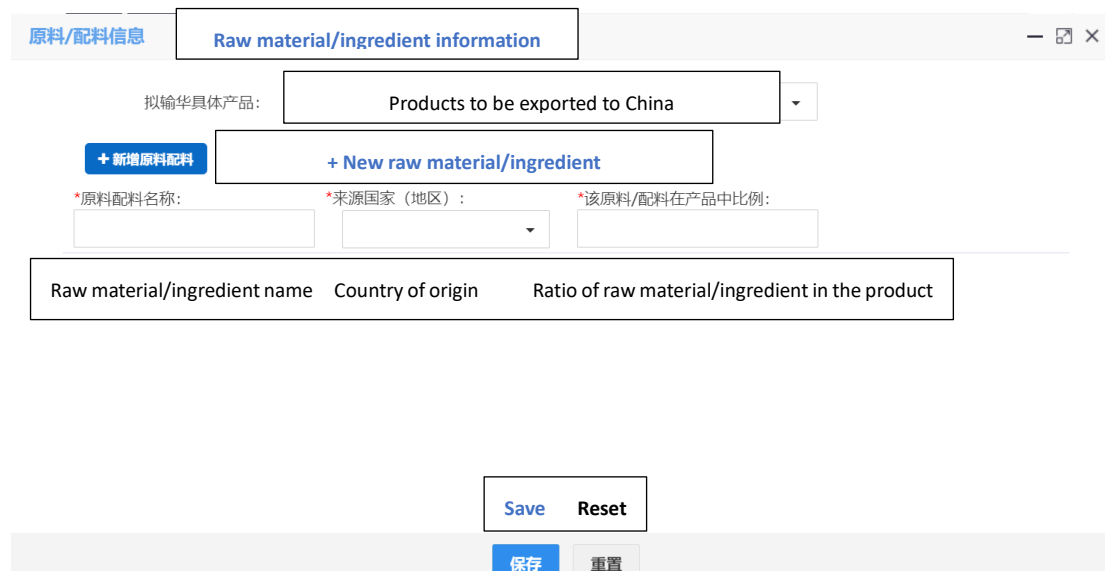
- Raw material/ingredient information (原料/配料信息):** This section includes a table with columns for 'Serial Number' (序号), 'Product Name' (产品名称), 'Raw Material/Ingredient Name' (原料/配料名称), 'Source Country' (来源国家), 'Proportion in Product' (该原料/配料在产品中比例), and 'Action' (操作). The table currently shows 'No data' (无匹配数据). A red box labeled 'Add 1' highlights the '+ Add' (+新增) button.
- Production relationship (生产对应关系):** This section includes a table with columns for 'Serial Number' (序号), 'Product Name' (拟输华具体产品), 'Associated Company Name' (关联企业名称), 'Associated Company Registered in Foreign Country' (关联企业是否有在国注...), 'Associated Company Registered Number' (关联企业在国注册编号), 'Associated Company Registered in China' (关联企业是否获得在华注...), and 'Action' (操作). The table currently shows 'No data' (无匹配数据). A red box labeled 'Add 2' highlights the '+ Add' (+新增) button.
- Water for production and processing use (生产加工用水):** This section includes a form for 'Water Source' (*水源) with radio buttons for 'Public Water' (公共用水) and 'Enterprise Self-owned Water' (企业自有水源). Below it is a checkbox for 'Whether to test the water quality for production and processing use' (*是否对生产加工用水的水质进行检测:).

The page also features a sidebar on the left with navigation options like 'Registration Application' (注册申请) and 'Comprehensive Query' (综合查询). A red oval on the right side of the page highlights a vertical scrollbar.


Step 15.

