

# 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.*

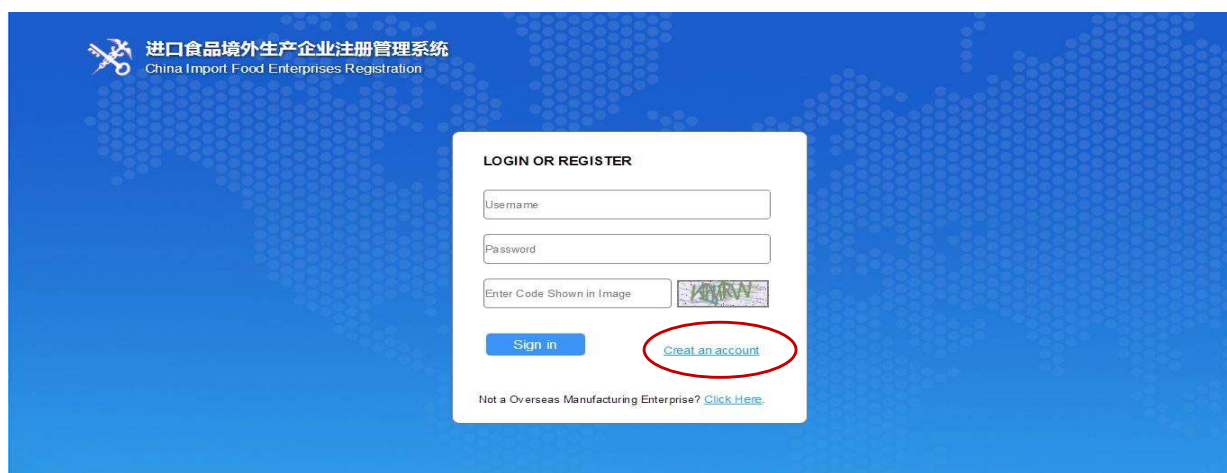
*When filling in the blanks accordingly, you must answer questions with red \* marks (compulsory questions).*

### Part I. Create an account

#### **Step 1.**

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

Click “**Create an account**”.



#### 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”.

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

Abroad Enterprise Registration

EN 中

ENTERPRISE NAME/ADDRESS INFORMATION

\*Account Name

\*Password

\*Confirm password

\*Located Country(Region)

Located Country(Region) Register Number

\*Workplace

Work Department

Job Title

\*Contacts

\*Contact Mobile

Contact Fax

请选择地区(Please select a country)

FIN-芬兰

FJI-斐济

FLK-福克兰群岛(马尔维纳斯)

FRA-法国

FRO-法罗群岛

FSM-密克罗尼西亚(联邦)

