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

"Single Window" User Manual

China Import Food Enterprises Registration

(Overseas Enterprises)

中国电子口岸数据中心
China Electronic Port Data Center

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Chapter 1 Preface

Thank you for using the registration management system for overseas manufacturers of imported food. The user manual is provided to enable you to use this system proficiently as soon as possible.

You can find in this manual information on installation procedures, system configuration, and basic operation procedures, software and hardware instructions, and safety precautions. Please read this manual carefully when installing and using the system for the first time as it will help you to get the most out of the system.

This manual is intended for users with elementary computer knowledge. Here, we assume you are familiar with WINDOWS7/10 system and can operate with computer mouse, and have experience in using browsers such as Google Chrome, 360 etc.

Chapter 2 Instructions for Use

2.1 Portal Website

The system is browser-based and can be found at https://cifer.singlewindow.cn.

2.2 System Environment

2.2.1 Operating System

Windows 7 or 10 (either 32-bit or 64-bit operating system).

Windows XP system is not recommended

2.2.2 Browser

Chrome 50 and above

2.3 Input Requirements

2.3.1 Input Requirements

In the interface, required fields are marked with an asterisk * while optional fields are not. The fields with grey background are not available for input. If a red alert pops up next to a field when

inputting, it indicates that the information currently entered does not meet the requirements and should be modified according to the alert. The blue buttons in the interface are function keys.

Figure: Data input - Basic enterprise information (partial)

2.3.2 Keyboard Operations

Some functions in the interface can be operated quickly by the keyboard.

Pressing the **Tab** key makes the text cursor automatically advance to the next field.

Pressing the **Up or Down Arrow** key allows you to select from the parameters in the drop-down menu on the screen.

Pressing the **Backspace** key can delete the information currently entered in the field.

2.4 General Functions

2.4.1 Move Page Tab

If there are many opened page tabs, you can click on the ⏪ or ⏩ icon to move to the left or right one for selection.

2.4.2 Collapse/Expand Menu

Click the ☰ icon in the upper left corner of the right display area to collapse or expand the menu bar on the left side. The collapsed left menu bar shows only the icons (as shown below).

Figure: Before and after comparison - collapsed left menu bar

2.4.3 Close Tabs
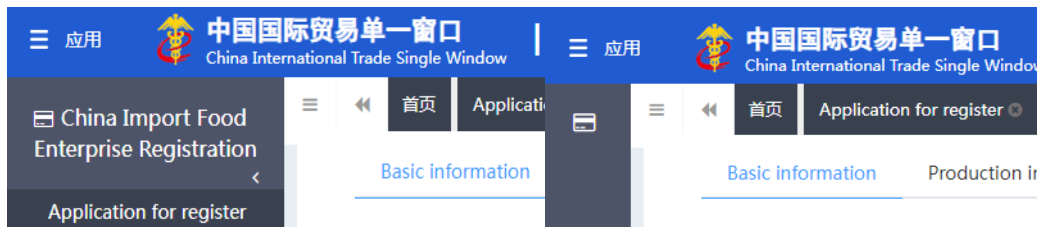
Click the icon 关闭操作▾ in the upper right corner of the right display area to bring up a drop-down menu (as shown below). Selecting "Close all tabs" will close all web tabs opened in the current display area. If you select "Close other tabs", you will close all open tabs except for the currently displayed tab.
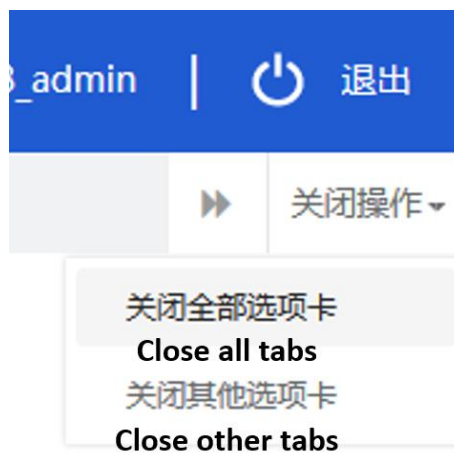
Figure: Close tab

2.5 Enter or Exit the System

Visit https://cifer.singlewindow.cn, enter the username and password to log in to the system and then enter the main interface of the system. Click on the 中 EN icon in the upper right corner to select the display language of the system.
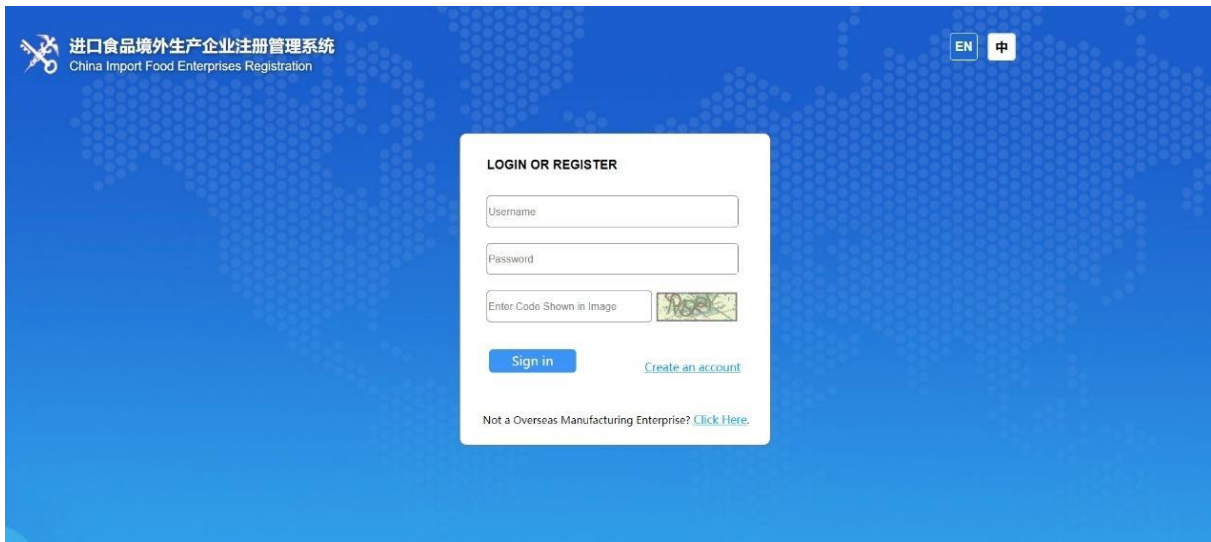
Figure: System portal

This system is available for overseas enterprise users and overseas competent authorities users. You can safely exit the system by clicking "Exit" in the upper right corner of the interface after entering the system.

Chapter 3 Introduction to the System

3.1 Users

Competent authority of the country/region where the enterprise is located (hereinafter referred to as "competent authority"): the official department responsible for safety and health supervision of food manufactures in the country/region where the overseas manufacturers of imported food are located. Through the system, competent authority shall review and inspect the applications submitted by the local manufactures through the system and recommend them to the General Administration of Customs of the People's Republic of China (hereinafter referred to as the "GACC"). The competent authority shall administer the registered recommended enterprises and cooperate with GACC to re-examine and supervise the rectification of registered enterprises.

Overseas manufacturer of imported food (hereinafter referred to as "enterprise"): overseas manufacturers, processors and storage facilities that exported food to China. Through the system, enterprises submit registration application and rectification materials and receive notice from

GACC, etc.

3.2 Functions

China Import Food Enterprise Registration Management System aims administer the registration of overseas manufactures of imported food, including applications, alteration, renewal, and cancellation for overseas manufactures registration, as well as querying about the applications. It also enables the competent authority to conduct review and inspection the registration applications submitted by enterprises, as well as the administration on registered manufactures.

The registration methods for overseas manufacturer of imported food include recommendation for registration by the competent authorities of the countries or regions where they are located and application for registration by enterprises.

Overseas manufactures of the following 18 categories of imported food shall be recommended by the located competent authorities to the GACC: meat and meat products, casings, aquatic products, dairy products, bird's nest and bird's nest products, bee products, egg and egg products, edible oil and fats, oilseeds, stuffed pastry products, edible grains, milled grain industry products and malt, fresh and dehydrated vegetables and dried beans, condiments, nuts and seeds, dried fruits, unroasted coffee beans and cocoa beans, foods for special dietary purposes and functional foods.

Overseas manufactures of food other than those categories listed above shall apply for registration directly to GACC on their own.
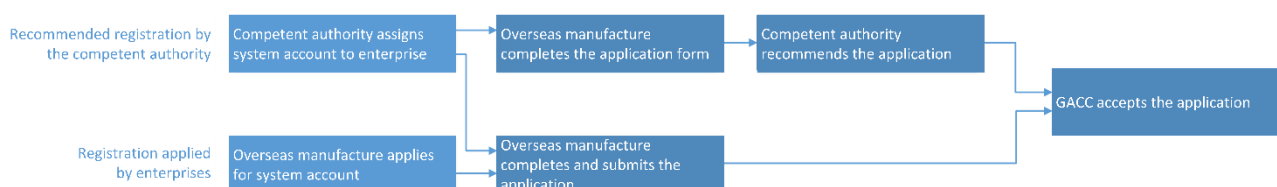

Figure: Registration procedures

Chapter 4 User (Account) Management

Depending on whether the enterprise needs to be "recommended by the competent authority for registration of the country/region where it is located", the account for overseas enterprise users to access the system can be obtained either through the assignment of the competent authority or the self-application of overseas enterprise.

The system account assigned by the competent authority can be used to register an overseas manufacturer of <u>any categories of food</u> after logging in to the system.

The system account applied by the overseas enterprise can only be used to register an overseas manufacturer of imported <u>food products that do not fall into one of the "18 categories"</u>.

If an enterprise has already created a system account, which allows it to register as an overseas manufacturer of imported food products other than the "18 categories", and is willing to be allowed to register as an overseas manufacturer of imported foods within the "18 categories", please contact the competent authority in your country (region) to verify the enterprise user account you already have. There is no need to withdraw your account and then have it recreated by the competent authority.
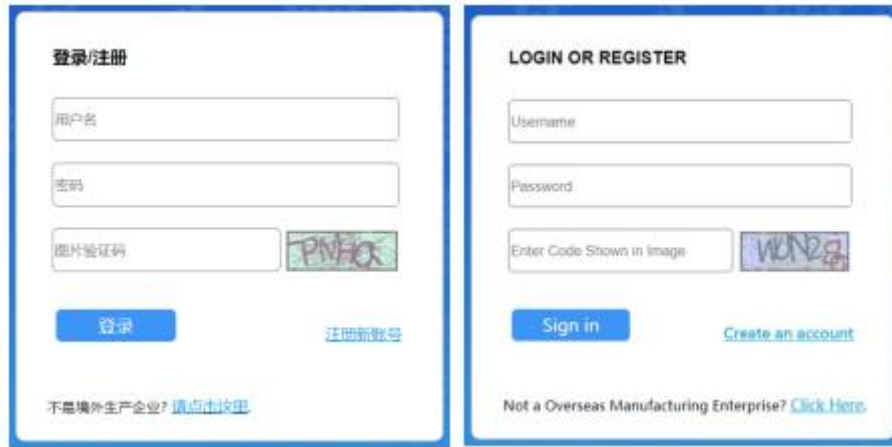
Kind reminder:

1. An overseas enterprise can only apply for one account.

2. If the products of an overseas manufacture involve both "recommended registration" and "self-applied registration", it is recommended to contact the competent authority to get a system account instead of applying for a system account by its own.

4.1 System Account Assigned by Overseas Competent Authority

Please contact the competent authority to get an assigned system account.

4.2 System Account Applied by Enterprise

Visit https://cifer.singlewindow.cn and click "Create an account" to enter the account entry interface and fill in the account information.