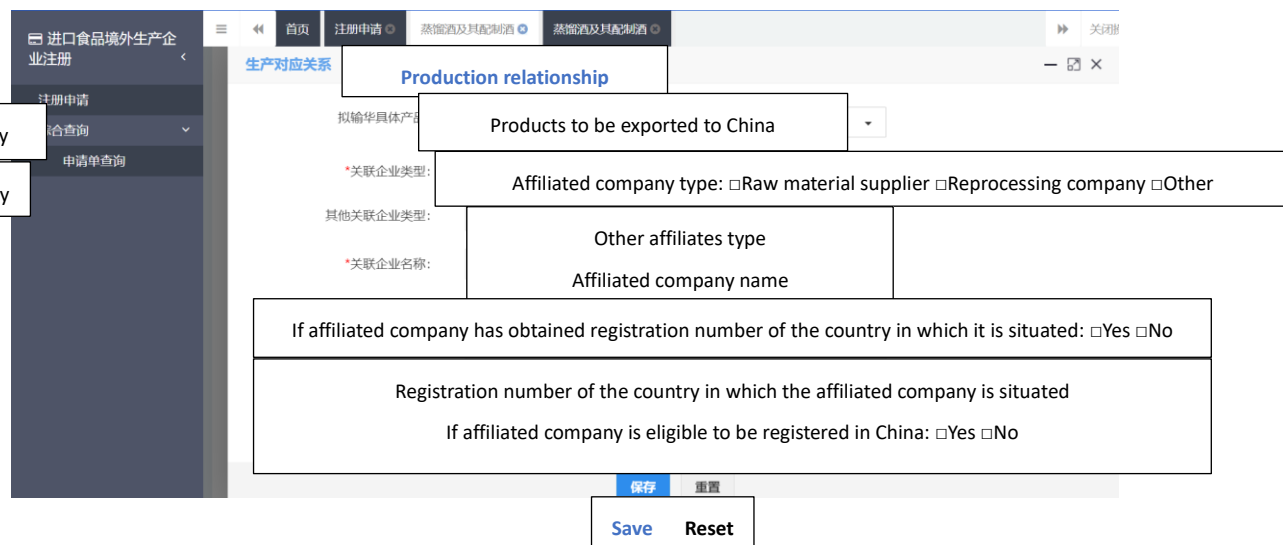
Click **Add 1** to begin section a): first materials or ingredients in this page.

- 1) Choose your Products to be exported to China by clicking the small button; 
 - 2) Click **+ New raw material/ingredient** to provide information accordingly;
- Tip: in this step, you can only choose instead of typing your Country of origin.
- 3) Click **Save** to proceed.



Move on to section b): This page is to collect the information concerning the affiliated company.

- 1) Choose Products to be exported to China by clicking the small button. 
- 2) Choose or fill in blanks accordingly.
- 3) Click **Save** to proceed.



Step 16.

Roll down the page to begin section c: this page aims at collecting information related to production or processing water.

You simply need to mark your choice accordingly.

生产加工用水

*水源:

公共用水 企业自有水源

*是否对生产/加工用水的水质进行检测:

是 否

*是否消毒:

是 否

*自有水源消毒处理方式:

臭氧处理 加氯处理 其他

Water for production and processing use

Water resources:

Public water resources Company's own water resources

If the water for production and processing use has been tested

Yes No

If the mentioned water has been disinfected

Yes No

Disinfection method

Ozone treatment Chlorination treatment Other (Specify) :

For product processing techniques and HR information, roll down the page and continue to answer questions.

The screenshot shows a registration application form with a dark sidebar on the left containing '注册申请' and '综合查询'. The main content area is divided into sections. The '生产加工用水' section is highlighted with a callout box containing the English translation of the form fields. Below it, the '产品加工工艺' section is also highlighted with a callout box. The '人力资源' section is highlighted with a callout box. At the bottom, there are navigation buttons: 'Previous page - Next page' and '上一页 下一页'.

Step 17.

This page allows you to attach files specifying the production or processing of your products.

1. Click **+ Upload** to upload files. Here, an example has been done for you. A processing flow has been uploaded, and it is **not the compulsory file**. You can skip this step.
2. Click **Save** to proceed.