GAB-加蓬

GAM-塞拉利昂

GBR-英国

GEO-格鲁吉亚

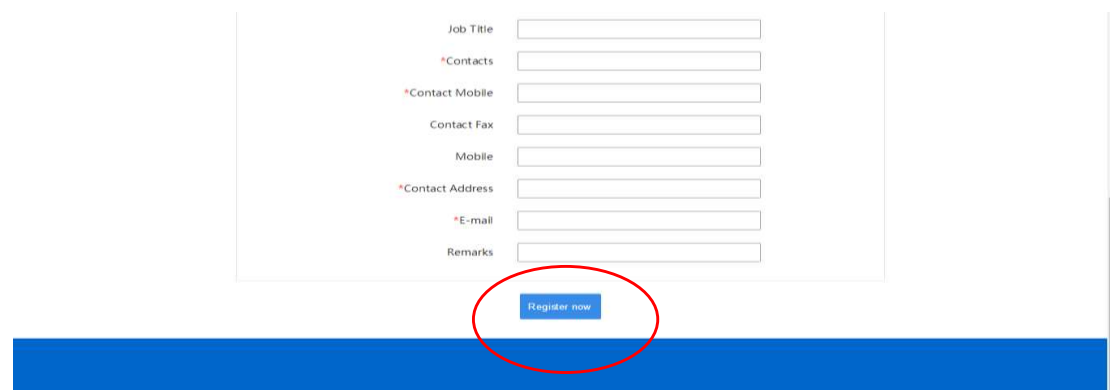
GGY-根西岛

### Step 3.

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

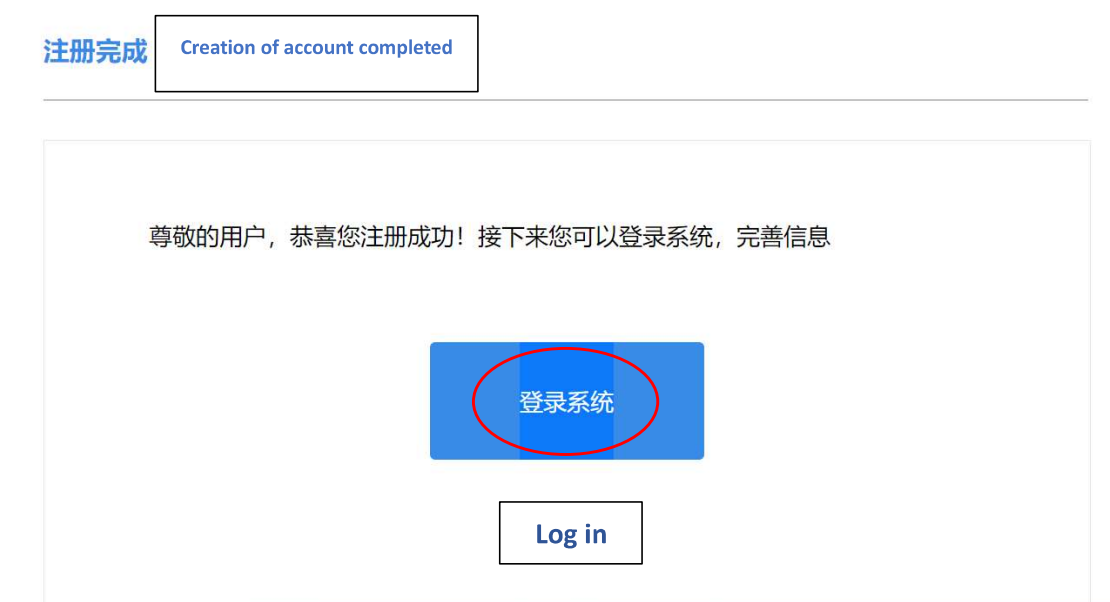
Click the button “**Register now**”.

You can then create an account.



The image shows 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 containing a button labeled "Register now", which is circled in red.

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



The image shows a confirmation message in a box: "注册完成" (Registration completed) and "Creation of account completed". Below this, a message in Chinese says: "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" (Respected user, congratulations on successful registration! Next, you can log in to the system and complete the information). Below the message are two buttons: "登录系统" (Log in to system) and "Log in". The "登录系统" button is circled in red.