Figure: Chinese/English login interface

Abroad Enterprise Registration

EN 中

ENTERPRISE NAME/ADDRESS INFORMATION

*Username	
*Password	
*Confirm password	
*Located Country(Region)	请选择地区(Please select a country) ⌄
Located Country(Region) Register Number	⊘
*Workplace	
Work Department	
Job Title	
*Contacts	
*Contact Mobile	
Contact Fax	
Mobile	
*Contact Address	
*E-mail	
*Picture verification code	88⁀
*E-mail verification code	Send email verification code
Remarks	

Register now

Figure: Account registration of overseas enterprises

Required fields are marked with an asterisk *****, including username, password, workplace (enterprise name), and **located country (region) registration number**. Please click "Register Now" to complete user account registration after filling in all required fields.

After the completion of account registration, please log in to the system with the username (account) and password.

Kind reminder:

Once an account is successfully created, the information of username, located country/region, and country/region registration number shall not be modified. Please check them carefully during registration.

4.3 Overseas Enterprise User (Account) Maintenance

After logging in to the system, click on the enterprise name in the upper right corner to access the user (account) maintenance function.
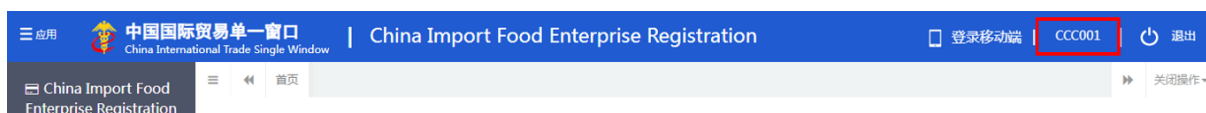
Figure: User (account) maintenance access

Entering the interface of User Information Management interface, enterprise-related information can be modified, including contact person, contact phone number, workplace (enterprise name), work department, job title, contact address, contact fax, remarks and email address.
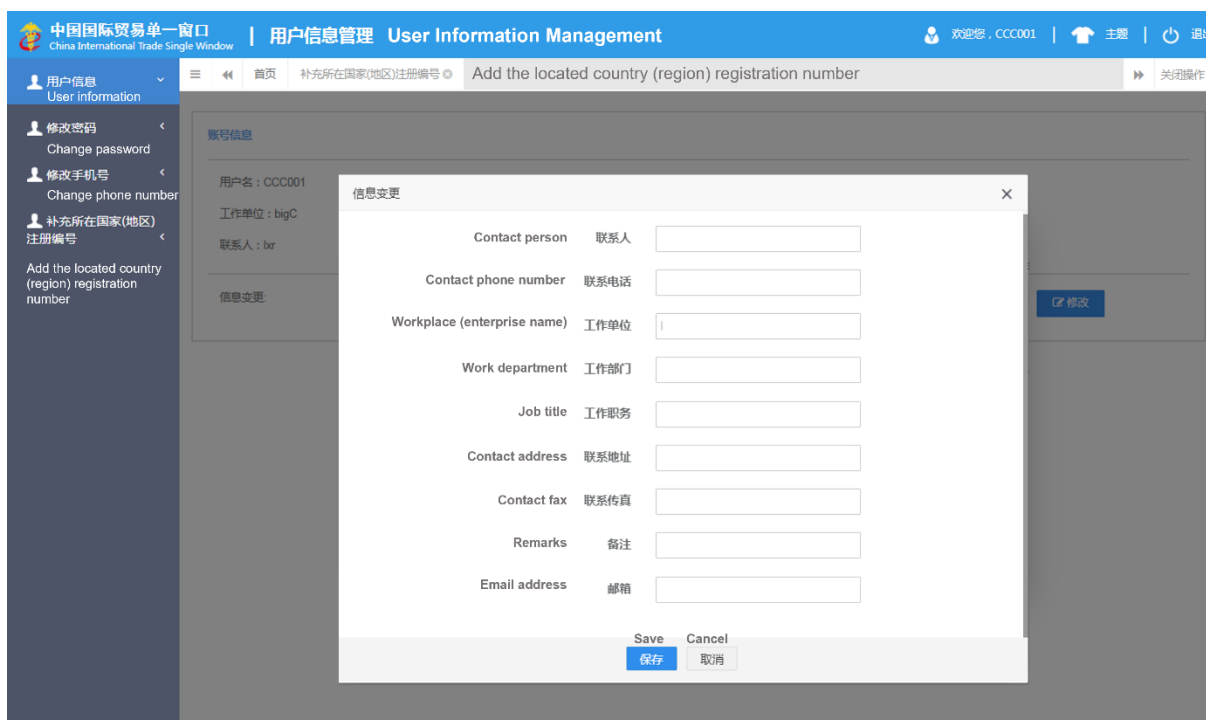
Figure: User information management

If "located country (region) registration number" is not provided when creating account, it can be entered through "Add the located country (region) registration number" function.
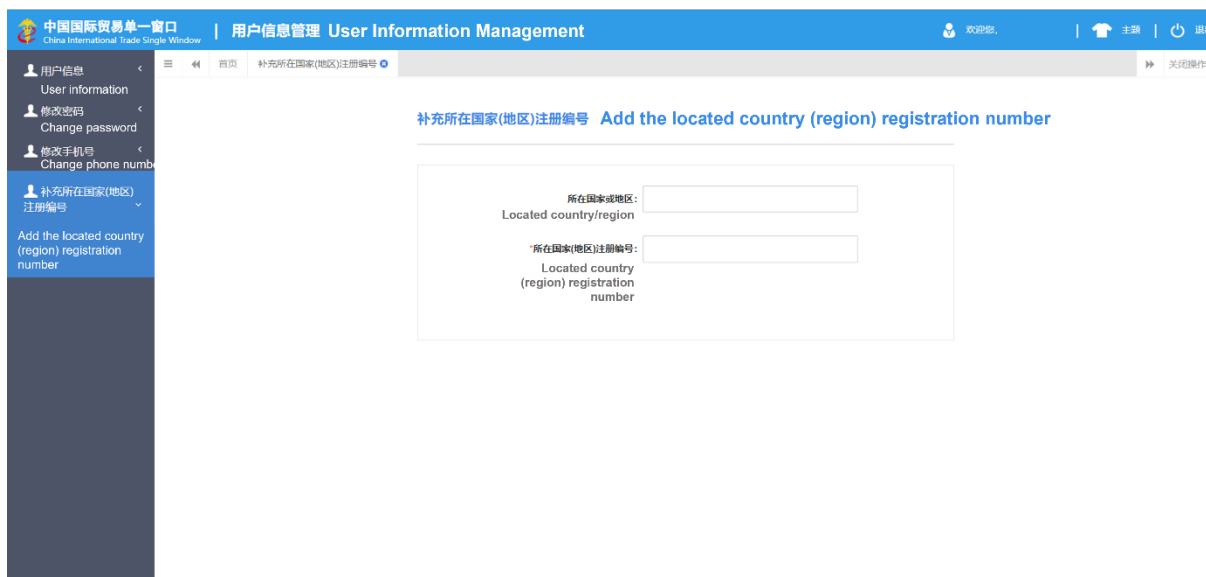

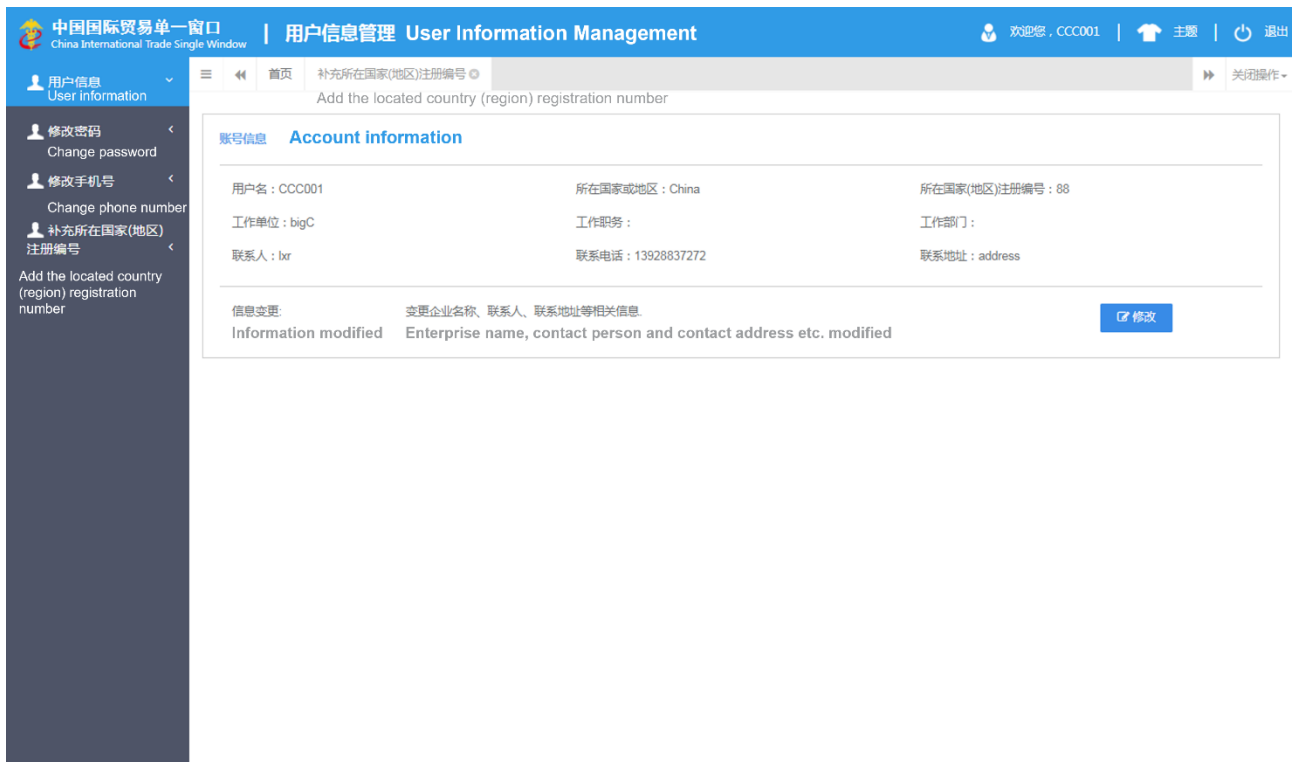Figure: Add the located country (region) registration number

Figure: After adding the located registration number

Kind reminder:

The country (region) registration number can only be added once and cannot be modified after being saved.