附件上传 Attach file

Only accept files in jpg,jpeg,gif, png,bmp,pdf formats, smaller than 4M
(提示: 只可上传后缀名为.jpg|.jpeg|.gif|.png|.bmp|.pdf文件, 单个文件大小不能超过4M)

| 序号 | 附件类型 | 是否... | 文件名称 | 操作 |
|----|---------|-------|------|--------------------------|
| 1 | 加工工艺流程图 | 非必传 | - | - + 添加文件 |

N°, Attached file type, If it is compulsory to upload, File name, Operation, [+ Upload](#)

|| 中 ☾ °

Upload /Save Close

上传/保存 关闭

Step 18.

These pages give you a general idea (look-back) of the 3 sections mentioned above:

- 1) When you see on the head of this page **Production information** becomes blue, it means that you open the right page, and can start provide relevant information.
- 2) Click **+Add 1** to provide information concerning raw material or ingredient.
- 3) Click **+Add 2** to provide information concerning affiliated company implied by your products.
- 4) Then start to answer questions related to **Water for production and processing use**.
- 5) Then move on to questions concerning **Product processing** and **Human resources**.
- 6) Click **Next page** to proceed.

Tip: you can always choose to **Save for now or Delete** the information that you have filled in this page.

For **Product processing techniques** part:

The blank is limited to 1024 bites. Otherwise you may choose to upload an attachment (not necessary). We suggest you to fill it as simple as possible.

进口食品境外生产企业注册

注册申请

综合查询

Basic information of the company, Production information, Company statement, Attachment

企业基本信息 生产相关信息 企业声明 附件信息

Save for now ; Delete

Current stage : save for now

保存 删除

当前为暂存状态

原料/配料信息

Raw material/ingredient information

+新增 +Add 1

| 序号 | 产品名称 | 原料/配料名称 | 来源国家 | 该原料/配料在产品中比例 | 操作 |
|----|------|---------|------|--------------|----|
|----|------|---------|------|--------------|----|

N°, Name of product to be exported to China, Raw material/ingredient name, Country of origin, Ratio of raw material/ingredient in the product, Operation

生产对应关系

Production correspondance

+新增 +Add 2

| 序号 | 拟输华具体产品 | 关联企业名称 | 关联企业是否有所... | 关联企业所在国注... | 关联企业是否获得... | 操作 |
|----|---------|--------|-------------|-------------|-------------|----|
|----|---------|--------|-------------|-------------|-------------|----|

N°, Name of product to be exported to China, Affiliated company name, If affiliated company has obtained registration number of the country in which it is situated, Registration number of the country in which the associated company is situated, If affiliated company is eligible to be registered in China, Operation

注册申请

综合查询

生产加工用水

*水源:

公共用水 企业自有水源

*是否对生产/加工用水的水质进行检测:

是 否

产品加工工艺

*产品加工工艺:

如清洗、热/冷处理时间及温度、腌制、脱水、包装等

Water for production and processing use

Water resources:

Public water resources Company's own water resources

If the water for production and processing use has been tested

Yes No

Product processing techniques

Provide product processing information:
e.g. cleaning, cold/hot treatment, temperature, pickled, dehydration, package, etc.

人力资源

*企业员工总数:

管理技术人员数量:

Human resources:

Total number of company employers

Number of management technicians

Step 19.

This page allows you to upload company statement.