## 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>

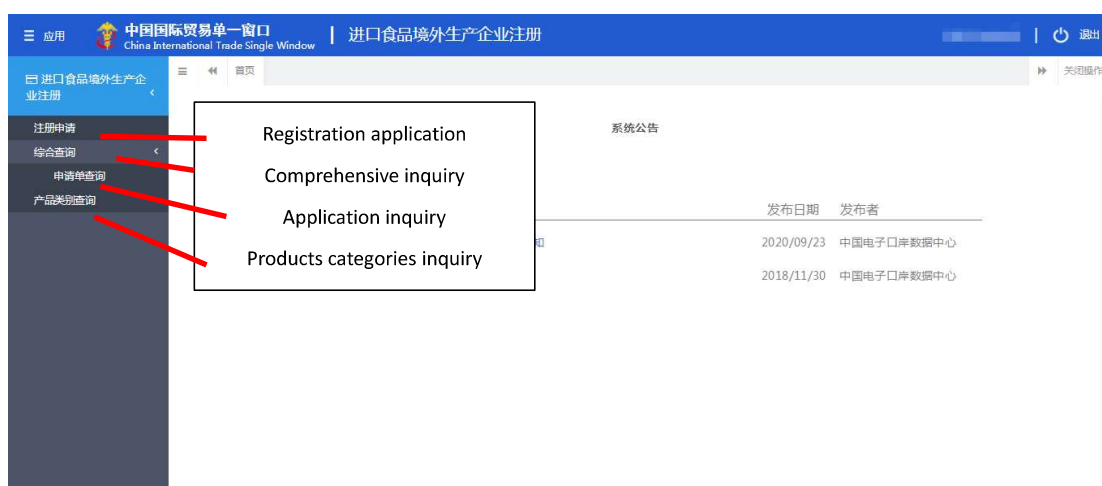
Enter your user name, password of your account, then insert the “verification code” showed in the frame on the right (see the yellow circle). It may not be quite clear. If you can’t recognize it, please click the picture then it will refresh to create a new one.

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:



- 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;**

Registration application

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

BNICGabrielle6 | 退出

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

企业基本信息 生产相关信息 企业声明 附件信息

暂存 删除 Save for now ; Delete 当前为暂停状态

企业基本信息

\*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:

(在华)注册时间:

(在华)注册有效期:

\*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

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.



应用

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

BNICGabrielle6 | 退出

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

首页

申请单查询

注册申请

蒸馏酒及其配制酒

关闭操作

\*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:

Company ID document

附件上传

(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.

The screenshot shows a web application for 'China International Trade' with a 'Registration application' form. The form includes a sidebar with 'Registration application' and '综合查询'. The main form has a header with 'Your product category +' and a table for attachments. A red box highlights the '+ 添加文件' button in the table. A red text box above the table states: 'Only accept documents in jpg,jpeg,gif, png,bmp,pdf formats, smaller than 4M.' Below the table, a text box says: 'N°, Attached file type, If it is compulsory to upload, File name, Operation, + Add'. Another text box below that says: '1, production permission granted by the authority of country where is situated your company, compulsory, -, -,'. At the bottom, there are 'Upload/Save' and 'Close' buttons, and a '上传/保存' button.

### 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**.

应用

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

中 °, 简 ☺ ⚙

进口食品境外生产企业注册

注册申请

综合查询

首页

注册申请

蒸馏酒及其配制酒

关闭操作

\*企业身份证明文件:

附件上传

Company identity certificate:

+ Upload

拟对华注册/增加的产品

+ 新增

Products to be registered/added to China

+ Add 1

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... 实际生产/加... 操作

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

+ 新增

近2年出口贸易情况

Export trade situation in last 2 years

+ Add 2

序号 出口具体产品 出口贸易时间 出口国家或地区 操作

N° Exported product Export time Destination (country/region) Operation

下一页

Next Page

**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	-	-

N°

Attached file type

File name

Operation

 添加文件

+ 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 | BNICGabriele6 | 退出

已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 | 产品类别查询

拟对输华注册/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	<a href="#">编辑</a> <a href="#">删除</a>
2	222	1905320000102	无	-	-	1	1	<a href="#">编辑</a> <a href="#">删除</a>

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](#)

**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	<b>编辑</b> <b>删除</b>

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)  
 出口贸易时间: Export trade time  
 出口国家或地区: Destination (country/region)

**Save** **Reset**

**保存** **重置**

**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).

应用 | 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

BNICGabrielle6 | 退出

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 | 产品类别查询

生产相关信息

企业基本信息 | 生产相关信息 | 企业声明 | 附件信息

当前为暂存状态

保存 | 删除

原料/配料信息

Raw material/ingredient information

Add 1 + 新增

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
无匹配数据					

生产对应关系

Production relationship

Add 2 + 新增

序号	拟输华具体产品	关联企业名称	关联企业是否有在国注...	关联企业所在国注册编号	关联企业是否获得在华注...	操作
无匹配数据						

生产加工用水

Water for production and processing use

\*水源:


☒ 公共用水 ☐ 企业自有水源

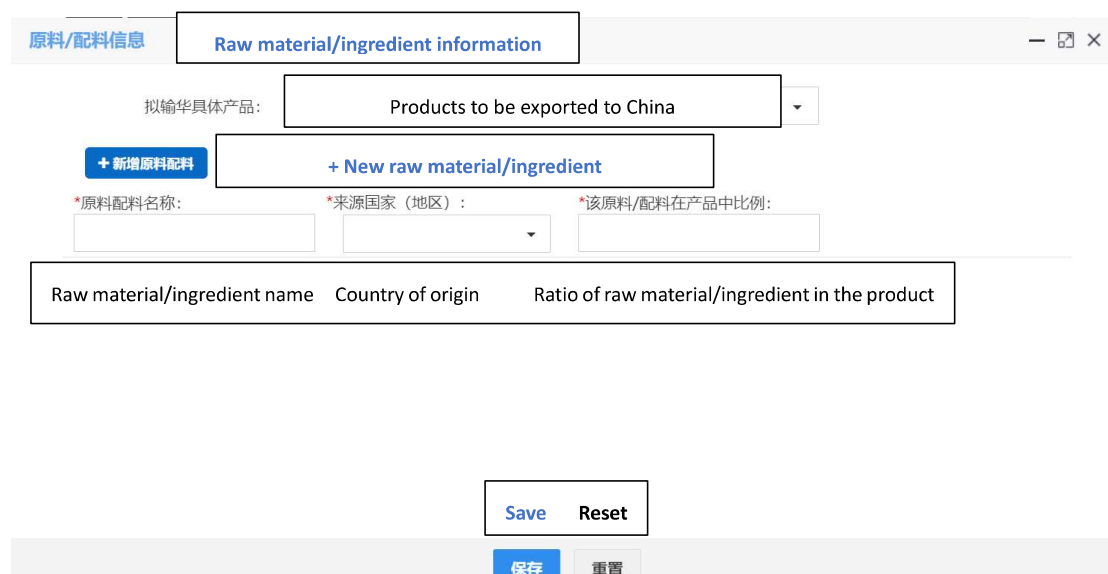
\*是否对生产/加工用水的水质进行检测:

关闭操作


### Step 15.

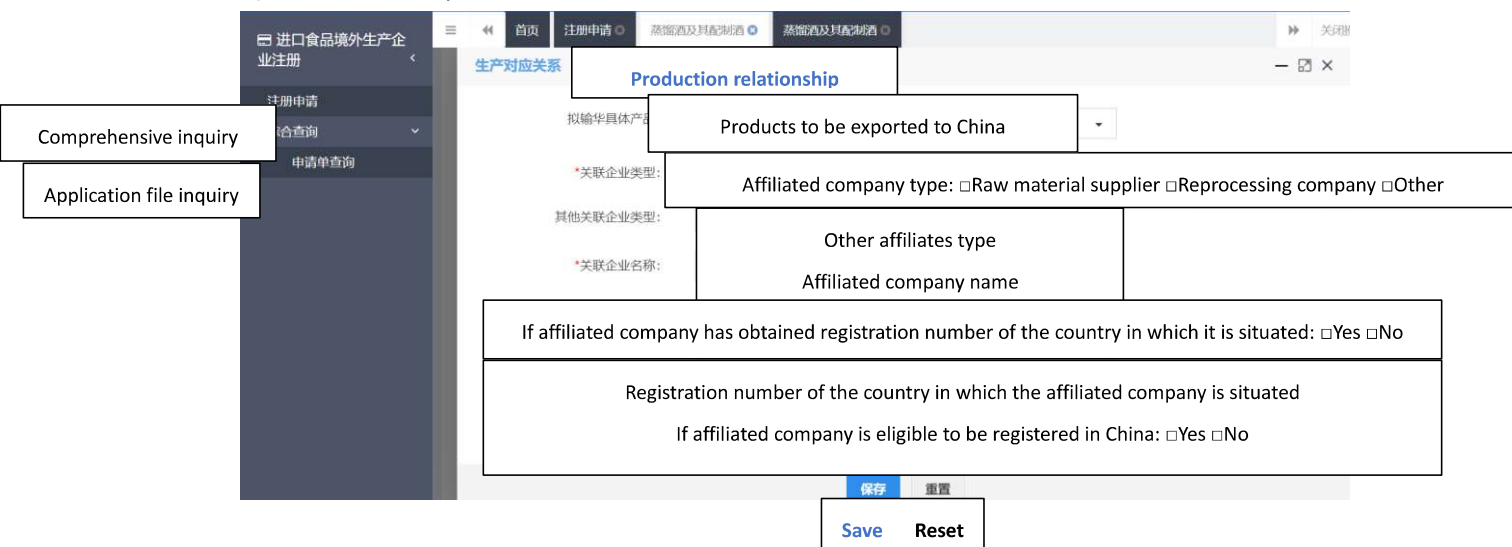
Click **Add 1** to begin section a): first materials or ingredients in this page.

- 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.

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、

人力资源

\*企业员工总数:

\*管理技术人员数量:

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.

Human resources:

Total number of company employers  
Number of management technicians

Previous page - Next page

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**

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

暂存

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 correspondence

+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...

关联企业所在国法...

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

上一页

下一页

Previous page - Next page

## 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.

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

当前为暂存状态

Current stage : save for now

Save for now ; Delete

Company statement

Please download [Company statement](#), sign and seal as required, upload the scanned copy

Upload file

Previous page Next page

## Step 20.

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

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	企业声明	必传	-	-

N°, Attached file type, If it is compulsory to upload, File name, Operation,

1 Company Statement Compulsory - - + Upload

Upload /Save Close

上传/保存 关闭

## 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**.

**Attached file information**

提示: 可上传后缀名为.jpg|.jpeg|.gif|.png|.bmp|.pdf等文件

Only accept files in jpg,jpeg,gif, png,bmp,pdf formats, smaller than 4M

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

N°, Attached file type, If it is compulsory to upload, File name, Operation,  
 1 one of the four files mentioned above, Compulsory, - Delete Download

**Declaration Return**

申报 返回

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 3<sup>rd</sup> line of grey section (left side of this page).

The screenshot shows the 'China International Trade Single Window' interface. On the left, there is a sidebar with 'Registration Declaration' and 'Product category inquiry'. The main area is titled 'Inquiry' and shows a table of system announcements. The table has columns for 'Title', 'Release Date', and 'Release Author'. The first row is '关于保障进出口企业权益的重要通知' (Important Notice on Guaranteeing the Rights and Interests of Import and Export Enterprises), released on 2020/09/23 by the China Electronic Port Data Center. The second row is '重要通知' (Important Notice), released on 2018/11/30 by the China Electronic Port Data Center.

##### 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.

Selection criteria

HS code: 1108200000

Product name: 菊粉

Inquiry Reset

Q 查询 C 重置

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: 20049000 product name:

[Inquire](#) [Reset](#)

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)	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)	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)	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)	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	101	非用醋制作的其他冷冻蔬菜(品目2006的货品除外)	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编码: 20041000 Product name:

[Inquiry](#) [Reset](#)

[查询](#) [重置](#)

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
N°	HS code	Product name	IQ code	IQ name	Product category	If official recommendation is needed

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://cifer.singlewindow.cn>

Nothing: not under decree 248

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