Chapter 5 Enterprise Registration

5.1 Registration Application

After logging in to the system with overseas enterprise account, click on "Registration Application" in the menu on the left and select the product category involved in enterprise registration. The product category can be queried according to HS code or product name through "Product Type Query" functions (please refer to section 5.3 for this manual).
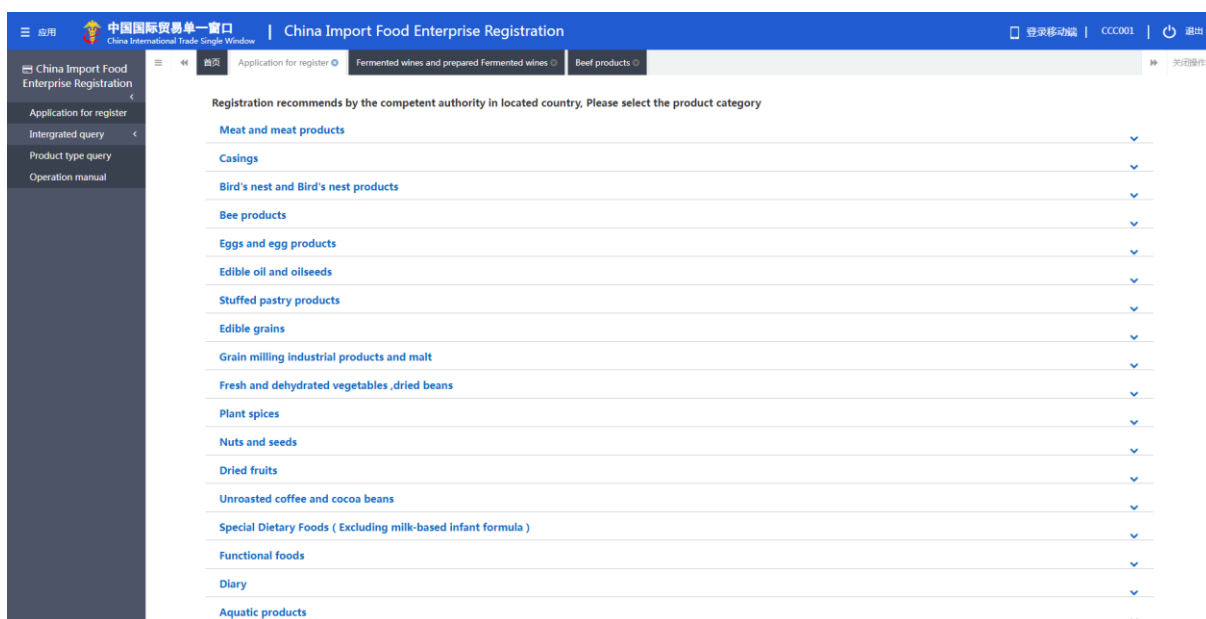
Figure: Product category selection for registration application

Please input the basic information of the enterprises, production-related information, declaration information, attachment information, and submit the declaration of manufacture.
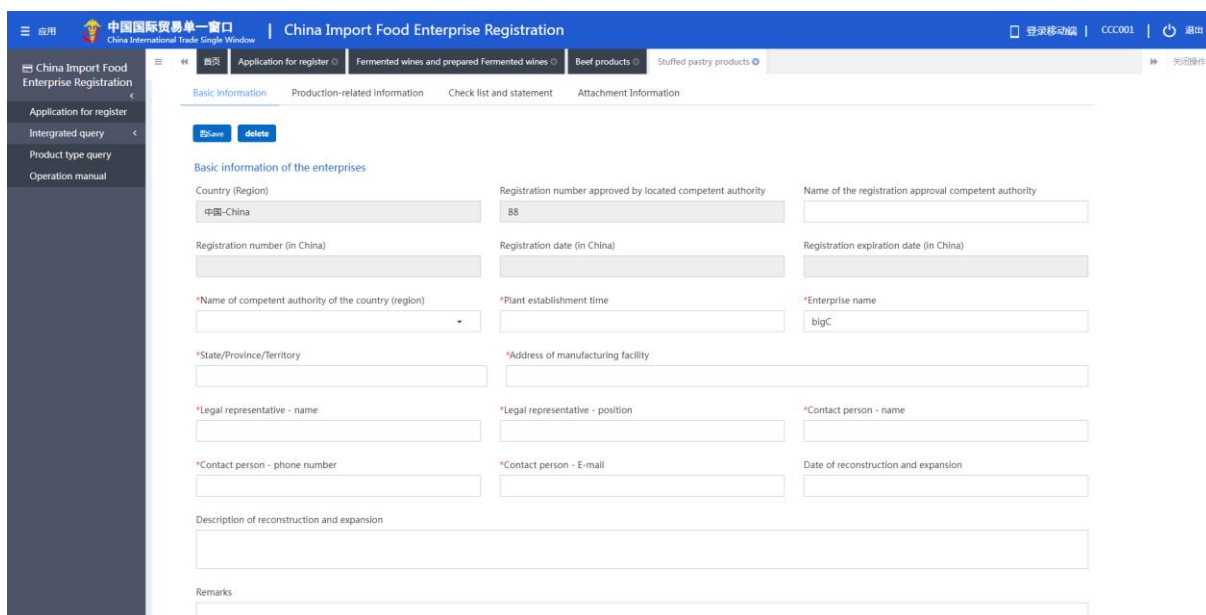

Figure: Basic information of the enterprise

Once completed all the required information, click on "Preview" to display all the entered information for confirmation. Please click on "Submit" after confirmation and the system will automatically submit the application to the competent authority or declare to the GACC depending on different product categories. Click "Return" to return to the application interface.
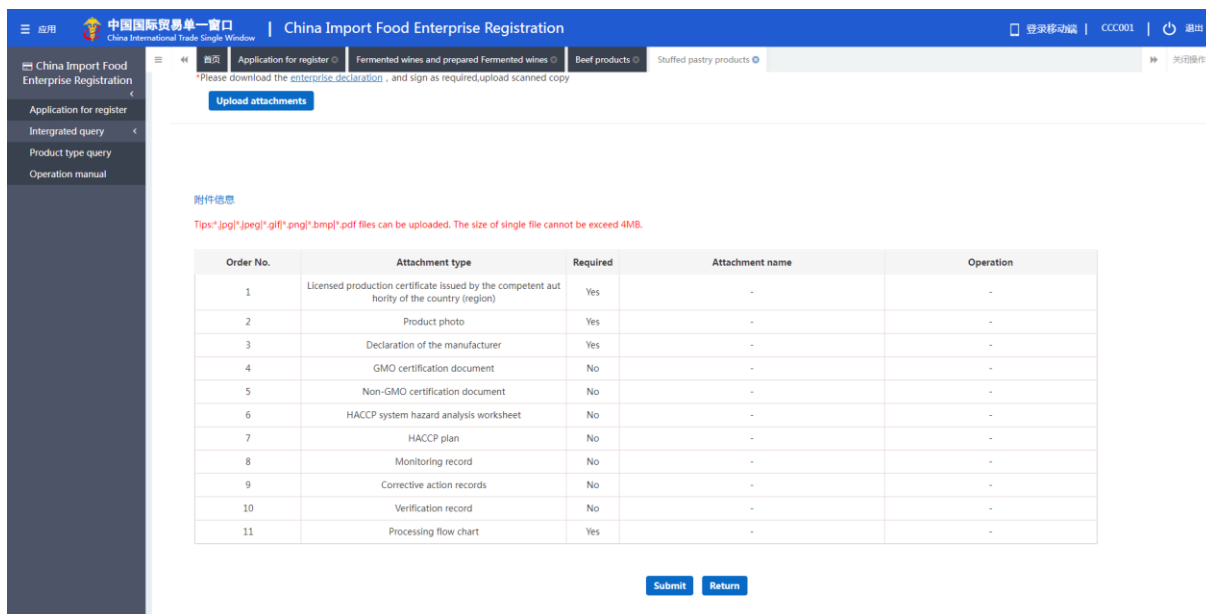
Figure: Preview and submit

5.1.1 Registration Recommended by Located Competent Authority

After logging in to the system with overseas enterprise account, click on "Registration Application" in the menu on the left, and select the product category involved in enterprise registration.
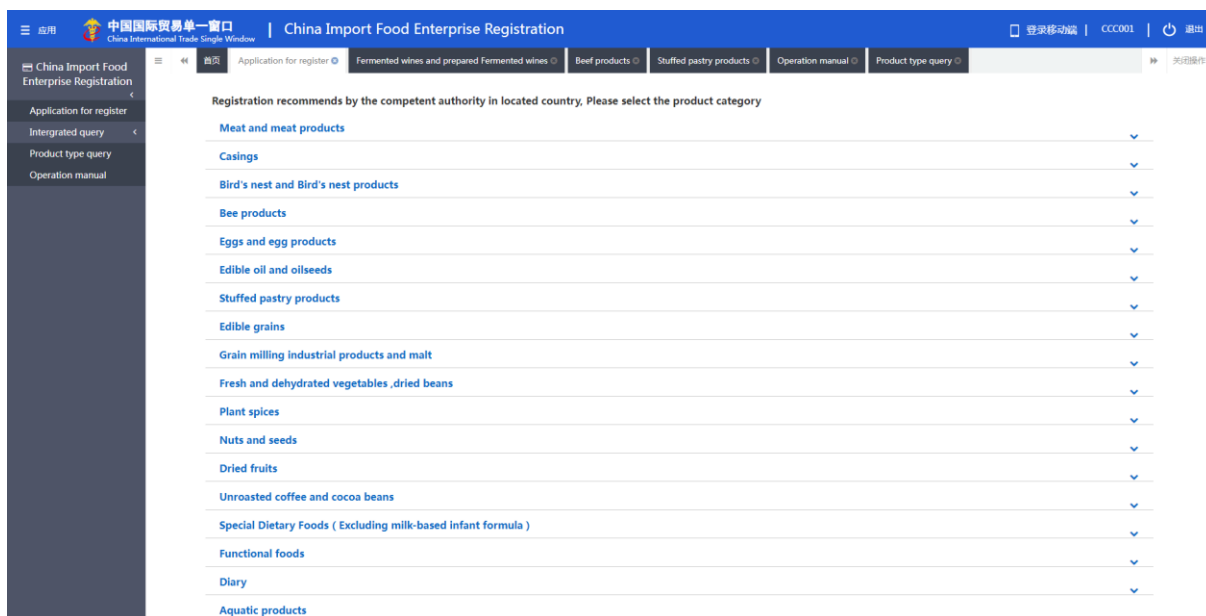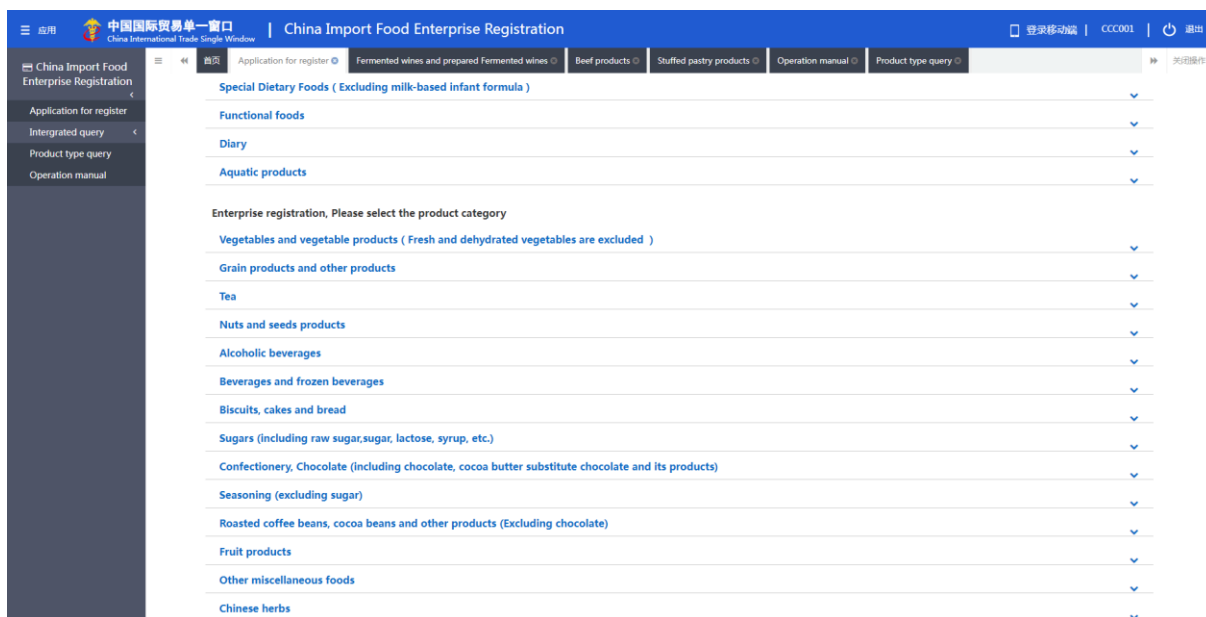
Figure: Product category selection for registration application

Overseas manufactures of the following product groups must be recommended by the competent authority of the country/region where they are located for registration with GACC: meat and meat products, casings, aquatic products, dairy products, bird's nests and bird's nest products, bee products, eggs and egg products, edible oils and fats, oilseeds, stuffed pastry products, edible grains, milled grain industry products and malt, fresh and dehydrated vegetables, dried beans, condiments, nuts and seeds, dried fruits, unroasted coffee and cocoa beans, foods for special dietary purposes, and functional foods.