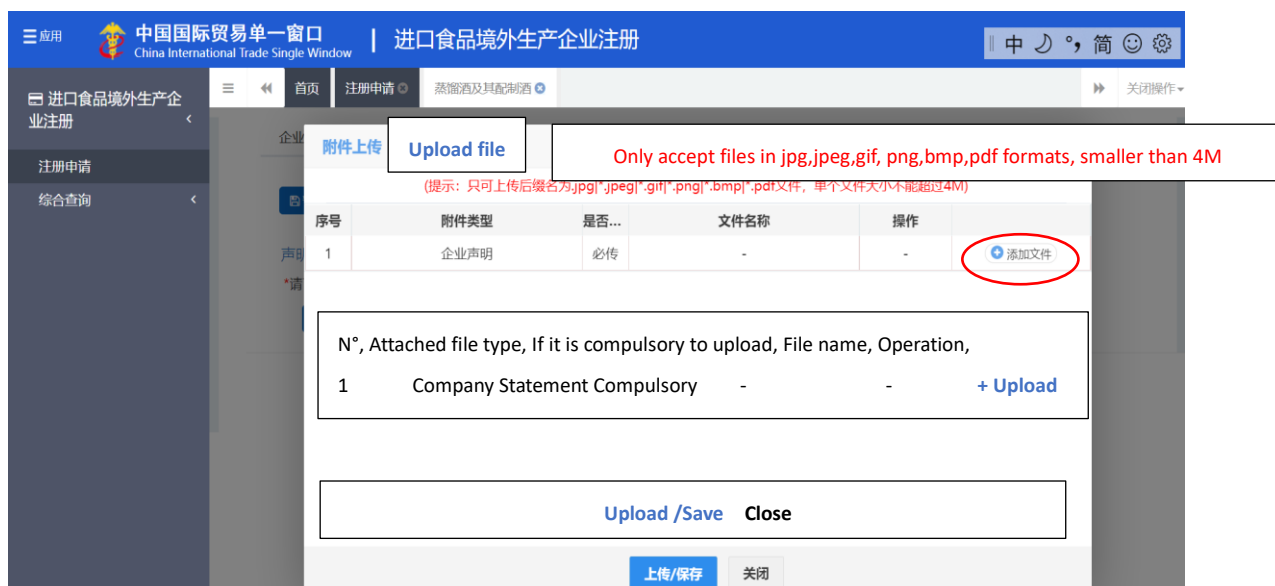
- 1) When you see on the head of this page **Company statement** becomes blue, it means that you open the right page, and can start providing the requested statement.
- 2) You need download [Company statement](#).
- 3) Sign, seal and scan it.
- 4) Upload the scanned version by clicking **Upload file**.

Tip: you can always choose to **Save for now or Delete** the information that you have filled in this page.



Step 20.

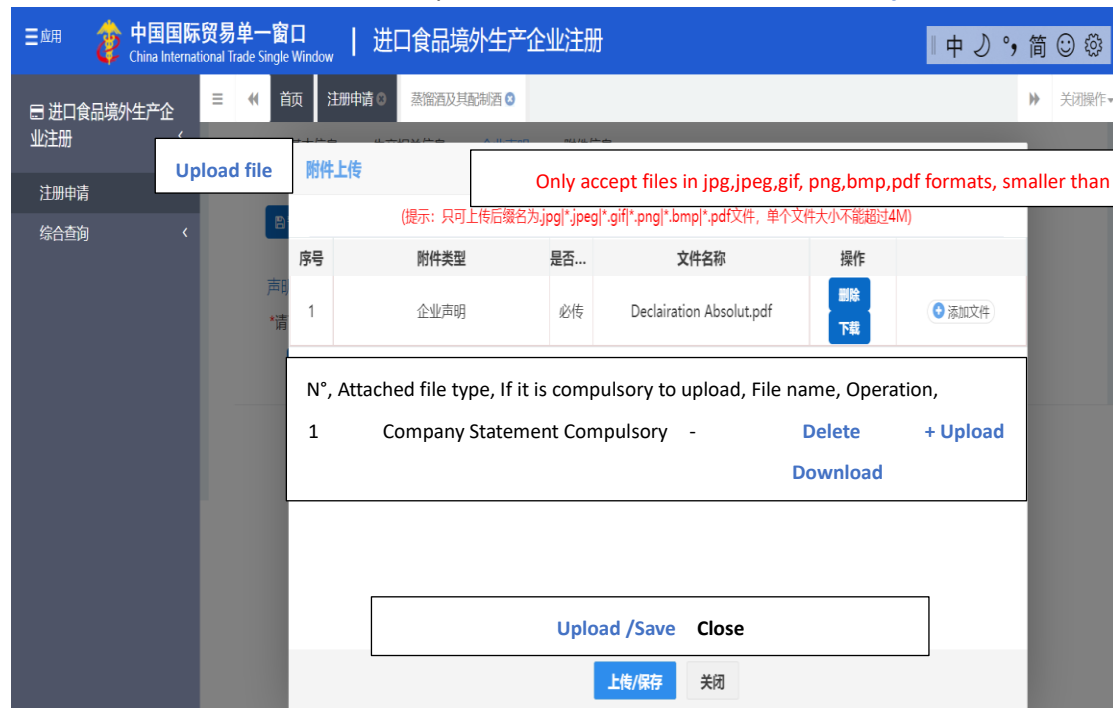
- 1). Click **+ Upload** to upload the company statement.
- 2). Click **Save** or **Close** to proceed.



