

Dr. L.B. Singhal
(Ph.D., MBA, LLB, B.Sc.)
Secretary General, AEPC

AEPC/HO/SG/R&PA/2022
February 28, 2022

Dear Members,

Sub: Mandatory filing / issuance of Registration Cum Membership Certificate (RCMC) / Registration Certificate (RC) through the DGFT common digital platform from 01.04.2022

This is with reference to Trade Notice No. 27 dated 30.11.2021 ([click here to view](#)) issued by DGFT regarding electronic filing of Registration cum Membership Certificate (RCMC) / Registration Certificate through the common digital platform of DGFT.

2. With reference to the above said Trade Notice, DGFT has issued a Trade Notice No. 35/2021-2022 ([click here to view](#)) informing that the electronic platform to facilitate electronic issuance/renewal/amendment of Registration Cum Membership Certificate (RCMC)/ Registration Certificate (RC) has been implemented with the objective to provide an electronic, contact-less single window for RCMC/RC related processes.

3. In this context, **it is informed that from 1st April 2022, it will be mandatory for the exporters to file Registration Cum Membership Certificate (RCMC)/ Registration Certificate (RC) applications (for issue/renewal/amendment) through the common digital portal of e-RCMC Platform.**

4. **As registering authority, AEPC is already on-boarded** and will adopt the e-RCMC platform of DGFT as a single point for handling RCMC related processes from 1st April 2022. The prevailing procedure of submitting applications directly to AEPC will continue only till 31.03.2022.

5. For guidance on the application submission process, the Help Manual & FAQs may be accessed on the Learn Section of DGFT website (URL: <https://dgft.gov.in> --> Learn --> Application Help & FAQs).

6. This is for information please. The members may take action accordingly.

With warm regards,

Yours sincerely,

Dr. L.B.Singhal
Secretary General
AEPC