Overseas manufactures of food other than those product groups listed above shall apply register directly with GACC.

5.1.1.1 Introduction to the Registration Process (Taking Plant-Based Stuffed Pastry Products as an Example)

Registration process:

1. General approval process

Enter information → Preview → Submit to the competent authority → Recommended by the competent authority → Approved by GACC (the enterprise obtains the Chinese registration

number).

2. The process of returned by the competent authority for supplementation and correction.

Enter information → Preview → Submit to the competent authority → Requested by the competent authority to supplement and rectify → (The enterprise) modifies the application and re-submit to the competent authority → Recommended by the competent authority → Approved by GACC (the enterprise obtains the Chinese registration number).

3. The process of return (rejection) by the competent authority or GACC.

Enter information → Preview → Submit to the competent authority → Rejected by competent authority (the reasons for rejection can be found in the "Integrated query – application form query").

Kind reminder:

Applications that are not recommended by the competent authority may not be resubmitted with amendments to the original application form. However, it is permitted to submit a new application.

Main functions:

1. Save: the basic information of the enterprise, production-related information, declaration information and attachment information which have been entered can be saved temporarily. Temporarily saved data can be deleted or submitted to the competent authority.

Figure: Basic information of the enterprise

2. Preview: once the input is complete, click on the "Preview" button at the bottom of the "Attachment Information Page" to switch to preview mode, displaying all four pages of the form together. This is the preparation for submission to the competent authority.

Figure: Attachment information

3. Submit: after clicking on the "Preview" button, a "Submit" button will be displayed for the user to submit temporarily saved data of the registration application to the competent authority for review.
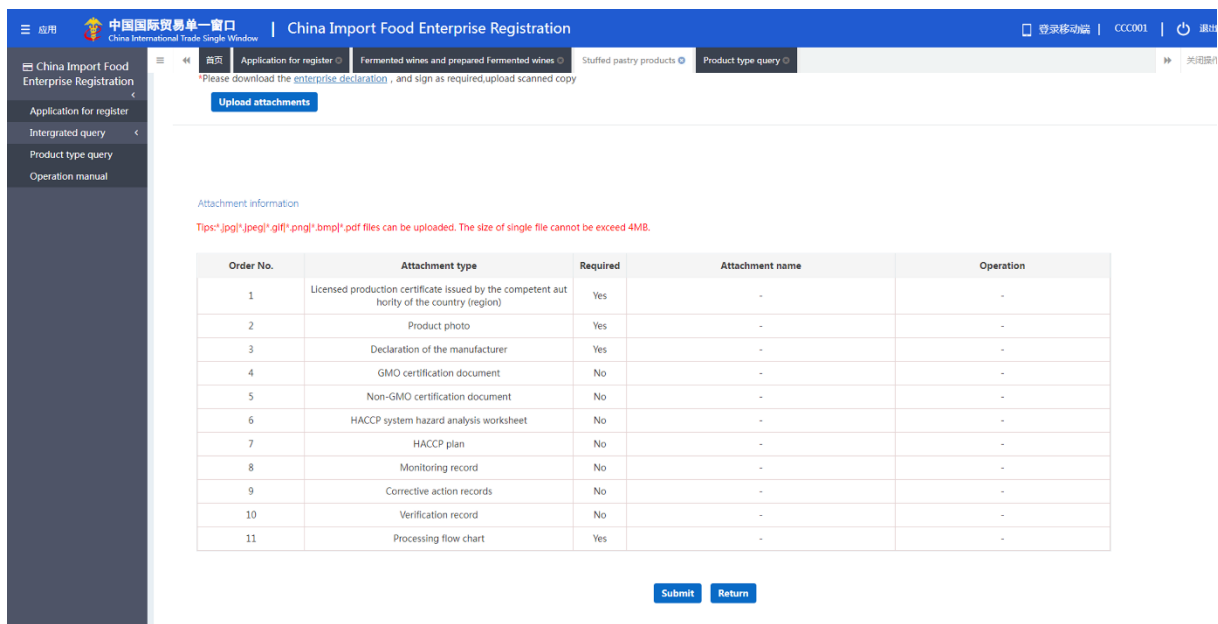
Figure: Preview and submission

4. Return: switch to separated page view mode. Exit preview mode.

5. Delete: after the input has been done and temporarily saved, the current data can be deleted by clicking on the "Delete" button. Deleted data cannot be recovered.

5.1.1.2 Entry Instructions

Required fields are marked with an asterisk * in the interface. The main fields are described as follows.

Figure: Enterprise registration application interface I

Figure: Enterprise registration application interface II

● Registration number approved by located competent authority: it is automatically filled in by the system according to the "Registration number approved by located competent authority" entered by the user when creating the account.

● Name of the registration approval competent authority: the overseas official authority that approved the establishment of the enterprise, i.e. the authority of the country/region that granted the "located country (region) registration number". Optional field.

● Name of competent authority of the country (region): the name of the authority that assigned a

user account to the enterprise. Click on the blank or the triangle icon on the right to select.

● Registration number (in China) / Registration date (in China) / Registration expiration date (in China): it cannot be filled in when entering, for it will be given by the GACC after the approval of the registration application. The number can be found through the function of the "application form query".

● Enterprise name: it is a required field automatically filled in by the system based on the information of the user account. This field can be edited, but modification is not recommended.
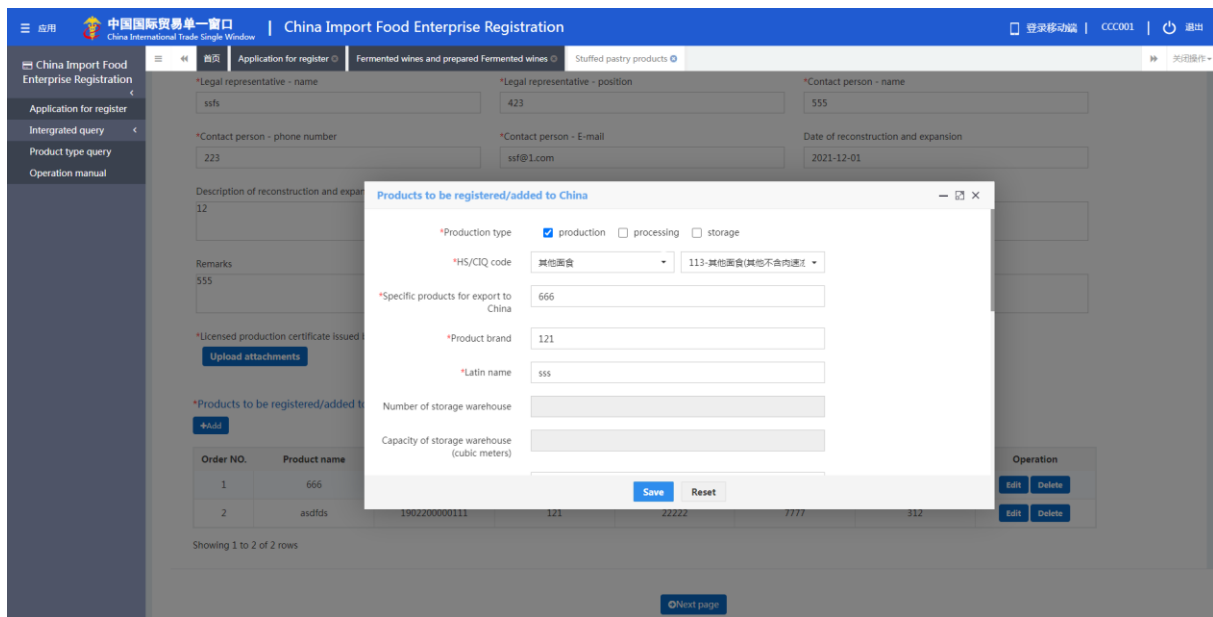

Figure: Interface for "Products to be registered/added in China"

● Product to be registered/added in China: required. After clicking "Add", the interface of entry will pop up. Only one product's information can be entered in one interface. If there are multiple products to be exported to China, the information of each product shall be entered.
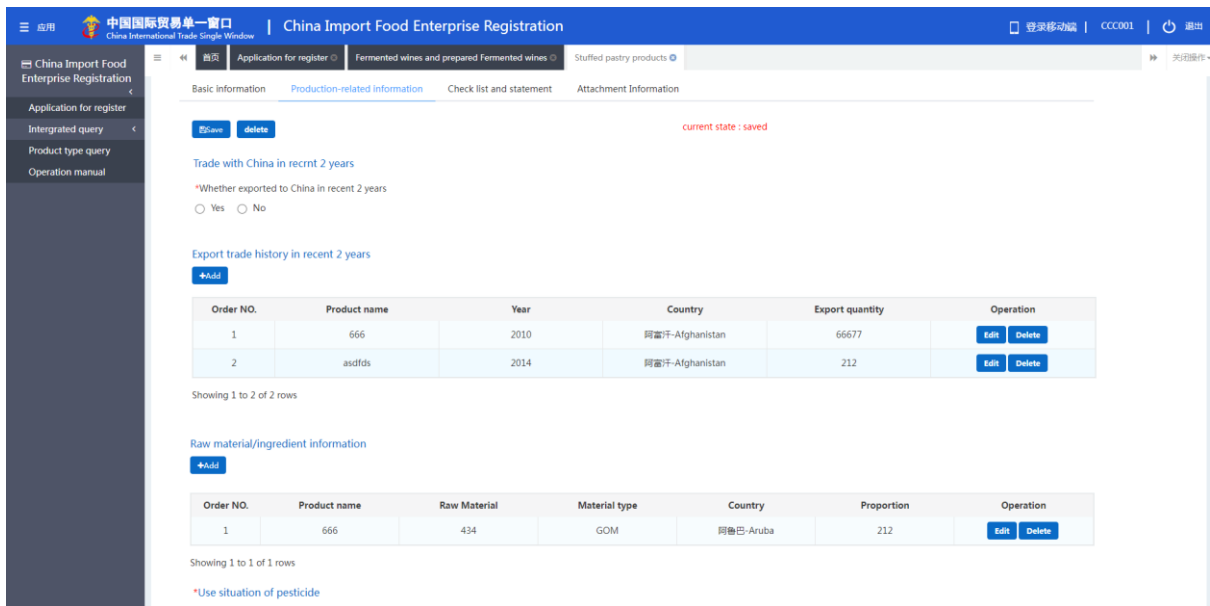
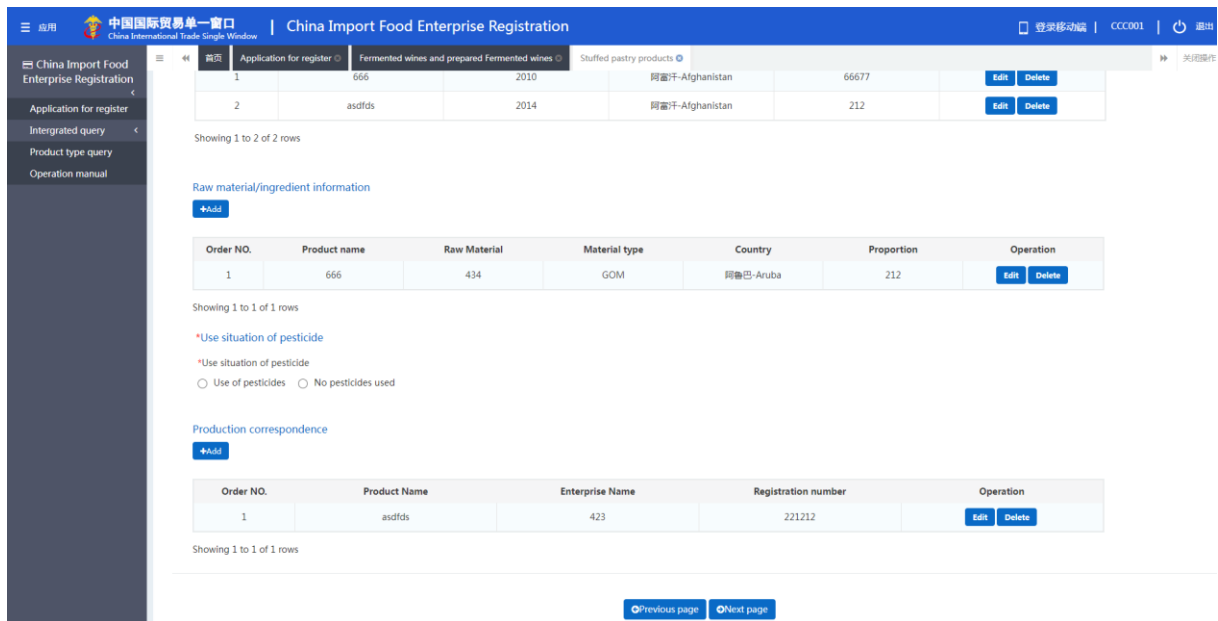Figure: Enterprise registration application interface III

Figure: Enterprise registration application interface IV

● Trade with China in recent 2 years: required. If you select "Yes", it is required to fill in; if you select "No", then it is not required. Select "Yes" to bring up the form for "Specific Products to China". Click "Add" to bring up the input interface of trade with China in the recent 2 years. The parameter options for "Specific products exported to China" are generated according to the items filled in for "Specific products to be exported to China" in the field of " Products to be registered/added to China ".