Step 21.

This page shows what happens after you upload your company statement.

You can choose to **delete or edit** it, you can also choose to continue to **+ upload** files.



Step 22.

This page shows all the files that you have uploaded. You can see their names, choose to **edit**, **delete** or **+ upload** them.

If there is no problem, click **Preview**.

Tip: you can always choose to **Save for now or Delete** the information that you have filled in this page.



Step 23.

This page allows you to view all the files which you have uploaded for application. They are:

- Production permission granted by the competent authority of the country where is situated your company.
- Photos of products to be exported to China.
- Company statement.
- Production/Processing flow (optional).

You can choose to **Delete** or **Download** them by clicking the blue button.

Finally, you can click **Declaration** or **Return**.

The screenshot shows the 'Attached file information' section of the portal. It contains a table with the following data:

| 序号 | 附件类型 | 是否必传 | 文件名称 | 操作 |
|----|-------------------|------|--|-------|
| 1 | 所在国家主管当局颁发的许可生产证明 | 必传 | Certificate of registration TAC, 556015-0178 89989.pdf | 删除 下载 |
| 6 | 加工工艺流程图 | 非必传 | 绝对伏特加生产工艺.pdf | 删除 下载 |

Below the table, there is a 'Declaration Return' button and '申报' and '返回' buttons.

| N° | Attached file type | If it is compulsory to upload | File name | Operation |
|----|--|-------------------------------|-----------------------------------|--------------------|
| 1 | Production permission granted by the competent authority of the country where is situated your company | Compulsory | Certification of registration XXX | Delete Download |
| 2 | Photos of products to be exported to China | Compulsory | Absolut | Delete Download |
| 3 | | | Yile | Delete Download |
| 4 | | | Absolute Vodka lime-flavored | Delete Download |
| 5 | Company statement | Compulsory | Declaration Absolut | Delete Download |
| 6 | Production/Processing flow | Optional | Absolute Vodka Processing Flow | Delete Download |

Annexes:

1. GACC CIFER registration guide



GACC_2021_CIFER_
guide_enregistreme

2. HS codes list provided by GACC (Chinese version)



GACC_20211122_co
des_SH_auto-enregi

3. HS codes list provided by GACC (English version)



GACC_20211122_co
des_SH_auto-enregi

4. The list of products / HS codes submitted to registration or self-declaration:

[中国国际贸易单一窗口 \(singlewindow.cn\)](http://singlewindow.cn)

Step a:

Click the link above to open single window, then log in as instructed at the beginning of this guidance book.

Step b:

Click *Product category inquiry* on the 3rd line of grey section (left side of this page).

The screenshot shows the website interface with a navigation menu on the left. Three callout boxes are present: 'Registration Declaration' pointing to '注册申请', 'Product category inquiry' pointing to '产品类别查询', and 'Inquiry' pointing to '综合查询'. The main content area displays '系统公告' (System Announcements) with a table of announcements.

| 标题 | 发布日期 | 发布者 |
|------------------|------------|------------|
| 关于保障进出口企业权益的重要通知 | 2020/09/23 | 中国电子口岸数据中心 |
| 重要通知 | 2018/11/30 | 中国电子口岸数据中心 |

Step c:

Insert relevant HS code, then start verification:

If in the results the last column is 是, validation of the competent authority of the exporting country is needed.

