



Ref: GJEPC/101/M&R/RNW/2022-23/

5th July 2022

To,

All Members of GJEPC across India

Sub: Mandatory filing/issuance of Registration cum Membership Certificate (RCMC) / Registration Certificate through the DGFT common digital platform wef 01-04-2022

Dear Member(s),

This is to inform you that on e-RCMC Module launched vide Trade Notice No 35 dated 24.02.2022 & Trade Notice No. 27 dated 30.11.2021. The members are requested to initiate the procedure of submitting application at DGFT portal (<https://www.dgft.gov.in/CP/#>) for issuance of e-RCMC (New/Renewal/Amendment) immediately. It has been made mandatory for the exporters w.e.f April 1st, 2022.

Further User Manual for members is also available on DGFT website under Help Section same is also attached for your ready reference .

Kindly find below the procedure to apply for issuance/renewal/ amendment of RCMC with GJEPC through DGFT Portal.

<https://www.dgft.gov.in/CP#> Services ➔ e-RCMC ➔ Apply for e-RCMC /Renewal of RCMC/Amendment for e-RCMC ➔ Register / Login

For queries, if any, please feel free to contact us at our toll-free number **1800-103-4353. and Missed Call 91-7208048100 and** may contact the Membership Department of the Council in Mumbai or your respective region our e-mail IDs are membership@gjepcindia.com for Mumbai, surat@gjepcindia.com, delhi@gjepcindia.com, chennai@gjepcindia.com, kolkata@gjepcindia.com, jaipur@gjepcindia.com.

Thanking you,

Yours faithfully,

(sd)

Mithilesh Pandey
Director (Membership)

Encl: User Manual (E-RCMC)