● Export trade history in recent 2 years (form): optional. Click on "Add" and choose "Export product variety", and then the space or the triangle to the right to display the options. The options for "Specific products to be exported to China" are generated according to items filled in for "Specific products to be exported to China" under the field of "Products to be registered/added to China".
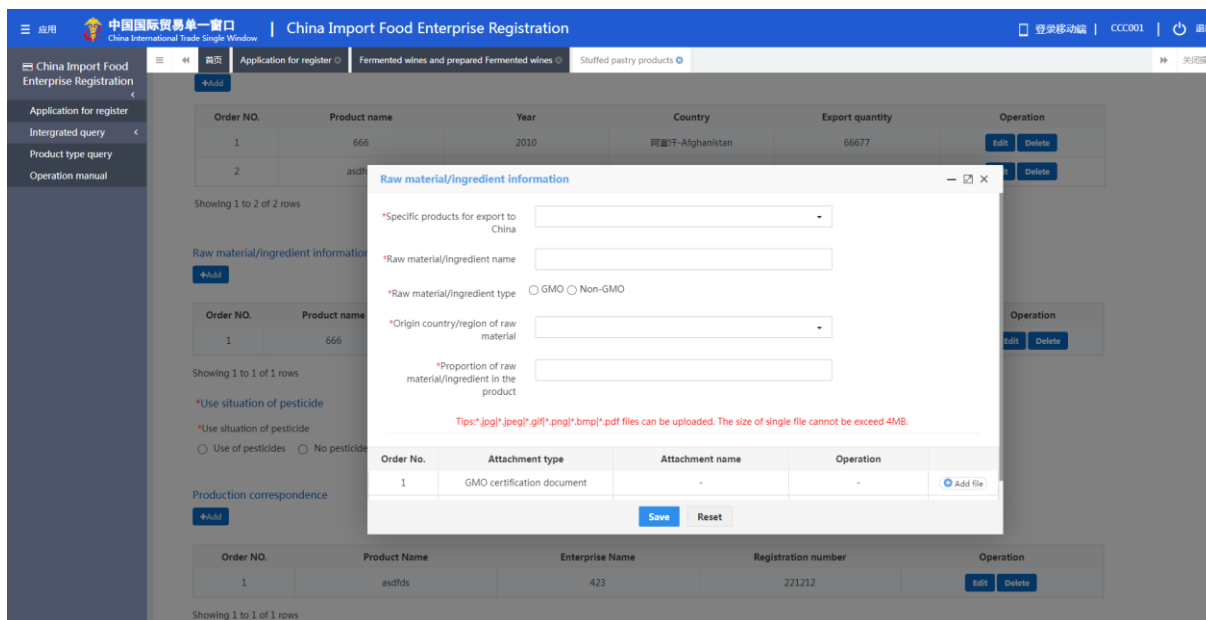

Figure: Interface for adding the information about raw material/ingredient

● Raw material/ingredient information form: optional. Click on "Add" to go to the page for "raw material/ingredient information". The options for "Specific products to be exported to China" are generated according to items filled in for "Specific products to be exported to China" under the field of "Products to be registered/added to China".

● Use situation of pesticide: optional. If you choose "No pesticide used", then you will not need to fill in the form; if you choose "Pesticide used", you must fill in the form below - please click "Add" to go to the page for entering the information about the pesticide used. The options for "Specific products to be exported to China" are generated according to items filled in for "Specific products to be exported to China" under the field of "Products to be registered/added to China".

● Production correspondence: optional. Click on "Add" to go to the page for "Production correspondence". The options for "Specific products to be exported to China" are generated according to items filled in for "Specific products to be exported to China" under the field of "Products to be registered/added to China".

Figure: Check list and statement

● Declaration information: you need to download the "enterprise declaration" (document provided by the system), and have it signed and stamped before uploading a scanned copy here.

Figure: Attachment information

● Attachment information: this section summarizes and illustrates details about the attachments uploaded through the "Basic information", "Production-related information" and "Declaration information" pages.

5.1.2 Registration applied by enterprise

Overseas manufactures of food products other than the 18 food categories recommended for registration by the located competent authority apply for registration with GACC on their own.

After logging in to the system with overseas enterprise account, click on "Registration Application" in the menu on the left, and select the product(s) for which the enterprise can apply for registration with GACC. The following is an example of "Alcoholic beverages – Fermented wines and prepared fermented wines".
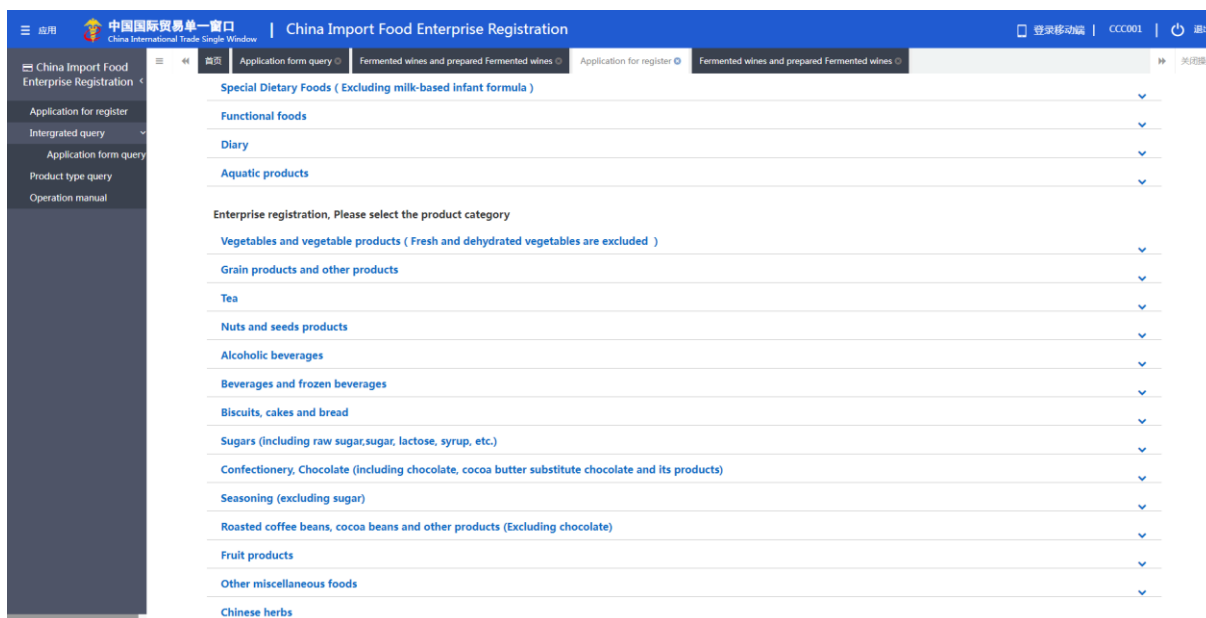

Figure: Product category selection for registration application

5.1.2.1 Introduction to the Registration Process (Taking Alcoholic beverages – Fermented wines and prepared fermented wines as an Example)

Registration process:

1. General approval process

Enter information → Preview → Submit to GACC → Approved by GACC (the enterprise obtains the Chinese registration number).

2. The process of returned by GACC for supplementation and correction Enter information → Preview → Submit → Requested by GACC to supplement and rectify → (The enterprise) modifies

the application and re-submit the application → Approved by GACC (the enterprise obtains the Chinese registration number).

3. The process of return (rejection) by GACC

Enter information → Preview → Submit → Rejected by GACC (the reasons for rejection can be found in "Customs feedback" through the "Integrated query ").

Kind reminder:

Applications that are rejected by GACC may not be resubmitted with amendments to the original application form. However, it is permitted to submit a new application.

Main functions:

Submit: the application data is submitted to GACC for review.

Other functions such as deletion and query are basically the same as those of the application page for the competent authority to recommend products to the GACC for registration.

5.1.2.2 Instructions for input

Required fields are marked with an asterisk * in the interface. The main fields are described below.

Figure: Enterprise basic information I

Figure: Enterprise basic information II

● Registration number approved by located competent authority: it is automatically filled in by the system according to the "Registration number approved by located competent authority" entered by the user when creating the account.

● Name of the registration approval competent authority: name of the overseas official authority that granting the qualification of the enterprise. It is also the organisation that issues the enterprise the "Registration number approved by located competent authority". Optional field.

● Registration number (in China) / Registration date (in China) / Registration expiration date (in China): enterprise's registration number in China granted after GACC's approval. It cannot be filled in when entering, for it will be given by the GACC after the approval of the registration application. The number can be found through the function of the "application form query".

● Enterprise name: it is a required field automatically filled in by the system based on the information of the user account. This field can be edited, but modification is not recommended.

● Products to be registered/added to China: required. After clicking "Add", the interface of entry will pop up and multiple products' information can be entered.