The screenshot shows the '筛选条件' (Filter Conditions) section with input fields for 'HS编码' (HS code) and '商品名称' (Product name). Below the input fields are 'Inquiry' and 'Reset' buttons. The results table below shows a single entry for '1108200000' (HS code) and '菊粉' (Product name). The '需官方推荐' (Official Recommendation Needed) column contains the character '是' (Yes), which is circled in red.

| 序号 | HS编码 | 商品名称 | 检验检疫编码 | 检验检疫名称 | 产品类别 | 需官方推荐 |
|----|------------|------|--------|--------|-------------|-------|
| 1 | 1108200000 | 菊粉 | 999 | 菊粉 | 谷物制粉工业产品和麦芽 | 是 |

| N° | HS code | Product name | IQ code | IQ name | Product category | If official recommendation is needed |
|----|---------|--------------|---------|---------|------------------|--------------------------------------|
| | | | | | | IQ: inspection and quarantine |

Filter condition

HS code: product name:

| N° | HS code | Product name | IQ code | IQ name | Product category | If official recommendation is needed |
|----|------------|--------------|---------|--|-------------------|--------------------------------------|
| 序号 | HS编码 | 商品名称 | 检验检疫编码 | 检验检疫名称 | 产品类别 | 需官方推荐 |
| 1 | 2004900090 | 非用醋制作的其他冷冻蔬菜 | 102 | 非用醋制作的其他冷冻蔬菜(品目2006的货品除外)(其他含肉速冻粮食制品) | 蔬菜及其制品(保鲜和脱水蔬菜除外) | 否 |
| 2 | 2004900090 | 非用醋制作的其他冷冻蔬菜 | 103 | 非用醋制作的其他冷冻蔬菜(品目2006的货品除外)(其他不含肉速冻粮食制品) | 蔬菜及其制品(保鲜和脱水蔬菜除外) | 否 |
| 3 | 2004900090 | 非用醋制作的其他冷冻蔬菜 | 104 | 非用醋制作的其他冷冻蔬菜(品目2006的货品除外)(冷冻其他未列出蔬菜) | 蔬菜及其制品(保鲜和脱水蔬菜除外) | 否 |
| 4 | 2004900090 | 非用醋制作的其他冷冻蔬菜 | 101 | 非用醋制作的其他冷冻蔬菜(品目2006的货品除外)(其它冷冻植物产品) | 蔬菜及其制品(保鲜和脱水蔬菜除外) | 否 |
| 5 | 2004900010 | 非用醋制作的冷冻松茸 | 999 | 非用醋制作的冷冻松茸 | 蔬菜及其制品(保鲜和脱水蔬菜除外) | 否 |
| 6 | 2004900090 | 非用醋制作的其他冷冻蔬菜 | 000 | 非用醋制作的其他冷冻蔬菜 | 蔬菜及其制品(保鲜和脱水蔬菜除外) | 否 |

If there is no result, it means this HS code is not applicable to Decree 248.

For example, HS code for French fries:

Selection criteria

筛选条件

HS code: Product name:

| N° | HS code | Product name | IQ code | IQ name | Product category | If official recommendation is needed |
|----|---------|--------------|---------|---------|------------------|--------------------------------------|
| 序号 | HS编码 | 商品名称 | 检验检疫编码 | 检验检疫名称 | 产品类别 | 需官方推荐 |

Question: French fries are foodstuff so why are they not under decree 248?

Answer by GACC:

Potatoes and potatoes products such as French fries and potato chips are the responsibility of the department of Animal and plant administration of GACC and are currently not subject to decree 248. OK IF the department of animal and plant administration, the bureau of import and export food safety adjustments related to the scope of product management, in accordance with the latest update of the HS code range implementation.

Conclusion:

是: to be registered by authorities (in the list before 30/11)

否: to self-registration by operator in <https://cif.singlewindow.cn>

Nothing: not under decree 248

5. Major procedure for self-registration by establishment of food production to be exported to China