●

● Export trade history in recent 2 years: optional. After click on the "Add" button, the interface for entering data on export trade history (form) will pop up.
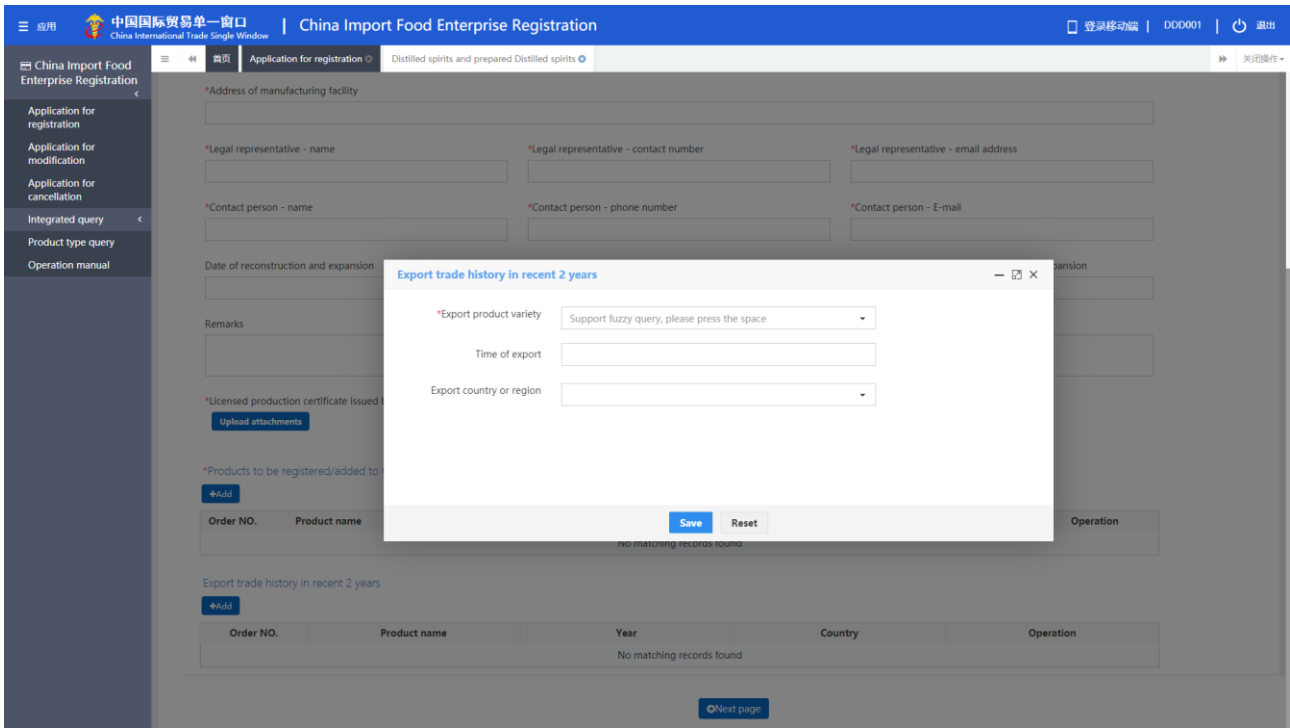
Figure: Interface for entering data on export trade history

● Export trade history in recent 2 years (form): "Export product variety" is required, and click on the space or the triangle to the right to display the options. The options for "Specific products to be exported to China" are generated according to items filled in for "Specific products to be exported to China" under the field of "Products to be registered/added to China".

Figure: Production-related information I

Figure: Production-related information II

● Raw material/ingredient information form: optional. Click on "Add" to go to the page for "raw material/ingredient information". The options for "Specific products to be exported to China" are generated according to items filled in for "Specific products to be exported to China" under the field of "Products to be registered/added to China".
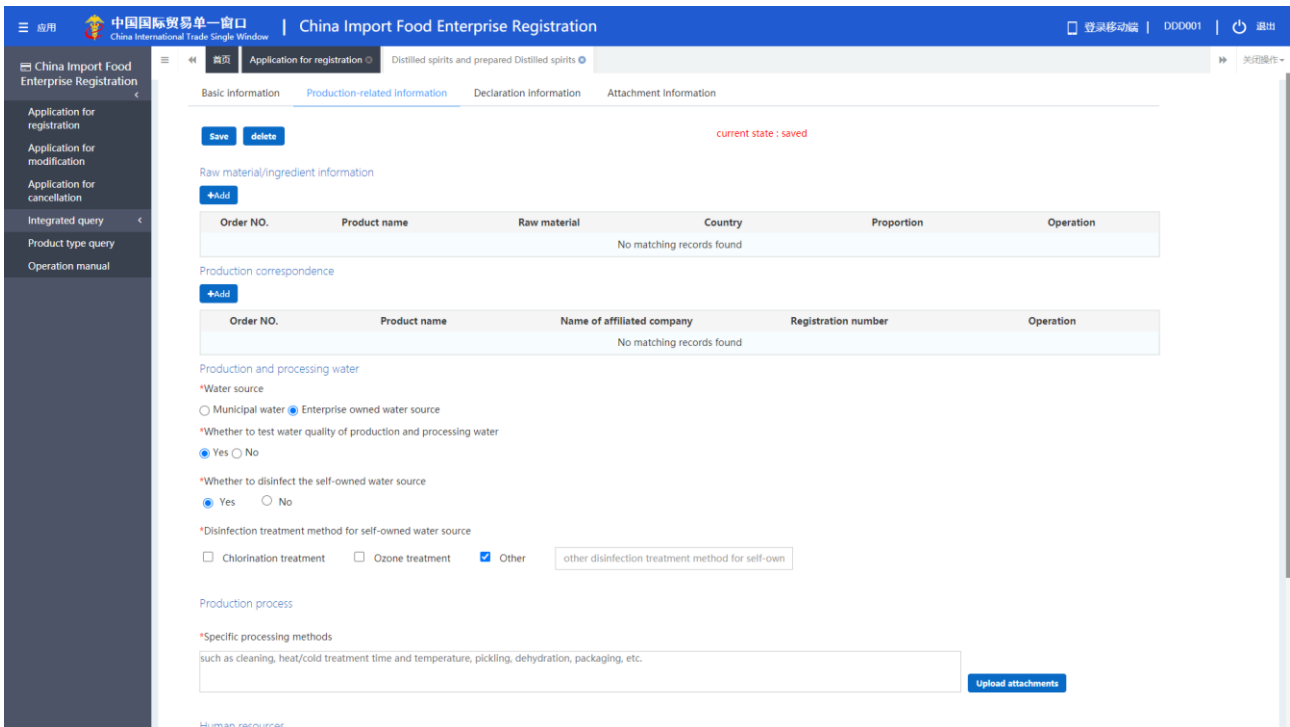
● Production correspondence: optional. Click on "Add" to go to the page for "Production correspondence". The options for "Specific products to be exported to China" are generated according to items filled in for "Specific products to be exported to China" under the field of "Products to be registered/added to China".

Note: For the following three categories, "Vegetables and vegetable products (fresh and dehydrated vegetables are excluded)", "Grain products and other products", and "Tea", the information about "Production correspondence" is **required**.

● Production and processing water: choose "Municipal water" or "Enterprise owned water source". If you choose enterprise owned water source, then "Whether to disinfect the self-owned water source" and " Disinfection treatment method for self-owned water source " become required fields, otherwise they are optional. For the disinfection method, if you choose "Other", the field "Other

disinfection methods for self-owned water source" will become editable and must be filled in.\

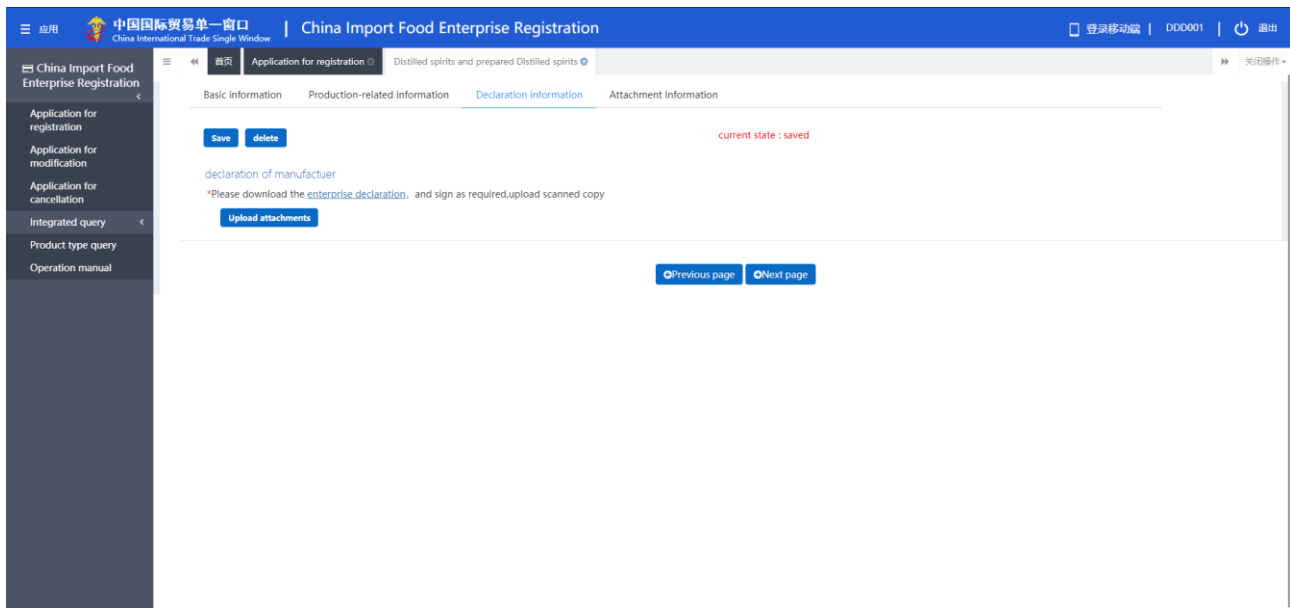● Production process: required. The attachment is optional.

Figure: Enterprise declaration

● Declaration information: you need to download the "enterprise declaration" (document provided by the system), and have it signed and stamped before uploading a scanned copy here.
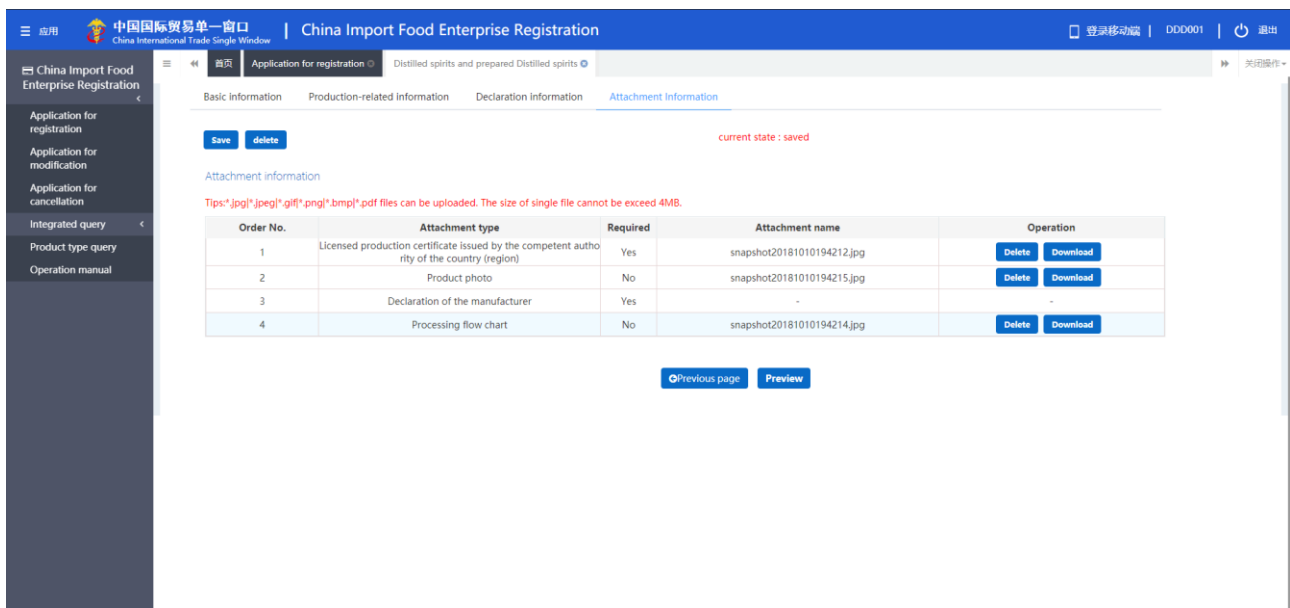
Figure: Attachment information

● Attachment information: this section summarizes and illustrates details about the attachments uploaded through the "Basic information", "Production-related information" and "Declaration information" pages. Editing operations can be performed here.

5.2 Application for Modification

Enterprises that have obtained the registration number (in China) can apply for modifications of the approved registration application.

After logging in to the system with overseas enterprise account, click "Application for modification" in the menu on the left; use the "Product category" query function to search for the registration applications that can be modified.
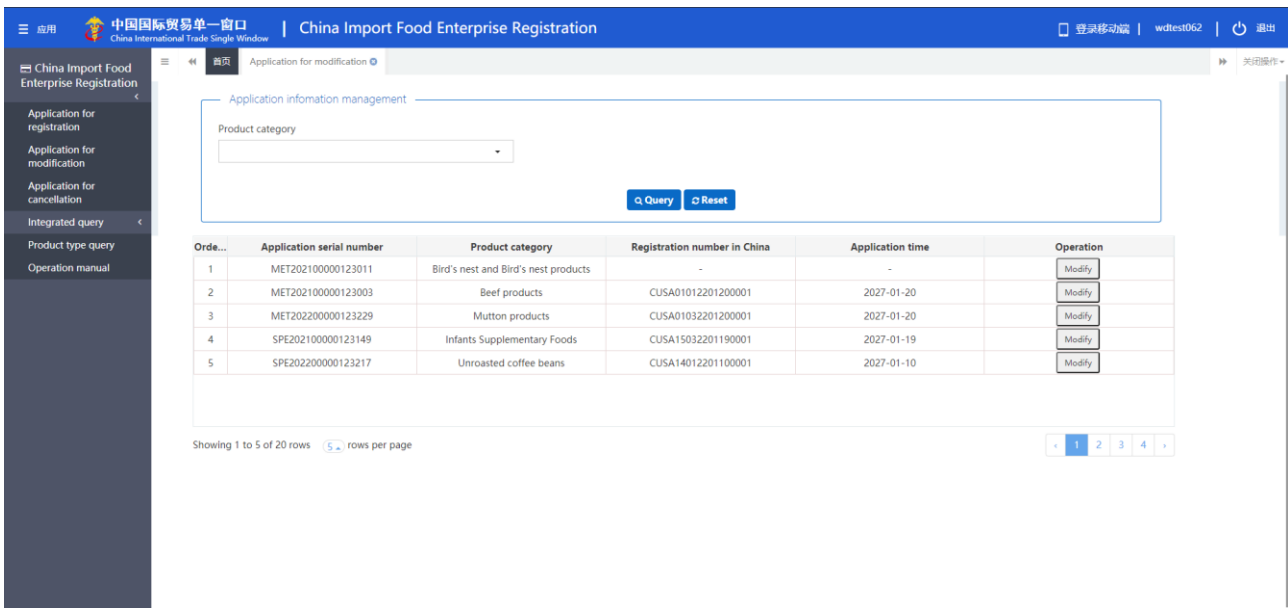
Click "Application for modification" button to enter the interface, and modify the information or content in the following sections: basic information about the enterprise, production-related information, declaration information (or corporate statement), attachment information, etc.
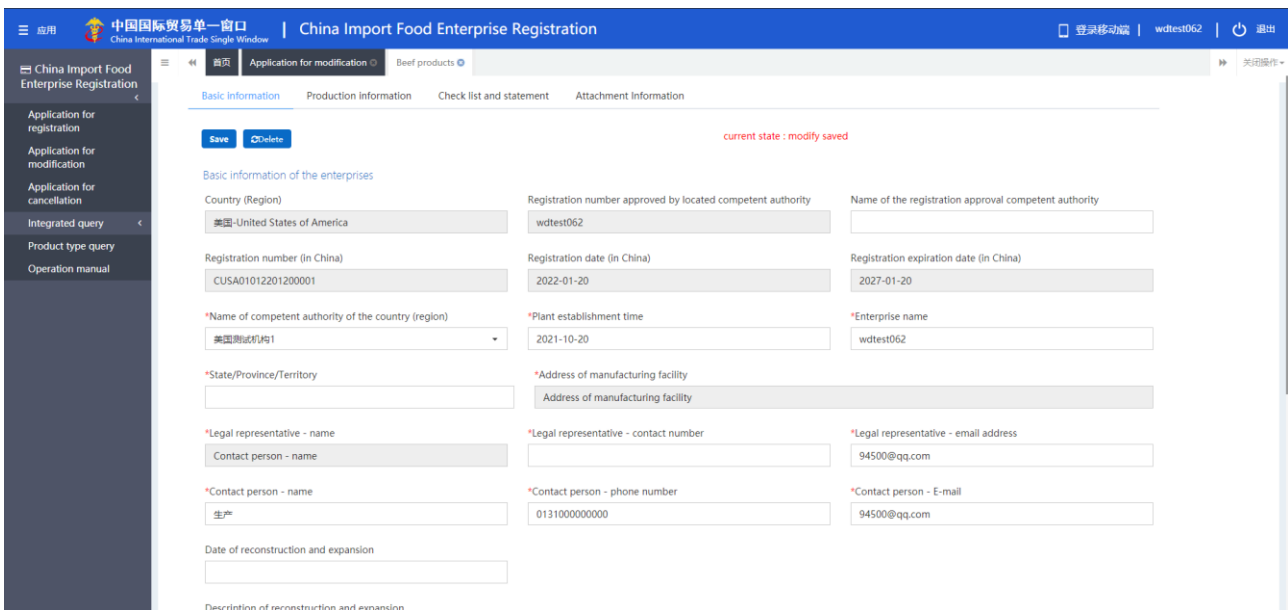
After completion, click "Preview", the system will display all the information entered for the user to confirm. After confirmation, click "Submit", the system will automatically submit the information to the corresponding competent authorities or GACC according to product categories; click "Return" and return to the application interface.

5.2.1 Application for modification of registration application recommended by located

competent authority

5.2.1.1 Introduction to the modification process

Modification process (take "Sheep intestine casings" as an example):

1. General approval process

Enter the information → Preview → Submit to the competent authority → Competent authorities recommendation → GACC approval (registration information will be updated to the latest contents submitted for modification)

2. Submission returned by the competent authority for supplementation or correction

Enter the information → Preview → Submit to the competent authority → Competent authority's request for supplementation and correction → Modify the application and re-submit it to the competent authority → Competent authorities' recommendation → GACC approval (registration information updated to the latest content submitted for modification)

3. Submission returned by the competent authority (Recommendation denied) or GACC approval not granted

Enter the information → Preview → Submit to the competent authority → Submission returned by the competent authority (Recommendation denied)

Enter the information → Preview → Submit to the competent authority → Competent authorities submit the information to GACC → GACC approval not granted (the reasons for the rejection can be found in through "Integrated query" - "Application form query"; re-select the approved registration on the "Application for modification" page to apply for new modification)

Kind Reminder:

For applications rejected by the competent authority (recommendation denied), it is not possible to make changes to the original application and submit it again. However, it is allowed to apply for new modification.

Main functions**:**

1. Save: the basic information about the enterprise, production-related information, declaration information and attachment information which have been entered can be saved temporarily. Temporarily saved data can be deleted or submitted to the competent authority. Data returned by

the competent authority for supplementation or correction can be edited.

2. Submit: after clicking on the "Preview" button, a "Submit" button will be displayed for the user to submit temporarily saved data to the competent authority for review. Data that has been submitted to the competent authority can no longer be edited.

3、Delete: delete the data that is temporarily saved, and the deleted data cannot be recovered.

"Preview" and "Return" functions here are consistent with the functions that exist on the "Application for registration" page.

5.2.1.2 Entry Instructions

After entering the "modification entry" interface, most of the main field's contents displayed are from the approved registration application. Required fields are marked with an asterisk * in the interface. Three fields ("State/Province/Territory", "Address of manufacturing facility" and "Legal representative - name") do not allow changes, while the requirements for entering data in other fields (for modification) are basically in line with the requirements for data entry in the "Application for registration" interface. The following provides instructions on how to enter data in the fields for which the requirements are inconsistent with those for "Application for registration".
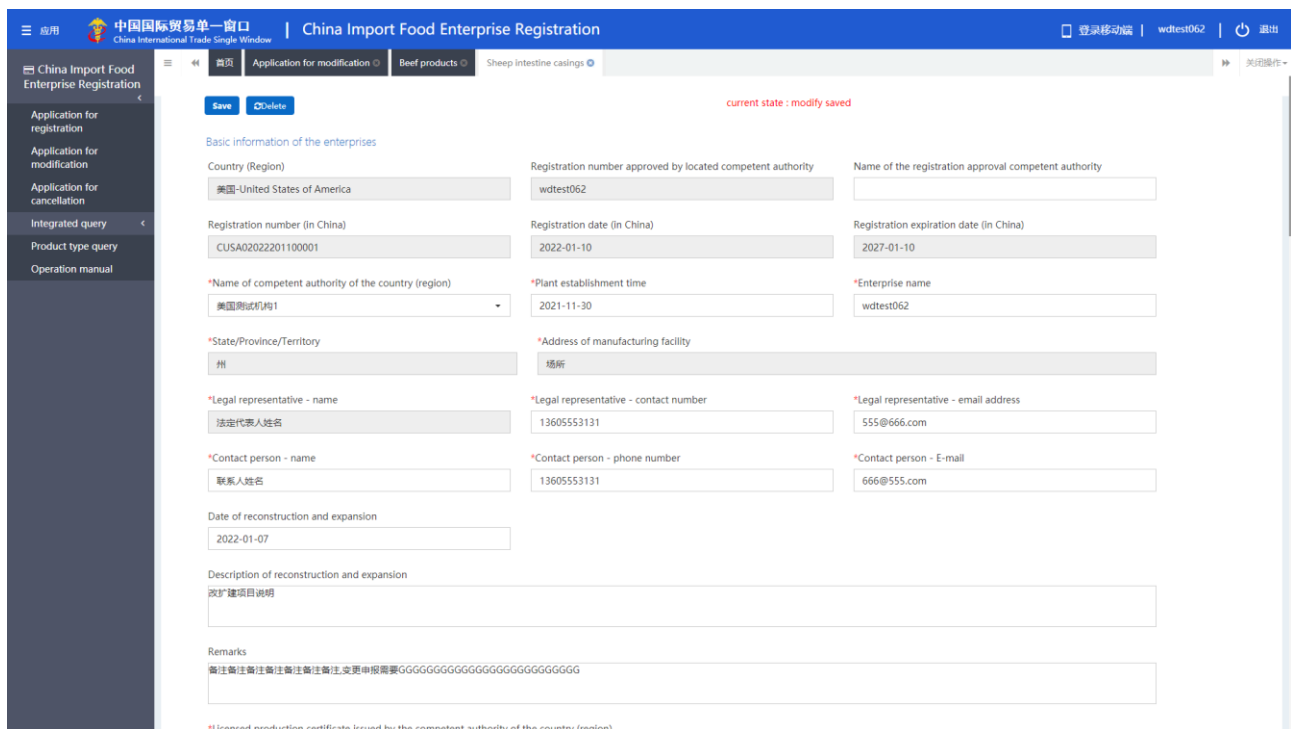

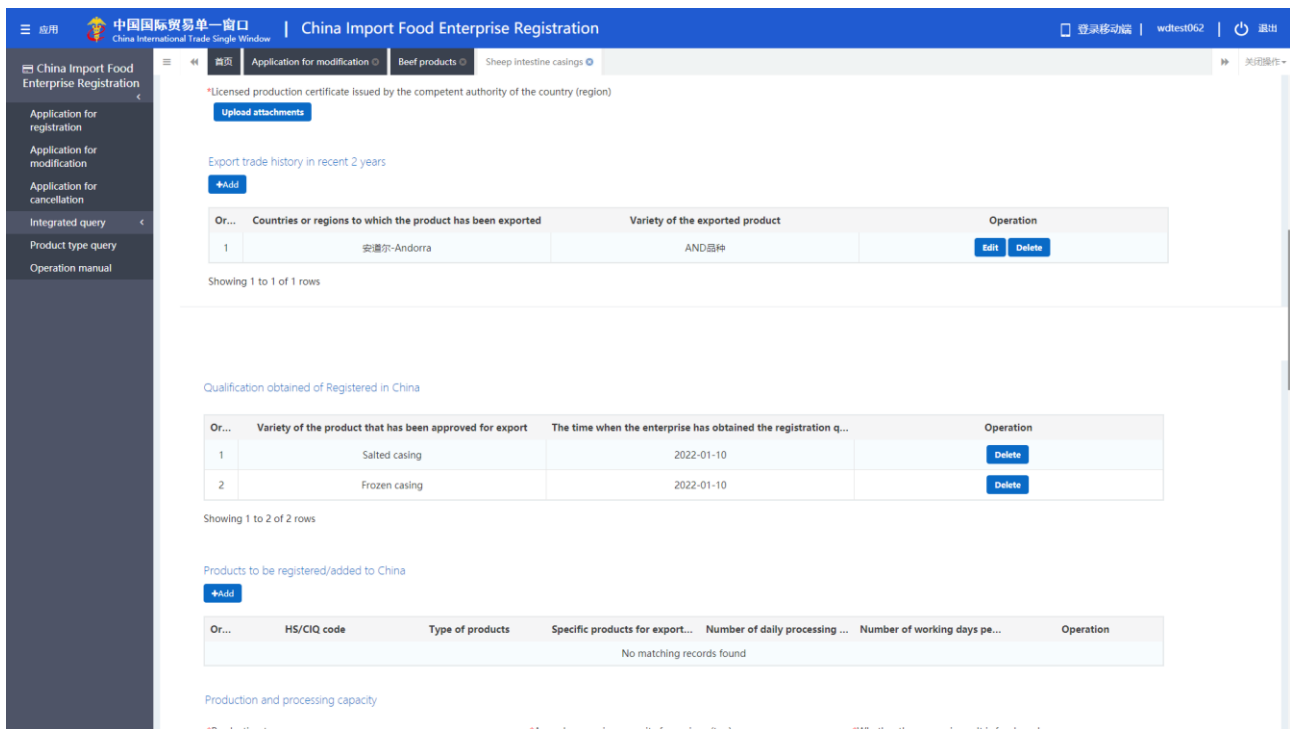Figure: "Application for modification" interface -1

Figure: "Application for modification" interface - 2

Registration number (in China) has been granted: The list shows all types of products that have been granted registration number (in China) to be exported to China; click the "Delete" button to cancel the registration, and after the application for modification is approved by GACC, the product associated with the cancelled registration will lose the qualification to be exported to China.

Products to be registered/added to China: Optional. After clicking "Add", the entry data interface will appear, and the information about one product can be entered in each interface. If the information about more than one product needs to be entered, please save the data first and click the "Add" button to add another item.

Supporting materials related to the modification of information: Click "Upload Attachment" to access the "upload attachment" interface, add files, save them, etc. as required.

Figure: "Application for modification" interface - 3

5.2.2 Application for Modification of Enterprise Self-registration Application

5.2.2.1 Introduction to the registration process (take "lactose" as an example)

Registration process:

1. General approval process

Enter the information → Preview → Submit to GACC → GACC approval (registration information will be updated to the latest contents submitted for modification)

2. Submission returned by Customs for supplementation or correction

Enter the information → Preview → Submission → GACC return the submission for supplementation or correction → Modify the application and re-submit → GACC approval (registration information will be updated to the latest contents submitted for modification)

3、Submission returned by Customs (Application for modification not approved)

Enter the information → Preview → Submission → GACC does not approve the application (reasons for rejection can be found in the "Customs Receipt" through "Integrated query - Application form query"; re-select the approved registration on the "Application for modification" page to apply for new modification)

Kind Reminder:

For applications rejected by the competent authority (recommendation denied), it is not possible to make changes to the original application and submit it again. However, it is allowed to apply for new modification.

Main functions:

Submit: The data for modification will be submitted to GACC for review.

"Delete", "query" and other functions here are basically consistent with the functions exist on the page for "Application for modification" of registration application recommended by the located competent authority.

5.2.2.2 Entry Instructions

After entering the "modification entry" interface, most of the main field's contents displayed are from the approved registration application. Required fields are marked with an asterisk * in the interface. Three fields ("State/Province/Territory", "Address of manufacturing facility" and "Legal representative - name") do not allow changes, while the requirements for entering data in other fields (for modification) are basically in line with the requirements for data entry in the "Application for registration" interface. The following provides instructions on how to enter data in the fields for which the requirements are inconsistent with those for "Application for registration".
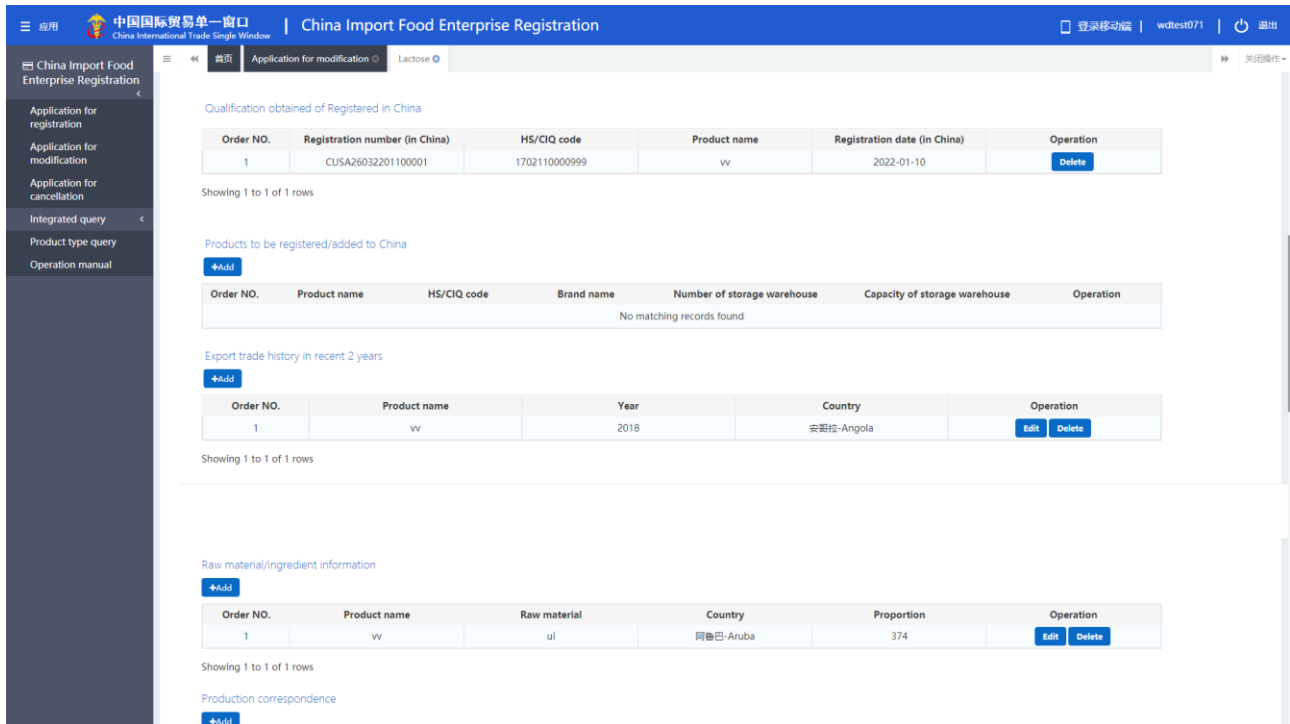
Figure: Application for modification - Basic information about the enterprise - 2

Registration number (in China) has been granted: The list shows all types of products that have been granted registration number (in China) to be exported to China; click the "Delete" button to cancel the registration, and after the application for modification is approved by GACC, the product associated with the cancelled registration will lose the qualification to be exported to China.

Products to be registered/added to China: Optional. After clicking "Add", the entry data interface will appear, and the information about one product can be entered in each interface. If the information about more than one product needs to be entered, please save the data first and click the "Add" button to add another item.

Supporting materials related to the modification of information: Click "Upload Attachment" to access the "upload attachment" interface, add files, save them, etc. as required.

Figure: Application for modification - Basic information about the enterprise - 3

5.3 Integrated Query

5.3.1 Application Form Query

The system provides services for inquiring application forms. Overseas enterprise users can enter key words to inquire the applications they submitted, including application information, recommendation information of competent authorities, review information by GACC.

For the applications that have been temporarily saved or have not successfully submitted or completed the supplementation and correction, click "View" to enter the page of application details for editing.

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

Figure: Application form query

Operating procedures:

1. Set the searching conditions, click "Query", and the results will be listed below according to the query conditions.

2. Click "View" in the data operation column to open the application form for details. The application progress can be viewed in the upper right corner of this page. According to different status of the application form, there are the following circumstances:

(1) For applications that have been temporarily saved (to be submitted by the enterprise) or are subject to supplementation and correction (to be submitted by the enterprise), the application forms can be edited, modified and declared.

(2) If the application of a product that the enterprise can apply to register with GACC by itself is in the state of "Failed to deliver to Customs" or "Failed to enter Customs database", the application forms can be edited and modified, and re-declared (see the appendix at the end of this manual for detailed explanation). If the registration application of the product recommended by the competent authority to GACC is in the state of " Failed to deliver to Customs " or "Failed to enter Customs database", the application forms cannot be modified or declared.

Figure: Enterprise basic information (temporarily saved)

(3) Application forms in the following states are not allowed to be edited, modified and submitted：

- submitted to the competent authority already;

- submitted to Customs already (through recommendation);

- returned (recommendation rejected);

- sent to successfully to the GACC;

- entered Customs database successfully;

- unapproved/approved/already accepted/unaccepted/revoked/suspended/subject to rectification

Figure: Enterprise application interface (when the application is successfully sent to GACC)

Kind reminder:

If the competent authority is processing the data submitted by the enterprise, the enterprise is not allowed to edit, modify or submit the application.

5.4 Product Categories Query

5.4.1 Product Categories Query

In this module, product categories can be searched by entering HS code or product name. It can be made unconditionally, or by setting one condition or two conditions at the same time. The results are displayed in a list and the number of results displayed on a single page can be customized.

Query: click [Query] to query according to query conditions.

Reset: click [Reset] to clear query conditions.

Figure: Product type query

Appendix: System Status Description

Status	Description
Temporarily saved	The entered information is temporarily saved to the system.
Submitted (to the competent authority)	The application has been submitted to the competent authority for review.
Submitted (to GACC)	1. The competent authority has recommended the enterprise's application to GACC. 2. The enterprise has submitted the application to GACC.
Recommendation rejected	The application is returned and rejected to the enterprise after being reviewed by GACC or the competent authority.
Successfully sent to GACC	System processing. Applications recommended by the competent authorities or submitted by enterprises have been successfully sent to GACC.
Failed to send to GACC	System processing. Applications recommended by the competent authorities or submitted by enterprises was not successfully sent to GACC due to network problem or other abnormalities.
Entered Customs database successfully	System processing. GACC received the data successfully.
Failed to enter Customs database	System processing. GACC failed to receive the data.
Accepted	The application has been accepted by GACC and will be reviewed.
Unaccepted	The application is returned because GACC doesn't accept and won't review it.
Supplementation and correction	1. If 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 application and requires the enterprise to modify the application.
Unapproved	GACC rejects the application recommended by the competent authority or submitted by the enterprise.
Approved	If the overseas manufacturer of imported food meets the requirements, GACC shall approve the registration application and grant Chinese registration number to the enterprise.
Revoked	GACC revokes the registration in China of the registered enterprise.
Suspended	GACC suspends the export of food products by the registered enterprise to China, until the registration requirements are met after rectifications.
Rectification	If a registered overseas manufacture of imported food no longer conforms with the registration requirements, GACC shall request the manufacture to rectify within a specified period and shall suspend imports from the manufacture during this period. The manufacture shall complete the rectification within the specified period and submit to GACC a written report and a written statement confirming it conforms with the registration requirements.